
RECORD OF PROCEEDINGS

**BOARD OF EDUCATION
CHILlicothe CITY SCHOOL DISTRICT**

Public Budget Hearing

Prior to the start of the Organizational Meeting for 2020, a Public Budget Hearing on the 2020-2021 Tax Budget for the Chillicothe City School District was held as advertised and required by ORC 5704.28. Once approved by the Board, the Treasurer will submit the Budget to the Ross County Auditor to be certified by the Ross County Budget Commission.

Organizational Meeting

January 6, 2020
Atwood District Office
Conference Room
5:30 p.m.

Members Present: Mrs. Corzine, Mr. Hartmus, Mrs. Lowe, Mr. Mullins, Mrs. Shoemaker

Staff Present: Mrs. Swinehart, Tyler Cooper - Assistant Treasurer

Staff Absent: Mrs. Lawwell

Oath of Office for Newly Elected Board of Education Members

Assistant Treasurer Tyler Cooper read the Oath of Office for Newly Elected Board of Education Members:

Mrs. Joy Shoemaker
Mrs. Elizabeth Corzine

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully and impartially discharge duties as a member of the Board of Education of the Chillicothe City School District, Ross County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is chosen and qualified.”

Roll Call: Mrs. Joy Shoemaker - I Do, Mrs. Elizabeth Corzine - I Do.

Call to Order

President Pro Tem Jeff Hartmus called the meeting to order and Assistant Treasurer Tyler Cooper called the roll. Mr. Hartmus announced the meeting was being recorded.

20-01-01 Approval of Board Agenda

It was moved by Mrs. Corzine and seconded by Mr. Mullins to adopt the agenda for the January 6, 2020 Board of Education Organizational Meeting as presented. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-02 Nomination of President of the Chillicothe Board of Education for 2020

Mr. Hartmus opened the floor for nominations for President of the Board of Education for 2020. Mr. Mullins was nominated to be President of the Board of Education for 2020. Mr. Hartmus asked if there are any additional nominations. Hearing no further nominations, it was moved by Mrs. Corzine and seconded by Mr. Bonner to close nominations. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - abstain, Mrs. Shoemaker - yes. The motion carried.

20-01-03 Election of President of the Chillicothe Board of Education for 2020

It was moved by Mr. Bonner and seconded by Mrs. Shoemaker to elect Mr. Mullins as President of the Board of Education for 2020. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - abstain, Mrs. Shoemaker - yes. The motion carried.

Oath of Office for President of the Board of Education

Assistant Treasurer Tyler Cooper administered the following Oath of Office to Mr. Mullins as the newly elected President of the Board of Education for 2020.

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Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully and impartially discharge your duties as President of the Board of Education of the Chillicothe City School District, Ross County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is chosen and qualified. Mr. Mullins responded I will. Mr. Mullins assumed the President’s chair.

20-01-04 Nominations for Vice President of the Chillicothe Board of Education for 2020

Mr. Mullins opened the floor for nominations for Vice President of the Board of Education for 2020. Mr. Hartmus was nominated for Vice President of the Board of Education for 2020. Hearing no other nominations, it was moved by Mr. Bonner and seconded by Mrs. Corzine that nominations be closed. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - abstain, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-05 Election of Vice President of the Board of Education for 2020

It was moved by Mr. Mullins and seconded by Mr. Bonner to elect Mr. Hartmus as Vice President of the Chillicothe Board of Education for 2020. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

Oath of Office for Vice President of the Board of Education

Assistant Treasurer Tyler Cooper administered the following Oath of Office to Mr. Hartmus as the newly elected Vice President of the Board of Education for 2020.

Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully and impartially discharge your duties as President of the Board of Education of the Chillicothe City School District, Ross County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is chosen and qualified. Mr. Hartmus responded I will.

20-01-06 Appointment of Legislative Liaison for 2020

It was moved by Mr. Bonner and seconded by Mr. Hartmus to approve the appointment of Board of Education member Steve Mullins as the Legislative Liaison for 2020. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - abstain, Mrs. Shoemaker - yes. The motion carried.

20-01-07 Appointments to Board Committees

It was moved by Mr. Hartmus and seconded by Mr. Mullins to approve the appointment of two Board of Education members to each of the five Board Committees listed below with the Superintendent and Board President serving as ex officio members of each committee for 2020. Superintendent’s Designees or other personnel (including Treasurer) or community members that may contribute to the work of the committee can and should be included as deemed appropriate by the Board President. Each committee will meet at least two times per year, half an hour (30 minutes) prior to the regular board meeting and report to the Board. If more in-depth work or study is needed, these committees shall meet as needed to investigate and make recommendations on the issues before the committee to the Board. All meetings shall be held in accordance with board policy, Ohio Revised Code and the Sunshine Laws of the State of Ohio.

- 1. Facilities & Technology (January and June) Mrs. Corzine and Mr. Hartmus
- 2. Curriculum & Student Achievement (February & August) Mrs. Corzine and Mr. Bonner
- 3. Communications & Community Engagement (March & September) Mr. Hartmus and Mr. Mullins
- 4. Athletics & Extracurriculars (April & October) Mr. Bonner and Mrs. Shoemaker
- 5. Finance (May & November) Mr. Mullins and Mrs. Shoemaker

Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-08 Establishment of the Time, Place, and Dates of the Legally Scheduled Chillicothe City Schools Board of Education Meetings for Calendar Year 2020

It was moved by Mr. Hartmus and seconded by Mr. Mullins to conduct regular monthly meetings of the Chillicothe City Schools Board of Education on the fourth (4th) Monday of each month or third (3rd) ***Monday as noted, at 5:30 p.m.in the locations listed below. Additional meetings during the month shall be designated by the Board of Education at a time and place properly announced. (O.R.C. 3313.16).

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2020 Board of Education Meetings

4th Monday of each month

Unless noted: *** 3rd Monday

January 27	Chillicothe High / Middle School Cafeteria	5:30 p.m.
February 24	Chillicothe High / Middle School Cafeteria	5:30 p.m.
March 23	Chillicothe Primary School	5:30 p.m.
April 27	Chillicothe Intermediate School	5:30 p.m.
May 18***	Chillicothe High / Middle School Cafeteria	5:30 p.m.
June 22	Chillicothe High / Middle School Cafeteria	5:30 p.m.
July 27	Chillicothe High / Middle School Cafeteria	5:30 p.m.
August 24	Chillicothe Primary School	5:30 p.m.
September 28	Chillicothe Intermediate School	5:30 p.m.
October 26	Mt Logan Preschool	5:30 p.m.
November 23	Chillicothe High / Middle School Cafeteria	5:30 p.m.
December 21***	Chillicothe High / Middle School Cafeteria	5:30 p.m.

Work Sessions for 2020 will be announced.

January 2021 Organizational Meeting date will be set in December 2020.

Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-09 Establishment of Service Fund

It was moved by Mr. Mullins and seconded by Mr. Hartmus to establish a service fund in the amount of \$7,500 for the Chillicothe City Schools Board of Education as authorized by Section 3313.15 of the Ohio Revised Code. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-10 Approval of Authorization for Legal Services

It was moved by Mrs. Corzine and seconded by Mr. Hartmus to authorize the following law firms may be used to provide legal services:

- Lane Alton, Attorneys at Law
- Bricker and Eckler, LLP
- Scott Scriven, LLP
- Ennis Britton, CO., LPA

Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-11 Approval of Standing Authorizations Involving the Treasurer

It was moved by Mr. Mullins and seconded by Mrs. Corzine to approve the following standing authorizations involving the Treasurer of the Chillicothe City School District as a group:

A. AUTHORIZATION OF INVESTMENTS

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To authorize the Treasurer of the Chillicothe City Schools Board of Education to invest all interim and inactive funds as prescribed by the Ohio Revised Code.

B. AUTHORIZATION TO INVEST IN COMMERCIAL PAPER AND BANKERS' ACCEPTANCES

To authorize the Treasurer of the Chillicothe City Schools Board of Education to invest in Commercial Paper and Bankers' Acceptances as permitted by Section 135.142 of the Ohio Revised Code, and subject to the restrictions therein.

C. AUTHORIZATION FOR TAX ADVANCES

To authorize the Treasurer of the Chillicothe City Schools Board of Education to request from the County Auditor school tax advances, when applicable, for the calendar year 2020.

D. APPOINTMENT OF TREASURER AS THE DESIGNEE TO RECEIVE PUBLIC RECORDS TRAINING FOR BOARD MEMBERS

To appoint the Treasurer of the Chillicothe City Schools Board of Education as the designee of all five members of the Board of Education to receive Public Records Training in accordance with Ohio Revised Code 109.43(B) and 149.43(E)(1).

E. AUTHORIZATION FOR PAYMENT OF BILLS

To authorize the Treasurer to pay all bills within the limits of the appropriation resolutions as bills are received and when the merchandise has been received in good condition.

Roll call on above group of resolutions: Mr. Bonner - yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motions carried.

20-01-12 Approval of Standing Authorizations Involving the Superintendent

It was moved by Mr. Hartmus and seconded by Mr. Mullins to approve the standing authorizations involving the Superintendent of the Chillicothe City School District as a group:

A. AUTHORIZATION TO APPLY FOR ALL AVAILABLE STATE AND FEDERAL FUNDS AND GRANTS

To authorize the Superintendent of the Chillicothe City School District to apply for available State and Federal Funds and Grants.

B. AUTHORIZATION AS PURCHASING AGENT

To appoint the Superintendent of the Chillicothe City School District as purchasing agent for the Chillicothe City School District and to direct the Superintendent to use a system which will insure the quality of purchases in an efficient manner for the operation of the school district.

C. AUTHORIZATION FOR THE SECURING OF TEMPORARY / EMERGENCY PERSONNEL

To authorize the Superintendent of the Chillicothe City School District to secure temporary / emergency personnel as necessary to ensure orderly operations, safety and security. Such temporary / emergency personnel will require a confirmation vote of the Board of Education at the Board's next regular meeting if they are to remain employed.

D. BOARD RESOLUTION AUTHORIZING THE SUPERINTENDENT TO HIRE STAFF BETWEEN BOARD MEETINGS

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To authorize the Superintendent of the Chillicothe City School District to hire staff between board meetings as presented in the following Resolution:

RESOLUTION

Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as the date and time of the employee’s acceptance of the Superintendent’s offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board , commencing on January 6, 2020 and remain in effect until the 2021 Organizational Board Meeting.

E. BOARD RESOLUTION AUTHORIZING THE SUPERINTENDENT TO ACCEPT RESIGNATIONS BETWEEN BOARD MEETINGS

To authorize the Superintendent of the Chillicothe City School District to accept resignations as presented in the following Resolution:

RESOLUTION

Authorize 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.

The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board, commence on January 6, 2020 and remain in effect until the 2021 Organizational Board Meeting.

F. AUTHORIZATION TO APPROVE OPEN ENROLLMENT REQUESTS, GRANDPARENT LAW TRANSFER REQUESTS AND TUITION WAIVERS

To authorize the Superintendent to take action as appropriate regarding open enrollment requests, grandparent law transfer requests, and tuition waivers on the Board’s behalf, pursuant to Board policy and Ohio law.

G. IDENTIFY THE SUPERINTENDENT AS PREVAILING WAGE COORDINATOR

To identify the Superintendent as Prevailing Wage Coordinator for the Chillicothe City School District.

H. APPOINTMENT OF SUPERINTENDENT AS COMPLIANCE OFFICER

To appoint the Superintendent as Compliance Officer for all other State and local laws, regulations, and policies that the Chillicothe City School District must meet for operations and funding.

I. APPOINTMENT TO TEACHERS SICK LEAVE BANK COMMITTEE

To appoint the Superintendent to represent the Board of Education on the Teachers Sick Leave Bank Committee.

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J. COORDINATOR – TITLE VI, TITLE IX, SECTION 504

To appoint the Superintendent as Coordinator of Title VI, Title XI, and Section 504 for the Chillicothe City School District to meet all requirements and directions of the U.S. Department of Education.

Roll call on above group of resolutions: Mr. Bonner - yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motions carried.

20-01-13 Appointment of Board Representative to the Ross County Community Action Committee

It was moved by Mrs. Corzine and seconded by Mr. Mullins to appoint Tabitha Muse to represent the Board of Education on the Ross County Community Action Committee. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-14 Establishment of Records Commission for 2020

It was moved by Mr. Mullins and seconded by Mr. Hartmus to establish the School District Records Commission composed of the Board of Education President, the Treasurer of the Board of Education, and the Superintendent of Schools for the calendar year 2020, pursuant to the Ohio Revised Code. The Records Commission shall meet at least once every twelve months and establish rules for retention and disposal of records and to review same. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-15 Approval of Board Representative to the Ross County Tax Incentive Review Council

It was moved by Mr. Mullins and seconded by Mrs. Corzine to identify Mr. Hartmus, Vice President of the Chillicothe Board of Education, as its representative on the Ross County Tax Incentive Review Council. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-16 Appointment of Board Representative to the Chillicothe Education Foundation

It was moved by Mr. Mullins and seconded by Mr. Hartmus to appoint Mrs. Shoemaker to serve as the Board's representative to the Chillicothe Education Foundation. The Foundation normally meets on the third Thursday of the months (March, May, September, and November) at 5:00 p.m. at the Atwood District Office conference room. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-17 Approval of the 2020 - 2021 Tax Budget

A tax budget has been prepared as required by Section 5705.28 of the Ohio Revised Code. In addition, proper notice of a public hearing on said budget has been given as provided by Section 5705.30 of the Ohio Revised Code.

It was moved by Mr. Mullins and seconded by Mr. Hartmus to approve the 2020-2021 Tax Budget as presented. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

20-01-18 Adjournment

It was moved by Mr. Hartmus and seconded by Mrs. Corzine to adjourn. Roll call: Mr. Bonner-yes, Mrs. Corzine - yes, Mr. Hartmus - yes, Mr. Mullins - yes, Mrs. Shoemaker - yes. The motion carried.

The meeting adjourned at 5:17 p.m.