

**MINUTES**  
**Ashland City School District Board of Education –Organizational Meeting**  
**January 13, 2020**

The Ashland City School District Board of Education met for the Organizational Meeting on Monday, January 13, 2020 at the Ashland City School District Central Office, 1407 Claremont Ave. Mr. Zack Truax Board President Pro Tempore, called the meeting to order at 6:30 p.m.

**I. ROLL CALL** Mr. Mike Heimann, Mr. Dustin Kruty, Mr. Zack Truax, Mr. Brandon Wells, and Dr. James Wolfe were present.

**II. OATH OF OFFICE – NEW BOARD MEMBERS**

The Treasurer administered the oath of office to newly elected Board members Mr. Dustin Kruty and Mr. Brandon Wells.

**III. PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was led by Board President Mr. Truax.

**IV. ELECTION OF OFFICERS (O. R. C. 3313.14)**

**A. Nominations for President.** Dr. Wolfe nominated Mr. Truax for President. There were no other nominations.

**B. Election of President. 2020-01-001** –Mr. Truax motioned; second by Mr. Heimann to close nominations and elect Mr. Truax as President of the Board of Education for 2020. Motion carried, 5-0. Mr. Wolfe assumed the chair as President.

**C. Nominations for Vice President.** Dr. Wolfe nominated Mr. Heimann for Vice President. There were no other nominations.

**D. Election of Vice President. 2020-01-002**—Mr. Truax motioned; second by Dr. Wolfe to close nominations and elect Mr. Heimann Vice-President of the Board of Education for 2020. Motion carried, 4-0. Mr. Heimann abstained. Mr. Heimann assumed the chair as Vice-President.

**V. APPOINTMENT TO ASHLAND COUNTY-WEST HOLMES CAREER CENTER BOARD OF EDUCATION**

**A. Appointment 2020-01-003** Mr. Truax motioned; second by Dr. Wolfe to appoint Mr. Wells to the Ashland City School District seat on the Ashland County-West Holmes Career Center Board of Education, effective January 2020, for a three-year term ending December 31, 2022. Motion carried 5-0.

**B. Appointment 2020-01-004** Dr. Wolfe motioned; second by Mr. Heimann Under Ohio law and Board of Education Policy, the Board wishes to make a motion to appoint Bryan Lefelhoc to the Ashland County-West Holmes Career Center Board of Education, effective January 2020, for a three-year term ending December 31, 2022. Motion carried 5-0

**VI. ESTABLISHMENT OF REGULAR MEETING DATES AND TIMES (O.R.C. 3313.15)**

**2020-01-005** Dr. Wolfe motioned; second by Mr. Heimann to approve the dates of Regular Board Meetings and Work Sessions beginning at 6:30 p.m. and Work Sessions beginning at 6:30 p.m. as follows, to be held at the Ashland City School District Administrative Offices unless otherwise noted.

A discussion regarding times and day of month took place. It was decided to change the meeting day to the 1<sup>st</sup> & 3<sup>rd</sup> Monday of the month, subject to change on holidays. January and February would remain on the 2<sup>nd</sup> & 4<sup>th</sup> Monday due to the holidays. Motion carried 5-0:

A new meeting schedule will be developed and published.

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**VII. BOARD SERVICE FUND (O.R.C. 3313.15) 2020-01-006** Mr. Wells motioned; second by Mr. Heimann to approve a Board Service Fund of \$5,000 from which reimbursement can be made to Board Members and the official representatives of the Board for expenses incurred for meetings wherein they represent the Ashland City School District.-Motion carried 5-0.

**VIII. STANDING AUTHORIZATIONS 2020-01-007** Mr. Heimann motioned; second by Dr. Wolfe to adopt the following standing authorizations to allow for efficient financial management and full execution of duties by the Treasurer, Board President, and Superintendent.-Motion carried 5-0.

1. 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.
2. Investment of Inactive Funds: Authorization for the Treasurer to invest inactive and interim funds at the most productive interest rate whenever such funds are available in accordance with the District Investment Policy. The Depository Accounts are with Huntington Bank.
3. Payment of Bills: Authorization for the Treasurer to pay all bills within the limits of the appropriation resolution as bills are received and when, if applicable, the merchandise has been received in good condition.
4. Borrowing Authority: Authorization for the Treasurer and Board President to borrow funds, if needed, within the limitations established by state and federal laws.
5. Issuing Purchase Orders: Authorization for Administration to issue Purchase Orders within adopted appropriations.
6. Employment of Staff: Authorization for the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching 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.
7. Accepting Resignations: Authorization for 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.
8. Agents of the Board: Authorization to 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.
9. Debt Service Resolution: Authorization for the Treasurer to complete all necessary fund-to-fund transfers to pay debt obligations.

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10. Donations to the Ashland City School District Resolution: Authorization for the Superintendent and Treasurer to accept all donations to the school district on behalf of the Board of Education.
11. Appropriation Resolution Modifications: Authorization for the Treasurer to modify the appropriation resolution to re-direct funds previously appropriated to other appropriation accounts as requested by the Superintendent or his designee, provided that total fund appropriations are not increased and that the modifications are presented to the Board for ratification on or before the last day of the fiscal year.
12. Five-Year Financial Forecasts: Authorization for the Treasurer to file amended Five-Year Financial Forecasts with the proper State authorities.
13. Blanket Purchase Orders: Authorization of a blanket purchase order pursuant to Section 6320 of the Ashland City School District Board Policy, the Board hereby Authorizes the issuance of "blanket" purchase orders (certificates) by the District Treasurer, in the amount not to exceed \$400,000.
14. Beverages and Meals as a Public Purpose: The Board of Education authorizes, as a public purpose, the provision of meal and/or beverages to employees and attendees during meetings as a means of improving efficiency as authorized by the Superintendent.

**IX. ADOPTION OF FISCAL YEAR 2021 TAX BUDGET 2020-01-008** Mr. Truax motioned; second by Dr. Wolfe to approve the Treasurer's recommendation of the budget covering the period July 1, 2020 through June 30, 2021 (Fiscal Year 2021) be adopted, and that the Treasurer be directed to submit copies as required to the Ashland County Budget Commission. Public hearing was held at 12:00 Noon on January 13, 2020–Motion carried 5-0.

**X. MINIMUM WAGE 2020-01-009** Dr. Wolfe motioned; second by Mr. Truax to approve a change in the classified substitute pay rate to \$8.70 per hour. This rate increase is in accordance with the State of Ohio minimum wage increase effective January 1, 2020. The substitute categories that will be affected are COE, Bus Parapro, ISD Parapro, Teacher Parapro, Clinic Parapro, Food Service, Noon Duty, Bus Duty, Library Parapro, Secretary and Food Service Secretary in addition to Casual Field Technicians. Motion carried 5-0.

**XI. PUBLIC RECORD TRAINING (BOARD OF ELECTION CYCLE) 2020-01-010** Dr. Wolfe motioned; second by Mr. Truax to approve the Treasurer as designee, or other designees as appointed by the Treasurer, to attend Public Records Training on behalf of the Board of Education members as required by ORC 109.43. Motion carried 5-0.

**XII. LEGAL COUNSEL 2020-01-011** Dr. Wolfe motioned; second by Mr. Truax to approve employment of the following legal firms for use on an as needed basis:

Bricker & Eckler  
Pepple & Waggoner Ltd.  
Peters Kalail & Markakis Co., L.P.A.  
Squire Patton Boggs

Motion carried 5-0

**XIII. EXECUTIVE SESSION– 2020-01-012** Dr. Wolfe motioned; second by Mr. Truax to enter Executive Session. Motion carried 5-0.

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Whereas, as a public board of education may hold an executive session only after a majority of a quorum of this board determines by a roll call vote to hold such a session and only at a regular or special meeting for the sole purpose of the consideration of any of the following matters:

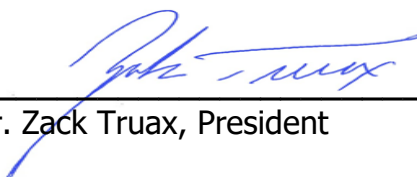
- A.** To consider one or more, as applicable, of the checkmarked items with respect to a public employee or official:
  - 1.  Appointment.
  - 2.  Employment
  - 3.  Dismissal
  - 4.  Discipline
  - 5.  Promotion
  - 6.  Demotion
  - 7.  Compensation
  - 8.  Investigation of charges/complaints (unless public hearing requested).
  
- B.** To consider the purchase of property for the public purposes or for the sale of property at competitive bidding.
  
- C.** Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.
  
- D.** Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.
  
- E.** Matters required to be kept confidential by federal law or rules or state statutes.
  
- F.** Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing or avoid prosecution for a violation of the law.

Now, therefore, be it resolved, that the Ashland City School Board of Education, by a majority of the quorum present at this meeting, does hereby declare its intention to hold an executive session on item(s) A2, B, D as listed above.

Entered Executive Session at 6:49 p.m.

Executive Session Ended at 7:27 p.m.

**XIV. ADJOURNMENT 2020-01-013** Mr. Truax motioned; second by Mr. Heimann to adjourn the 2020 Organizational meeting at 7:28 p.m. –Motion carried 5-0.

  
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Mr. Zack Truax, President

  
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Susan Guthrie, Treasurer

**REMINDER:**Regular Meeting – January 27, 2020 at 6:30 p.m.