
Minutes of ORGANIZATIONAL Meeting

January 3, 2024

The Twinsburg City School District Board of Education met in ORGANIZATIONAL session on the above date at the Twinsburg Government Center, 10075 Ravenna Road, Twinsburg, Ohio 44087, at 7:00 p.m. The following Board Members were present: Mrs. Crawford, Mrs. Davis, and Mrs. Travis. In attendance were Superintendent Powers, Treasurer Rozsnyai and Business Manager Strickland. Recordings of the Board of Education meeting are made as part of the official record. Video Recordings and Board Approved Minutes are available on the District's website. Mrs. Travis, presiding, called the meeting to order at 7:05 p.m.

Roll Call: Mrs. Crawford, Mrs. Davis, and Mrs. Travis**OATH OF OFFICE – New Board of Education Members**

- a. Beth Egan
- b. Maria Hamilton

Roll Call: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis

The newly elected Board members, Mrs. Egan and Mrs. Hamilton introduced themselves and shared their experiences which they are bringing with them to serve the community and the Twinsburg City Schools.

ORG-01032024-F ORGANIZATION OF THE BOARD FOR 2024

1. Nominations for the office of President of the Twinsburg Board of Education for 2024 and to serve as President Pro Tem at next year's Organization Meeting until the 2025 President is elected.

Nomination: Mrs. Travis

Motion By: Mrs. Crawford Seconded By: Mrs. Egan

Ayes: Mrs. Crawford, Mrs. Davis, Mrs. Egan, and Mrs. Hamilton

Abstain: Mrs. Travis

The Board President declared the motion approved.

2. Election of President for 2024, Mrs. Travis

ORG-01032024-F3 ORGANIZATION OF THE BOARD FOR 2024

3. Nominations for the office of Vice-President of the Twinsburg Board of Education for 2024.

Nomination: Mrs. Crawford

Motion By: Mrs. Davis Seconded By: Mrs. Egan

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*Ayes: Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
Abstain: Mrs. Crawford*

The Board President declared the motion approved.

4. Election of Vice-President for 2024, Mrs. Crawford

ORG-01032024-F5 **ORGANIZATION OF THE BOARD FOR 2024**

5. **Mrs. Crawford motioned and Mrs. Egan seconded** that the Order of Voting on Motions and Resolutions in 2024; 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, and the President called last; in alphabetical order when possible. Robert's Rules of Order shall prevail in determining all board meeting procedural questions.

*Ayes: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
The Board President declared the motion approved.*

Mrs. Davis motioned and Mrs. Crawford seconded to adopt the resolutions in ORG-01032024-G

ORG-01032024-G **TREASURER'S AND SUPERINTENDENT'S BUSINESS**

1. 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;
2. 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;
3. AND FURTHER RESOLVE to appropriate a \$10,000 Service Fund account in 2024;
4. AND TO FURTHER RESOLVE to grant the Superintendent or her designee authority to file applications for all projects considered desirable for the Twinsburg City School District;
5. AND FURTHER RESOLVE to authorize the signature of the Treasurer, or the facsimile thereof, to be used on all checks and warrants;
6. AND FURTHER RESOLVE to designate the Superintendent or her designee as purchasing agent for the Twinsburg City School District for 2024;

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7. 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;
8. 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);
9. AND FURTHER RESOLVE that the Treasurer's name will appear on all active accounts;
10. AND FURTHER RESOLVE that the budgetary level of authority and legal level of appropriations to be at Fund Level for the General Fund and all other Funds;
11. AND FURTHER RESOLVE that the Twinsburg Board of Education sets the payment for board members per the following schedule; will receive \$100.00 per meeting, for a maximum number of 36 meetings for calendar year 2024;
12. AND FURTHER RESOLVE that the Twinsburg Board of Education sets the day, time and place for regular board meetings for calendar year 2024;

Day: First and third Wednesday of each month, with the following exceptions:

June: first Wednesday of this month (6/05/2024) and fourth Tuesday (6/25/2024)

July: only one Board meeting – 7/17/2024

September: first Wednesday (9/04/2024) and fourth Wednesday (9/25/2024)

October: second Wednesday (10/09/2024) and fourth Wednesday (10/23/2024)

December: only one Board Meeting – 12/11/2024

Time: The board meetings will be called to order at 7 o'clock p.m.

Place: The meetings of the Board of Education will be held at the Twinsburg Government Center or at Twinsburg High School (Auditorium or LGI Room) when the Twinsburg Government Center is not available.

13. 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 the school year 2024-2025;
14. AND FURTHER RESOLVE to authorize the Superintendent to employ personnel and accept resignations; as needed during calendar year 2024. Such employments and resignations will be reviewed by the Board of Education at its next regularly scheduled meeting;
15. AND FURTHER RESOLVE to authorize the Treasurer to direct Board-approved legal counsel to file original complaints against the valuation of commercial properties, to file counter-complaints against the valuation of commercial properties, to present evidence relating to the value of such properties at hearing or trial, to appeal

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decisions of the Summit County Board of Revision and the Ohio Board of Tax Appeals, to participate in any other real property tax appeal, to enter into settlement agreements and stipulations of value related to real property tax cases, and to take such other actions as are necessary to protect the best interests of the Twinsburg City School District in matters of real property taxation, provided that the Treasurer give regular updates regarding such actions to the Board of Education and Superintendent, for a one-year period, beginning January 1, 2024;

16. AND FURTHER RESOLVE to recommend that the Twinsburg Board of Education appoint the Superintendent, Treasurer, Business Manager and Peters, Kalail & Markakis Co., L.P.A., as representatives to the Tax Incentive Review Council meetings at Summit County Department of Economic Development and at the City of Twinsburg;
17. AND FURTHER RESOLVE to appoint Lea Travis as a Delegate and Beth Egan as the Alternate Delegate to the Ohio School Boards Association 2024 Capital Conference;
18. 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;
19. AND FURTHER RESOLVE to appoint the records commission of the Twinsburg City School District for calendar year 2024, comprised of the President of the Board of Education, Superintendent, Treasurer and Business Manager of the 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;
20. AND FURTHER RESOLVE that the Board of Education approves Petty Cash Funds. Building Principal (or designee) and Athletic Director/Coordinator of K-12 Student Activities 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 a \$360 "change fund". Expenditures up to \$25 may be made from Petty Cash;
21. 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: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
The Board President declared the motion approved.*

Mrs. Crawford motioned and Mrs. Egan seconded to adopt the resolution in 01032024-H

ORG-01032024-H APPOINTMENT OF BOARD OF EDUCATION REPRESENTATIVES ON BEHALF OF THE BOARD OF EDUCATION

1. Finance Committee:
 - a. Rhonda Crawford
 - b. Lea Travis

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2. Buildings and Grounds Committee:
 - a. Tina Davis
 - b. Lea Travis
3. Curriculum/Technology Committee:
 - a. Maria Hamilton
 - b. Lea Travis
4. Policy Committee:
 - a. Tina Davis
 - b. Maria Hamilton
5. Athletic/Student Activities Committee:
 - a. Tina Davis
 - b. Beth Egan
6. Business Advisory Council:
 - c. Rhonda Crawford
 - d. Beth Egan
7. Legislative Liaison to the Ohio School Boards Association: Lea Travis
8. Student Achievement Liaison to the Ohio School Boards Association:
Rhonda Crawford

*Ayes: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
The Board President declared the motion approved.*

ORG-01032024-I REPRESENTATION OF LEGAL COUNSEL

Mrs. Davis motioned and Mrs. Crawford seconded to approve the following list of firms for legal counsel representation during 2024:

*Peters, Kalail & Markakis Co., L.P.A
Squire, Patton & Boggs, Attorneys at Law
Reitz, Paul & Shorr, Attorneys at Law
Brindza McIntyre & Seed LLP
Roetzel & Andress, L.P.A.*

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

*Ayes: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
The Board President declared the motion approved.*

**Mrs. Crawford motioned and Mrs. Egan seconded to adopt resolution 01032024-J
ORG-01032024-J APPOINTMENT OF STAFF TO POSITIONS FOR THE 2024 YEAR**

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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 her designee

*Ayes: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
The Board President declared the motion approved.*

ORG-01032024-K **APPOINTMENT OF DISTRICT RECORDS OFFICER (DRO) FOR THE 2024 YEAR**

Mrs. Hamilton motioned and Mrs. Egan seconded that 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: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
The Board President declared the motion approved.*

ORG-01032024-L **ADJOURNMENT/ROLL CALL**

Mrs. Travis motioned and Mrs. Crawford seconded that the meeting adjourn at 7:25 p.m.

*Ayes: Mrs. Crawford, Mrs. Davis, Mrs. Egan, Mrs. Hamilton and Mrs. Travis
The Board President declared the motion approved.*

Board President

Treasurer

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