

# Springfield Local Schools Board of Education Organizational Meeting

Springfield Administration Building & Preschool Center

Tuesday, January 9, 2024

6:00 p.m.

**Present:** Cynthia Frola, Board Member; Donnie Furlong, Board Member; Dave Hofer, Board Member; Parker Mason, Board Member; Miranda Terry, Board Member; Shelley Monachino, Superintendent; Christopher Adams, Treasurer; Mary Meadows, Director of Curriculum; Christina Ziga-Budd, Director of Student Services; Dustin Boswell, Business Manager

## CALL TO ORDER

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6:04 pm

## ROLL CALL

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Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## PLEDGE OF ALLEGIANCE

## 24-001 BOARD MEMBER RESIGNATION

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It is recommended that the Board accept the resignation of Board Member Ken Ray.

**Motioned:** Dave Hofer; **Seconded:** Parker Mason

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## 24-002 RESOLUTION TO APPOINT BOARD MEMBER

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It is recommended that the Board appoint **Donnie Furlong** to fill the vacant Board of Education seat, effective December 19, 2023, for the remainder of the term which will expire on December 31, 2025.

**Motioned:** Miranda Terry; **Seconded:** Parker Mason

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## OATH OF OFFICE FOR NEWLY RE-ELECTED, ELECTED, AND APPOINTED BOARD MEMBERS

Dave Hofer  
Donnie Furlong  
Parker Mason

## 24-003 ELECTION OF PRESIDENT

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Nominations will be accepted for President of the Board for 2024.

NOMINATION: **Cynthia Frola**, BY: **Donnie Furlong**

**Cynthia Frola** was declared Board President for 2024

**Motioned:** Donnie Furlong; **Seconded:** Miranda Terry

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Donnie Furlong, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## 24-004 ELECTION OF VICE-PRESIDENT

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Nominations will be accepted for Vice-President of the Board for 2024.

NOMINATION: **Miranda Terry**, BY: **Dave Hofer**

**Miranda Terry** was declared Board Vice-President for 2024

**Motioned:** Dave Hofer; **Seconded:** Donnie Furlong

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Donnie Furlong, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## 24-005 APPOINTMENT OF BOARD COMMITTEES

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The President shall appoint 2024 committees as follows:

Athletic/Student Activities: To be appointed as needed

Buildings and 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 CC Board of Education (remaining term of Larry Petry expiring 12/31/2025): **Donnie Furlong**

Legislative Liaison: **Dave Hofer**

Student Achievement Liaison: To be appointed as needed

**Motioned:** Miranda Terry; **Seconded:** Parker Mason

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Donnie Furlong, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## 24-006 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 20, 2024
- March 12, 2024
- April 16, 2024
- May 21, 2024
- June 18, 2024
- July 16, 2024
- August 20, 2024
- September 17, 2024
- October 15, 2024
- November 19, 2024
- December 17, 2024
- January 14, 2025 (2nd Tuesday)

**Motioned:** Dave Hofer; **Seconded:** Donnie Furlong

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Donnie Furlong, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## 24-007 YEARLY PROCEDURES

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

- 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.
- That the Superintendent, be named purchasing agent.
- That the Superintendent be authorized to apply for and serve as coordinator of Federal and State Programs as deemed necessary during the calendar year 2024. It is understood that a staff member coordinates the programs and reports to the Superintendent.
- That the Treasurer be authorized to request advance tax money from the county auditor as funds are available and payable to the school district.
- That the Treasurer be authorized to invest inactive funds with interest payable each month.
- 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
- That the Treasurer or designee be approved to do banking transactions.
- That the Superintendent be authorized to approve professional meeting attendance and expense for the district personnel as deemed appropriate during 2024.
- That the Superintendent be authorized to approve unpaid leave requests for the district personnel as deemed appropriate during 2024.
- That the Treasurer be authorized to make appropriations and amend the certificate of estimated resources as necessary throughout the year.
- That the rate of pay previously approved for Board Members (maximum per Ohio Revised Code) continue at that rate during 2024. (ORC 3313.12)
- 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.

**Motioned:** Donnie Furlong; **Seconded:** Miranda Terry

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Donnie Furlong, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## 24-008 BOARD SERVICE FUND

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

**Motioned:** Donnie Furlong; **Seconded:** Miranda Terry

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Donnie Furlong, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

## 24-009 ADJOURNMENT

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

6:22 pm

**Motioned:** Dave Hofer; **Seconded:** Parker Mason

Voter	Yes	No	Abstaining
Cynthia Frola, Board Member	X		
Donnie Furlong, Board Member	X		
Dave Hofer, Board Member	X		
Parker Mason, Board Member	X		
Miranda Terry, Board Member	X		

Certified that the above minutes is a true record of proceedings of the Organizational Meeting held January 9, 2024.

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President

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Treasurer