

RECORD OF PROCEEDINGS

Organization

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Meeting

Jan. 9

Held at the M.L. Steele Creative Learning Center

2023

Each meeting of the Amherst Board of Education is held in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

President Pro tempore, Mr. Marc Zappa presided. Meeting called to order at 5:37 p.m. (delayed due to fire alarm in building.)

Pledge of Allegiance

Roll call:  
Rex Engle, present; Teresa Gilles, Amanda Messer, present; Morgan Wachholz, present; Marc Zappa, present.

Michael Molnar, Superintendent, present; Amelia R. Gioffredo Treasurer, /CFO present.

President Pro Tempore conducts the election of officers for 2023.

Election of President of the Board of Education

Rex Engle nominated by Teresa Gilles for the office of President.

Roll call vote on election for president:  
Engle for Engle  
Gilles for Engle  
Messer for Engle  
Wachholz for Engle  
Zappa for Engle

Oath of Office of President administered to Rex Engle by Amelia R. Gioffredo.

Election of Vice-President of the Board of Education

Marc Zappa nominated by Rex Engle for the office of Vice-President.

Roll call vote on election for Vice-President.  
Engle for Zappa  
Gilles for Zappa  
Messer for Zappa  
Wachholz for Zappa  
Zappa for Zappa

Oath of Office of Vice President administered to Marc Zappa by Amelia R. Gioffredo.

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Jan. 9  
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2023-01-01

It was moved by Zappa seconded by Gilles to accept the following:

Set dates, times and location in the M. L. Steele Creative Learning Center unless otherwise noted for Regular Board Meetings in 2023.

Recommendation to appoint a board member as the delegate and an alternate for the Ohio School Board Association Annual Meeting at Capital Conference, to be held in 2023:

Delegate: Amanda Messer                      Alternate: Morgan Wachholz

Recommendation to appoint a Student Achievement Liaison and a Legislative Liaison for the Ohio School Board Association for the 2023-2024 school year:

Student Achievement Liaison:                      Morgan Wachholz

Legislative Liaison:                                      Amanda Messer

Roll call vote:  
Zappa, aye; Gilles, aye; Messer, aye; Wachholz, aye; Engle, aye.

- |                     |   |
|---------------------|---|
| January 9, 2023,    | 2 <sup>nd</sup> Monday, Organizational Meeting, 5:30 p.m. |
| January 23, 2023,   | 4 <sup>th</sup> Monday, Regular Meeting, 5:30 p.m.        |
| February 27, 2023,  | 4 <sup>th</sup> Monday, Regular Meeting, 5:30 p.m.        |
| March 20, 2023,     | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m.        |
| April 24, 2023,     | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m. *JVS   |
| May 15, 2023,       | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m.        |
| June 26, 2023,      | 4 <sup>th</sup> Monday, Regular Meeting, 5:30 p.m.        |
| July 17, 2023,      | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m.        |
| August 14, 2023,    | 2 <sup>nd</sup> Monday, Regular Meeting, 5:30 p.m.        |
| September 18, 2023, | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m.        |
| October 16, 2023*   | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m.        |
| November 20, 2023,  | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m.        |
| December 18, 2023*  | 3 <sup>rd</sup> Monday, Regular Meeting, 5:30 p.m.        |

NOTE: Under certain circumstances all meeting dates and times may be subject to last minute changes.

All meetings will be held at the M. L. Steele Creative Learning Center, 450 Washington Street, Amherst, Ohio, 44001, \*unless otherwise noted.

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Appointment to Administrative Standing Committees:

Amherst Schools Educational Foundation.....Mr. Rex Engle  
Board Policies.....Mr. Marc Zappa and Dr. Amanda Messer  
Board/Booster Partnership Committee.....Mrs. Morgan Wachholz and Mr. Rex Engle  
Buildings/Grounds.....Mrs. Teresa Gilles and Mr. Marc Zappa  
Community Relations/Scholarships/Awards...Mrs. Teresa Gilles and Mrs. Morgan Wachholz  
Curriculum/Instruction/Staff Development...Mrs. Morgan Wachholz & Dr. Amanda Messer  
Extra and Co-Curricular Activities.....,,,,,,Dr. Amanda Messer and Mrs. Teresa Gilles  
Financial/Audit/Records.....Mr. Rex Engle and Mr. Marc Zappa  
Negotiations and Grievance.....Mr. Rex Engle and Mrs. Teresa Gilles  
Technology.....Mrs. Teresa Gilles and Mrs. Morgan Wachholz  
Transportation.....Dr. Amanda Messer and Mr. Marc Zappa

2023-01-02

It was moved by Gilles seconded by Zappa to accept the following:

It is recommended that the following standing authorizations be approved for the calendar year 2023:

A. That the Amherst E.V. Board of Education approve Squire Patton Boggs; Ennis Britton; Fisher Phillips; Walter Haverfield; and Bricker & Eckler law firms to provide legal counsel, as needed for 2023.

B. That the Amherst E.V. Board of Education approve to establish a Board Member Service Fund of no more than \$20,000, as provided in the Ohio Revised Code pursuant to O.R.C. 3315.15. and provided the Board of Education approves board members training and professional development.

C. That the Amherst E.V. Board of Education approve the board member compensation at the maximum amount allowable by law pursuant to O.R.C. 3313.12, with a maximum number of 25 meetings per board policy 0147.

D. That the Treasurer be authorized to request advances from the County Auditor when funds become available, the Board further requests the County Auditor to advance 90% of funds available at any time as required by law.

E. That the Treasurer be authorized to issue payment of bills and contractual obligations for 2023 in accordance with Board policy, and further authorize the use of a single signature.

F. That the Treasurer be authorized to invest all available funds in securities as permitted by Board policy and O.R.C. The Board further authorizes the distribution of monthly investment earnings to the General Fund, Food Service Fund, Auxiliary Service Fund, and any other as required by O.R.C.

G. That the Treasurer be authorized to transfer financial accounts, as needed, without Board action.

H. That the Superintendent be authorized to employ such personnel, as needed, for emergency situations, with such employment to be presented to the Board for approval at the next regular meeting.



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- I. That the Superintendent be authorized to accept resignations, which have been submitted by employees subject to Board approval at the next meeting. Upon approval by the Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.
- J. That the Superintendent be the purchasing agent for the Amherst Exempted Village Schools.
- K. That the Superintendent be authorized to enter into agreements to implement student placements, including transportation arrangements, in accordance with federal and state statutes and for student I.E.P.s (Individual Education Plans).
- L. That the Superintendent be authorized to enter into settlement agreements regarding services provided to students with I.E.P.s (Individual Education Plans).
- M. That the Superintendent be authorized to approve and sign routine contracts on behalf of the Board of Education as per board policy. The Board of Education will be made aware of these contracts prior to Superintendent approval. These contracts will then be placed on a future board meeting agenda for final ratification/approval.
- N. That the Superintendent has authority to approve policies, proposals, and transfers within the student activity funds.
- O. That the Superintendent be authorized to apply and participate in any federal, state, or local project or program and to make application for such funds as are available from federal, state, or other sources.
- P. That the Superintendent be authorized to approve payment of Professional Development expenses and/or stipends, as outlined in the negotiated agreements. The Superintendent be further authorized to approve registration, overnight lodging, mileage, and meals, which may exceed the negotiated agreements' approved amounts, when request to attend by the Superintendent or designee.
- Q. That the Board continue to purchase liability insurance.
- R. That the Board authorize the renewal of memberships in BASA (Buckeye Association of School Administrators), OASBO (Ohio Association School Business Officials), and OSBA (Ohio School Board Association) with dues paid in full for FY2023.
- S. Set Public Official Bond for Treasurer at \$100,000 and execute position bonds for Board President and Superintendent at \$20,000, and others, as necessary, to acquire the same.
- T. That the Board hereby directs the Treasurer to deposit \$10,000 into the Amherst Schools Educational Foundation Fund (Endowment), as authorized under O.R.C. 3315.40. The total of funds shall be transferred to the trust or "endowment account" established under the Community Foundation of Lorain County.
- U. That the Board directs the Treasurer to deduct sixteen dollars and sixty-seven cents (\$16.67) per month from each board member's pay during the 2023 calendar year. The deducted funds are to be placed in a Board of Education Scholarship Fund and used to award \$1,000 in scholarships at the Senior Awards Banquet in the spring of 2023.

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V. That the Board directs the Treasurer to be the board members' designee, thus being appointed to receive the Public Records training on the elected officials' behalf, as per the O.R.C. § 109.43(B) and § 149.43(E)(1). The O.R.C. states officials elected to statewide or local office receive three (3) hours of Public Records training for each term of office.

W. That the Amherst E.V. Board of Education authorize the Superintendent to enter into agreements with colleges and universities as needed regarding the placement of college students for field experience or student teaching.

X. That the Treasurer be authorized to establish petty cash or change funds on an as-needed basis up to \$2,650.

Y. That the Treasurer be authorized to pay mileage at the IRS rate.

Z. That the Treasurer and Board President be authorized to borrow funds as needed.

AA. That the Amherst E.V. Board of Education appoint the Treasurer as the public records custodian as well as designated custodian for all government accounts.

BB. That the Amherst E.V. Board of Education designate the Chronicle Telegram, Morning Journal and The Lorain County Community Guide newspapers as the official newspapers of the district. (R.C. 7.12)

CC. That the Amherst E.V. Board of Education adopt existing bylaw and policies for its own operation of the school system; (see 0131 of these Bylaws.)

Roll call vote:

Gilles, aye; Zappa, aye; Messer, aye; Wachholz, aye; Engle, aye.

2023-01-03

It was moved by Wachholz, and seconded Gilles to approve the 2023-2024 tax budget.

Roll call vote:

Wachholz, aye; Gilles, aye; Messer, aye; Zappa, aye; Engle, aye.

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Jan. 9

Held at the M.L. Steele Creative Learning Center

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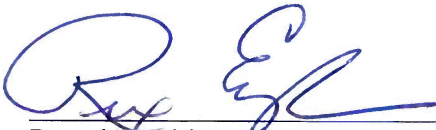
2023-01-04

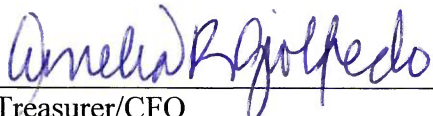
It was moved by Gilles, seconded by Wachholz to adjourn.

Roll call vote:

Gilles, aye; Wachholz, aye, Messer, aye; Zappa, aye, Engle, aye.

Board President, Rex Engle adjourned the meeting at 6:55 p.m.

  
Board President

  
Treasurer/CFO