

**Amherst Exempted Village Board of Education**

550 Milan Avenue, Amherst OH 44001

440 988-4406 • FAX 440 988-4413

Organization Meeting - Monday, January 10, 2022, 5:30 P.M.

M.L. Steele Creative Learning Center

450 Washington St., Amherst OH 44001

**AGENDA**

1. Call to Order: Mr. Rex Engle, President Pro tempore

**Time:**

2. Pledge of Allegiance

3. Treasurer administers the OATH OF OFFICE to any appointed, reelected or newly elected Board Member(s).

4. Roll Call:

**Mr. Rex Engle - Present / Absent**

**Mrs. Teresa Gilles - Present / Absent**

**Dr. Amanda Messer - Present / Absent**

**Mrs. Morgan Wachholz - Present / Absent**

**Mr. Marc Zappa - Present / Absent**

5. President Pro tempore conducts the election of officers for 2022:

A. Election of President of the Board of Education:

Nominations for President:

1. \_\_\_\_\_ nominated by \_\_\_\_\_

2. \_\_\_\_\_ nominated by \_\_\_\_\_

3. \_\_\_\_\_ nominated by \_\_\_\_\_

Vote on Presidency:

Mr. Engle voted for: \_\_\_\_\_

Mrs. Gilles voted for: \_\_\_\_\_

Dr. Messer voted for: \_\_\_\_\_

Mrs. Wachholz voted for: \_\_\_\_\_

Mr. Zappa voted for: \_\_\_\_\_

Oath of Office of President:

Administered to \_\_\_\_\_ by \_\_\_\_\_

B. Election of Vice-President of the Board of Education:  
Nominations for Vice President:

1. \_\_\_\_\_ nominated by \_\_\_\_\_

2. \_\_\_\_\_ nominated by \_\_\_\_\_

3. \_\_\_\_\_ nominated by \_\_\_\_\_

Vote on Vice Presidency:

Mr. Engle voted for: \_\_\_\_\_

Mrs. Gilles voted for: \_\_\_\_\_

Dr. Messer voted for: \_\_\_\_\_

Mrs. Wachholz voted for: \_\_\_\_\_

Mr. Zappa voted for: \_\_\_\_\_

Oath of Office of Vice President:

Administered to \_\_\_\_\_ by \_\_\_\_\_

6. Set dates, times and location in the M. L. Steele Creative Learning Center unless otherwise noted for Regular Board Meetings in 2022.

- See attached worksheet for suggestions.

7. Appointment to Administrative Standing Committees.

- See attached worksheet for suggestions.

8. Accept the Resolution appointing a member to be the Lorain County JVSD representative for a three-year term as per **attachment 10A**.

**Roll call vote:**

**Mr. Engle \_\_\_\_\_, Mrs. Gilles \_\_\_\_\_, Dr. Messer \_\_\_\_\_, Mrs. Wachholz \_\_\_\_\_, Mr. Zappa \_\_\_\_\_**

9. It is recommended that the following standing authorizations be approved for the calendar year 2022:

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 2022.

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.

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.

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 2022 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.

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 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 FY2022.

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 Education 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 Greater 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 2022 calendar year. The deducted funds are to be placed in a Board of Education Scholarship Fund, and used to award a \$1000 scholarship at the Senior Awards Banquet in the spring of 2022.

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.

**Roll call vote:**

**Mr. Engle \_\_\_\_\_, Mrs. Gilles \_\_\_\_\_, Dr. Messer \_\_\_\_\_, Mrs. Wachholz \_\_\_\_\_, Mr. Zappa \_\_\_\_\_**

10. That the Amherst E.V. Board of Education approve the 2022-2023 tax budget.

**Roll call vote:**

**Mr. Engle \_\_\_\_\_, Mrs. Gilles \_\_\_\_\_, Dr. Messer \_\_\_\_\_, Mrs. Wachholz \_\_\_\_\_, Mr. Zappa \_\_\_\_\_**

11. Adjourn.

**Roll call vote:**

**Mr. Engle \_\_\_\_\_, Mrs. Gilles \_\_\_\_\_, Dr. Messer \_\_\_\_\_, Mrs. Wachholz \_\_\_\_\_, Mr. Zappa \_\_\_\_\_**

**Time:**

## 2022

### **AMHERST BOARD OF EDUCATION OFFICERS/MEMBERS & COMMITTEES**

Board Member – Mr. Rex Engle

Board Member – Mrs. Teresa Gilles

Board Member – Mrs. Amanda Messer

Board Member – Mrs. Morgan Wachholz

Board Member – Mr. Marc Zappa

**President and Vice President - TBD**

**JVS Representative – TBD** – 3-year term – 1/1/2022 – 12/31/2025

### **ADMINISTRATIVE STANDING COMMITTEES**

Amherst Schools Educational Foundation: ..... Mr. Rex Engle

Board Policies: ..... Mr. Marc Zappa and Mr. Rex Engle

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 and Mrs. Amanda Messer

Extra and Co-Curricular Activities: ..... Mrs. 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 Mr. Marc Zappa

Transportation: ..... Mrs. Amanda Messer and Mr. Marc Zappa

### **MEETING DATES**

January 10, 2022	2 <sup>nd</sup> Monday @ 5:30 PM	Organization Meeting
January 24, 2022	4 <sup>th</sup> Monday @ 5:30 PM	Regular Meeting
February 14, 2022	2 <sup>nd</sup> Monday @ 5:30 PM	Regular Meeting
March 14, 2022	2 <sup>nd</sup> Monday @ 5:30 PM	Regular Meeting
April 18, 2022	3 <sup>rd</sup> Monday @ 5:30 PM	Regular Meeting
May 9, 2022	2 <sup>nd</sup> Monday @ 5:30 PM	Regular Meeting
June 27, 2022	4 <sup>th</sup> Monday @ 5:30 PM	Regular Meeting
July 25, 2022	4 <sup>th</sup> Monday @ 5:30 PM	Regular Meeting
August 15, 2022	3 <sup>rd</sup> Monday @ 5:30 PM	Regular Meeting
September 12, 2022	2 <sup>nd</sup> Monday @ 5:30 PM	Regular Meeting
October 17, 2022 *	3 <sup>rd</sup> Monday @ 5:30 PM @ Nord School	Regular Meeting
November 7, 2022 *	1 <sup>st</sup> Monday @ 5:30 PM @ Amherst Jr High	Regular Meeting
December 12, 2022 *	2 <sup>nd</sup> Monday @ 5:30 PM @ Powers Elementary	Regular Meeting

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

**Location of meetings will be held at:**

**M.L. Steele Creative Learning Center, 450 Washington Street, Amherst, OH 44001 \*unless otherwise noted.**

Resolution of Appointment To  
Lorain County Joint Vocational School District Governing Board

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1. WHEREAS Lorain County Joint Vocational School District (JVSD/JVS) has a vacancy on its Board;
2. WHEREAS Amherst E.V. School District is a member of the Lorain County JVSD and is authorized by the Lorain County JVS “plan” on file with the State Board of Education to appoint an individual (“Appointee”) to fill the vacancy;
3. WHEREAS Amherst E.V. School District has reviewed the statutory requirements for making the appointment, including those in Ohio Revised Code 3311.19 (as amended) and is requirements that JVSD Board members have experience as chief executive officers, chief financial officers, human resources managers, or other business, industry or career counseling professionals who are qualified to discuss the labor needs of the region with respect to the regional economy; and the requirement that JVSD Board members represent employers in the region served by Lorain County JVS and be qualified to consider the state’s workforce needs with an understanding of the skills, training, and education needed for current and future employment opportunities in the state; and the requirement that JVSD Board members be selected based on the diversity of the employers in the territory served by Lorain County JVS;
4. WHEREAS Amherst E.V. School District has performed and documented its due diligence in considering the Appointee’s qualifications including the Appointee’s qualifications to meet the legal requirements to serve;
5. WHEREAS Amherst E.V. School District is party to a Memorandum of Understanding (“MOU”) (attached) with Lorain County JVS and the other school districts that make up the JVSD and this appointment is in keeping with the terms of the MOU;
6. NOW, THEREFORE BE IT RESOLVED that Amherst E.V. School District appoints \_\_\_\_\_ to the Lorain County Joint Vocational School District for a three-year term of office to commence on January 1, 2022 and expire on December 31, 2025.