

The Twinsburg City School District Board of Education met in the ORGANIZATIONAL session on the above date at the Twinsburg High School L-Pod Large Conference Room, 10084 Ravenna Rd, Twinsburg, Ohio, at 7:00 p.m. The following Board Members were present: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio, and Mr. Felber. Recordings of the Board of Education meeting are made as part of the official record and are kept at the Board Office. Video recordings and Board approved Minutes are available on the District's web site.

Mr. Curtis, President Pro-tem for the Board of Education called the meeting to Order.

Oath of Office: For the Twinsburg Board of Education, Treasurer, Mr. Aho, administered the Oath of Office to the Re-Elected Board Members Mrs. Davis and Mr. Felber and Newly Elected Board Member Mrs. DeFabio.

I, hereby affirm That I Will Support The Constitution Of The United States And The Constitution Of The State Of Ohio, And That I Will Faithfully And Impartially Discharge My Duties As An Elected Member Of The Twinsburg City School District Board Of Education, Summit County, Ohio, To The Best Of My Ability And In Accordance With The Laws Now In Effect And Hereafter To Be Enacted During My Continuance In Said Office.

Sworn This 10th Day Of January 2018, At Twinsburg City School District, Summit County, Ohio.

Election of Board President

18-001 Mr. Curtis nominated Mr. Cellura for the President of the Board of Education for the calendar year 2018 and with no further nominations being brought forth, nomination were closed and Mr. Cellura's nomination was presented for consideration.

18-002 The motion was made by Mr. Curtis and seconded by Mr. Felber and by a vote of 5-0, Mr. Cellura was elected President of the Twinsburg Board of Education for calendar year 2018 and to serve as President Pro-tem at next year's Organizational Meeting until the 2019 President is elected.

Election of Board Vice President

18-003 Mr. Cellura nominated Mr. Felber for the Vice President of the Board of Education for the calendar year 2018 and with no further nominations being brought forth, nomination were closed and Mr. Felber's nomination was presented for consideration.

18-004 The motion was made by Mr. Cellura and seconded by Mr. Curtis and by a vote of 5-0, Mr. Felber was elected Vice President of the Twinsburg Board of Education for calendar year 2018.

18-005 Robert's Rules of Order

Mr. Felber moved and Mrs. Davis seconded that the Twinsburg Board of Education follow the Order of Voting on Motions and Resolutions in 2018; Use of Robert's Rules of Order. The member making the motion is called first, the member seconding the motion is called next, the Vice-President called second last, the President called last; in alphabetical order when possible. Robert's Rules of Order shall prevail in determining all board meeting procedural questions.

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio and Mr. Felber.
The Board President declared the motion approved.*

18-006 Recess

Mr. Curtis motioned and Mr. Cellura seconded that the Twinsburg Board of Education take a short Recess to Welcome Mrs. DeFabio, Mrs. Davis and Mr. Felber as the newly elected/re-elected Board Members and to congratulate Mr. Cellura as Board President and Mr. Felber as Board Vice-President. The Board reconvened at 7:08 pm. Upon Roll Call - All Board Members were present and so indicated.

Mr. Celura, Board President, presiding reconvened the meeting.

Mrs. Davis moved and Mr. Felber seconded that the Twinsburg Board of Education adopt resolutions 18-007 to 18-027**18-007 Reading of Board Minutes**

RESOLVE that the Board of Education dispense with the reading of the Board minutes of each regular and special meeting provided they are delivered to the Board members at least two days prior to the Board Meeting where approval is anticipated;

18-008 Fiscal Procedures

AND FURTHER RESOLVE that the Superintendent and Treasurer do internal appropriation modifications whenever necessary under provisions of the Purchasing and other Financial Policies of the District and under Ohio Law;

18-009 Board Service Fund

AND FURTHER RESOLVE to appropriate a \$10,000 Board Service Fund account in 2018;

18-010 Faithful Performance Bond for Bd. Members and Superintendent

AND FURTHER RESOLVE to authorize the Treasurer to make payment of the 2018 installment for the Faithful Performance Bond covering the Board Members, Superintendent, and Business Manager, in accordance with the Ohio Revised Code;

18-011 Applications

AND FURTHER RESOLVE to grant the Superintendent or her designee authority to file applications for all projects considered desirable for the Twinsburg City School District;

18-012 Fiscal Procedures

AND FURTHER RESOLVE to authorize the signature of the Treasurer, or the facsimile thereof, to be used on all checks and warrants;

18-013 Fiscal Procedures

AND FURTHER RESOLVE to designate the Superintendent or her designee as purchasing agent for the Twinsburg City School District for 2018;

18-014 Fiscal Procedures

AND FURTHER RESOLVE to authorize the Treasurer to invest funds, whenever practical as permitted by law, either in short-term or long-term investments and to give a report to the Board;

18-015 Fiscal Procedures

AND FURTHER RESOLVE to authorize the Treasurer to provide payments to employees for salaries and expenses and to suppliers for goods and services within appropriations (a check register will be presented to the Board);

18-016 Fiscal Procedures

AND FURTHER RESOLVE that the Treasurer's name will appear on all active accounts;

18-017 Fiscal Procedures

AND FURTHER RESOLVE that the budgetary level of authority is at fund-object level for the General Fund and at the fund level for all other funds;

18-018 Set Board Member Pay per Meeting and Number of Meetings

AND FURTHER RESOLVE that the Twinsburg Board of Education sets the payment for board members per the following schedule: will receive \$100 per meeting for a maximum number of 36 meetings for calendar year 2018;

18-019 Set day, time and place for Board Meetings

AND FURTHER RESOLVE that the Twinsburg Board of Education sets the day, time, and place for regular board meetings for calendar year 2018;

Day:	First and third Wednesday of each month, with the following exceptions: June and September: first and fourth Wednesday of the month (6/06/18 & 6/27/18 and 9/05/18 & 9/26/18); July: only one board meeting – 7/18/18; December: only one board meeting – 12/12/18
Time:	The Board meetings will be called to order at 7 o'clock p.m.
Place:	The Board meetings will be held in the Twinsburg Government Center or Twinsburg High School (LGI or Band Room) when Government Center is not available

18-020 Accept any/all Federal and State Grants

AND FURTHER RESOLVE that the Twinsburg Board of Education accepts any and all federal and state grant monies available to the district and to authorize the participation of staff members in any grant programs available to the district during school year 2018-19;

18-021 Superintendent Employments

AND FURTHER RESOLVE to authorize the Superintendent to employ personnel and accept resignations, as needed during calendar year 2018. Such employments and resignations will be reviewed by the Board of Education at its next regularly scheduled meeting;

18-022 Tax Incentive Review Appointees

AND FURTHER RESOLVE to recommend that the Twinsburg Board of Education appoint the Treasurer, Superintendent, Business Manager and Alan Shorr of Reitz, Paul and Shorr, Attorneys at Law and/or Karrie Kalail of Smith, Peters & Kalail, LPA, as representatives to the Tax Incentive Review Council meetings at Summit County Dept. of Economic Development;

18-023 Appointment of OSBA Capital Conference Delegate and Alternate

AND FURTHER RESOLVE to appoint Mrs. Davis as a Delegate and Mr. Cellura as the Alternate Delegate to the Ohio School Boards Association 2018 Capital Conference;

18-024 Fiscal Procedures

AND FURTHER RESOLVE that The Akron Beacon Journal, The Plain Dealer (both daily newspapers of general circulation) and/or the Twinsburg Bulletin, be designated the official publications for legal notices;

18-025 Records Commission

AND FURTHER RESOLVE to appoint the records commission of the Twinsburg City School District for calendar year 2018, comprised of the President of the Board of Education, Superintendent, Treasurer, and Business Manager of the School District. The records commission shall meet at least once each calendar year to establish rules for retention and disposal of records and to review same;

18-026 Fiscal Procedures

AND FURTHER RESOLVE that the Board of Education approves Petty Cash Funds. Building Principal (or designee) and Athletic Director may request up to \$300. Central Office Budgetary Officer may request up to \$200. Food Service Director may request \$200 petty cash in addition to \$360 "change fund". Expenditures up to \$25 may be made from Petty Cash;

18-027 Committee

AND FURTHER RESOLVE that the Audit Committee will consist of a member of the Finance Committee in addition to the Superintendent and/or Designee and Treasurer.

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio and Mr. Felber.
The Board President declared the motions approved.*

Mr. Curtis moved and Mr. Felber seconded that the Twinsburg Board of Education adopt resolutions 18-028 to 18-030.

18-028 Board Committees:

That the Twinsburg Board of Education appoints the following Board of Education Members to District committees;

Athletic/Student Activity	<u>Mrs. Davis</u>	<u>Mrs. DeFabio</u>
Buildings And Grounds	<u>Mr. Curtis</u>	<u>Mr. Felber</u>
Business Advisory Council	<u>Mrs. DeFabio</u>	<u>Mr. Felber</u>
Curriculum/Technology	<u>Mr. Curtis</u>	<u>Mrs. DeFabio</u>
Finance/Audit	<u>Mr. Cellura</u>	<u>Mr. Felber</u>
Policy Review	<u>Mr. Cellura</u>	<u>Mrs. Davis</u>

18-029 Board Representative:

That the Twinsburg Board of Education appoints the following Board of Education Member, Mr. Curtis to represent the District as Legislative Liaison to the Ohio School Boards Association (OSBA).

18-030 Board Representative:

That the Twinsburg Board of Education appoints the following Board of Education Member, Mrs. Davis to represent the District as Student Achievement Liaison to the Ohio School Boards Association (OSBA).

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio and Mr. Felber.
The Board President declared the motions approved.*

18-031 Legal Counsel

Mr. Felber moved and Mrs. Davis seconded that the Twinsburg Board of Education RESOLVES to approve the following firms for legal counsel representation during 2018;

*Smith, Peters & Kalail Co., LPA
Squire, Patton & Boggs LLP
Rietz, Paul and Shorr, Attorneys at Law*

Additionally, Ohio School Boards Association (OSBA), Legal Assistance Fund

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio and Mr. Felber.
The Board President declared the motion approved.*

18-032 Position Recognition

Mr. Curtis moved and Mr. Felber seconded that the Twinsburg Board of Education RESOLVES to approve the appointment of staff to positions for the 2018 year;

1. Title IX Hearing Officer: Business Manager,
2. Anti-Harassment Grievance Officer: Director of Human Resources and/or Business Manager,
3. 504/ADA Compliance Officer: Director of Pupil Services and/or Director of Human Resources,
4. Civil Rights Coordinator: Director of Pupil Services and/or Director of Human Resources,
5. Homeless Liaison: Director of Pupil Services,
6. Suspension Appeal Officer, as designee of the Board: Superintendent or designee

Minutes of ORGANIZATIONAL Meeting

January 10, 2018

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio and Mr. Felber.
The Board President declared the motion approved.*

18-033 **District Records Officer**

Mrs. Davis moved and Mr. Felber seconded that the Twinsburg Board of Education RESOLVES to recognize the Administrative Assistant to the Superintendent as District Records Officer (DRO), as established under Twinsburg City Schools Administrative Guideline 8310A. The individual in this position will also serve as the Twinsburg City School District designee in this regard.

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio and Mr. Felber.
The Board President declared the motion approved.*

18-034 **Adjournment**

Mr. Cellura moved and Mr. Felber seconded that the Twinsburg Board of Education adjourn at 7:19pm.

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mrs. DeFabio and Mr. Felber.
The Board President declared the motion approved.*

Board President

Treasurer