

**Minutes of Organizational Meeting of the Aurora City Schools Board of Education of January 5, 2023.**

**Call to Order:**

The meeting was called to order at 6:00 p.m.

**Pledge of Allegiance**

Roll Call: Mrs. Conner, Mr. Sabulsky, Mrs. Mehallis, Mr. Acomb, Mr. Zayas

**23-001**

Election of Officer-Board President

WHEREAS statutes require the board members to elect one of the board members to be the president of the board for the calendar year 2023

WHEREAS nominations for the office of president were made by the board members with the following being nominated:

1st Nominee: Mrs. Pam Mehallis

2nd Nominee:

WHEREAS the board voted on the first nominee for the position of president of the board of education for the calendar year 2023 with the results as follows:

Pam Mehallis	<u>Aye</u>	No	Abstain
Miriam Conner	<u>Aye</u>	No	Abstain
Stephen Sabulsky	<u>Aye</u>	No	Abstain
Tony Zayas	<u>Aye</u>	No	Abstain
Mike Acomb	<u>Aye</u>	No	Abstain

WHEREAS the board voted on the second nominee for the position of president of the board of education for the calendar year 2023 with the results as follows:

Tony Zayas	<u>Aye</u>	No	Abstain
Miriam Conner	<u>Aye</u>	No	Abstain
Mike Acomb	<u>Aye</u>	No	Abstain
Pam Mehallis	<u>Aye</u>	No	Abstain
Stephen Sabulsky	<u>Aye</u>	No	Abstain

NOW, THEREFORE, BE IT RESOLVED under the provisions of Ohio Revised Code 3313.14, the board member herein named received the majority of AYE votes cast by the board and is hereby declared president of the board of education for the calendar year 2023

President: Mrs. Pam Mehallis

**23-002**

Election of Officer-Board Vice President

WHEREAS statutes require the board members to elect one of the board members to be the vice-president of the board for the calendar year 2023

WHEREAS nominations for the office of vice-president were made by the board members with the following being nominated:

1st Nominee: Mrs. Miriam Conner

2nd Nominee:

January 5, 2023

WHEREAS the board voted on the first nominee for the position of vice-president of the board of education for the calendar year 2023 with the results as follows:

Tony Zayas	<u>Aye</u>	No	Abstain
Miriam Conner	<u>Aye</u>	No	Abstain
Pam Mehallis	<u>Aye</u>	No	Abstain
Stephen Sabulsky	<u>Aye</u>	No	Abstain
Mike Acomb	<u>Aye</u>	No	Abstain

WHEREAS the board voted on the second nominee for the position of vice-president of the board of education for the calendar year 2023 with the results as follows:

Mike Acomb	Aye	No	Abstain
Miriam Conner	Aye	No	Abstain
Pam Mehallis	Aye	No	Abstain
Stephen Sabulsky	Aye	No	Abstain
Tony Zayas	Aye	No	Abstain

NOW, THEREFORE, BE IT RESOLVED under the provisions of Ohio Revised Code 3313.14, the board member herein named received the majority of AYE votes cast by the board and is hereby declared vice-president of the board of education for the calendar year 2023.

Vice-President: Mrs. Miriam Conner

**23-003**

Certificate of Names of Members and Officers (ORC 3313.14)

RESOLVED THAT

the Aurora Board of Education authorize the Treasurer to file Form 904, Certification of Members and Officers of the Board of Education, as follows:

Treasurer's Office, Aurora City School District, Aurora, Ohio, January 5, 2023

**TO THE COUNTY AUDITOR OF PORTAGE COUNTY:**

It is hereby certified that the following is a correct list of the Members and Officers of the Board of Education of said School District, after the first Monday of January, 2023, and duly qualified, with the post office address of each.

<b>Name</b>	<b>PO Address</b>	<b>Term Expires</b>
Mrs. Miriam Conner	468-11 Deer Path Aurora, OH 44202	12/31/23
Mrs. Pam Mehallis	433-11 Pond Run Aurora, OH 44202	12/31/25
Mr. Stephen Sabulsky	185 Shawnee Tr Aurora, OH 44202	12/31/25
Mr. Mike Acomb	315 Glengarry De Aurora, OH 44202	12/31/23
Mr. Tony Zayas	131 Eldridge Rd. Aurora, OH 44202	12/31/23

January 5, 2023

President Mrs. Pam Mehallis

Vice President Mrs. Miriam Conner

William Volosin

Treasurer, Aurora City Board of Education

Moved by: Mr. Acomb

Seconded by: Mrs. Conner

Roll Call Vote:

Yes: Mr. Sabulsky, Mrs. Conner,

Mrs. Mehallis, Mr. Zayas, Mr. Acomb

No: None: motion carried

**23-004**

Adopt Tentative Board Meeting Calendar for 2023

RESOLVED THAT

the Aurora Board of Education adopt a tentative Board meeting calendar for 2023 as follows:

**2023 AURORA SCHOOL BOARD CALENDAR**

(Tentative)

4th MONDAY (except March and December)

**OFFICIAL MEETING DATES**

7:00 p.m.

ORC 3313.15

January 23, 2023

February 27, 2023

March 20, 2023

April 24, 2023

May 22, 2023

June 26, 2023

July 24, 2023

August 28, 2023

September 25, 2023

October 23, 2023

November 27, 2023

December 18, 2023

Moved by: Mrs. Conner

Seconded by: Mr. Sabulsky

Roll Call Vote:

Yes: Mrs. Mehallis, Mr. Acomb, Mrs. Conner,

Mr. Sabulsky, Mr. Zayas

No: None: motion carried

**23-005**

Approval of Liability Insurance

Board of Education Members and Board of Education as an Entity

RESOLVED THAT

WITNESS our hands, this fifth day of January 2023.

WHEREAS, the Aurora City Board of Education may purchase liability insurance for its individual members, and,

WHEREAS, the Aurora Board of Education contends such expenditure is both appropriate and prudent.

January 5, 2023

BE IT RESOLVED, now, that the administration secure liability insurance in the amount of \$1,000,000 each claim/\$2,000,000 aggregate of liability insurance plus \$4,000,000 umbrella for the individual members of the Aurora City Board of Education and the Aurora Board of Education as an entity.

BE IT FURTHER RESOLVED, now, that the administration, expedite such contracts upon receipt of written quotations, making said award based upon administrative judgment.

Moved by: Mr. Sabulsky

Seconded by: Mrs. Mehallis

Roll Call Vote:

Yes: Mr. Sabulsky, Mrs. Conner, Mr. Acomb, Mrs. Mehallis, Mr. Zayas

No: None: motion carried

**23-006**

Establishment of Board of Education Service Fund

WITNESS our hands, this fifth day of January 2023,

WHEREAS, the Aurora Board of Education may, as prescribed in ORC 3315.15, set aside each year from the general fund a sum not to exceed two dollars for each child so enrolled, or twenty thousand dollars, whichever is greater, and,

WHEREAS, the amount set aside shall be placed in a fund known as the "service fund," and,

WHEREAS, the amount shall be used only in paying the expenses of members of such board of education actually incurred in the performance of their duties.

BE IT RESOLVED, now, that such "service fund" to be established in the amount of \$7,500 for the calendar year beginning January 1, 2023.

Moved by: Mr. Acomb

Seconded by: Mrs. Conner

Roll Call Vote:

Yes: Mrs. Mehallis, Mr. Acomb, Mrs. Conner, Mr. Sabulsky, Mr. Zayas

No: None: motion carried

**23-007**

Approve Board of Education Membership in OSBA and OSBA Legal Assistance Fund

RESOLVED THAT

The Aurora Board of Education approve continued membership in the Ohio School Boards Association and the Ohio School Boards Association Legal Assistance Fund for calendar year 2023.

Moved by: Mr. Zayas

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mr. Sabulsky, Mrs. Conner, Mr. Zayas  
Mr. Acomb, Mrs. Mehallis

No: None: motion carried

**23-008**

Appoint Board Member as OSBA Legislative Liaison and Student Liaison

RESOLVED THAT

the Aurora Board of Education appoint Mr. Tony Zayas as the 2023 OSBA Student Achievement Liaison for the Aurora City Schools.

Moved by: Mrs. Conner

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mr. Acomb, Mrs. Mehallis, Mr. Zayas,  
Mrs. Conner, Mr. Sabulsky

No: None: motion carried

January 5, 2023

**23-009**

Appoint Board Member As Representative to the Aurora City Government and Tax Incentive Review Council

RESOLVED THAT

the Aurora Board of Education appoint Mrs. Pam Mehallis as the 2023 representative to the Tax Incentive Review Council for the City of Aurora.

Moved by: Mr. Sabulsky

Seconded by: Mrs. Conner

Roll Call Vote:

Yes: Mr. Zayas, Mr. Sabulsky, Mrs. Conner,  
Mrs. Mehallis, Mr. Acomb

No: None: motion carried

**23-010**

Bond of Board of Education Members and Superintendent

Know all men by these present, that we, the Aurora City Board of Education as principal, and individual board members and superintendent as surety, are held and firmly bound unto the State of Ohio in the penal sum of \$20,000, to the payment of which, well and truly to be made, we jointly and severally bind ourselves and our successors, heirs, executors and administrators, firmly by these present.

WITNESS our hands, this fifth day of January 2023.

Now, if the said Board of Education members and superintendent shall faithfully, diligently and impartially perform their duties as according to law, then this obligation shall be void and of no effect; otherwise to be and remain in full force and virtue in law.

These bonds shall be renewed as appropriate.

Moved by: Mr. Acomb

Seconded by: Mrs. Conner

Roll Call Vote:

Yes: Mr. Zayas, Mr. Sabulsky, Mr. Acomb,  
Mrs. Conner, Mrs. Mehallis

No: None: motion carried

**23-011**

Fix, Accept, and Approve Treasurer's Bond (ORC 3313.25)

WITNESS, our hands this fifth day of January 2023:

WHEREAS, the Aurora City Schools Board of Education has set the bond for the Treasurer to be fixed at \$100,000 and,

WHEREAS, the Treasurer be authorized and directed to provide bond satisfaction to the Board, and,

WHEREAS, THE CONDITION of this obligation is such that the above bound Treasurer was on the fifth day of January 2023, the duly appointed Treasurer of the Board of Education and ex-officio Treasurer of the School Funds of Aurora City School District, in the County of Portage, State of Ohio, for the designated term, commencing on the fifth day of January 2023, and until his successor is elected or appointed and qualified.

BE IT RESOLVED, now, if the said Treasurer shall faithfully perform all the official duties required of him as such Treasurer, according to law and shall faithfully disburse all school funds which come into his hands as such officer, this obligation shall be void, and of no effect; otherwise to be and remain in full force and virtue in law.

January 5, 2023

The above bond, the amount thereof, and the sureties thereon, are reconfirmed by said Board of Education, this fifth day of January 2023.

Pam Mehallis  
President, Aurora Board of Education

Moved by: Mr. Zayas

Seconded by: Mrs. Mehallis

Roll Call Vote:

Yes: Mr. Acomb, Mr. Sabulsky, Mrs. Mehallis,  
Mrs. Conner, Mr. Zayas

No: None: motion carried

**23-012**

Approval of Liability Insurance (ORC 3313.203)

WITNESS, our hands this fifth day of January 2023

WHEREAS, the Aurora City Board of Education may, as prescribed in ORC 3313.203, purchase liability insurance for its employees, and,

WHEREAS, the Aurora City Board of Education contends that such expenditures are both appropriate and prudent.

BE IT RESOLVED, now, that the administration secure liability insurance in the amount of \$1,000,000 each claim/\$2,000,000 aggregate of liability insurance plus \$4,000,000 umbrella for the following individuals/groups:

Treasurer

Superintendent

Administrative Staff

Teaching Staff

Support Staff

Volunteers

Board-Approved Parent Organizations

BE IT FURTHER RESOLVED, now, that the administration expedites such contracts upon receipt of written quotation, making said award based upon administrative judgment.

Moved by: Mr. Sabulsky

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mrs. Conner, Mr. Zayas, Mr. Sabulsky,  
Mrs. Mehallis, Mrs. Conner

No: None: motion carried

**23-013**

Standing Authorizations

WHEREAS, the Aurora City Schools Board of Education places responsibility for the financial management of the district on the treasurer and superintendent and,

WHEREAS, the Board is ever mindful of its obligation to the citizens and taxpayers of the City of Aurora to exercise sound fiscal practices, and,

January 5, 2023

WHEREAS, the Board recognizes that sound fiscal practices include the ideal of efficiency and the continuous effort to maximize the value of all resources for the education of all pupils and,

WHEREAS, the Board acknowledges that in order to meet its obligation to the community, achieve efficiency and maximize the return on its resources, the treasurer and superintendent must be able to make certain decisions in a timely and forthright manner within the constraints of applicable statutes and Board policy, and,

BE IT RESOLVED, that the Aurora Board of Education hereby approves the following standing authorizations for the calendar year 2023 to be exercised by the treasurer and superintendent only when, in their judgment, such exercise meets the specifications so cited, herein:

- to secure advances from the Auditor when funds are available and payable to the Aurora City School District;
- to invest interim funds at the most productive interest rate whenever such funds are available;
- to pay all bills within the limits of the appropriations resolution as bills are received and when the goods and/or services have been received as ordered;
- to employ and set the salary of such temporary personnel as may be required for emergency conditions, with such employment to be submitted to the Board for action at its next regular meeting.
- to provide to members of the professional and support staff as perquisites plaques and other similar memorials to recognize exemplary and extended service to the school district and appropriate refreshments for curriculum, professional development, orientation, in-service and other similar meetings that are held outside of the normal school day or outside of the normal workplace.
- to apply for funding for the following grants under the guidelines of each grant application and authorize the district's participation in the programs: IDEA-B Flow-Thru, Pre-School, Title VI, Title I, Title II-A, Title III, Title IV-A and any other State or Federally-Funded Grant.
- to authorize releases for the purpose of interscholastic athletic eligibility.
- to authorize a meal or refreshments for staff attending professional meetings on non-teaching days or before/after regular work day hours where determined that expenditures on such amenities are necessary to further public purpose.
- to authorize the payment of reasonable taxes for approved purchases or expenses when a tax exemption certificate cannot be used or its use is impractical under the circumstances.
- to authorize the Superintendent to serve as the trustee on behalf of the Aurora Board of Education in the Portage Area Schools Consortium (Health Care Benefits Program and Property and Casualty Insurance Program). The alternate representative, in the event of the absence of the Superintendent, shall be the Treasurer.
- to authorize the Superintendent to admit students in accordance with ORC 3313.64(F)(11), Parent-Grandparent residency clause.
- to authorize the Superintendent to admit tuition paying students.

January 5, 2023

- to resolve special education placement disputes and/or place students out-of-district consistent with the best interests of the School District and the concerns of the affected student;
- to authorize the Superintendent and/or the Superintendent's Designee to assign event admission prices to school events not covered by league assigned admission prices.

Effective: January 1, 2023

Moved by: Mrs. Conner

Seconded by: Mrs. Mehallis

Roll Call Vote:

Yes: Mr. Acomb, Mr. Zayas, Mr. Sabulsky,  
Mrs. Conner, Mrs. Mehallis

No: None: motion carried

**23-014**

Appoint Superintendent as Purchasing Agent/Authority (ORC 3319.01) and Safety Coordinator (ORC 4167.04)

WHEREAS, the Superintendent is the chief executive officer for the Board of Education; and,

WHEREAS, the acquisition of supplies, equipment, and services is centralized in the superintendent's office and through whose office all purchasing transactions are conducted.

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.47 and ORC 3319.01, the board assigns the superintendent the responsibility for the quality and quantity of purchases; and,

BE IT FURTHER RESOLVED under the provisions of ORC 3313.47 and ORC 5705.41, the superintendent is hereby designated purchasing agent and authorized to approve purchases within the appropriated amounts, subject to all other pertinent Board policies, rules and regulations, in so far as such purchases are consistent with the approved educational goals and programs of the district.

**Superintendent: Mike Roberto**

BE IT ALSO RESOLVED THAT the Aurora Board of Education appoint the Superintendent as Safety Coordinator for the District for 2023.

Moved by: Mr. Zayas

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mr. Zayas, Mr. Sabulsky, Mrs. Conner,  
Mr. Acomb, Mrs. Mehallis,

No: None: motion carried

**23-015**

Approve Alternative Tax Budget

RESOLVED THAT

the Aurora Board of Education approve the alternative tax budget for the year commencing July 1, 2023 and ending June 30, 2024 as presented.

Moved by: Mrs. Conner

Seconded by: Mr. Sabulsky

Roll Call Vote:

Yes: Mrs. Mehallis, Mr. Acomb, Mr. Sabulsky  
Mr. Zayas, Mrs. Conner

No: None: motion carried



January 5, 2023

**23-016**

Attend Seminars/Conferences

WHEREAS, the Board members are responsible for formulating policies that govern the school district; and,

WHEREAS, the treasurer and superintendent are responsible for the management of the school district; and,

WHEREAS, the Board of Education encourages attendance at seminars and conferences for its management team,

BE IT RESOLVED that Board Members, the treasurer, and the superintendent may attend local, state, and national seminars/conferences that are deemed necessary to carry out their job requirements and that are within the appropriation levels approved by the Board of Education.

BE IT FURTHER RESOLVED, the Aurora Board of Education feels that payment of expenses for such training sessions for the management team is both appropriate and prudent.

Moved by: Mr. Acomb

Seconded by: Mr. Zayas

Roll Call Vote:

Yes: Mr. Sabulsky, Mr. Acomb, Mrs. Conner,  
Mrs. Mehallis, Mr. Zayas

No: None: motion carried

**23-017**

Approve School Attorneys

WHEREAS, specialized legal services are necessary from time to time for the management, control, defense, or other purposes of the school district's schools, employees, and assets; and,

WHEREAS, statutes and the board's discretionary powers permit employment or retention of temporary, as needed, on-call, on-demand legal counsel in addition to the counsel appointed by statute,

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.203, ORC 3317.171, and ORC 3313.47, the legal services herein named are retained on an as-needed, on-demand, on-call basis to assist with the management, control, and defense of this school district and its employees and board members;

BE IT FURTHER RESOLVED that the fees and costs for such services shall be at the usual and customary rates for the professional services rendered upon receipt of an itemized statement by the school district treasurer; and

BE IT FINALLY RESOLVED such legal services shall be available, on-demand, and at the request of the board president (or other members of the board upon verbal approval by the president), the superintendent (or other district administrators upon verbal approval by the superintendent) and the treasurer.

**Legal firm/attorneys:**

Reitz Paul & Shorr  
215 West Garfield, Suite 230  
Aurora, OH 44202

Squire, Patton & Boggs  
127 Public Square  
Cleveland, OH 44114-1304

Weston Hurd LLP  
Randy Wetzel  
1300 E 9<sup>th</sup> St, Suite 1400  
Cleveland, OH 44114

Walter/Haverfield  
The Tower of Erieview  
1301 E 9<sup>th</sup> St., Suite 3500  
Cleveland, OH 44115

Ennis Britton C. LPA  
6000 Lombardo Ctr  
Suite 120  
Cleveland, OH 44131

Effective date: January 1, 2023

Moved by: Mrs. Conner

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mrs. Mehallis, Mr. Acomb, , Mr. Sabulsky,  
Mrs. Conner, Mr. Zayas

No: None: motion carried

**23-018**

Appoint District HIPPA Security Administrator

the Aurora Board of Education appoint the Superintendent as the HIPPA Security Administrator for the District.

Moved by: Mr. Zayas

Seconded by: Mr. Sabulsky

Roll Call Vote:

Yes: Mr. Zayas, Mrs. Conner, Mr. Sabulsky,  
Mr. Acomb, Mrs. Mehallis

No: None: motion carried

**23-019**

Appoint District Civil Rights Coordinator, Compliance Office, Grievance Officer and ADA Compliance Officer

RESOLVED THAT

the Aurora Board of Education appoint the following Administration as the Civil Rights Officer, Compliance Officer, Grievance Officer and ADA Compliance Officer for 2023:

**Assistant Superintendent for Curriculum:**

- Compliance Officer (Title VI of Civil Rights Act of 1964)
- Compliance/Harassment Office (Title IX of Education Amendment Act of 1972)
- Grievance Officer (Section 504 of the Rehabilitation Act of 1972)

**Special Education Director**

- ADA (Americans with Disabilities ACT) Compliance Officer (36 CFR Part 1191)

Moved by: Mr. Zayas

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mr. Acomb, Mr. Zayas, Mrs. Conner,  
Mrs. Mehallis, Mr. Sabulsky

No: None: motion carried

**23-020**

Naming the Treasurer as Public Records Training Designee

WHEREAS, Ohio Revised Code (ORC) 109.43 and 149.43 states that all local and statewide elected governmental officials or their designees must attend a three-hour public records training program during each term of elective office during which the official serves,

NOW, THEREFORE, BE IT RESOLVED that, the Board of Education of the Aurora City School District authorizes the Treasurer as designee, or other designees as appointed by the Treasurer, to attend Public Records Training on behalf of the Board of Education members of the Aurora City School District as required by ORC 109.43 and 149.43.

Moved by: Mr. Sabulsky

Seconded by: Mrs. Conner

Roll Call Vote:

January 5, 2023

Yes: Mr. Acomb, Mrs. Mehallis, Mr. Sabulsky,  
Mr. Zayas, Mrs. Conner  
No: None: motion carried

**23-021**

Appoint District Privacy Official and Asbestos Management Designated Person

**RESOLVED THAT**

the Aurora Board of Education appoint the treasurer as the District Privacy Official for 2023 and the Asbestos Management Designated Person per code of Federal Regulations CFR 763.84 of the Asbestos Hazard Emergency Response Act ( AHERA).

Moved by: Mr. Zayas

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mr. Zayas, Mr. Acomb, Mrs. Conner,  
Mrs. Mehallis, Mr. Sabulsky

No: None: motion carried

**23-022**

**Executive Session**

Moved by Mr. Sabulsky

Seconded by Mrs. Conner

Roll Call Vote:

Yes: Mr. Sabulsky, Mrs. Conner, Mrs. Mehallis,  
Mr. Acomb, Mr. Zayas

No: None: motion carried

1. To discuss the discipline of a regulated individual
2. To Consider the employment of a public employee

Time out was 7:20 p.m.

No Action was taken

**23-023**

**Adjournment**

The meeting was adjourned at 7:21 p.m.

Moved by Mr. Acomb

Seconded by Mr. Zayas

Roll Call Vote:

Yes: Mr. Sabulsky, Mrs. Mehallis, Mr. Zayas  
Mrs. Conner, Mr. Acomb

No: None: motion carried

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Pam Mehallis, President

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William Volosin, Treasurer