

RECORD OF PROCEEDINGS

Minutes of Mathews Local Board of Education

Organizational Meeting

Held January 3, 2018

The Mathews Local Board of Education met in an organizational meeting on January 3, 2018, 6:00 p.m. at the Mathews Board of Education Office.

At 6:00 p.m., the President Pro Tempore, Mr. Brown, called the meeting to order with all present, gave the Pledge of Allegiance, which was followed by a moment of silence.

OATH OF OFFICE – NEW MEMBERS

Mr. Jones, Treasurer, administered the Oath of Office to the following newly elected members of the Mathews Local Board of Education: **Mr. Tarin Brown, Dr. Thomas Gifford** and **Mr. Jim Pegg Jr.**

ROLL CALL: Mr. Brown-here, Mrs. Garman-here, Mr. Gifford-here, Mr. Pegg-here, and Mr. Rager-here.

ELECTION OF OFFICERS

Mr. Brown conducted the election of officers for 2018. Nominations were opened for President. Mrs. Garman nominated Mr. Brown. Hearing no other nominations, Mrs. Garman moved that nominations be closed and to vote for Mr. Brown for President.

ROLL CALL: Mr. Brown-abstained, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

Mr. Brown was elected President of the Mathews Local Board of Education for 2018.

Nominations were opened for Vice President. Mrs. Garman nominated herself. Hearing no other nominations, Mr. Brown moved that nominations be closed and to vote for Mrs. Garman for Vice President.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-abstained, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

Mrs. Garman was elected Vice President of the Mathews Local Board of Education for 2018.

OATH OF OFFICE – PRESIDENT AND VICE PRESIDENT

No entries beyond this point.

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Mr. Jones, Treasurer, administered the oath of office to Mr. Brown, the newly elected President of the Mathews Board of Education, and to Mrs. Garman, the newly elected Vice President of the Mathews Board of Education.

Mr. Brown assumed the Presidency and proceeded to conduct the remainder of the meeting.

APPOINTMENTS

Mr. Brown made the following appointments to the Ohio School Boards Association for 2018:

Mr. Jim Pegg Jr.

Legislative Liaison

Mr. Thomas Gifford

Student Achievement Liaison

BOARD MEETING DETAILS

#1-2018

Moved by Mrs. Garman and seconded by Mr. Rager that the Board of Education adopt the following resolution to establish board meeting details:

BE IT RESOLVED that the Mathews Board shall meet in regular session the third Wednesday of every month, exceptions being legal holidays or dates when a majority of the board membership may be disabled, on vacation, or out of town. Meetings shall begin at 6:00 p.m. with an executive session for Board of Education members only. The public session will immediately follow the executive session. The meetings will be held at the Mathews High School Cafeteria or at other buildings as designated.

A schedule of the meetings will be posted on the bulletin board in the offices of the Board of Education, Treasurer of the Board of Education, and the Superintendent.

Special meeting notices, including a statement of purpose of said meeting, shall be posted in the manner cited above provided, however, that said notices shall be posted at least 24 hours prior to the special meeting, exceptions being cases of emergency whereby immediate notification of media will be pursued.

Any person may request advance notification of all regular meetings of the Board when public business is to be discussed by providing the Treasurer of the Board with a self-addressed, stamped envelope for this purpose. In case of special or emergency meetings, the Treasurer shall make a reasonable effort to notify persons having requested the Treasurer, in writing, notice by telephone.

Proposed regular board meeting schedule for calendar year 2018:

January 17 July 18

No entries beyond this point.

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February	21	August	15
March	21	September	19
April	18	October	17
May	16	November	21
June	20	December	19

Discussion: Mr. Brown noted a potential conflict with the November 21st meeting being close to Thanksgiving Break. It was agreed that once the 2018-2019 school calendar is approved the November meeting may need to be rescheduled.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

BOARD MEMBER TRAINING

#2-2018

Moved by Mr. Gifford and seconded by Mrs. Garman that the following resolution be adopted:

WHEREAS membership on a board of education requires policy-setting and decision-making in specialized areas, and board members are expected and encouraged to continually update such skills, talents, and knowledge as may benefit the school district.

BE IT RESOLVED that the members of the Mathews Local Board of Education are hereby authorized to attend such meetings, conferences, or workshops that further a public purpose, and that these members be reimbursed for actual expenses incurred per the Mathews Local School District Request for Professional Meeting Leave form.

Discussion: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

BOARD SERVICE FUND – FY2019

#3-2018

Moved by Mrs. Garman and seconded by Mr. Pegg that the Board of Education establish the appropriation for the Board Service Fund in the amount of \$4,500 for FY 2018-2019.

Discussion: none

No entries beyond this point.

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ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

TREASURER AUTHORIZATIONS – CY2018

#4-2018

Moved by Mr. Gifford and seconded by Mrs. Garman that the Board of Education approve the following resolution:

BE IT RESOLVED that the Mathews Local Board of Education adopt the following authorizations for calendar year 2018:

It is recommended that the Treasurer be approved to:

Sign Checks

Sign all payroll checks.

Sign all general fund, permanent improvement, bond retirement, cafeteria, state and federal grant funds, and student activity checks.

Advance on Tax Settlements

Authorize the Treasurer to secure advances from the County Auditor when funds are available and payable to the school district.

Borrow

Authorize the Treasurer to borrow against the first and second half tax settlements.

Investment of Interim Funds

Authorize the Treasurer to invest interim funds at the most productive interest rates when interim monies are available.

Pay All Bills

Authorize the Treasurer to pay all bills within the limits of the appropriations as bills are received and after merchandise has been received in acceptable condition or services have been completed to satisfaction.

Attend Professional Meetings in accordance with employment contract.

BE IT FURTHER RESOLVED that the Treasurer be authorized to pay approved salaries and benefits of all employees and to properly execute purchase orders approved by the purchasing agent.

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FURTHERMORE, the Treasurer will provide a financial report each month to the Board of Education.

Discussion: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

SUPERINTENDENT AUTHORIZATIONS – CY2018

#5-2018

Moved by Mr. Pegg and seconded by Mr. Gifford that the Board of Education approve the following resolution for calendar year 2018:

BE IT RESOLVED that the Superintendent be authorized to:

Continue as Purchasing Agent for the School District including curriculum, educational, administrative, maintenance, transportation and custodial needs, with new equipment purchases not to exceed \$2,500 without Board approval, except in emergencies in the maintenance and transportation departments.

Employ Substitute Personnel as needed in emergency situations. Such employment to be presented for Board approval at the next Board meeting.

Approve Conference Leave for all employees of the Mathews School District.

Sign All Applications pertinent to federal and state programs, titles and grants of funds appropriate and/or applicable to the Mathews School District.

Attend Professional Meetings in accordance with employment contract.

Discussion: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

PERSONNEL (Recommended by the Superintendent)

#6-2018

- A. **SPECIAL EDUCATION COORDINATOR- DALE LENNON**

No entries beyond this point.

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It is recommended that the Board of Education approve Dale Lennon as a special education coordinator at a rate of \$515.00 per day, not to exceed 30 days to be assigned by the Superintendent/Board of Education on an as needed basis.

Discussion: Mr. Lowery said our Special Education Supervisor will be going on maternity leave later in January and that Mr. Lennon would be used only on an as needed basis. Mr. Lowery explained that Mr. Lennon is an employee of the Trumbull County ESC and that the per diem rate for his services was established by the TCESC.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

EXECUTIVE SESSION

At 6:31 p.m. it was moved by Mr. Brown and seconded by Mr. Gifford that the Board of Education enter executive session to discuss the employment of a public employee or official, and matters required to be kept confidential by federal law or rules or state statutes.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

At 8:32 p.m. the President called the meeting back to order.

ADJOURNMENT

At 8:33 p.m. it was moved by Mr. Brown and seconded by Mr. Gifford to adjourn.

Unanimously in favor.

MOTION CARRIED.

President

Treasurer