

Springfield Local Schools Board of Education Organizational Meeting

Springfield Administration Building & Preschool Center

Tuesday, January 14, 2025

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

6:00 p.m.

ROLL CALL

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		

PLEDGE OF ALLEGIANCE

25-001 ELECTION OF PRESIDENT

Nominations will be accepted for President of the Board for 2025.

NOMINATION: **Cynthia Frola**
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BY: **Dave Hofer**
BY: **Miranda Terry**

Cynthia Frola was declared Board President for 2024

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		

25-002 ELECTION OF VICE-PRESIDENT

Nominations will be accepted for Vice-President of the Board for 2025.

NOMINATION: **Dave Hofer**

BY: **Donnie Furlong**

Dave Hofer was declared Board Vice-President for 2025

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		

25-003 APPOINTMENT OF BOARD COMMITTEES

The President shall appoint 2025 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 Career Center Board of Education (3rd Member 1-year term): **Parker Mason**

Legislative Liaison: **Dave Hofer**

Student Achievement Liaison: To be appointed as needed

25-004 SET DATE, TIME, AND PLACE OF MEETINGS

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 18, 2025
- March 18, 2025
- April 15, 2025
- May 20, 2025
- June 17, 2025
- July 15, 2025
- August 19, 2025
- September 16, 2025
- October 21, 2025
- November 18, 2025
- December 16, 2025
- January 13, 2026 (2nd Tuesday)

Motioned: Donnie Furlong; **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		

25-005 YEARLY PROCEDURES

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 2025. 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 2025.
- I. That the Superintendent be authorized to approve unpaid leave requests for the district personnel as deemed appropriate during 2025.
- 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 2025. (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.

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		

25-006 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: 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		

25-007 ADJOURNMENT

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

6:08 p.m.

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 14, 2025.

President

Treasurer