

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Organizational Meeting
January 13, 2020

20-002 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.
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. DeLuca 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

20-003 B. ADOPTION OF TIMES/DATES/LOCATION/FORMAT OF REGULAR MEETINGS

A. Discussion

B. Action

2020 Regular Meeting Schedule (all meetings will start at 5:30 PM unless otherwise noted)

| | |
|-------------------|------------------------------|
| January 27, 2020 | BOE Conference Room |
| February 10, 2020 | BHS/BMS Media Center |
| March 9, 2020 | BOE Conference Room |
| April 13, 2020 | BHS/BMS Media Center |
| April 27, 2020 | BOE Conference Room |
| May 11, 2020 | Knollwood Multi-Purpose Room |

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| | |
|--------------------|-------------------------------|
| June 8, 2020 | BOE Conference Room |
| June 22, 2020 | BOE Conference Room |
| July 27, 2020 | BOE Conference Room |
| August 10, 2020 | BOE Conference Room |
| August 24, 2020 | BHS/BMS Media Center |
| September 14, 2020 | BOE Conference Room |
| September 28, 2020 | BOE Conference Room |
| October 26, 2020 | Forestlawn Multi-Purpose Room |
| November 23, 2020 | BOE Conference Room |
| December 14, 2020 | BIS Library |

Mrs. Czech moved seconded by Mrs. DeLuca 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

20-004

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. Miller moved seconded by Mrs. DeLuca 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

20-005

It is recommended that the following fiscal authorizations be approved:

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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 3515.15.
3. That the Board authorizes the Treasurer to request advances on tax settlements from the County Auditor during the calendar year 2020 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 convene meetings of the Records Commission, not limited to, but at minimum annually.

Mrs. Miller moved, seconded by Mrs. DeLuca to approve fiscal authorization for the Treasurer.

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

No: None.

Motion Carried: 5-0

E. PUBLIC RECORDS TRAINING RESOLUTION

20-006 Mrs. DeLuca moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached resolution designating the Treasurer to attend public records training on Board behalf.

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

No: None.

Motion Carried: 5-0

6. ADJOURNMENT

Time: 5:45 P.M.

20-007 It is recommended that the Sheffield Lake Board of Education adjourn.

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

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

No: None.

Motion Carried: 5-0



Mrs. Pat Czech, President



Michael A. Pissini, Treasurer