

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
BHS/BMS Media Center

Organizational Meeting
January 11, 2021

1. ROLL CALL

Notice of this meeting was given in accordance with the provisions of Policy BDDA of the Sheffield-Sheffield Lake Board of Education, which were adopted in accordance with Section §121.22 of the Ohio Revised Code and the Ohio Administrative Procedures Act.

Present: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

2. CALL TO ORDER

The Organizational Meeting of the Sheffield-Sheffield Lake Board of Education was called to order at 5:35 P.M.

3. ELECTION OF OFFICERS FOR 2021

21-003 Mrs. Lopez moved and seconded by Mrs. Miller to approve Mrs. Czech as Board President.

A. President: Mrs. Pat Czech

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

Mrs. Lopez moved and seconded by Mrs. DeLuca to approve Mrs. Miller as Vice President.

B. Vice President: Mrs. Lisa Miller

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

4. ORGANIZATIONAL AND STANDING AUTHORIZATIONS

21-004 A. ELECTION OF BOARD REPRESENTATIVES

1. It is moved that Sandy Jensen be appointed as Sheffield-Sheffield Lake Board of Education's representative to the Lorain County Joint Vocational School District's Board of Education.

2. It is moved that Lisa Miller be appointed as the Sheffield-Sheffield Lake Board of Education's representative to the Sheffield-Sheffield Lake City Schools Athletic Council.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
BHS/BMS Media Center

Organizational Meeting
January 11, 2021

3. It is moved that Amy DeLuca be appointed as the Sheffield-Sheffield Lake Board of Education's Legislative Liaison.
4. It is moved that Sheila Lopez be appointed as Sheffield-Sheffield Lake Board of Education representative to Project S.A.L.T. (Student Achievement Liaison Team).
5. It is moved that Pat Czech be appointed as Sheffield-Sheffield Lake Board of Education's representative to the Endowment Fund.
6. It is moved that Sheila Lopez be appointed as Sheffield-Sheffield Lake Board of Education's Finance representative.

Mrs. Lopez moved seconded by Mrs. DeLuca to approve the appointments.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

21-005 B. ADOPTION OF TIMES/DATES/LOCATION/FORMAT OF REGULAR MEETINGS

A. Discussion

B. Action

2021 Regular Meeting Schedule (all meetings will start at 5:30 PM unless otherwise noted)

February 8, 2021	BHS/BMS Media Center
March 8, 2021	BHS/BMS Media Center
April 12, 2021	BHS/BMS Media Center
April 26, 2021	BHS/BMS Media Center
May 10, 2021	BHS/BMS Media Center
June 14, 2021	BHS/BMS Media Center
June 28, 2021	BHS/BMS Media Center
July 26, 2021	BOE Conference Room
August 9, 2021	BOE Conference Room
August 23, 2021	BOE Conference Room
September 13, 2021	BOE Conference Room
September 27, 2021	BHS/BMS Media Center
October 25, 2021	Forestlawn ELC
November 22, 2021	Knollwood
December 13, 2021	BIS

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
BHS/BMS Media Center

Organizational Meeting
January 11, 2021

Mrs. DeLuca moved seconded by Mrs. Miller to approve the schedule of meetings;

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

C. SUPERINTENDENT'S AUTHORIZATION

21-006

It is recommended that the Superintendent be authorized to:

1. Act as agent to approve the use of school buses for field trips and athletic events.
2. Approve admission of students under Open Enrollment, Tuition and Grandparent Status.
3. Employ such temporary personnel as is needed for emergency situations as prescribed by Ohio Revised Code 3319.18. Such employment is to be presented for approval by the Board at the next regular meeting.
4. Approve all expenditures except those over \$7,500.00, which must have Board approval.
5. Enter into and/or participate in Federal, State or Local Grants or agreements.

Mrs. DeLuca moved seconded by Mrs. Czech to approve the Superintendent's authorizations.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

D. FISCAL ISSUES

21-007

It is recommended that the following fiscal authorizations be approved:

1. For the Treasurer to pay all bills within limits of the appropriations resolution as prescribed by Ohio Revised Code 3313.18 as bills are received.
2. For the Treasurer to establish a Board Service Fund as prescribed by Ohio Revised Codes 3315.15.
3. That the Board authorize the Treasurer to request advances on tax settlements from the county Auditor during the calendar year 2021 in the amounts and times deemed necessary and advisable.
4. To make fund to fund advances, advance returns and transfers as needed throughout the year with ratification as part of the financial reports at the next regular meeting.
5. For the Treasurer to invest interim and inactive funds in permissible investments pursuant to Board Policy and as prescribed by the Ohio Revised Code 133.01.
6. For the Treasurer to borrow funds in anticipation of future tax receipts as permitted by Ohio Revised Code 113.01.
7. For the Treasurer to attend public records training on the Board behalf.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
BHS/BMS Media Center

Organizational Meeting
January 11, 2021

8. For the Treasurer to convene meetings of the Records Commission not limited to but at minimum annually.

Mrs. Lopez moved, seconded by Mrs. Jensen to approve fiscal authorization for the Treasurer.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

5. **ADJOURNMENT**

Time: **5:47 P.M.**

21-008

It is recommended that the Sheffield Lake Board of Education adjourn.

Mrs. Miller moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education adjourns.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0



Michael T. Barnhart, Treasurer


Mrs. Pat Czech, President