

The Bellbrook-Sugarcreek Board of Education met in regular session on January 14, 2021 at the Bellbrook High School Cafeteria.

The Records Commission, consisting of the Treasurer, Superintendent and the Board President, met and determined that no financial records needed to be destroyed at this time.

Treasurer Kevin Liming swore in newly-appointed Board member Audra Dorn.

The annual budget meeting was held from 6:30-7:00 followed by the reorganizational/regular meeting.

The meeting was called to order at 7:00 p.m. by President Pro Tem Mr. David Carpenter.

ATTENDANCE:

Roll Call: Mr. David Carpenter, Mrs. Audra Dorn, Mrs. Karen Long, Mr. Kevin Price and Mrs. Virginia Slouffman.

**MOTION 21-1**                      **NOMINATIONS FOR PRESIDENT**

Mrs. Virginia Slouffman nominated Mr. David Carpenter for the position of President of the Bellbrook-Sugarcreek Board of Education for the 2021 calendar year.

Moved by Mrs. Dorn, seconded by Mr. Price to close the nominations for the office of President.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-2**                      **VOTE FOR OFFICE OF PRESIDENT**

The Roll Call vote for the office of President of the Board of Education for the 2021 calendar year went as follows: Mr. Carpenter – abstain, Mrs. Dorn – Mr. Carpenter, Mrs. Long – Mr. Carpenter, Mr. Price - Mr. Carpenter and Mrs. Slouffman – Mr. Carpenter.

Mr. David Carpenter was elected to the position of President for 2021.

**MOTION 21-3**                      **NOMINATIONS FOR VICE-PRESIDENT**

Mr. David Carpenter nominated Mrs. Virginia Slouffman for the position of Vice-President of the Bellbrook-Sugarcreek Board of Education for the 2021 calendar year.

Moved by Mrs. Long, seconded by Mrs. Dorn to close the nominations for the office of Vice-President.

Roll Call: ayes - five, nays - none, Motion carried.

**MOTION 21-4**                      **VOTE FOR OFFICE OF VICE-PRESIDENT**

The Roll Call vote for the office of Vice-President of the Board of Education for the 2021 calendar year went as follows: Mr. Carpenter – Mrs. Slouffman, Mrs. Dorn – Mrs. Slouffman, Mrs. Long – Mrs. Slouffman, Mr. Price - Mrs. Slouffman and Mrs. Slouffman – Mrs. Slouffman.

Mrs. Virginia Slouffman was elected to the position of Vice-President for 2021.

**MOTION 21-5**                      **SERVICE FUND**

Moved by Mrs. Long, seconded by Mrs. Slouffman to approve a Service Fund be established in the amount of \$4,000.00 for FY 2022 for the purpose of board member professional meeting expenses as permitted by ORC 3315.15 (FY 2021 rate set at \$4,000.00).

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-6**

**FEDERAL PROGRAMS REPRESENTATIVE**

Moved by Mrs. Dorn, seconded by Mr. Price to appoint the Superintendent of Schools as the representative for Federal Programs and recommend authorizing the Superintendent to file applications for Federal Programs and Educational Grants and to appoint representatives to complete all forms and evaluations required by the programs and/or grants.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-7**

**STANDING AUTHORIZATIONS**

Moved by Mrs. Long, seconded by Mrs. Dorn to approve that the following authorizations be granted to the Superintendent, Treasurer and President of the Bellbrook-Sugarcreek Board of Education to carry out their duties involving personnel and finances:

- a. *Treasurer is authorized to secure advances from the Greene County Auditor when funds are available and payable to the school district.*
- b. *Treasurer is authorized to invest interim funds at the most productive interest rate when interim funds are available.*
- c. *Treasurer is authorized to sign all checks and to pay all bills within the limits of the appropriations resolution as invoices are received and when merchandise has been received in good condition.*
- d. *Superintendent is authorized to employ such temporary personnel as needed for emergency situations; such appointees are to be presented for Board approval at the next regular meeting.*
- e. *Superintendent is authorized to accept employee resignations between meetings when the board is not in session; resignations are to be presented for Board approval at the next regular meeting retroactive to the date of the Superintendent's (designee) acceptance.*
- f. *Treasurer is authorized to borrow money if needed in accordance with the provisions of the Ohio Revised Code.*
- g. *Superintendent is authorized to approve attendance at in-state professional meetings for all licensed and support staff personnel.*
- h. *Superintendent and Treasurer are authorized to attend those business and professional meetings as deemed necessary, with expenses paid according to school board appropriations, to properly conduct the business of the district and promote education.*
- i. *Superintendent, Treasurer, and Board President are authorized to sign legal papers as representatives of the Board.*
- j. *Superintendent is authorized to serve as the purchasing agent for the school district.*
- k. *Treasurer is authorized to make temporary advances from one fund to other funds as allowed by Ohio Revised Code.*
- l. *Treasurer is authorized to arrange for and sign depository contracts with local banks.*
- m. *Treasurer is authorized to re-establish the Treasurer's Petty Cash Fund for 2021 at Two Hundred Fifty Dollars (\$250.00) and to establish individual Petty Cash Funds as needed for efficient operation.*
- n. *Treasurer is authorized to credit all earned interest to the general fund (with the exception of trust funds and the lunchroom fund).*

*o. Treasurer is authorized to act as districtwide Public Records Designee.*

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-8**                      **PRESIDENT PRO-TEM**

Moved by Mrs. Long, seconded by Mrs. Dorn to approve the incumbent President to serve as President Pro-Tem at the Annual Organizational Meeting in January 2022 until duly reappointed by associate Board members or replaced by a duly-elected successor at the Annual Organizational Meeting.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-9**                      **MEMBERSHIP/APPOINTMENT**

Moved by Mr. Price, seconded by Mrs. Dorn to approve the following positions:

Membership to the Ohio School Boards Association & appointment of OSBA Legislative Liaison	TBD
OSBA Student Achievement Liaison	Karen Long
OSBA Capital Conference delegate	David Carpenter
OSBA Capital Conference alternate	Karen Long
Representative to Bellbrook-Sugarcreek Education Foundation	Audra Dorn
Representative to the Financial Advisory Committee	Audra Dorn
Representative to the BSS Safety Committee	Kevin Price
Representative to GCESC Business Advisory Committee	Virginia Slouffman

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-10**                      **FACSIMILE SIGNATURE**

Moved by Mrs. Dorn, seconded by Mrs. Slouffman to approve the use of a facsimile signature of the Treasurer on checks.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-11**                      **WAIVE READING OF MINUTES**

Moved by Mrs. Slouffman, seconded by Mrs. Long to approve a resolution to waive the reading of the record(s) of proceedings of previous meeting(s) in accordance with section 3313.26 O.R.C.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-12**                      **PURCHASING COOPERATIVE MEMBERSHIP**

Moved by Mrs. Long, seconded by Mrs. Dorn to approve authorization for the district's continuation of membership in the Southwestern Ohio Educational Purchasing Cooperative and the Ohio Purchasing Cooperative Program and hereby approve the payment of all applicable membership fees.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-13**                      **BOARD MINUTES APPROVAL**

Moved by Mrs. Slouffman, seconded by Mrs. Long to approve the minutes of the special meetings of December 3, December 7 & December 8, 2020 and the regular meeting of December 10, 2020.

Roll Call: Mr. Carpenter –aye, Mrs. Dorn – abstain, Mrs. Long – aye, Mr. Price - aye and Mrs. Slouffman – aye. Motion carried.

**MOTION 21-14**                      **TREASURER’S REPORT**

Moved by Mrs. Long, seconded by Mrs. Slouffman to approve Treasurer’s Report and approval of expenditures for the month of December 2020.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-15**                      **TAX BUDGET**

Moved by Mrs. Dorn, seconded by Mrs. Slouffman to approve the 2021-2022 Tax Budget as reviewed during the budget hearing held prior to the reorganizational meeting, per R.C. 5705.28.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-16**                      **ADVANCE**

Moved by Mrs. Long, seconded by Mrs. Dorn to approve an advance of \$1753.20 from the general fund to the Network Connectivity Grant (451-9121) until state funding arrives.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-17**                      **OPERATING LEVY**

Moved by Mr. Price, seconded by Mr. Carpenter to approve the resolution requesting the Greene County Auditor to certify the current tax valuation and calculate and certify a 7-year emergency tax levy to generate \$3.22 million annually in operating funds to be placed before the voters on May 4, 2021.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-18**                      **CERTIFICATED/LICENSED STAFF SUPPLEMENTAL DUTY  
CONTRACTS**

Moved by Mrs. Long, seconded by Mrs. Dorn to approve the following supplemental duty contracts for the remainder of the 2020-2021 school year (stipend 100% unless indicated):

Andrew Hartley	Girls Asst Lacrosse, 50% + 20% of Girls Head Coach
Andrew Solomon	HS Winter Percussion

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-19**

**SUPPLEMENTAL DUTY – OTHER/SUPPLEMENTAL DUTY  
CONTRACTS**

Moved by Mrs. Slouffman, seconded by Mrs. Long to adopt the following resolution:

Be it resolved, the Bellbrook-Sugarcreek Board of Education has offered these supplemental duty positions via posting, to certified/licensed employees of the district. The board either had no qualified certified/licensed employee applicants or no employees applied before these positions were offered to non-certified persons. The following non-certified persons have met qualifications for the board posting of supplemental positions as noted below.

And, to approve the following supplemental duty contracts for the 2020-2021 school year (stipend 100% unless indicated, previous approval unless \*):

Jeffrey Chew	Girls Head Lacrosse, 60%
Zachary Chew	Boys Asst Lacrosse, 25% + 25% Boys Head coach
Rob Hessinger	Boys Asst Lacrosse, 25% + 25% of Boys Head coach
Don Kunz Boys	Asst Lacrosse, 25% + 25% of Boys Head coach
Barth Shenk	Boys Asst Lacrosse, 25% + 25% of Boys Head coach
Sarah Woll	Girls Asst Lacrosse, 50% + 20% of Girls Head coach

Roll Call: ayes-five, nays-none, Motion carried

**MOTION 21-20**

**SUPPLEMENTAL DUTY VOLUNTEERS**

Moved by Mrs. Slouffman, seconded by Mrs. Dorn to approve the following supplemental duty volunteers for the 2020-2021 school year (prev. approval unless \*):

Trevor Adkins *	HS Asst Baseball
Christopher Crane	HS Asst Girls Track
Keith Douglas * ^	HS Asst Boys Track
Rebecca Glenn * ^	Districtwide Music Dept
Steve Grech	HS Asst Softball
Craig Holder	HS Asst Softball
Elizabeth Howard * ^	Districtwide Music Dept
Trevor Nartker	HS Asst Boys Track
Michael Reagan	HS Asst Girls Track

^ Pending satisfactory receipt of Ohio BCII &/or federal FBI backgrd ck(s)

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-21**                      **SUBSTITUTE TEACHERS/SCHOOL NURSE**

Moved by Mrs. Long, seconded by Mrs. Dorn to approve of the following substitute teachers/school nurse for the second semester of the 2020-2021 school year (prev. approval unless \*):

Martha Brown *	(early authorize 1/11/2021)
Lauren Donaldson *	(early authorize 1/4/2021)
Jennifer Fair *	(early authorize 1/4/2021)
Monica Glick * ^ (School Nurse)	
Amy Riggs	(early authorize 1/12/2021)

^ Pending satisfactory receipt of Ohio BCII &/or federal FBI backgrd ck(s)

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-22**                      **CERTIFICATED/LICENSED STAFF RESIGNATION**

Moved by Mrs. Dorn, seconded by Mrs. Slouffman to approve the resignation for the purpose of full STRS retirement from middle school teacher Kimberly Lord effective end-of-day May 31, 2021.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-23**                      **SUBSTITUTE SUPPORT STAFF**

Moved by Mrs. Long, seconded by Mrs. Dorn to approve of the following substitute support staff for the second semester of the 2020-2021 school year (prev. approval unless \*):

Martha Brown *	Special Needs Asst (early authorize 1/11/2021)
Olivia Mett *	Special Needs Asst

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-24**                      **REVISION TO SCHOOL FEES, 2020-2021**

Moved by Mrs. Dorn, seconded by Mrs. Slouffman to approve to amend the 2020-2021 student fee schedule to reflect a reduction in HS Winterguard fees from \$775 to \$450.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-25**                      **REVISIONS TO BOARD MEETING CALENDAR**

Moved by Mrs. Slouffman, seconded by Mrs. Dorn to approve the revisions to the 2021 Board Meeting Calendar.

Roll Call: ayes-five, nays-none, Motion carried

**MOTION 21-26**                      **OSBA LEGAL ASSISTANCE FUND**

Moved by Mrs. Dorn, seconded by Mrs. Long to approve a resolution in support of the Ohio School Boards Association Legal Assistance Fund.

Roll Call: ayes-five, nays-none, Motion carried

**MOTION 21-27**                      **EXECUTIVE SESSION**

Moved by Mrs. Dorn, seconded by Mrs. Long to approve going into Executive Session for the purpose of considering employment and compensation of a licensed public employee, per R.C. 121.22 (G)(1). Executive Session was held from 8:32 p.m. - 10:09 p.m.

Roll Call: ayes-five, nays-none, Motion carried.

**MOTION 21-28**                      **ADJOURNMENT**

Moved by Mrs. Slouffman, seconded by Mrs. Long to adjourn the January 14, 2021 re-organizational meeting of the Bellbrook-Sugarcreek Board of Education.

Roll Call: ayes-five, nays-none, Motion carried.

The regular January 14, 2021 meeting of the Bellbrook-Sugarcreek Board of Education adjourned at 10:10 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer

**REPORTS AND ITEMS OF INFORMATION**

1. During Good News Recognition, Mr. Carpenter presented a plaque to Library Specialist Carol Green in honor of her retirement January 31; BHS varsity football team honored for the following – Ethan Fryman, 1st team All-Ohio, Taylor Jordan, 2nd team All-Ohio, Seth Borondy, 3rd team All-Ohio, and Ashton Kooken, Honorable Mention All-Ohio; Superintendent Doug Cozad presented the board members with certificates in honor of Ohio School Boards Association Board Member Appreciation Month, January 2021.
2. Board discussed placing all meeting minutes and agenda support materials on the district webpage.
3. Dr. Cozad shared the 1st semester bullying/harassment report.