

The Twinsburg City School District Board of Education met in the ORGANIZATIONAL session on the above date at the Twinsburg High School Auditorium, 10084 Ravenna Rd, Twinsburg, Ohio, at 7:00 p.m. The Meeting was also livestreamed due to health and safety concerns attributed to the COVID-19 pandemic and limits on public attendance. The following Board Members were present: Mr. Curtis, Mrs. Davis (virtual), Mr. Felber, and Mrs. Gordon (virtual). Absent was Mrs. DeFabio. 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 web site.

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

Election of Board President

21-001 Mr. Felber nominated Mrs. Davis for the President of the Board of Education for the calendar year 2021 and with no further nominations being brought forth, nominations were closed and Mrs. Davis's nomination was presented for consideration.

21-002 The motion was made by Mr. Felber and seconded by Mrs. Gordon and by a vote of 4-0, Mrs. Davis was elected President of the Twinsburg Board of Education for calendar year 2021 and to serve as President Pro-tem at next year's Organizational Meeting until the 2022 President is elected.

Election of Board Vice President

21-003 Mrs. Davis nominated Mr. Curtis for the Vice President of the Board of Education for the calendar year 2021 and with no further nominations being brought forth, nominations were closed and Mr. Curtis's nomination was presented for consideration.

21-004 The motion was made by Mrs. Davis and seconded by Mr. Felber and by a vote of 4-0, Mr. Curtis was elected Vice President of the Twinsburg Board of Education for calendar year 2021.

21-005 **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 2021; 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. Curtis, Mrs. Davis, Mr. Felber, and Mrs. Gordon.
The Board President declared the motion approved.*

MRS. DAVIS, NEWLY ELECTED PRESIDENT OF THE BOARD, PRESIDING:

Mr. Felber moved and Mr. Curtis seconded that the Twinsburg Board of Education adopt resolutions 21-006 to 21-027

Minutes of ORGANIZATIONAL Meeting

January 06, 2021

21-006 **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;

21-007 **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;

21-008 **Board Service Fund**

AND FURTHER RESOLVE to appropriate \$10,000 Board Service Fund account in 2021;

21-009 **Faithful Performance Bond for Bd. Members and Superintendent**

AND FURTHER RESOLVE to authorize the Treasurer to make payment of the 2021 installment for the Faithful Performance Bond covering the Board Members, Superintendent, and Business Manager, in accordance with the Ohio Revised Code;

21-010 **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;

21-011 **Fiscal Procedures**

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

21-012 **Fiscal Procedures**

AND FURTHER RESOLVE to designate the Superintendent or her designee as purchasing agent for the Twinsburg City School District for 2021;

21-013 **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;

21-014 **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);

21-015 **Fiscal Procedures**

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

21-016 **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;

21-017 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 per meeting for a maximum number of 36 meetings for calendar year 2021:

21-018 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 2021;

Day:	First and third Wednesday of each month, with the following exceptions: June: first and fourth Wednesday of the month (6/02/21 & 6/23/21) July: only one board meeting – 7/14/21; September: first and fourth Wednesday of the month (9/01/21 & 9/22/21) December: only one board meeting – 12/08/21
Time:	The Board meetings will be called to order at 7 o'clock p.m.
Place:	The Board of Education meetings will be held in the Twinsburg Government Center or Twinsburg High School (Auditorium or LGI) when Twinsburg Government Center is not available

21-019 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 school year 2021-2022

21-020 Superintendent Employments

AND FURTHER RESOLVE to authorize the Superintendent to employ personnel and accept resignations, as needed during calendar year 2021. Such employments and resignations will be reviewed by the Board of Education at its next regularly scheduled meeting;

21-021 Tax Incentive Review Appointees

AND FURTHER RESOLVE to recommend that the Twinsburg Board of Education appoint the Treasurer, Superintendent, Business Manager and Karrie Kalail of Peters, Kalail & Markakis Co., L.P.A., as representatives to the Tax Incentive Review Council meetings at Summit County Dept. of Economic Development and City of Twinsburg;

21-022 Appointment of OSBA Capital Conference Delegate and Alternate

AND FURTHER RESOLVE to appoint Mrs. Davis as a Delegate and Mr. Curtis as the Alternate Delegate to the Ohio School Boards Association 2021 Capital Conference;

21-023 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;

21-024 Records Commission

AND FURTHER RESOLVE to appoint the records commission of the Twinsburg City School District for calendar year 2021, 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;

21-025 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;

21-026 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. Curtis, Mrs. Davis, and Mr. Felber

Naye: Mrs. Gordon.

The Board President declared the motions approved.

Mr. Curtis moved and Mr. Felber seconded that the Twinsburg Board of Education adopt resolutions 21-027 to 21-029.

21-027 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>Mrs. Davis</u>	<u>Mrs. DeFabio</u>
Business Advisory Council	<u>Mr. Curtis</u>	<u>Mr. Felber</u>
Curriculum/Technology	<u>Mr. Curtis</u>	<u>Mrs. Gordon</u>
Finance/Audit	<u>Mr. Curtis</u>	<u>Mr. Felber</u>
Policy Review	<u>Mr. Felber</u>	<u>Mrs. Gordon</u>

21-028 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).

21-029 Board Representative:

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

Ayes: Mr. Curtis, Mrs. Davis, Mr. Felber, Mrs. Gordon.

The Board President declared the motions approved.

21-030 Legal Counsel

Mr. Felber moved and Mr. Curtis seconded that the Twinsburg Board of Education RESOLVES to approve the following firms for legal counsel representation during 2021;

Peters, Kalail & Markakis Co., LPA

Squire, Patton & Boggs LLP

Rietz, Paul and Shorr, Attorneys at Law

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

Ayes: Mr. Curtis, Mrs. Davis, Mr. Felber, Mrs. Gordon.

The Board President declared the motion approved.

21-031 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 2021 year;

1. Title IX Hearing Officer: Business Manager and/or Director of Pupil Services,
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 Human Resources and/or Business Manager
5. Homeless Liaison: Director of Pupil Services,
6. Suspension Appeal Officer, as designee of the Board: Superintendent or designee

Ayes: Mr. Curtis, Mrs. Davis, Mr. Felber, Mrs. Gordon.

The Board President declared the motion approved.

21-032 District Records Officer

Mr. Felber moved and Mr. Curtis 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. Curtis, Mrs. Davis, Mr. Felber, Mrs. Gordon.

The Board President declared the motion approved.

21-033 Adjournment

Mr. Felber moved and Mrs. Gordon seconded that the Twinsburg Board of Education adjourn at 7:34 pm.

Ayes: Mr. Curtis, Mrs. Davis, Mr. Felber, Mrs. Gordon.

The Board President declared the motion approved.

Board President

Treasurer