

**I. OATH OF OFFICE FOR BOARD MEMBERS**

Newly elected Board Members, Mr. Fischer, Mrs. Gallwitz, and Mr. Lapp) were sworn in by the Treasurer.

**II. BUDGET HEARING**

The budget hearing began at 7:01 PM

Treasurer, Kara Kimes, gave an overview of the Annual Tax Budget.

**III. PRAYER**

Mr. Cordell Brown led the group in prayer.

**IV. PLEDGE OF ALLEGIANCE**

Mrs. Duncan led all in attendance in the pledge of allegiance.

**V. CALL TO ORDER**

President Mindy Duncan at 7:11 PM

**VI. ROLL CALL**

Present: Mindy Duncan, Evan Fischer, Gail Gallwitz, Charlie Wright, and David Lapp.

Also present were Charles Rinkes, Superintendent, and Kara Kimes, Treasurer.

**VII. BOARD REORGANIZATION FOR 2023**

**1. ELECTION OF OFFICERS**

Mrs. Duncan, as President Pro Tem, called for nominations for the election of officers for the year 2024.

Members of the unanimously nominated the following Board Members as President and Vice-President.

Mr. Lapp moved to elect the following and Mr. Wright seconded the motion.

**PRESIDENT: Mrs. Duncan**

**VICE PRESIDENT: Mr. Fischer**

Aye: Mrs. Gallwitz, Mr. Wright, Mrs. Duncan, Mr. Fischer, and Mr. Lapp.

Nay: None

President Duncan declared the motion carried.

**2. LEGISLATIVE LIAISON APPOINTED**

Approve appointment of one school board member as a Legislative Liaison to OSBA and an alternate for 2024:

**Mr. Evan Fischer**

**Mrs. Gail Gallwitz (alternate)**

**3. LEGISLATIVE COMMITTEE ELIMINATED**

The Board unanimously agreed to eliminate the Legislative Committee.

4. **INSURANCE/WELLNESS COMMITTEE APPOINTED**  
Approve the appointment of up to two board members to serve on the Insurance/Wellness Committee and to make it a Superintendent's Committee:  
**Mrs. Mindy Duncan**  
**Mr. David Lapp**
  
5. **BUILDINGS AND GROUNDS COMMITTEE APPOINTED**  
Approve the appointment of up to two board members to serve on the Buildings and Grounds Committee and to make it a Superintendent's Committee:  
**Mr. David Lapp**  
**Mr. Charlie Wright**
  
6. **FINANCIAL COMMITTEE APPOINTED**  
Approve the appointment of up to two board members to serve on the Financial Committee:  
**Mr. Evan Fischer**  
**Mrs. Gail Gallwitz**
  
7. **POLICY COMMITTEE APPOINTED**  
Approve the appointment of up to two board members to serve on the Policy Committee:  
**Mr. Evan Fischer**  
**Mr. Charlie Wright**
  
8. **ANEGOTIATIONS COMMITTEE APPOINTED**  
Approve the appointment of up to two board members to serve on the Negotiations Committee  
**Mr. Evan Fischer**  
**Mrs. Mindy Duncan**
  
9. **DESIGNEE FOR PUBLIC RECORDS APPOINTED**  
Approve the appointment of Renee Anderson as the designee to attend public records training and tend to all public record requests as required for each board member's respective term of office. (ORC 109.43) at a stipend of \$750 per school year.
  
10. **Resolution 2024-1:**  
**Resolution Fixing the Time and Place for Meetings of the River View Board of Education for 2024**  
Approve a Resolution scheduling the monthly date and time for the River View Board of Education meetings during the year 2024.  
**BE IT RESOLVED**, by the Board of Education of the River View Local School District, that the regular meetings of the Board of Education shall be scheduled:  
January through May 5 p.m.  
June through August 5 p.m.  
September through December 5 p.m.  
Meetings will be held on the third Tuesday of each month. Meetings will be held at the River View Administrative Office unless other locations are advertised.  
  
**Resolution 2024-2:**  
**Resolution Fixing Compensation of Board of Education Members**  
**WHEREAS**, Ohio statutes provide for compensation of city, local, and exempted village Board of Education members;

**NOW THEREFORE BE IT RESOLVED**, by the Board of Education of the River View Local School District, that pursuant to the provisions of Section 3311.19, 3313.12 of the Ohio Revised Code and Amended Senate Bill 817, the compensation of each board member upon initiation of a new term be to the highest level authorized for that individual by Ohio Constitution and statutes.  
Compensation rate shall be \$125.00 per meeting attended.

**Resolution 2024-3:**

**Resolution Authorizing the Withdrawal of Funds**

**WHEREAS**, the Board of Education of River View Local School District has designated Park National Bank as depository of its active funds for a five year period ending December 31, 2026.

**THEREFORE BE IT RESOLVED**, by the Board of Education of the River View Local School District that:

- 1) Funds on deposit in the General Account shall be withdrawn by means of checks issued in the name of the Board of Education, signed by the Treasurer.
- 2) Funds on deposit in the Payroll Account shall be withdrawn by checks signed by the Treasurer.
- 3) Funds on deposit in the River View Health Account will be in the name of the River View Local Board of Education. The Treasurer has the authorization to sign checks and the account will be reconciled by the Treasurer or her designee. All disbursements are to be supported by properly signed receipts and in compliance with Board adopted policy and Section 3315.062 of the Ohio Revised Code.

The Treasurer shall furnish said bank a certified copy of this resolution and specimen signatures. The bank is authorized to rely on this resolution to be in effect until notice of change is delivered to it.

**Resolution 2024-4:**

**Resolution Authorizing the Use of a Computerized Signature Program**

**BE IT RESOLVED**, that the Board of Education of the River View Local School District authorizes the use of a computerized signature program for the Treasurer's signature on warrants in the General Account and Payroll Account.

**Resolution 2024-5:**

**Resolution Authorizing the Treasurer to Pay Invoices**

**BE IT RESOLVED**, that the Board of Education of the River View Local School District authorizes the Treasurer to pay invoices each month when the bills are received and payable and present a list of those bills paid to the board at the next meeting.

**Resolution 2024-6:**

**Resolution Authorizing Request for Advances from Tax Settlements**

**BE IT RESOLVED**, by the Board of Education of the River View Local School District that the Auditor of Coshocton County be and is hereby requested to draw his/her warrants and the Treasurer of said county be and is hereby requested to pay the Treasurer of this Board, from time to time on the quest of the Treasurer of this Board, any money in the County Treasury to the account of this Board and lawfully applicable to the purpose of the fiscal year.

**Resolution 2024-7:**

**Resolution Authorizing Investment of Interim or Inactive Funds**

**BE IT RESOLVED**, by the Board of Education of the River View Local School District authorizes the Treasurer to invest any interim or inactive funds in Certificates of Deposit, Securities, or Repurchase Agreements when funds are available. The interest received from investments is to be deposited in the General Fund.

**Resolution 2024-8:**

**Resolution to Authorize the Treasurer to Pay for Refreshments and like Supplies for Meetings**

**BE IT RESOLVED**, that the Board of Education of the River View Local School District Authorizes the Treasurer to pay invoices for refreshments for meetings held for education-related purposes and training. These expenditures should be presented to the Board at the next meeting for approval.

**Resolution 2024-9:**

**Resolution to Authorize Legal Counsel for the Ensuing Calendar Year**

**BE IT RESOLVED**, that the Board of Education of the River View Local School District authorizes the Treasurer and Superintendent to use Pebble and Waggoner, Jackie Hager, Dinsmore & Shohl LLP, and Thomas Ingram Law Group for professional legal services as needed to represent the River View Local School District. The District may also use the Coshocton County Prosecutor to represent the District.

**Resolution 2024-10: Resolution to Appoint a Clerk Pro-Tem**

**BE IT RESOLVED**, by the Board of Education of the River View Local School District that **Mrs. Gail Gallwitz** is appointed to serve as Clerk-Treasurer Pro Tem when the Treasurer is not present at meetings of the Board of Education for the calendar year 2024.

Mr. Wright moved, and Mrs. Duncan seconded a motion to approve items no. 1 through item no. 10 listed under Board Reorganization for 2024.

Aye: Mrs. Gallwitz, Mr. Wright, Mrs. Duncan, Mr. Fischer, and Mr. Lapp.

Nay: None

President Duncan declared the motion carried.

**VIII. TREASURER'S REPORT**

**SECTION A**

**(BUSINESS CONTRACTS, ACCOUNTS & FUND ACTIVITY)**

**1. MINUTES FROM PREVIOUS MEETING - APPROVED**

Approve the minutes of the meeting held on December 16, 2023. [Minutes](#)

**2. FINANCIAL REPORTS - APPROVED**

Approve:

- A. Financial reports for the month ended December 31, 2023. [December Financials](#)
- B. Warrants No. 122794 through 122925 paid by the treasurer during December 2023.
- C. The investments made by the treasurer during the month of December 2023.
- D. Payment of invoices for which the purchase order was submitted after the materials or services were received or the amount of the invoice exceeded the amount of the original purchase order by more than 10%. [Purchase Orders](#)

3. **DONATIONS FOR THE MONTH OF DECEMBER - APPROVED**

Approve the donations received for the month of December: [Donations](#)

4. **FISCAL YEAR 2025 TAX BUDGET - APPROVED**

Approve the Fiscal Year 2025 Budget. [Annual Tax Budget](#)

**Disbursement Summary**

Mr. Lapp moved, and Mrs. Gallwitz seconded a motion to approve items no. 1 through item no. 4 listed under Section A. Business Contracts, Accounts, & Fund Activity.

Aye: Mrs. Gallwitz, Mr. Lapp, Mrs. Duncan, Mr. Wright and Mr. Fischer.

President Duncan declared the motion carried.

**IX. ADJUSTMENTS TO THE AGENDA**

Adjustments have been made in the appropriate sections.

**X. RECOGNITION OF THE PUBLIC**

Justin Landerman, Jarred Renner, Christie Ireland, Tracey Herron, Stephanie Kopec, Angie Mitchell, and Adrian St. Clair

**XI. PUBLIC COMMENTS**

Nothing to report

**PRESENTATION:**

River View Elementary School - The Second Grade team gave a presentation on learning strategies used for second graders.

**XII. SUPERINTENDENT'S REPORT**

- A. **School Board Recognition Month** - Certificate Presentation
- B. **Career Center Report** - Mr. Brown shared that the Career Center is moving forward with their building project and are hoping to go with a general contractor. They will be having their reorganization meeting next week. Mrs. Gallwitz shared that CCCC is going to be partnering with Buckeye Career Center for an adult diploma program. It will allow them to also partner with a few of their programs to earn a certification as well as the diploma. Approximately 14% of our adult population in Coshocton County do not have a diploma.
- C. **Student Rep Report** - Kynsington McMasters shared that she has been asking a lot of students what they would like her to report to the Board. Many of the responses were topics she will discuss with Mr. Branch. The social media account has gained about 140 followers, and she would like to get more students interacting with the page. She also does the morning announcements and is actively promoting positivity. Many of the students don't understand the role of the Board of Education, and she would like Board members to try to connect to the students and explain why they wanted to serve. She would also like to talk with other districts and try to help them add a student position to their boards as well. She is also interested in finding ways to connect with students in the Elementary and Intermediate buildings.
- D. **[Strategic Planning Doc](#)** - The Admin team will be meeting next week to update this and allow us to track our progress.
- E. **Draft Calendar to Review** - Mr. Rinkes shared a draft of the 2024-2025 calendar. RVEA has a calendar committee that reviews this as well. Our neighboring districts are planning to start a week earlier, but we

have a lot of construction projects planned and want to make sure there is enough time to get those completed.

**XIII. OLD BUSINESS**

None

**XIV. NEW BUSINESS**

**SECTION B**

**(ADMINISTRATIVE)**

1. **MVESC SUBSTITUTE TEACHER LIST - APPROVED**

Approve the January 2024 MVESC substitute teacher list.

2. **UPDATED SECRETARY AND PARAPROFESSIONAL SUBSTITUTE LIST - APPROVED**

Approve the updated secretary and paraprofessional substitute list.

**Administrative**

3. **FINAL READING OF OSBE RECOMMENDED BOARD POLICIES - APPROVED**

Approve the final reading of the following OSBA recommended board policies:

BBFA	Board Member of Conflict
DJB	Petty Cash Accounts
DM	Deposit of Public Funds
EBCD	Emergency Records
EBCD-R	Emergency Closings
EF/EFB	Food Services Management/Free and Reduced Price Food Services
IGCF-R	Rescinding Home Education policy
IGD	Co Curricular and Extracurricular Activities
GBCC	Staff Dress and Grooming
GBG	Staff Participation in Political Activities
GBI	Staff Gifts and Solicitations

**Board Policies - Part 1**

GCB-1	Professional Staff Contracts and Compensation Plans (Teachers)
GCE	Part-Time and Substitute Professional Staff Employment
GCPD	Suspension and Termination of Professional Staff Members
IGBEA	Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
IGBEA-R	Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
IGCF	Home Education
IIA	Instructional Materials
IKE	Promotion and Retention of Students
IL	Testing Programs
JEDA	Truancy
JEA	Compulsory Attendance Ages

**Board Policies - Part 2**

JEC	School Admission
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JECE	Student Withdrawal From School (Loss of Driving Privileges)
JED-R	Student Absences and Excuses
JEG	Exclusions and Exemptions From School Attendance
JHCD (V1)	Administering Medicines to Students (Version 1)
IGDJ	Interscholastic Athletics
IGDK	Interscholastic Extracurricular Eligibility
JECBC	Admission of Students From Non-Chartered or Home Education
JN	Student Fees, Fines and Charges
KI	Public Solicitations in the Schools
KJA (V1)	Distribution of Materials in the Schools (Version 1)

[Board Policies-Part 3](#)

Mr. Wright moved, and Mr. Fischer seconded a motion to approve items no. 1 through item no. 3 listed under Section B (Administrative).

Aye: Mrs. Gallwitz, Mr. Wright, Mrs. Duncan, Mr. Lapp, and Mr. Fischer.

President Duncan declared the motion carried.

**XV. NEW BUSINESS**  
**SECTION C**  
**(PERSONNEL)**

1. **FMLA REQUEST - APPROVED**

Approve the FMLA request from elementary staff member for maternity leave December 19, 2023 through approximately March 12, 2024.

2. **REQUESTS TO CARRY OVER VACATION DAYS - APPROVED**

Approve the requests to carry over 2023 vacation days to 2024:

Steve Foster = 2 ½ days Doug Allen = 1 day Sheila Robinette = 3 days

3. **VACATION REQUEST FROM SUPERINTENDENT - APPROVED**

Approve the request from superintendent, Chuck Rinkes to carry over 5 vacation days from 2023 and be paid out for 9 vacation days per diem of 250 days per contract.

**ADDENDUM**

4. **HIRING OF PARAPROFESSIONAL - APPROVED**

Approve the recommendation to hire Bethanie Helmick as a paraprofessional at River View Elementary School; 5.75 hours per day, 4 days a week; effective January 4, 2024 through the end of the current school year. (working with preschool and as needed in classrooms).

**Personnel**

Mr. Lapp moved, and Mrs. Duncan seconded a motion to approve items no. 1 through item no. 4 listed under Section C (Personnel).

Aye: Mrs. Gallwitz, Mr. Wright, Mrs. Duncan, Mr. Lapp, and Mr. Fischer.

President Duncan declared the motion carried.

**XVI. NEW BUSINESS**

**SECTION D**

**(TRANSPORTATION/FOOD SERVICE)**

1. **HIRING OF BUS DRIVER - APPROVED**

Approve the recommendation to hire bus driver, Amanda Colley, for 7 hour bus route vacated by Scott Fortune.

(the 1 hour contract for mid-day CCCC will be subbed out for the remainder of the year)

**Transportation**

Mrs. Gallwitz moved, and Mr. Wright seconded a motion to approve item no. 1 listed under Section D (Transportation/Food Service).

Aye: Mrs. Gallwitz, Mr. Wright, Mrs. Duncan, Mr. Lapp, and Mr. Fischer.

President Duncan declared the motion carried.

**XVII. EXECUTIVE SESSION**

1. Approve Resolution No. 2024 -11 adjourning to Executive Session - O.R.C. for the designated purpose of sale of property.

The Board invited Tiffany Swigert, Executive Director of the Coshocton Port Authority to attend.

Mr. Wright moved, and Mr. Fischer seconded a motion to enter into Executive Session.

Aye: Mrs. Gallwitz, Mr. Wright, Mrs. Duncan, Mr. Lapp, and Mr. Fischer.

President Duncan declared the motion carried, and the Board entered into Executive Session at 8:50 PM.

2. Approve returning to regular board meeting session.

At 10:15 PM, President Duncan declared that the Board would return to regular session

**XVIII. ADJOURNMENT**

1. Mr. Lapp moved, and Mr. Fischer seconded a motion to adjourn the meeting.

Aye: Mrs. Gallwitz, Mr. Wright, Mrs. Duncan, Mr. Lapp, and Mr. Fischer.

President Duncan declared the meeting adjourned at 10:20 PM.



**River View Local Board of Education**

**Regular Meeting**

**River View High School Library**

**January 11, 2024**

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**President**

**ATTEST:**

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**Treasurer**

**NOTE:**

The next regular meeting of the River View Local Board of Education is scheduled for February 20th, 2024 at 5:00 P.M. at the River View Local School District Administrative Building.