

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Organizational Meeting
January 11, 2024

I. OPENING ITEMS

- A. Call to Order
- B. Roll Call

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

II. AGENDA

- 24-001** Mrs. Lopez moved, seconded by Mrs. Miller, that the Sheffield-Sheffield Lake Board of Education approves the agenda.

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

No: None.

Motion Carried: 5-0

III. ELECTION OF OFFICERS FOR 2024

- 24-002** Mrs. DeLuca moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve **Mrs. Lopez** as Board President.

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

No: None.

Motion Carried: 5-0

President: Mrs. Sheila Lopez

- 24-003** Mrs. Lopez moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve **Mrs. Jensen** as Board Vice President.

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

No: None.

Motion Carried: 5-0

Vice President: Mrs. Sandra Jensen

Pat Czech ____ Amy DeLuca ____ Sandra Jensen ____ Sheila Lopez ____ Lisa Miller ____

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IV. ORGANIZATIONAL AND STANDING AUTHORIZATIONS

24-004

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 Sheila Lopez be appointed as the Sheffield-Sheffield Lake Board of Education's representative to the Sheffield-Sheffield Lake City Schools Athletic Council.
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 Pat Czech 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 Lisa Miller 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. Miller to approve the appointments.

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

No: None.

Motion Carried: 5-0

24-005

B. ADOPTION OF TIMES/DATES/LOCATION/FORMAT OF REGULAR MEETINGS

A. Discussion

B. Action

2024 Regular Meeting Schedule (all meetings will start at 5:30 PM unless otherwise noted)

February 8, 2024	BOE Conference Room
March 14, 2024	BMS
April 11, 2024	BHS
May 9, 2024	BOE Conference Room
June 13, 2024	BOE Conference Room
July 25, 2024	BOE Conference Room

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August 8, 2024	BOE Conference Room
August 22, 2024	BOE Conference Room
September 12, 2024	BHS
October 10, 2024	Forestlawn ELC
November 14, 2024	BIS
December 12, 2024	Knollwood
January 9, 2025	BOE Conference Room

Mrs. Lopez 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

24-006

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 and/or participate in Federal, State or Local Grants or agreements.

Mrs. Miller moved seconded by Mrs. Lopez 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

24-007

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.

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3. That the Board authorize the Treasurer to request advances on tax settlements from the county Auditor during the calendar year 2024 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.
8. For the Treasurer to convene meetings of the Records Commission not limited to but at minimum annually.

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

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

No: None.

Motion Carried: 5-0

V. TAX BUDGET HEARING AND APPROVAL

24-008 Mrs. Miller moved, seconded by Mrs. Czech to approve the Tax Budget for the fiscal year 2025.

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

No: None.

Motion Carried: 5-0

VI. ADJOURNMENT

24-009 Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education adjourns.

Time: 5:37 PM

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

No: None.


Motion Carried: 5-0

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Ms. Rachel Tansey, Treasurer


Mrs. Sheila Lopez, President

