

**LAKWOOD LOCAL BOARD OF EDUCATION
RECORD OF PROCEEDINGS**

Minutes of the Lakewood Local Board of Education

Organizational Meeting

Held at Lakewood Local High School Library

January 09, 2019

The Lakewood Local Board of Education met for the Organizational Meeting on January 09, 2019 at 6:00 p.m. at the Lakewood Local High School Library. President Pro Tem, Glenna Plaisted, Board of Education Secretary, called the meeting to order.

The following members answered to roll:

Mr. Nathan Corum
Ms. Tara Houdeshell
Mr. Jon Lynch
Ms. Brittany Misner
Mr. William Pollard

Student Representatives:

Madison Saenz - Absent
Grant Davis

ELECTION OF PRESIDENT FOR 2019

RES. NO. 086-19

Moved by Mr. Lynch to nominate Ms. Houdeshell for President of the Lakewood Local School District Board of Education for 2019, seconded by Mr. Pollard.

Are there any other nominations for President? Hearing no further nominations, nominations for the office of President are closed.

It has been moved and seconded that Ms. Houdeshell be elected as President of the Lakewood Local School District Board of Education for 2019.

Yeas: Mr. Corum, Ms. Houdeshell, Mr. Lynch, Ms. Misner, Mr. Pollard

Nays: None. Motion approved.

ELECTION OF VICE PRESIDENT FOR 2019

RES. NO. 087-19

Moved by Mr. Pollard to nominate Mr. Lynch for Vice President of the Lakewood Local School District Board of Education for 2019, seconded by Mr. Houdeshell.

Are there any other nominations for Vice President? Hearing no further nominations, nominations for the office of Vice President are closed.

It has been moved and seconded that Mr. Lynch be elected as Vice President of the Lakewood Local School District Board of Education for 2019.

Yeas: Ms. Houdeshell, Mr. Lynch, Ms. Misner, Mr. Pollard, Mr. Corum

Nays: None. Motion approved.

Ms. Houdeshell took the President Oath of Office.

Mr. Lynch took the Vice President Oath of Office.

Ms. Houdeshell assumed the chair of the Organizational Meeting

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APPROVE OFFICIAL ORGANIZATIONAL BUSINESS FOR 2019

RES. NO. 088-19

- A. Establish board service fund per Ohio Revised Code, Section 3315.15 at \$5,000.
- B. Board member compensation to be set at the maximum rate established by law for a maximum of 12 meetings per year.
- C. The Board authorizes the Superintendent to interview, select, and place on duty such personnel in established positions as may be required for the effective operation of the total educational program. The Superintendent is authorized to make offers of employment on behalf of the Board, subject to a subsequent vote of ratification by the Board; provided however, that upon ratification by the Board, the employment shall be deemed effective as of the effective start date contained in the Superintendent's office. Individuals so appointed may be compensated for their services and receive benefits during the interim period of time. Any newly created position(s) will be by Board approval only.
- D. The Board authorizes the Superintendent to accept resignations which have been submitted by employees during times when the Board is not in session, subject to ratification by the Board; provided however, that upon ratification by the Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.
- E. The Superintendent and Treasurer shall be authorized to attend professional meetings and to be reimbursed for any expenses incurred as necessary for the performance of their duties.
- F. The Superintendent and Treasurer shall be authorized to approve Student Activity or Purpose Clause changes.
- G. Title IX Officer – Mark A. Severance and Patricia Pickering
- H. Program Coordinator, Mark A. Severance, designated as Section 504 Coordinator.
- I. Director of Facilities and Maintenance be designated as OSHA Safety Director and Wage Coordinator for District projects.
- J. The Superintendent and Treasurer to be the authorized representative of the Lakewood Local School District Board of Education for the purpose of executing applications for local, state and federal funds.
- K. Authorize memberships to the following:
 - 1. Ohio School Boards Association (OSBA)
 - 2. Education Tax Policy Institute (ETPI)
 - 3. Buckeye Lake Region Corporation
 - 4. Licking County Chamber of Commerce (pulled for a separate vote)
 - 5. Buckeye Lake Chamber of Commerce
 - 6. Buckeye Lake Area Civic Association
- L. Authorize the use of Newark Advocate and Buckeye Lake Beacon as official newspapers for the publication of notices required by law.
- M. Designate the District website as a reasonable method whereby any person may determine time and place of all regular and special Board meetings.
- N. Authorize the Treasurer and Superintendent to approve District purchase orders.

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Moved by Ms. Misner, seconded by Mr. Corum that the Lakewood Local School District Board of Education approves the above organizational business for 2019 as presented, excluding the item K.4 which was pulled for a separate vote.

Yeas: Mr. Lynch, Ms. Misner, Mr. Pollard, Mr. Corum, Ms. Houdeshell

Nays: None. Motion approved.

**APPROVE MEMBERSHIP TO THE LICKING COUNTY CHAMBER OF COMMERCE
RES. NO. 089-19**

Moved by Mr. Corum, seconded by Ms. Houdeshell that the Lakewood Local School District Board of Education approves the membership to the Licking County Chamber of Commerce as presented.

Yeas: Mr. Pollard, Mr. Corum, Ms. Houdeshell, Mr. Lynch

Abstain: Ms. Misner

Nays: None. Motion approved.

**APPROVE THE TREASURER TO CONDUCT NORMAL FINANCIAL MATTERS FOR 2019
RES. NO. 090-19**

- A. Borrow or secure an advance draft of money, pending receipt of funds from the County Auditor or from the State Treasurer.
- B. Invest the interim and inactive funds of the District in Bankers' Acceptance, Commercial Paper, United States Government obligations, Repurchase Agreements and/or Certificates of Deposits/CDARS in recognized depositories as provided by law, and to sell such investments when such funds are required to meet the operating requirements of the District. The interest derived shall be posted to the General Fund of the District and the Food Service Fund which shall receive interest earned proportionate to the principal invested.
- C. Provide payments to employees for salaries and expenses and to vendors for goods and services, within the appropriations established by the Board of Education.
- D. Re-appropriate as necessary within the currently established appropriations. Total appropriations for the district are not to be increased without approval of the Board of Education.
- E. Provide payments for purchase service contracts in the amount approved by the District and Superintendent of Schools and Treasurer per attached guidelines:

Dollar Amount	Type of Approval	Type of Approval
Up to \$5,000	Single Sign-off	Superintendent or Treasurer
\$5,001 to \$25,000	Double Sign-off	Superintendent & Treasurer (unless required to be bid per ORC)
Above \$25,000	Board Approval	Majority of Board Members

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- F. Use of District credit cards. Individual uses of such cards shall be approved by the Treasurer per board policy.
- G. Use open purchase orders, provided that no such open purchase order shall be in excess of \$250,000 and no such purchase order shall extend beyond the end of the fiscal year. The Treasurer is authorized to sign and shall sign any open purchase order only after determining that it complies with the limitations contained within the Ohio Revised Code.
- H. Establish petty cash funds at each school building and to designate the custodian of each building's petty cash fund.
- I. Perform such duties as are required-and/or authorized by law.

Moved by Mr. Pollard, seconded by Ms. Misner that the Lakewood Local School District Board of Education approves the Treasurer to conduct normal financial matters for 2019 as presented.

Yeas: Mr. Pollard, Mr. Corum, Ms. Houdeshell, Mr. Lynch, Ms. Misner

Nays: None. Motion approved.

**APPROVE THE LAKEWOOD LOCAL SCHOOL BOARD RECOGNIZING THAT LAKEWOOD LOCAL EMPLOYEES HAVE ACKNOWLEDGED, DO AS INDIVIDUALS AND AS A BOARD ACCEPT, AND UNDERSTAND THE RESPONSIBILITIES TO OUR COMMUNITY AS OUTLINED IN THE LAKEWOOD LOCAL SCHOOL EMPLOYEE CODE OF EXCELLENCE
RES. NO. 091-19**

Moved by Ms. Houdeshell, seconded by Mr. Corum that the Lakewood Local School District Board of Education approves the Code of Excellence Resolution as presented.

Yeas: Mr. Corum, Ms. Houdeshell, Mr. Lynch, Ms. Misner, Mr. Pollard

Nays: None. Motion approved.

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APPROVE REGULAR BOARD OF EDUCATION MEETING DATES, TIMES AND LOCATION FOR 2019

RES. NO. 092-19

January 9, 2019	Organizational Meeting	6:00 p.m.	Lakewood High School Library
January 9, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
February 13, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
March 13, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
April 10, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
May 22, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
June 19, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
July 10, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
August 14, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
September 11, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
September 25, 2019	Special Board Meeting	6:30 p.m.	Administrative Office
October 9, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
November 13, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library
December 11, 2019	Regular Board Meeting	6:30 p.m.	Lakewood High School Library

Moved by Mr. Pollard, seconded by Ms. Misner that the Lakewood Local School District Board of Education approves the regular Board of Education meeting dates, times and locations for 2019 as presented.

Yeas: Ms. Houdeshell, Mr. Lynch, Ms. Misner, Mr. Pollard, Mr. Corum

Nays: None. Motion approved.

**APPROVE APPOINTMENTS FOR OFFICIAL ORGANIZATIONAL BUSINESS FOR 2019
RES. NO. 093-19**

A. Appointment of Delegate and Alternate to Ohio School Board Business Meeting

Bill Pollard

Nathan Corum

Delegate

Alternate

B. Appointment of Board Member as Legislative Liaison to OSBA

Bill Pollard

C. Appointment of Board Member as Student Achievement Liaison to OSBA

Tara Houdeshell

D. Appointment of Board Member and Treasurer as a Representative to the Licking County Tax Incentive Review Council

Nathan Corum

Glenna Plaisted

