

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Organizational Meeting
January 8, 2018

1. ROLL CALL

Notice of this meeting was given in accordance with the provisions of Policy 1.450 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 and elected board members were sworn in.

3. ELECTION OF OFFICERS

18-001 Mrs. Miller moved and seconded by Mrs. Jensen to approve Mrs. Lopez as Board President.

A. President: Sheila Lopez

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

No: None.

Motion Carried: 5-0

Mrs. Jensen moved and seconded by Mrs. DeLuca to approve Mrs. Czech as Vice President.

B. Vice President: Pat Czech

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

No: None.

Motion Carried: 5-0

4. ORGANIZATIONAL AND STANDING AUTHORIZATIONS

18-002 A. ELECTION OF BOARD REPRESENTATIVES

1. It is moved that James Schillens 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
Administration Center

Organizational Meeting
January 8, 2018

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 **Sandra Jensen** 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. Jensen to approve the appointments;

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

No: None.

Motion Carried: 5-0

18-003 B. ADOPTION OF TIMES/DATES/LOCATION/FORMAT OF REGULAR MEETINGS

A. Discussion

B. Action

2018 Regular Meeting Schedule (all meetings will start at 5:30 PM unless otherwise noted)

January 8, 2018	BOE Conference Room
February 12, 2018	BHS/BMS Media Center
March 12, 2018	BOE Conference Room
April 9, 2018	BHS/BMS Media Center
April 23, 2018	BOE Conference Room
May 7, 2018	Knollwood Multi-Purpose Room
May 21, 2018	BOE Conference Room
June 11, 2018	BOE Conference Room
June 25, 2018	BOE Conference Room
July 23, 2018	BOE Conference Room
August 13, 2018	BOE Conference Room
August 27, 2018	BHS/BMS Media Center
September 24, 2018	BOE Conference Room
October 22, 2018	Forestlawn Multi-Purpose Room

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Organizational Meeting
January 8, 2018

November 26, 2018

BOE Conference Room

December 10, 2018

BIS Cafeteria

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

18-004

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. Czech moved seconded by Mrs. Miller 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

18-005

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 3515.15.
3. That the Board authorizes the Treasurer to request advances on tax settlements from the County Auditor during the calendar year 2018 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.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Organizational Meeting
January 8, 2018

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

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 5-0

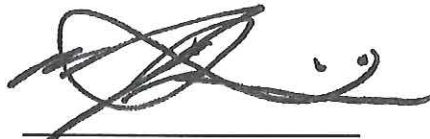
5. **ADJOURNMENT**

Time: 5:41 P.M.

18-006 It is recommended that the Sheffield Lake Board of Education adjourn.

Mrs. Lopez moved, seconded by Mrs. Miller 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 A. Pissini, Treasurer



Mrs. Sheila Lopez, President