

# Springfield Local Schools Board of Education Organizational Meeting

Springfield Local Schools Board of Education  
Springfield Preschool Center  
Tuesday, January 10, 2023  
6:00pm

## 1 CALL TO ORDER

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## 2 ROLL CALL

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## 3 PLEDGE OF ALLEGIANCE

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## 4 ELECTION OF PRESIDENT

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Nominations will be accepted for President of the Board for 2023.

NOMINATION: \_\_\_\_\_, BY \_\_\_\_\_

NOMINATION: \_\_\_\_\_, BY \_\_\_\_\_

## 5 ELECTION OF VICE-PRESIDENT

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Nominations will be accepted for Vice-President of the Board for 2023.

NOMINATION: \_\_\_\_\_, BY \_\_\_\_\_

NOMINATION: \_\_\_\_\_, BY \_\_\_\_\_

## 6 APPOINTMENT OF BOARD COMMITTEES

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The President shall appoint 2023 committees as follows:

Athletic/Student Activities \_\_\_\_\_ Chairperson

Buildings and Grounds/Finance \_\_\_\_\_ Chairperson

Curriculum/Policy Review \_\_\_\_\_ Chairperson

Personnel/Public Relations \_\_\_\_\_ Chairperson

Transportation \_\_\_\_\_ Chairperson

Portage Lakes CC Board of Education \_\_\_\_\_

Legislative Liaison \_\_\_\_\_

## 7 SET DATE, TIME, AND PLACE OF MEETINGS

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It is recommended that the regular meetings of the Springfield Local Board of Education be held on the third Tuesday of each month (unless otherwise noted) at 6:00 p.m. with locations to be determined:

- February 21, 2023
- March 21, 2023
- April 18, 2023
- May 16, 2023
- June 20, 2023
- July 18, 2023
- August 15, 2023
- September 19, 2023
- October 17, 2023
- November 21, 2023
- December 19, 2023
- January 9, 2024 (2nd Tuesday)

## 8 YEARLY PROCEDURES

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The following yearly procedures are recommended for adoption by the Board of Education:

- A. That the Treasurer be authorized to pay all bills as presented, providing there are sufficient funds and purchase orders have been properly issued. A monthly report shall be presented to the Board of Education.
- B. That the Superintendent, be named purchasing agent.
- C. That the Superintendent be authorized to apply for and serve as coordinator of Federal and State Programs as deemed necessary during the calendar year 2023. It is understood that a staff member coordinates the programs and reports to the Superintendent.
- D. That the Treasurer be authorized to request advance tax money from the county auditor as funds are available and payable to the school district.
- E. That the Treasurer be authorized to invest inactive funds with interest payable each month.
- F. That the Board President, Superintendent, Treasurer, and Business Manager be bonded in the amount of \$50,000 for faithful performance bonds. ORC 5705.412, ORC 3313.25, and ORC 3319.05
- G. That the Treasurer or designee be approved to do banking transactions.
- H. That the Superintendent be authorized to approve professional meeting attendance and expense for the district personnel as deemed appropriate during 2023.
- I. That the Superintendent be authorized to approve unpaid leave requests for the district personnel as deemed appropriate during 2023.
- J. That the Treasurer be authorized to make appropriations and amend the certificate of estimated resources as necessary throughout the year.
- K. That the rate of pay previously approved for Board Members (maximum per Ohio Revised Code) continue at that rate during 2023. (ORC 3313.12)
- L. That the Superintendent be authorized to serve as district representative to acquire federal surplus property from the Ohio State Agency for Surplus Property.
- M. That the Treasurer be authorized to dispense with the reading of the minutes at Board meetings, provided the minutes are presented to the Board in advance of the Board meeting.
- N. That the Board establish a records commission as provided by law, made up of the Board President, Superintendent, and Treasurer.
- O. That the Treasurer be designated as the public records designee for all elected officials.

## 9 BOARD SERVICE FUND

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It is recommended that the Board Service Fund be established in the amount of \$7,500, as provided by the Ohio Revised Code.

## 10 ADJOURNMENT

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It is recommended that the meeting be adjourned at this time.