

**MINUTES OF THE ORGANIZATIONAL MEETING  
OF THE EASTWOOD BOARD OF EDUCATION  
Eastwood Administrative Offices**

120 E. College Avenue  
Pemberville, OH 43450  
(419) 833-6411

January 7, 2020

Treasurer McCracken administered the Oath of Office to Mr. Rogers and Mr. Rothenbuhler as elected board members.

I. Call to Order:

President pro-tem Helm opened the organizational meeting of the Eastwood Board of Education at 6:00 PM.

II. Roll Call: Present:           Mr. Haas                   Board Member  
  Mr. Helm                   Board Member  
  Mr. Rogers                Board Member  
  Mr. Rothenbuhler        Board Member  
  Mrs. Sheffler             Board Member

(Present:            Superintendent Welker and Treasurer McCracken)

III. Approval of proposed agenda for today’s meeting – Resolution 001-20.

Moved by Mr. Rothenbuhler and seconded by Mr. Haas to approve proposed agenda for today’s meeting.

Roll Call:        Yeas: Mr. Rothenbuhler, Mr. Haas, Mr. Helm, Mr. Rogers, Mrs. Sheffler  
                      Nays: None                                    MOTION CARRIED

IV. Communications:

4.01        Correspondence:       None  
4.02        Presentations:           None  
4.03        Public Participation:   None

V.    Organization of Eastwood Board of Education:

5.01        Nomination the 2020 President, Mr. Helm, of the Eastwood Board of Education. – Resolution #002-20.

Moved by Mr. Rothenbuhler and seconded by Mr. Haas to nominate the 2020 President, Mr. Helm, of the Eastwood Board of Education.

Roll Call:        Yeas: Mr. Rothenbuhler, Mr. Haas, Mr. Helm, Mr. Rogers, Mrs. Sheffler  
                      Nays: None                                    MOTION CARRIED

5.02 Election of 2020 President, Mr. Helm, of the Eastwood Board of Education. – Resolution #003-20.

Moved by Mr. Rothenbuhler and seconded by Mr. Haas for election of 2020 President, Mr. Helm, of the Eastwood Board of Education.

Roll Call: Yeas: Mr. Rothenbuhler, Mr. Haas, Mr. Rogers, Mrs. Sheffler  
Abstain: Mr. Helm  
Nays: None MOTION CARRIED

VI. 6.01 Nomination of 2020 Vice President, Mr. Rogers, of the Eastwood Board of Education. – Resolution #004-20.

Moved by Mr. Helm and seconded by Mr. Rothenbuhler to nominate the 2020 Vice President, Mr. Rogers of the Eastwood Board of Education.

Roll Call: Yeas: Mr. Helm, Mr. Rothenbuhler, Mr. Haas, Mr. Rogers, Mrs. Sheffler,  
Nays: None MOTION CARRIED

6.02 Election of 2020 Vice President, Mr. Rogers, of the Eastwood Board of Education. – Resolution #005-20.

Moved by Mr. Haas and seconded by Mr. Rothenbuhler for election of 2020 Vice President, Mr. Rogers, of the Eastwood Board of Education.

Roll Call: Yeas: Mr. Haas, Mr. Rothenbuhler, Mr. Helm, Mrs. Sheffler  
Abstain: Mr. Rogers  
Nays: None MOTION CARRIED

Treasurer McCracken administered the Oath of Office to the 2020 President Mr. Helm and Vice President Mr. Rogers.

6.03 Establish Regular Board of Education Meetings. – Resolution #006-20.

Moved by Mr. Helm and seconded by Mr. Rogers to establish Regular Board of Education Meetings.

Date: 3<sup>rd</sup> Monday of each month unless otherwise noted, except June's meeting will be June 26, 2020 at 7:30 AM.

Time: 6:00 PM

Place: Board of Education Office

Roll Call: Yeas: Mr. Helm, Mr. Rogers, Mr. Haas, Mr. Rothenbuhler, Mrs. Sheffler  
Nays: None MOTION CARRIED

VII. Board of Education Business:

7.01 Set Board of Education Compensation at \$125 per meeting, \$5,000 maximum per member – Resolution #007-20.

Moved by Mrs. Sheffer and seconded by Mr. Haas to set Board of Education Compensation at \$125 per meeting, \$5,000 maximum per member.

Roll Call: Yeas: Mr. Sheffler, Mr. Haas, Mr. Helm, Mr. Rogers, Mr. Rothenbuler  
Nays: None MOTION CARRIED

7.02 Establish Board of Education Service Fund at \$8,000, and resolution of authorized uses as listed – Resolution #008-20.

Moved by Mr. Rogers and seconded by Mrs. Sheffler to establish Board of Education Service Fund at \$8,000, and resolution of authorized uses as listed.

Roll Call: Yeas: Mr. Rogers, Mrs. Sheffler, Mr. Haas, Mr. Helm, Mr. Rothenbuhler  
Nays: None MOTION CARRIED

7.03 Appointment of Pepple and Waggoner, LLC, and Bricker and Eckler, LLC as legal counsel – Resolution #009-20.

Moved by Mr. Haas and seconded by Mr. Rothenbuhler to appoint Pepple and Waggoner, LLC, and Bricker and Eckler, LLC as legal counsel.

Roll Call: Yeas: Mr. Haas, Mr. Rothenbuhler, Mr. Helm, Mr. Rogers, Mrs. Sheffler,  
Nays: None MOTION CARRIED

VIII. Organizational Procedure Resolutions:

8.01 Authorize the Treasurer – Resolution #010-20

- To request advance draw of collected taxes
- To invest general fund and other fund monies (active, and interim funds, when practical) in investments authorized as stipulated by O.R.C. 135.14 and 135.142
- To borrow monies against anticipated receipts as needed
- To establish appropriations within the revenue projections
- To adjust appropriations, make advances between funds, and transfer funds as needed with the approval of the board within 30 days
- To pay bills insofar as they fall due, providing there is money in the appropriations
- To sign all checks, payable and payroll, to require only one signature, that of the Treasurer
- To review and approve expenses related to refreshments for meetings involving community and/or staff

Moved by Mr. Rothenbuhler and seconded by Mrs. Sheffler to approve organizational procedure resolutions for treasurer authorization.

Roll Call: Yeas: Mr. Rothenbuhler, Mrs. Sheffler, Mr. Haas, Mr. Helm, Mr. Rogers  
Nays: None MOTION CARRIED

IX. Organizational Procedure Resolutions:

9.01 Authorize the Superintendent – Resolution #011-20

- To serve as purchasing agent for the district
- To employ such personnel as is needed subject to be presented for Board approval at the next regular meeting
- To approve short-term, unpaid leaves of absences
- To enter into contracts for special education and regular education student services with other school districts/providers up to \$25,000
- Designate the Superintendent to hear appeals for in school or out of school suspensions.

Moved by Mrs. Sheffler and seconded by Mr. Helm to approve organizational procedure resolutions for superintendent authorization.

Roll Call: Yeas: Mrs. Sheffler, Mr. Helm, Mr. Haas, Mr. Rogers, Mr. Rothenbuhler  
Nays: None MOTION CARRIED

- X. 2020 Board of Education Committee Appointments– Resolution #012-20.
- |       |                            |                             |
|-------|----------------------------|-----------------------------|
| 10.01 | Audit/Financial Committee  | Mr. Rothenbuhler & Mr. Haas |
| 10.02 | Safe and Drug Free Schools | Mr. Rothenbuhler & Mr. Haas |
| 10.03 | Wellness Committee         | Mr. Helm & Mrs. Sheffler    |
| 10.04 | Athletic Council           | Mr. Helm & Mr. Rogers       |
| 10.05 | Board of Education Policy  | Mr. Haas & Mr. Rogers       |

Moved by Mr. Rogers and seconded by Mr. Rothenbuhler to appoint Board of Education Committee Members.

Roll Call: Yeas: Mr. Rogers, Mr. Rothenbuhler, Mr. Haas, Mr. Helm, Mrs. Sheffler  
 Nays: None MOTION CARRIED

- XI. 2020 Board of Education Reps to Non-Board Committees– Resolution #013-20.
- |       |                            |                             |
|-------|----------------------------|-----------------------------|
| 11.01 | Calendar                   | Mrs. Sheffler               |
| 11.02 | EEF                        | Mrs. Sheffler               |
| 11.03 | Employee Communications    | Mr. Helm & Mr. Rogers       |
| 11.04 | Pemberville Public Library | Mrs. Sheffler               |
| 11.05 | Technology Committee       | Mr. Rothenbuhler & Mr. Haas |
| 11.06 | Facilities Task Committee  | Mrs. Sheffler & Mr. Helm    |

Moved by Mr. Haas and seconded by Mr. Rothenbuhler to appoint Board of Education Reps to Non-Board Committees.

Roll Call: Yeas: Mr. Haas, Mr. Rothenbuhler, Mr. Helm, Mr. Rogers, Mrs. Sheffler  
 Nays: None MOTION CARRIED

- XII. Superintendent recommends for consideration of the Board:

- 12.01 Approve Policy Update 38.1 as presented including Sick Leave Policies 1432, 3432 and 4432. – Resolution #014-20.

Moved by Mr. Haas and seconded by Mrs. Sheffler to approve Policy Update 38.1 as presented including Sick Leave Policies 1432, 3432 and 4432.

Roll Call: Yeas: Mr. Haas, Mrs. Sheffler, Mr. Helm, Mr. Rogers, Mr. Rothenbuhler  
 Nays: None MOTION CARRIED

- XIII. Superintendent recommends for consideration of the Board:

- 13.01 Approve Melinda Juergens, at \$85/day, as a testing proctor, for the 2019/20 school year. – Resolution #015-20.

Moved by Mr. Rogers and seconded by Mr. Rothenbuhler to approve Melinda Juergens, at \$85/day, as a testing proctor, for the 2019/20 school year.

Roll Call: Yeas: Mr. Rogers, Mr. Rothenbuhler, Mr. Haas, Mr. Helm, Mrs. Sheffler  
 Nays: None MOTION CARRIED

- XIV. Public Participation – None

XV. Adjournment – Resolution #016-20

Moved by Mr. Helm and seconded by Mrs. Sheffler to adjourn the meeting.

Roll Call: Yeas: Mr. Helm, Mrs. Sheffler, Mr. Haas, Mr. Rogers, Mr. Rothenbuhler  
Nays: None MOTION CARRIED

Meeting adjourned at 6:55 PM

The next meeting will be the Budget Hearing on Monday, January 20, 2020 at 5:45 PM, in the Board Office and the next regular meeting of the Eastwood Board of Education will be on Monday, January 20, 2020 at 6:00 PM in the Board Office.