

**RECORD OF PROCEEDINGS**

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Organizational  
MeetingHeld at the M.L. Steele Creative Learning Center at 4:30 p.m. January 14,  
2019

Each meeting of the Amherst Exempted Village 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, Mrs. Teresa Gilles presided. Meeting called to order at 4:31 p.m.

Pledge of Allegiance

Roll call vote:

Rex Engle, present; Teresa Gilles, present; Valerie Neidert, absent; Ron Yacobozzi, present, Marc Zappa, present.  
Steven A. Sayers, Superintendent, present; Amelia Gioffredo, Treasurer/CFO, present.

President Pro Tempore, Mrs. Teresa Gilles, conducted the election of officers for 2019.

**Election of President of the Board of Education**

Rex Engle nominated by Teresa Gilles

Vote on Presidency:

Mr. Engle voted for Mr. Engle  
Mrs. Gilles voted for Mr. Engle  
Mr. Yacobozzi voted for Mr. Engle  
Mr. Zappa voted for Mr. Engle

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

**Election of Vice-President of the Board of Education**

Mr. Zappa nominated by Ron Yacobozzi

Mr. Engle voted for Mr. Zappa  
Mrs. Gilles voted for Mr. Zappa  
Mr. Yacobozzi voted for Mr. Zappa  
Mr. Zappa voted for Mr. Zappa

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

2010-01-01

It was moved by Gilles, seconded by Yacobozzi to approve the following recommendations:

- A. Set dates, times and location in the M.L. Steele Creative Learning Center unless otherwise noted for Regular Board Meetings in 2019.

January 14, 2019 2<sup>nd</sup> Monday, Organizational Meeting, 4:30 p.m.

January 14, 2019 2<sup>nd</sup> Monday, Regular Meeting following Organizational Meeting

February 11, 2019 2<sup>nd</sup> Monday, Regular Meeting, 5:30 p.m.

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Table with 2 columns: Date and Meeting Details. Rows include dates from March 18, 2019 to December 16, 2019, all listing '3rd Monday, Regular Meeting, 5:30 p.m.' except for August 12, 2019 which is '2nd Monday, Regular Meeting, 5:30 p.m.'

All meetings will be held at the M. L. Steele Creative Learning Center, 450 Washington Street, Amherst, Ohio, 44001, on the third Monday of the month, unless otherwise noted.

B. Appointment to Administrative Standing Committees:

Table listing committee appointments. Columns include committee name and assigned members. Committees include Amherst Schools Educational Foundation, Board Policies, Board/Booster Partnership Committee, Buildings/Grounds, Community Relations/Scholarships/Awards, Curriculum/Instruction/Staff Development, Extra and Co-Curricular Activities, Financial/Audit/Records, Negotiations and Grievance, Technology, and Transportation.

C. Accept the Resolution appointing a member to be the Lorain County JVSD representative for a three-year term as per Attachment A.

D. Approve the following standing authorizations for the calendar year 2019:

- a. Approve Squire, Patton and Boggs; Ennis Britton; Fisher & Phillips, and Smith, Peters, & Kalail, and Brickler & Elekler law firms to provide legal counsel, as needed, for 2019.
b. 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. 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, 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 2019 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. when available and that the Board authorizes using one signature on all checks.

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- 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 the Superintendent's 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, and 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 requested 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 of School Business Officials), and OSBA (Ohio School Board Association) with dues paid in full for FY2019.
- 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.

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- i. That the Board hereby directs the Treasurer to deposit \$10,000 into the Amherst 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 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 2019 calendar year. The deducted funds are to be placed in a Board of Education Scholarship Fund and used to award a \$1,000 scholarship at the Senior Awards Banquet in the spring of 2019.
- 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 Ohio Revised Code 109.43(B) and 149.43(E)(1). The O.R.C. states that officials elected to statewide or local office receive three (3) hours of Public Records training for each term of office.
- w. 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.

Roll call vote:

Gilles, aye; Yacobozzi, aye; Engle, aye; Zappa, aye; Neidert, absent

2019-01-02

It was moved by Yacobozzi and seconded by Gilles to adjourn.

Roll call vote:

Yacobozzi, aye; Gilles, aye; Engle, aye; Neidert, absent ; Zappa, aye

President, Rex Engle, adjourned the Organizational Meeting at 4:45 p.m.

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Board President

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Treasurer