

**Manchester High School**

**January 13, 2010**

The Manchester Local School District Board of Education meets in organizational session on Wednesday, January 13, 2010 at 6:30 p.m. at Manchester High School. Mr. Richard Foster, Board President Pro-tempore presides over the meeting.

The Budget Hearing for the 2010-2011 tax budget was held at 5:30 p.m. prior to the organizational meeting.

**00-10 Board Members Oath of Office**

***Oath of Office is administrated by Karen Ballengee to Re-elected Board Members, Mr. Richard Foster and Mrs. Kathleen Stacy, and Newly Elected Board Member, Mr. Terry Himes.***

**01-10 Call to Order, Moment of Silence and Pledge of Allegiance**

Mr. Roy Cooper, absent; Mr. Richard Foster, present; Mr. Terry Himes, present; Ms. Fredricka Jenkins, present; Mrs. Kathleen Stacy, present.

A Moment of Silence is observed followed by the Pledge of Allegiance led by Mr. Mike Cluxton.

**02-10 Resolution to Approve Agenda**

The Board approves the agenda as presented.

Motion: Mrs. Stacy

Second: Ms. Jenkins

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.

The President Pro-tempore declares the motion carried.

**03-10 Open Nominations for 2010 Board President**

The Board hereby opens the floor for nominations for the 2010 Board President position as prescribed by ORC 3313.14.

Motion: Mrs. Stacy

Second: Ms. Jenkins

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Foster, yes.

The President Pro-tempore declares the motion carried.

Mr. Terry Himes nominates Mr. Richard Foster.

**04-10 Close Nominations for 2010 Board President**

The Board hereby closes the floor for nominations for 2010 Board President.

Motion: Mrs. Jenkins

Second: Mr. Himes

Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Foster, yes; Mr. Himes, yes.

The President Pro-tempore declares the motion carried.

**05-10 Election of 2010 Board President**

The Board hereby votes for nominee, Mr. Richard Foster for 2010 Board President.

Motion: Mr. Himes

Second: Ms. Jenkins

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Roll Call: Mrs. Stacy, yes; Mr. Foster, abstain; Mr. Himes, yes; Ms. Jenkins, yes.  
The President Pro-tempore declares the motion carried.

Mr. Richard Foster is elected Board President for 2010 and now assumes the duties of Board President.

**06-10 Board President Oath of Office**

The Board Treasurer administers the Board President Oath of Office to Mr. Richard Foster.

**07-10 Open Nominations for 2010 Board Vice-President**

The Board hereby opens the floor for nominations for the 2010 Board Vice-President position as prescribed by ORC 3313.14.

Motion: Mrs. Stacy

Second: Mr. Himes

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.  
The President declares the motion carried.

Mr. Terry Himes nominates Mrs. Kathleen Stacy.

**08-10 Close Nominations for 2010 Board Vice-President**

The Board hereby closes the floor for nominations for 2010 Board Vice-President.

Motion: Mr. Himes

Second: Mrs. Stacy

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.  
The President declares the motion carried.

**09-10 Election of 2010 Board Vice-President**

The Board hereby votes for nominee Mrs. Kathleen Stacy for 2010 Board Vice-President.

Motion: Mr. Himes

Second: Ms. Jenkins

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, abstain; Mr. Foster, yes.  
The President declares the motion carried.

Mrs. Kathleen Stacy is elected Board Vice-President for 2010 and now assumes the duties as Board Vice-President.

**10-10 Board Vice-President Oath of Office**

The Board Treasurer administers the Board Vice-President Oath of Office to Mrs. Kathleen Stacy.

**11-10 Resolution to Authorize Ohio School Boards Association Membership**

The Board hereby authorizes the 2010 membership in the Ohio School Boards Association pursuant to ORC 3313.87 and the Legal Assistance Fund Consultant Service Contract pursuant to ORC 3313.171.

Motion: Ms. Jenkins

Second: Mrs. Stacy

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Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Foster, yes; Mr. Himes, yes.  
The President declares the motion carried.

**12-10 Resolution to Set 2010 Regular Board Meetings**

The Board hereby sets the 2010 regular meetings as prescribed by ORC 3313.15 on the second and fourth Wednesday of the month at 6:30 p.m. with the location to be determined at Manchester High School or at the townships' meeting places.

Motion: Mrs. Stacy

Second: Mr. Himes

Roll Call: Mrs. Stacy, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes.

The President declares the motion carried.

**13-10 Resolution to Establish Service Fund**

The Board hereby establishes a service fund as per O.R.C. 3315.15 in the amount of \$10,000 to be used in paying the expenses of Board Members incurred in the performance of Board duties and authorizes the Treasurer to make payment from the fund upon receipt of expenses from Board Members.

Motion: Ms. Jenkins

Second: Mrs. Stacy

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.

The President declares the motion carried.

**14-10 Resolution to Approve 2010 Standing Authorizations**

The Board hereby approves the following list of standing authorizations for 2010:

1. Authorize the Treasurer to secure advances against tax collections as prescribed by ORC 321.24 from the County Auditor when funds are available and payable to the District.
2. Authorize the Treasurer to invest interim and inactive funds whenever funds become available as pursuant to board policy and ORC 135.
3. Authorize the Treasurer to modify appropriations and advance money from fund to fund as needed. Modifications must then be presented to the Board for approval.
4. Authorize the Treasurer to pay all bills within the limits of the appropriations resolution as prescribed by ORC 3313.18 as bills are received and when the merchandise has been received in good condition or services performed are acceptable.
5. Authorize the Superintendent to employ such substitute personnel as needed. Such employment(s) are to be presented for approval by the Board at the next meeting.
6. Authorize the Superintendent to act as purchasing agent for the District to make purchases within limits of the appropriation measure pursuant to ORC 5705.41 and 5705.412.
7. Authorize the Superintendent and Treasurer to utilize the firm of Bricker & Eckler Attorneys at Law and/or the County Prosecutor in accordance with ORC 3313.203 and 3313.47 when personnel, contractual, fiscal, construction, and negotiation opinions are required.

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8. Authorize the Superintendent to approve professional day requests for licensed and classified employees for state meetings, workshops and events in an amount not to exceed the limits in the annual appropriations, board policy and negotiated contracts.
9. Authorize the Superintendent to represent the Board in dealing with all matters relative to Local, State and Federal Programs.
10. Authorize the Superintendent to dispose of fixed assets under the value of \$10,000 as per Board policy pursuant to ORC 3313.41.
11. Authorize the Superintendent and Treasurer to enter into and/or accept/participate in Federal, State or Local Grants or agreements and authorize the Treasurer to appropriate funds for the grants awarded.

Motion: Mrs. Stacy

Second: Mr. Himes

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.

The President declares the motion carried.

**15-10 Resolution to Appoint a Legislative Liaison**

The Board hereby appoints Mrs. Kathleen Stacy to act as the Board's Legislative Liaison for 2010.

Motion: Ms. Jenkins

Second: Mr. Foster

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, abstain; Mr. Foster, yes.

The President declares the motion carried.

**16-10 Resolution to Appoint Student Achievement Liaison**

The Board hereby appoints Ms. Fredricka Jenkins to act as the Board's Student Achievement Liaison for 2010.

Motion: Mr. Himes

Second: Mr. Foster

Roll Call: Ms. Jenkins, abstain; Mrs. Stacy, yes; Mr. Foster, yes; Mr. Himes, yes.

The President declares the motion carried.

**17-10 Resolution to Re-establish/Establishes Board Committees**

The Board hereby re-establishes and continues the existing board committees for calendar year 2010 as follows:

Audit Committee – Mrs. Stacy, Mr. Himes

Investment Committee – Ms. Jenkins, Mr. Foster

Budget Committee – Mr. Himes, Mr. Foster

Policy Committee – Ms. Jenkins, Mr. Foster

Facilities Committee – Mr. Himes, Mr. Foster

Extra-Curricular Committee – Mr. Cooper, Ms. Jenkins

CTC Committee – Mr. Cooper, Mrs. Stacy

Motion: Mrs. Stacy

Second: Mr. Himes

Roll Call: Mrs. Stacy, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes.

The President declares the motion carried.

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**18-10 Resolution to Adopt 2010-2011 Tax Budget**

The Board hereby adopts the 2010-2011 tax budget to be submitted to the Adams County Budget Commission.

Motion: Mrs. Stacy

Second: Ms. Jenkins

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes. Mrs. Stacy, yes.

The President declares the motion carried.

**19-10 Reports & Recognition of Visitors**

1. Superintendent's Report  
Mr. Robert Ralstin reports the MOU to participate in the Race to the Top grant has been submitted. MLSD representatives and AC/OVSD representatives will be meeting with ODE personnel and legislators to discuss joint vocational funding on January 26<sup>th</sup>. The administration is working on a Summer Food Service grant.
2. Director of Special Programs' Report  
Mr. Mike Cluxton reports the preschool audit went well, the Walking Club has 17 to 20 walkers, and Zumba classes have been having over 50 participants. Our Parent Advisory Committee will help the district meet the mandate in HB 1 to have a Family Engagement Team. The Learn & Serve committee has been meeting. The Manchester Veterians Club has made a \$500.00 donation for the AfterSchool program.
3. Supervisor of Facilities and Transportation's Report  
Mr. Scott Kirk reports the freeze/walkin in the elementary has been connected to the backup generator. Mr. Kirk has been working on staff evaluations, and lockdown /fire drills. The overhead door has been ordered for the concession area.
4. Treasurer's Report  
Ms. Karen Ballengee discusses with the Board the service problems Food Service has been having with United Dairy. The Treasurer and the Food Service Director, Lisa Morrison will be looking into changing dairy vendors.
4. Recognition of Visitors - none

**20-10 Resolution to Approve December 16, 2009 Board Meeting Minutes**

The Board hereby approves the regular board meeting minutes of December 16, 2009.

Motion: Mrs. Stacy

Second: Mr. Himes

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.

The President declares the motion carried.

**21-10 Resolution to Accept December, 2009 Financial Reports**

The Board hereby accepts the December, 2009 financial cash, investment, cash flow, receipts, expenditures and appropriation reports.

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Fund Types	December Revenues	December Expenditures	Total Revenue Fiscal Yr to Date	Total Expenditures Fiscal Yr to Date	Ending December Balance
General	317,416	814,499	6,601,128	5,518,695	3,958,111
Special Revenues	181,140	196,054	1,000,028	1,034,839	105,257
Debt Service	1	22,349	1,464,415	2,108,482	1,851,154
Building	80	0	490	143,995	74,312
Agency	1,345	1,024	18,605	16,317	35,989
Trust	6,230	1,982	15,564	10,372	33,943
<b>Total</b>	<b>\$506,212</b>	<b>\$1,035,908</b>	<b>\$9,100,230</b>	<b>8,832,700</b>	<b>6,058,766</b>

Motion: Mr. Himes  
 Second: Ms. Jenkins  
 Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Foster, yes.  
 The President declares the motion carried.

**22-10 Resolution to Enter Executive Session**

The Board enters executive session at 7:36 p.m. as per O.R.C. 121.22 for the purpose of (G-1) the consideration of employment, compensation and evaluation of personnel and (G-2) to consider the sale of property at competitive sale and the purchase of property for public purposes.

Motion: Mr. Himes  
 Second: Mrs. Stacy  
 Roll Call: Mrs. Stacy, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes.  
 The President declares the motion carried.

**23-10 Resolution to Re-Enter Public Session**

The Board re-enters public session at 8:23 p.m. after (G-1) the consideration of employment, compensation and evaluation of personnel and (G-2) to consider the sale of property at competitive sale and the purchase of property for public purposes.

Motion: Ms. Jenkins  
 Second: Mrs. Stacy  
 Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.  
 The President declares the motion carried.

**24-10 Other Business**

The following items were discussed.

1. 2010-11 School Calendar and holidays.
2. Policy on Building Usage on calamity days, holidays and Sundays.
3. Board Member Award of Achievement applications.
4. A-Z Effective School Board Award checklist will be complied next meeting.

**25-10 Resolution to Adjourn**

The Board hereby adjourns at 8:52 p.m.

Motion: Mr. Himes  
 Second: Mr. Foster  
 Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.  
 The President declares the motion carried.

**Manchester Local Board of Education**

**Organizational**

**Manchester High School**

**January 13, 2010**

APPROVED BY:

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Richard K. Foster, President

ATTESTED BY:

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Karen K. Ballengee, Treasurer