

**BOARD OF EDUCATION  
SPRINGFIELD LOCAL SCHOOL DISTRICT  
MINUTES OF THE ORGANIZATIONAL MEETING  
AND REGULAR MEETING OF JANUARY 3, 2012**

The Board of Education of the Springfield Local School District met in the Board Room of the Administration Building, January 3, 2012 for the Organizational Meeting and Regular Meeting. The meeting was called to order at 6:08 P.M. Board members present were Mrs. Dodson, Mr. Dinkins, Mr. Hess, Mr. Hofer. The Superintendent, Business Manager and Treasurer were also present. Mrs. Collins was not in attendance.

**Oath of office for new board members – Mr. Dinkins and Mr. Hofer.**

Pledge of allegiance recited.

**12-001** Nominations were accepted for President of the Board for 2012:  
**Nominations** Mr. Dinkins nominated Mrs. Collins to serve as President of the  
**for President** Board for 2012. Motion by Mr. Dinkins. Second by Mr. Hess.  
Ayes: Mrs. Dodson, Mr. Dinkins, Mr. Hofer, Mr. Hess.

**Mrs. Collins was declared Board President for 2012.**

**12-002** Nominations were accepted for Vice President of the Board for 2012:  
**Nominations** Mr. Dinkins nominated Mr. Hess to serve as Vice-President of the  
**Vice President** Board for 2012. Motion by Mr. Dinkins. Second by Mr. Hofer.  
Ayes: Mr. Dinkins, Mr. Hofer, Mrs. Dodson, Mr. Hess.

**Mr. Hess was declared Board Vice-President for 2012.**

**In the absence of the newly elected President, the Vice-President assumed duties at this time.**

**12-003** The President appointed the 2012 committees as follows:  
**Committee**

**Appointment**

Athletic/Student Activities: To be appointed as needed.

Building & Grounds/Finance: To be appointed as needed.

Curriculum/Policy Review: To be appointed as needed.

Personnel/Public Relations: To be appointed as needed.

Transportation: To be appointed as needed.

Portage Lakes JVS Board of Education Mary Lou Dodson  
Neal Hess

Legislative Liaison Cindy Collins

**12-004**

Set Date, Time  
& Place of  
Meetings

Mr. Dinkins made a motion that the Board approve the regular meetings of the Springfield Local Board of Education be held on the third Tuesday of each month at 6:00 P.M. in the Board Room of the Administration Building or at another pre-arranged location. The dates would be as follows:

<b>February 21, 2012</b>	<b>August 21, 2012</b>
<b>March 20, 2012</b>	<b>September 18, 2012</b>
<b>April 17, 2012</b>	<b>October 16, 2012</b>
<b>May 15, 2012</b>	<b>November 20, 2012</b>
<b>June 19, 2012</b>	<b>December 18, 2012</b>
<b>July 17, 2012</b>	<b>January 15, 2013</b>

Second by Mrs. Dodson. Ayes: Mrs. Dodson, Mr. Hofer, Mr. Hess, Mr. Dinkins. Mr. Hess declared the motion passed.

**12-005**

Yearly  
Procedures

Mr. Dinkins made a motion that the Board approve the following yearly procedures as 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 Mr. William Stauffer, Superintendent, be named purchasing agent.
- C. That the Superintendent, Mr. William Stauffer, be authorized to apply for and serve as coordinator of Federal and State Programs as deemed necessary during the calendar year 2012. 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 and Treasurer be bonded in the amount of \$20,000 for faithful performance bonds. REF. 5755.412

ORC.

- 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 2012.

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- I. That the Superintendent be authorized to approve unpaid leave requests for the district personnel as deemed appropriate during 2012.
- 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 2012. (ORC 3313.12)
- L. That Mr. William Stauffer, Superintendent, be authorized to serve as  
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.

district

Hofer.

Second by Mr. Hofer. Ayes: Mrs. Dodson, Mr. Dinkins, Mr. Hess, Mr.

Mr. Hess declared the motion passed.

**12-006**

Board

Board Service  
Fund

Mrs. Dodson made a motion that the Board approve the establishing of a Service Fund in the amount of \$7500, as provided by the Ohio Revised Code. Second by Mr. Dinkins. Ayes: Mr. Dinkins, Mr. Hess, Mrs. Dodson, Mr. Hofer. Mr. Hess declared the motion passed.

**12-007**

Adjournment

Mrs. Dodson made a motion that the organizational meeting be adjourned at this time. Second by Mr. Dinkins. Ayes: Mrs. Dodson, Mr. Dinkins, Mr. Hess, Mr. Hofer. Mr. Hess declared the motion passed.

**The regular meeting of the Springfield Local School Board of Education immediately followed the Organizational Meeting.**

**Mrs. Collins was not in attendance. All other Board members present for this meeting.**

**12-008**  
Approval of  
Minutes

Mr. Dinkins made a motion that the Board approve the minutes of the regular meeting of December 20, 2011. **(Exhibit 1)** Second by Mrs. Dodson. Ayes: Mrs. Dodson, Mr. Hess, Mr. Dinkins, Mr. Hofer. Mr. Hess declared the motion passed.

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**12-009**  
Payment of  
Bills

Mrs. Dodson made a motion that the Board approve bills for payment for the month of **December**, pending audit. **(Exhibit 2)** Second by Mr. Hofer. Ayes: Mr. Dinkins, Mrs. Dodson, Mr. Hess, Mr. Hofer. Mr. Hess declared the motion passed.

**12-010**  
Acceptance of  
Financial Reports

Mr. Dinkins made a motion that the Board accept the financial reports from the Treasurer for **December 2011**. Second by Mr. Hofer. Ayes: Mrs. Dodson, Mr. Dinkins, Mr. Hess, Mr. Hofer. Mr. Hess declared the motion passed.

**12-011**  
Personnel

Mrs. Dodson made a motion that the Board accept/approve the following personnel items:

1. **Approve Glen Smith as a volunteer Boys Bowling Coach** for the 2011-2012 school year.
2. **Approve Tyler Dean as a volunteer Boys Basketball Coach** for the  
a. school year.
3. **Approve Kari Miller and Sandy Myers as Everyday Reading leaders  
or substitutes** for the 2011-2012 school year. Salaries to be paid from Federal Grant funds.
4. **Employ Melinda Weakland as a mentor teacher** for one person at 3.5% for the 2011-2012 school year

Second by Mr. Dinkins. Ayes: Mrs. Dodson, Mr. Dinkins, Mr. Hess, Mr. Hofer. Mr. Hess declared the motion passed.

**Mrs. Collins arrived at 6:23 P.M. and assumed the duties of President.**

**12-012**  
Executive  
Session

Mr. Dinkins made a motion that the Board enter into Executive Session at this time to discuss personnel. Second by Mr. Hess. Ayes: Mr. Hess, Mrs. Dodson, Mrs. Collins, Mr. Dinkins, Mr. Hofer. Mrs. Collins declared the motion passed.

The Board entered into Executive Session at 6:31 P.M.

The Board returned from Executive Session at 7:08 P.M.

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**12-013**  
**Adjournment**

Mrs. Dodson made a motion for adjournment. Second by Mr. Hess.  
Ayes: Mrs. Dodson, Mr. Hofer, Mr. Hess, Mrs. Collins, Mr. Dinkins.  
Mrs. Collins declared the motion passed.

Meeting adjourned at 7:09 P.M.

Certified that the above minutes is a true record of  
proceedings of the Organizational Meeting and Regular  
Meeting held January 3, 2012.

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President

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Treasurer