

This meeting is a meeting of the Bellbrook-Sugarcreek Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda item.

A G E N D A

Thursday, January 12, 2023

6:45 p.m. - Budget Hearing

7:00 p.m. – Reorganizational & Regular Meeting

**Bellbrook-Sugarcreek Board of Education
Bellbrook Middle School
3600 Feedwire Rd
Bellbrook**

2022 Board President David Carpenter will serve as 2023 President Pro Tem until duly appointed by associate Board members or replaced by a duly-elected successor.

Records Retention Committee

The Records Retention Committee, consisting of the Board President, Superintendent and Treasurer, met prior to the meeting and determined that there are no old financial records that need to be destroyed at this time.

Budget Hearing

1. CALL TO ORDER and ROLL CALL

2. PLEDGE

3. ELECTION OF OFFICERS for 2023

Nominations for President

Resolution to close nominations for Office of President

Roll call vote to name President for 2023

Nominations for Vice President

Resolution to close nominations for Office of Vice President

Roll call vote to name Vice President for 2023

4. “Good News” RECOGNITION

- A. High School Athletics:** Football - Sam Vine, Sam Barhorst, Carson Labensky, Eldon Korber; Golf - CJ Scohy; Boys Cross Country - Mikuya Ford; Boys Soccer - Riley Ferrin
- B. Dr. Cozad – School Board Recognition Month** (January 2023) – Ohio School Boards Assoc.

Reorganizational Meeting

- 5. Recommend approval of the districtwide **Organizational Chart**.
- 6. Recommend a **Service Fund** be established in the amount of \$4,000.00 for FY 2023 for the purpose of board member professional meeting expenses as permitted by ORC 3315.15. (FY 2022 rate set at \$4,000.00).
- 7. Recommend **appointment of Superintendent of Schools as representative for Federal Programs** and recommend authorizing 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.
- 8. Recommend 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 2023 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 exception of trust funds and the lunchroom fund).
 - o. Treasurer is authorized to act as districtwide *Public Records Designee*.
9. Recommend the incumbent President serve as **President Pro Tem** at the Annual Organizational Meeting in January 2024 until duly reappointed by associate Board members or replaced by a duly-elected successor at the Annual Reorganizational Meeting.

10. Recommend approval for **use of facsimile signature** of the Treasurer on checks.

11. Recommend adoption of resolution to **waive the reading of the record(s) of proceedings** of previous meeting(s) in accordance with Section 3313.26 O.R.C.

12. Recommend authorization for 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.

13. Recommend approval of **membership / appointment** of board members to the following positions:
 - Membership to the Ohio School Boards Association & appointment of OSBA Legislative Liaison
 - OSBA Student Achievement Liaison
 - 2023 OSBA Capital Conference delegate
 - 2023 OSBA Capital Conference alternate
 - Representative to Bellbrook-Sugarcreek Education Foundation
 - Representative to Financial Advisory Committee
 - Representative to Bellbrook-Sugarcreek Schools Safety Committee
 - Representative to GCESC Business Advisory Council
 - Representative(s) to the Active Shooter Response Team, Implementation Committee

Regular Meeting

14. TREASURER'S REPORT

- A. Request approval of the **minutes** for the meeting of December 19, 2022.

- B. Request approval of the **Treasurer's Report** for the month of December 2022.

C. Request approval of the **2023-2024 tax budget** for the period 7/1/2023 – 6/30/2024 as reviewed during the budget hearing held prior to the reorganizational meeting, per R.C. 5705.28.

D. Request approval of an **advance (loan)** from general fund 001 to the following funds:

003	Permanent Improvement	\$ 240,110.76
507-9023	ESSER ARP III	\$ 47,844.71 (federal grant)
590-9123	Title II-A	\$ 2,245.03

E. Request approval of resolution in support of **OSBA Legal Assistance Fund**:

Whereas, the Bellbrook-Sugarcreek Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions and,

Whereas, the Ohio School Boards Association Legal Assistance Fund has been established for this purpose,

Therefore, the Board hereby resolves to participate in the OSBA LAF for calendar year 2023 and authorizes the treasurer to pay the LAF \$250.

15. CORRESPONDENCE

16. REPORTS TO THE BOARD

MS Assistant Principal Jenna Hill & High School Principal David Hann –
2023-2024 Course Selection Guides

17. OPEN COMMUNICATION PERIOD: Time Limit – 15 minutes per subject/
3 minutes per person

Superintendent’s Report

18. NEW BUSINESS

A. Certificated/Licensed Employment/Resignation/Leave-of-Absence/Supplemental Duty:

1.) Recommend acceptance of **resignation** for the purpose of full Ohio State Teachers Retirement from teacher Susan Seela, effective end-of-day on July 31, 2023.

2.) **Supplemental Duty – Other**

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

3.) Recommend approval of the following **supplemental duty/pupil activity contracts** for the 2022-2023 school year (stipend 100% unless indicated, previous approval unless *):

Robert Kosins	HS Reserve Wrestling, 50%
Ben Schram	HS Reserve Wrestling, 50%

4.) Recommend approval of the following **supplemental duty/pupil activity volunteer** effective for the 2022-2023 school year (prev. approval unless *):

Gerald Reeder *	HS Asst Baseball
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5.) Recommend approval of the following **substitute teachers** for the second semester of the 2022-2023 school year (prev. approval unless *):

Logan Bliss *
Sara Burns (nurse) *
Carol Chan (nurse) *
Marlee Richardson

B. Support Staff Employment/Resignation/Leave-of-Absence:

- 1.) Recommend acceptance of **resignation** from Special Needs Assistant Clara Faria effective end-of-day January 27, 2023.
- 2.) Recommend approval of the following **substitute** support staff for the remainder of the 2022-2023 school year (prev. approval unless *):

Wendy Shields	Certified Van Driver, Custodian
Katie Simpson	Certified Van Driver

C. Central Office Employment/Resignation/Leave-of-Absence:

Recommend approval of **employment contract** for Danielle Woeste as Transportation Secretary effective January 3 - June 30, 2023, Class II, Step 2, 8 hr/day, 220 days (reg sch yr).

D. Courses of Study for 2023-2024

Recommend approval for the **2023-2024 Courses of Study** for Bellbrook High School and Bellbrook Middle School.

E. Out-of-State Travel

Recommend approval for the following **out-of-state travel**:

- 1.) HS Softball to Murfreesboro, TN, March 26-28, 2023 to participate in Spring Break Tournament play (no cost to district)
- 2.) Bridgett Pritchard, Director of Special Education, to Louisville KY, March 1-4, 2023, to attend *Conference for Exception Children* annual conference (all fees paid by Title II-A funds)

F. Donation

Recommend acceptance of the following **donation** *with gratitude*:

Bellbrook Lions Club	\$3000 cash donation toward repairs/ upgrade to stadium High Jump Pit
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G. Items of Information/Discussion

- First Semester Bullying Report
- January 28 agenda items

Executive Session: The Board will meet in executive session for the purpose of considering the employment and compensation of a public employee, per R.C. 121.22 (G)(1),

Adjournment

MEETING/WORK SESSION

January 28, 2023
8:00 a.m.
Bellbrook Middle School
Group Meeting Room
3600 Feedwire Rd
Bellbrook

MEETING

February 9, 2023
7:00 p.m.
Bellbrook Middle School
Group Meeting Room
3600 Feedwire Rd
Bellbrook