

RECORD OF PROCEEDINGS
WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Minutes of

Meeting 01-20

ORGANIZATIONAL MEETING

BEAR GRAPHICS 800.325.8094 FORM NO. 10148

Held JANUARY 8, 2020

The Organizational Meeting of the Warrensville Heights Board of Education was held on Wednesday, January 8, 2020, at 6:30 p.m., at the Warrensville Heights High School, Room 154, 4270 Northfield Road, Warrensville Heights, Ohio.

President Pro Temp Dr. Michael A. Rock, Treasurer of the Board of Education called the meeting to order.

Donald J. Jolly, II, Superintendent, also in attendance.

All other individuals used a sign-in log.

Pledge

Dr. Rock requested all stand to recite the Pledge of Allegiance to the Flag.

Administration of Oath of Office

The swearing in ceremony was conducted by The Honorable Michael L. Booker, Mayor of the Village of Highland Hills, Ohio, for Mr. Earl D. Roberts; and The Honorable Gayle Williams-Byers, Judge of South Euclid Municipal Court, South Euclid, Ohio, for Mr. Ray A. Freeman and Ms. Traci Mitchell. All members were asked to raise their right hand and repeat the Oath of Office.

“I [Earl D. Roberts] [Ray A. Freeman] [Traci Mitchell] do solemnly swear, that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as member of the Board of Education of the Warrensville Heights City School District, Cuyahoga County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereinafter to be enacted, during my continuance in said office and until my successor is elected and qualified.”

Earl D. Roberts—Mayor Michael L. Booker: “Sworn to and scribed before him this 8th day of January 2020.”

Ray A. Freeman and Traci Mitchell—Judge Gayle Williams-Byers: “Sworn to and scribed before her this 8th day of January 2020.”

New Board Members (2020-2023): Mr. Earl D. Roberts, Mr. Ray A. Freeman and Ms. Traci Mitchell.

Roll Call

President Pro Temp Dr. Michael A. Rock, Treasurer of the Board of Education called the roll and the following members were present: Mr. Ray A. Freeman, Mrs. Millicent Gaiter, Ms. Traci Mitchell, Mrs. Barbara A. Mumin, Mr. Earl D. Roberts

Election of President

In accordance with Section 3313.14 of the Ohio Revised Code, President Pro Temp Dr. Michael A. Rock called for nominations for President of the Warrensville Heights Board of Education for the year 2020 was made.

Mrs. Gaiter nominated Ms. Traci Mitchell for President of the Warrensville Heights Board of Education, and seconded by Mr. Freeman.

Vote:

Ayes – Mrs. Mumin, Mr. Roberts, Mr. Freeman, Mrs. Gaiter, Ms. Mitchell

Nays – None

Motion carried

5-0

R-01-20-01

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Ms. Traci Mitchell elected President of the Warrensville Heights Board of Education for the year 2020.

Election of Vice President

At this time and in accordance with Section 3313.14 of the Ohio Revised Code, President Mitchell called for nominations for Vice President of the Warrensville Heights Board of Education for the year 2020.

Mrs. Mumin nominated Mr. Ray A. Freeman for Vice President of the Warrensville Heights Board of Education, and seconded by Ms. Mitchell.

Vote:

Ayes – Mr. Freeman, Mrs. Gaiter, Mr. Roberts, Mrs. Mumin, Ms. Mitchell

Nays – None

Motion carried

R-01-20-02

5-0

Mr. Ray A. Freeman elected Vice President of the Warrensville Heights Board of Education for the year 2020.

Set Time and Dates of Board Meetings

Moved by Mr. Freeman and seconded by Mrs. Mumin to approve the following board meeting dates for 2020—work session (first Wednesday) and regular (third Wednesday), except November and December. All meetings to begin promptly at 6:30 p.m., at the Warrensville Heights High School, Room 154, 4270 Northfield Road, Warrensville Heights, Ohio.

- | | |
|---------------------------------|------------------------|
| • Wednesday, January 8, 2020 | Organizational Meeting |
| • Wednesday, January 22, 2020 | Regular Meeting |
| • Wednesday, February 5, 2020 | Work Session Meeting |
| • Wednesday, February 19, 2020 | Regular Meeting |
| • Wednesday, March 4, 2020 | Work Session Meeting |
| • Wednesday, March 18, 2020 | Regular Meeting |
| • Wednesday, April 1, 2020 | Work Session Meeting |
| • Wednesday, April 15, 2020 | Regular Meeting |
| • Wednesday, May 6, 2020 | Work Session Meeting |
| • Wednesday, May 20, 2020 | Regular Meeting |
| • Wednesday, June 24, 2020 | Regular Meeting |
| • Wednesday, July 22, 2020 | Regular Meeting |
| • Wednesday, August 5, 2020 | Work Session Meeting |
| • Wednesday, August 19, 2020 | Regular Meeting |
| • Wednesday, September 2, 2020 | Work Session Meeting |
| • Wednesday, September 16, 2020 | Regular Meeting |
| • Wednesday, October 7, 2020 | Work Session Meeting |
| • Wednesday, October 21, 2020 | Regular Meeting |
| • Wednesday, November 18, 2020 | Regular Meeting |
| • Wednesday, December 16, 2020 | Regular Meeting |

Vote:

Ayes – Mrs. Gaiter, Mr. Roberts, Mrs. Mumin, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-03

5-0

Committee Assignments

Moved by Mr. Freeman and seconded by Mrs. Mumin to approve the following committee assignments:

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Committees

- Budget/Finance – Mr. Roberts.
- Policy – Mrs. Gaiter.
- Facilities – Mr. Freeman.
- Curriculum Review – Mrs. Mumin.
- Community Engagement – Ms. Mitchell.

Liaisons

- OSBA-Black Caucus Program – Mrs. Gaiter.
- Legislative – Mrs. Gaiter.

Appointees

- Delegate to OSBA Annual Conference – Mrs. Gaiter
- OSBA Legislative Liaison – Mrs. Gaiter.
- OSBA Ambassador for Public Education – Mrs. Gaiter.

Vote:

Ayes – Mrs. Gaiter, Mr. Roberts, Mrs. Mumin, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-04

5-0

Waiver of the Minutes

Moved by Mr. Freeman and seconded by Mrs. Gaiter to approve in accordance with Section 3313.26, Ohio Revised Code, this Board of Education waives the reading of the minutes of the preceding meetings as long as the requirements of cited section ORC are met.

Vote:

Ayes – Mrs. Mumin, Mr. Roberts, Mrs. Gaiter, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-05

5-0

Board Service Fund

Moved by Mr. Freeman and seconded by Mrs. Gaiter to approve the Service Fund for board members (ORC 3315.15) for expenses accrued at standard conferences at \$20,000.00 (BOE 6231, BOE 0154, and BOE 0147), at a maximum of \$4,000.00 per board member for reimbursable expenses for calendar year 2020. The Board designates and approves the following conferences as standard conferences: NSBA CUBE, NSBA Annual Conference, OSBA Board Leadership Institute, OSBA Capital Conference and Council of Great City Schools.

Vote:

Ayes – Mrs. Mumin, Mr. Roberts, Mrs. Gaiter, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-06

5-0

Board Travel-Professional Development Conferences

Moved by Mr. Freeman and seconded by Mrs. Gaiter to approve travel to professional development conferences which will require board approval prior to registration and reservations.

Vote:

Ayes – Mrs. Mumin, Mr. Roberts, Mrs. Gaiter, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-07

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Approval of Standard Authorizations for Superintendent and Treasurer

Moved by Mr. Freeman and seconded by Mrs. Gaiter to approve the following consent agenda items 2.1-2.17:

- 2.1 Approve Investment Authority. Treasurer authorized and directed to invest monies surplus to the immediate needs of the school district in a manner authorized by law which will accrue the greatest fiscal benefits to the school district; to provide a monthly report of investments and earnings thereof; to provide compliance with the Ohio Revised code on accounting and subject investments; and to provide a pro-rated apportionment of earnings. (BOE 6144).
- 2.2 Approve Authorization of Payments of Claims on School Funds.
 - (A) Authorization given to pay, between regular meetings, all fixed bills, claims, and other such documents bearing discount, within the limits of the appropriation, and other documents that are due and for which the materials have been received. All such bills and claims by the Treasurer shall be reported to the Board at the next regular meeting. In addition, all transfers from account to account and fund to fund made by the Treasurer shall be reported to the Board at the next regular meeting.
 - (B) Authorization to be given as provided in Section 3313.18, Ohio Revised Code, to dispense with the adoption of resolutions authorizing the purchase or sale of property, except real estate, the employment, appointment or confirmation of officers and employees, except as otherwise provided by law, the payment of debts, or claims, the salaries of the superintendent, teachers or other employees, if provision therefore is made in such annual appropriation resolution, or approving warrants for the payment of any claim from school funds, if expenditure for which such warrant is issued and provided for in such annual appropriations resolution. (BOE 6470).
- 2.3 Approve Procedure for Opening and Reporting Bids. When advertisements for bids are published, and the bids received on the appointed date and time, that those bids be immediately opened by the Treasurer at the designated time or by designated representative, that the bids be immediately publicly read, and that a report of the bids received be made to the Board of Education at the next Regular or Special Meeting. (BOE 6320).
- 2.4 Appoint and approve Pepple & Waggoner for representation of the WHCSD for all legal matters pertaining to the district.
- 2.5 Appoint and approve Taft Stettinius & Hollister LLP (Taft) for representation of the WHCSD for legal matters pertaining to the district.
- 2.6 Appoint and approve Squires Patton Boggs, LLP for representation of the WHCSD for purposes of Bond Counsel.
- 2.7 Appoint and approve Roetzel & Andress, LPA for representation of the WHCSD for Real Estate matters pertaining to the district.
- 2.8 Approve secure membership with the OSBA Legal Assistance Fund to provide general and limited legal services for the district for 2019, at a cost not to exceed \$250.00.
- 2.9 Approve board compensation. Board of Education members are paid \$125.00 per regular/special meeting, plus mileage for meetings out of the district at the rate provided by the Internal Revenue Service.
- 2.10 Approve Advances on Tax Settlements. Authorize the Treasurer to secure advances on local taxes from the Cuyahoga County Auditor when funds are available and payable to the district. (BOE 6220).
- 2.11 Approve Agents of the Board. Designate and authorize the Superintendent, or his designee, and the Treasurer to act as agents of the Board of Education in the application of all grants; to authorize the completion of all grant applications; and to authorize the Treasurer to appropriate funds for grants awarded, including the advancement of funds for later reimbursement when required by grant terms, without further board approval.

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- 2.12 Approve Debt Service Resolution/Fund to Fund Transfers. Authorize the Treasurer to complete all necessary fund-to-fund transfers to pay debt obligations. With subsequent board approval.
- 2.13 Approve Issuing Purchase Orders. Authorize Superintendent as the purchasing agent of the district, within adopted appropriations, for purchases up to \$25,000.00.
- 2.14 Approve Donations to the District. Authorize the Superintendent and the Treasurer to accept all donations to the school district on behalf of the Board of Education. With subsequent board approval. (BOE 7230).
- 2.15 Approve Employment of Staff. Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided, however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer. (BOE 3120 and 4120). Payroll will be disbursed after board approval.
- 2.16 Approve Accepting Resignations. Authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided, however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance. (BOE 3140 and 4140).
- 2.17 Approve Superintendent as spokesman for the district.

Vote:

Ayes – Mrs. Mumin, Mr. Roberts, Mrs. Gaiter, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-08

5-0

Moved by Mr. Freeman and seconded by Mrs. Gaiter to approve the Alternate Tax Budget for Fiscal Year 2020-2021, due to Cuyahoga County Fiscal Officer by January 20, 2020, and required to be passed by the School Board by January 15, 2020.

Vote:

Ayes – Mrs. Mumin, Mr. Roberts, Mrs. Gaiter, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-09

5-0

Adjournment

Moved by Mr. Freeman and seconded by Mrs. Gaiter that the board adjourn the meeting.

Vote:

Ayes – Mrs. Mumin, Mr. Roberts, Mrs. Gaiter, Mr. Freeman, Ms. Mitchell

Nays – None

Motion carried

R-01-20-10

5-0

Meeting adjourned at 7:32 p.m.

6/2/2020
DATE

[Signature]
PRESIDENT

ATTEST:

[Signature]
TREASURER