
Minutes of ORGANIZATIONAL Meeting

January 4, 2023

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 meeting was also live-streamed due to health and Safety concerns attributed to COVID 19 pandemic. The following Board Members were present: Mrs. Crawford, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Travis. In attendance were Superintendent Powers, Business Manager Strickland and Treasurer Rozsnyai. 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. Mr. Curtis, presiding, called the meeting to order at 7:01 p.m.

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

Election of Board President

23-001 Mr. Curtis nominated Mr. Felber for the President of the Board of Education for the calendar year 2023 and with no further nominations being brought forth, nominations were closed and Mr. Felber's nomination was presented for consideration.

23-002 The motion was made by Mrs. Davis and seconded by Mrs. Travis and by a vote of 5-0, Mr. Felber was elected President of the Twinsburg Board of Education for calendar year 2023 and to serve as President Pro-tem at next year's Organizational Meeting until the 2024 President is elected.

Election of Board Vice President

23-003 Mr. Felber nominated Mrs. Travis for the Vice President of the Board of Education for the calendar year 2023 and with no further nominations being brought forth, nominations were closed and Mrs. Travis's nomination was presented for consideration.

23-004 The motion was made by Mr. Curtis and seconded by Mrs. Davis and by a vote of 5-0, Mrs. Travis was elected Vice President of the Twinsburg Board of Education for calendar year 2023.

MR. FELBER, NEWLY ELECTED PRESIDENT OF THE BOARD, PRESIDING:

23-005 Robert's Rules of Order

Mr. Felber motioned and Mrs. Travis seconded that Order of Voting on Motions and Resolutions in 2023; 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, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Travis
The Board President declared the motion approved.*

Mr. Curtis motioned and Mrs. Davis seconded to adopt resolutions 23-006 to 23-027

23-006 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;

23-007 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;

23-008 Board Service Fund

AND FURTHER RESOLVE to appropriate a \$10,000 Service Fund account in 2023;

23-009 Faithful Performance Bond for Bd. Members and Superintendent

AND FURTHER RESOLVE to authorize the Treasurer to make payment of the 2023 installment for the Faithful Performance Bond covering the Board Members, Superintendent, Treasurer, and Business Manager, in accordance with the Ohio Revised Code;

23-010 Applications

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;

23-011 Fiscal Procedures

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

23-012 Fiscal Procedures

AND FURTHER RESOLVE to designate the Superintendent or her designee as purchasing agent for the Twinsburg City School District for 2023;

23-013 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;

23-014 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);

23-015 Fiscal Procedures

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

23-016 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;

23-017 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 \$100.00 per meeting, for a maximum number of 36 meetings for calendar year 2023;

23-018 **Set day, time and place for Board Meeting**

AND FURTHER RESOLVE that the Twinsburg Board of Education sets the day, time and place for regular board meetings for calendar year 2023;

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

June: first and fourth Wednesday of this month (6/7/2023 and 6/28/2023)

July: only one Board meeting – 7/19/2023

December: only one Board Meeting – 12/13/2023

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.

23-019 **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 the school year 2023-2024;

23-020 **Superintendent Employments**

AND FURTHER RESOLVE to authorize the Superintendent to employ personnel and accept resignations; as needed during calendar year 2023. Such employments and resignations will be reviewed by the Board of Education at its next regularly scheduled meeting;

23-021 **Tax Incentive Review Appointees**

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 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, 2023;

23-022 Tax Incentive Review Appointees

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;

23-023 Appointment of OSBA Capital Conference Delegate and Alternate

AND FURTHER RESOLVE to appoint Lea Travis as a Delegate and Mark Curtis, as the Alternate Delegate to the Ohio School Boards Association 2023 Capital Conference;

23-024 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;

23-025 Records Commission

AND FURTHER RESOLVE to appoint the records commission of the Twinsburg City School District for calendar year 2023, 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;

23-026 Fiscal Procedures

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;

23-027 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: Mrs. Crawford, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Travis
The Board President declared the motions approved.*

23-028 Board Committees:

Mrs. Travis motioned and Mrs. Davis seconded that the Twinsburg Board of Education appoints the following Board of Education Members to District committees.

1. Finance Committee:
 - a. Mark Curtis
 - b. Rob Felber
2. Buildings and Grounds Committee:
 - a. Mark Curtis
 - b. Rob Felber
3. Curriculum/Technology Committee:
 - a. Rhonda Crawford
 - b. Lea Travis
4. Policy Committee:
 - a. Tina Davis
 - b. Lea Travis
5. Athletic/Student Activities Committee:
 - a. Rhonda Crawford
 - b. Tina Davis
6. Business Advisory Council:
 - a. Mark Curtis
 - b. Rob Felber
7. Legislative Liaison to the Ohio School Boards Association: Mark Curtis
8. Student Achievement Liaison to the Ohio School Boards Association: Rhonda Crawford

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

23-029 Board Representation of Legal

Mr. Curtis motioned and Mrs. Travis seconded to approve the following list of firms for legal counsel representation during 2023;

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

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

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

23-030 APPOINTMENT OF STAFF TO POSITIONS FOR THE 2023 YEAR

Mrs. Davis motioned and Mr. Curtis seconded that the Twinsburg Board of Education RESOLVES to approve the appointment of staff positions for the 2023 year;

1. Title IX Hearing Officer: Business Manager
2. Anti-Harassment Grievance Officer: Director of Human Resources and/or Director of Student Wellness
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, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Travis
The Board President declared the motion approved.*

23-031 APPOINTMENT OF DISTRICT RECORDS OFFICER (DRO) FOR THE 2023 YEAR

Mrs. Travis motioned and Mrs. Davis seconded 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, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Travis
The Board President declared the motion approved.*

23-032 Adjournment/Roll Call

Mr. Felber motioned and Mr. Curtis seconded to adjourn the meeting at 7:17 p.m.

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

Board President

Treasurer