The Board of Education of the Mansfield City Schools District met in an organizational meeting at 5:30 p.m., on Tuesday, January 3, 2017, in the Lowell T. Smith Board Room at the Raemelton Administration Building, 856 West Cook Road, Mansfield, Ohio.

Renda Cline, Board President Pro Tem called the meeting to order
The pledge of allegiance was recited.

Treasurer, Robert Kuehnle called the roll as follows:
Ms. Cline, present; Mr. Elswick, present; Mr. Feagin, present; Mrs. Hubbard, present; Mrs. Weber, present

Superintendent Brian Garverick and Treasurer Robert Kuehnle were in attendance along with members of the community and staff.

17 – 01 Resolution to approve the Agenda
Mrs. Hubbard moved and Mrs. Weber seconded the resolution to adopt the agenda for the January 3, 2017, Board of Education Organizational Meeting.

Roll call: Mrs. Hubbard, Yes; Mrs. Weber, Yes; Ms. Cline, Yes; Mr. Elswick, Yes; Mr. Feagin, Yes

17 - 02 Election of a President
Mrs. Weber nominated Ms. Renda Cline as President of the 2017 Mansfield Board of Education. Mrs. Weber moved, seconded by Mrs. Hubbard to close the nominations for president.

Roll call: Mrs. Weber, Yes; Mrs. Hubbard, Yes; Ms. Cline, Yes; Mr. Elswick, No; Mr. Feagin, Yes

17 – 03 Election of a Vice-President
Mrs. Hubbard nominated Mrs. Weber as Vice President of the 2017 Mansfield Board of Education. Mr. Feagin moved, seconded by Mrs. Hubbard to close the nominations for vice-president.

Roll call: Mr. Feagin, Yes; Mrs. Hubbard, Yes; Ms. Cline, Yes; Mr. Elswick, No; Mrs. Weber, Yes

Oath of Office for the President
Robert Kuehnle, Treasurer, administered the following oath of office to Ms. Renda Cline, the elected President

"Do you solemnly swear that you will support the Constitution of the United States and the constitution of the state of Ohio; and that you will faithfully and impartially discharge your duties as President of the Board of Education of the Mansfield City Schools District, Richland County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereinafter to be enacted, during your continuance in said office, and until your successor is elected and qualified? If so, please answer “I do”

Ms. Cline; I do

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Renda Cline, President

Oath of Office for the Vice-President
Robert Kuehnle, Treasurer, administered the following oath of office to Mrs. Sheryl Weber, the elected Vice-President

"Do you solemnly swear that you will support the Constitution of the United States and the constitution of the state of Ohio; and that you will faithfully and impartially discharge your duties as Vice-President of the Board of Education of the Mansfield City Schools District, Richland County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereinafter to be enacted, during your continuance in said office, and until your successor is elected and qualified? If so, please answer “I do”

Mrs. Weber; I do

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Sheryl Weber, Vice President
Board of Education 2017 Organizational Meeting

January 3, 2017

17 – 04  Regular Board of Education Meetings: 3rd Tuesday of each month at 5:30 p.m. in the Lowell T. Smith Board of Education Room, Raemelton Administration building.

Mrs. Hubbard moved, seconded by Mrs. Weber to establish the time of the regular board meeting on the 3rd Tuesday of each month at 5:30 p.m. in the Mansfield City Schools Raemelton Administration building.

Roll call: Mrs. Hubbard, Yes; Mrs. Weber, Yes; Ms. Cline, Yes; Mrs. Elswick, Yes; Mr. Feagin, Yes

17 – 05  Resolution to establish Service Fund

Mr. Feagin moved, seconded by Mrs. Hubbard to approve this resolution

WHEREAS, Amended ORC 3315.15 provides for the setting aside from the general fund a sum not to exceed two dollars ($2.00) for each child enrolled or five thousand dollars ($5,000.00), whichever is greater; such sum of money to be known as the “Service Fund” to be used in paying the expenses of members of the board actually incurred in the performance of their duties when sent out of the school district.

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Mansfield City Schools does hereby establish a Service Fund. Such fund to be set aside as an account within the General Fund, and there is hereby appropriated for the purpose of said Service Fund, the amount of $5,000.00.

Roll call: Mr. Feagin, Yes; Mrs. Hubbard, Yes; Ms. Cline, Yes; Mr. Elswick, Yes; Mrs. Weber, Yes

17 – 06  Resolution to approve Committees and assign Representatives

Mrs. Weber moved, seconded by Mr. Elswick to assign the following Committee assignments and Representatives for the 2017 calendar year

A) Athletic Council Feagin
B) Class Rank Committee Cline/Weber
C) On-line Learning Committee Hubbard/Weber
D) Finance Elswick
E) Black Caucus Cline
F) Buildings/Grounds Elswick
G) Student Achievement Liaison Weber
H) Legislative Liaison Cline

Roll call: Mrs. Weber, Yes; Mr. Elswick, Yes; Ms. Cline, Yes, Mr. Feagin, Yes; Mrs. Hubbard, Yes

17 – 07  Resolution to adopt the Standing Authorizations

Mrs. Hubbard moved, seconded by Mr. Feagin to adopt the above noted standing authorizations to allow for efficient financial management and full execution of duties by the Treasurer, President and Superintendent.

Standing Authorizations

A) Advances on Tax Settlements: Authorization for the Treasurer to secure advances on local taxes from the County Auditor when funds are available and payable to the district.
B) Investment of Inactive Funds: Authorization for the Treasurer to invest inactive funds at the market rate of return whenever inactive funds are available.
C) Payment of Bills: Authorization for the Treasurer to pay all bills within the limits of the appropriations resolution as bills are received and when, if applicable, the merchandise has been received in good condition.
D) Borrowing Authority: Authorization for the Treasurer and President to borrow funds, if needed, within the limitations established by state and federal law.
E) Purchasing Agent: Authorize the Superintendent to serve as purchasing agent for the district.
F) Employment of Personnel: Authorization for the Superintendent to employ such personnel as is needed subject to being presented for Board approval at the next scheduled meeting upon approval by this Board, the employment shall be considered effective as of the date and time of the employee’s acceptance of the Superintendent’s offer.
G) Resignations of Personnel: Authorization for the Superintendent to accept resignations which have been submitted by employees as is needed subject to being presented for Board approval at the next scheduled meeting upon approval by this Board, such resignations shall be considered effective as of the date and time of the employee’s acceptance of the Superintendent’s offer.
H) Approve Transfers, Advances, and Appropriation Modifications: Authorize the treasurer to make transfers, advances and modifications to appropriations, as needed.
I) Prevailing Wage Coordinator: Authorize Treasurer to serve as prevailing wage coordinator for the school district.
J) Consulting Service, Construction and Purchasing Contracts: Authorize the Treasurer and Superintendent to enter into consulting service, construction contracts, and purchasing contracts up to the amount allowed by law.

K) Suspension Hearing Designee: Appoint Superintendent as designee to handle suspension/expulsion hearings.

L) Designate the Treasurer to serve as the representative to the Ohio School Benefits Cooperative.

M) Professional meetings release time- authorize the Superintendent or his/her designee to approve the sending of certified and classified staff to professional meetings or other designated situations.

N) Authorization granted to the Superintendent or his/her designee to authorize all extracurricular in-state field trips and to issue bus permits the same during 2016.

O) Authorize the Treasurer and/or Superintendent to attend professional meetings and to be reimbursed for any expenses incurred as necessary for the execution of their positions.

P) 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.

Q) Authorization granted to the Superintendent or his/her designee to authorize all extracurricular in-state field trips and to issue bus permits the same during 2016.

R) Payroll Processing: The Treasurer shall prepare the payrolls for all teaching and non-teaching personnel biweekly or as directed. The Treasurer is further instructed to secure certification of the Civil Service Commission on the classified service employees’ payroll. He/she shall also prepare and issue vouchers in favor of the retirement system, United States Treasury Department Depository for withholding tax, etc., and all other authorized deductions made from the pay of the Board.

S) Signing Checks and Vouchers: Approve the use of a check signing process. The process will be prepared by which all checks are to be signed by the Treasurer; the name of the Treasurer shall be used to sign such checks.

W) Allocation of Investment Interest: Authorize the Treasurer to allocate interest on such annual basis as earned to the following funds, and to so allocate in the future to such funds as may be established or that may be eligible under state requirements effective with the January distribution:

- Mehock Fund (003-9101)
- Building Fund (004)
- Food Service Fund (006)
- Brinkerhoff Fund (008-9912)
- Presidential Classroom Fund (008-9913)
- Ling Scholarship Fund (008-9914)
- Diez Scholarship Fund (008-9915)
- Auxiliary Service Funds (401-xxxx)

Roll call: Mrs. Hubbard, Yes; Mr. Feagin, Yes; Ms. Cline, Yes; Mr. Elswick, Yes; Mrs. Weber, Yes

17 – 08 Resolution to designate Local Newspaper

Mrs. Weber moved, seconded by Mr. Elswick to approve the Mansfield News Journal as the district’s official newspaper.

Roll call: Mrs. Weber, Yes; Mr. Elswick, Yes; Ms. Cline, Yes; Mr. Feagin, Yes; Mrs. Hubbard, Yes

17 – 09 Approval of Insurance for Board Members

Mrs. Hubbard moved, seconded by Mrs. Weber to approve insurance for Board members on a per- request basis. Board Members will reimburse the district for the cost of this insurance.

Roll call: Mrs. Hubbard, Yes; Mrs. Weber, Yes; Ms. Cline, Yes; Mr. Elswick, Yes; Mr. Feagin, Yes
Resolution to retain Legal Counsel

Mrs. Hubbard moved, seconded by Mrs. Weber to retain the following law firms:

- Renwick, Welsh & Burton LLC
- Bricker and Eckler LLP
- Rich & Gillis Law Group, LLC
- Scott Scriven LLP
- Smith Peters Kalail Co., LPA

Roll call: Mrs. Hubbard, Yes; Mrs. Weber, Yes, Ms. Cline, Yes; Mr. Elswick, Yes; Mr. Feagin, Yes

Resolution to appoint a suspension/expulsion appeal hearing officer

Mrs. Weber moved, seconded by Mr. Feagin to appoint Attorney Corie Marty as the Board’s designee as Hearing Officer in appeals of student suspensions and expulsions by the Superintendent or his designee.

Roll call: Mrs. Weber, Yes; Mr. Feagin, Yes; Ms. Cline, Yes; Mr. Elswick, Yes; Mrs. Hubbard, Yes

Resolution to approve expenses reimbursement from the OSBA for Renda Cline’s attendance at Regional executive committee, and legislative platform committee meetings

Mrs. Hubbard moved, seconded by Mrs. Weber to approve expenses reimbursement to Renda Cline from OSBA

Roll call: Mrs. Hubbard, Yes; Mrs. Weber, Yes; Ms. Cline, Yes; Mr. Elswick, Yes; Mr. Feagin, Yes

Resolution to Adjourn

Ms. Cline moved, seconded by Mr. Feagin to adjourn the Organizational meeting

Roll call: Ms. Cline, Yes; Mr. Feagin, Yes; Mr. Elswick, Yes; Mrs. Hubbard, Yes; Mrs. Weber, Yes

Meeting adjourned at 5:52 p.m.