

# RECORD OF PROCEEDINGS

Minutes of **ANTWERP LOCAL SCHOOL DISTRICT****ORGANIZATIONAL** Meeting

Held \_\_\_\_\_

JANUARY 7, 2020 \_\_\_\_\_

The Antwerp Local School District Board of Education met at 5:00 P.M. at the above date for their annual **Organizational** meeting at the Antwerp Local School Board Room.

1. **The Pledge of Allegiance was recited by the Board Members.**
2. **Oath of Office for Re-elected Board Members – Sara Schuette and Dennis Recker**
3. **Roll Call of Members:** Mrs. Anita Bok, Mr. Robert Herber, Mrs. Jayme Landers, Mr. Dennis Recker and Mrs. Sara Schuette.

Others Present: Dr. Martin Miller (Superintendent) and Kristine Stuart (Treasurer).

4. **ELECTION OF PRESIDENT (ORC 3313.11 requires a recorded individual vote).**

Sara Schuette, President Pro-Tem called for nominations for President: Jayme Landers placed the name of Sara Schuette in nomination. There being no further nominations, Robert Herber moved to close the nominations and Anita Bok seconded the motion. Vote on Presidency: Yes: Mrs. Bok, Mr. Herber, Mrs. Landers, Mr. Recker. Mrs. Schuette abstained. Vote 4-0-1.

**President Elect, Sara Schuette now presides.**

5. **ELECTION OF VICE PRESIDENT**

Sara Schuette called for nominations for Vice President: Robert Herber placed the name of Jayme Landers in nomination. There being no further nominations, Sara Schuette moved to close the nominations and Anita Bok seconded the motion, Vote on Vice Presidency: Yes: Mrs. Bok, Mr. Herber, Mr. Recker, Mrs. Schuette. Mrs. Jayme Landers abstained. Vote 4-0-1.

Jayme Landers is named Vice-President.

6. **ANTWERP LOCAL BOARD CONSENT ITEMS**

Motion by Dennis Recker and seconded by Jayme Landers, to approve the Board of Education Consent Items (a-w). Vote: Yes: Mrs. Bok, Mr. Herber, Mrs. Landers, Mr. Recker and Mrs. Schuette. Vote 5-0.

A. Appoint Anita Bok as Student Achievement Liaison to OSBA.

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- B. Appoint Robert Herber as Legislative Liaison to OSBA.
- C. Appoint Superintendent, Treasurer and Board President to the Records Commission for 2020.
- D. Appoint Superintendent, Treasurer, Board Vice-President and Legislative Liaison to the Audit Committee for 2020.
- E. Designate the 3<sup>rd</sup> Thursday of each month at 6:00p.m., for the Regular Monthly Board of Education Meetings in the Antwerp Board Room for 2020.
- F. Authorize the Treasurer to compensate Antwerp Local School Board of Education members at the maximum rate allowable by law of \$125.00 per meeting up to 14 meetings per year.
- G. Approve the Treasurer as designee to attend required Public Records Training for the Antwerp Local School District Board of Education Members.
- H. Designate the Superintendent as approving official to review and approve student activity budgets and approve start-up cash accounts for extra-curricular activities throughout the school year, and approve the Sports Official checking balance at \$3,000.
- I. Designate the Superintendent as purchasing agent for the district with a maximum of \$50,000 without board authorization.
- J. Dispense of the reading of the “minutes” of the previous meeting.
- K. Authorize the Treasurer to pay the bills.
- L. Authorize the Treasurer to make advance draws on February and August tax settlements.
- M. Authorize the Treasurer to invest active, inactive, or interim funds at the most productive rate of interest according to law whenever these funds are available.

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- N. Authorize the Treasurer to file requests for amendments of the Certificate of Estimated Resources with the Paulding County Auditor as information becomes available to the Treasurer to warrant such filing.
- O. Authorize the Treasurer to make fund to fund advances, advance returns, transfers, and appropriation changes as needed throughout the year with Board ratification as part of the financial reports at the next meeting.
- P. Authorize the Superintendent and Treasurer to enter into and/or accept/participate in Federal, State, or Local Grants or agreements deemed advantageous to the school district and authorize the Treasurer to appropriate funds for grants awarded.
- Q. Authorize the Superintendent or Treasurer to accept all donations to the school district on behalf of the Board of Education.
- R. Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.
- S. Authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.
- T. Authorize the Superintendent or Treasurer to sign all salary notices.
- U. Approve Depository Agreements with the Antwerp Exchange Bank, The State Bank & Trust Co., and First Federal Bank, and approve Investment Agreements with Multi-Bank Securities and Star Ohio.
- V. Approve Motion authorizing the Treasurer and Superintendent to make certain proper public expenditures on behalf of the Board of Education to promote staff morale including professional development, beginning of year and end of school year staff breakfasts, lunches, dinners, refreshments, funeral memorials, and/or gifts.

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W. Approve the Internal Revenue Service (IRS) mileage rate of \$0.575 per mile for calendar year 2020.

**6. ADJOURNMENT**

Motion by Robert Herber and seconded by Anita Bok to adjourn the organizational meeting at 5:09 p.m. Vote: Yes: Mrs. Bok, Mr. Herber, Mrs. Landers, Mr. Recker and Mrs. Schuette. Motion passed: 5-0.

\_\_\_\_\_  
TREASURER/CFO\_\_\_\_\_  
PRESIDENT