



# Board Briefs



## January 13, 2020 Board of Education Organizational Meeting

- ❖ Jennifer Harden was elected President and Belinda Grassi, Vice President.
- ❖ The Board established dates for 2020 Board of Education meetings.

### **Business Meetings**

January	29	May	26	September	22
February	25	June	30	October	27
March	31	July	28	November	17
April	28	August	25	December	15

**NOTE: All meetings begin at 7:00 p.m. in the Inscho Conference Room.**

The following standing authorizations were approved for 2020 as recommended by the Treasurer and Superintendent of the Riverside Local Schools so that the business of the district may be done expeditiously:

- ❖ Authorized the Treasurer to establish a Board Member Service Fund of \$20,000 for the payment of expenses actually incurred by Board members in the performance of their duties or members-elect in training and orientation to the performance of their duties.
- ❖ Designated the Inscho Conference room located at Riverside High School as the normal location for regular meetings which are typically held at 7:00 p.m. and held at least once every two months.
- ❖ Designated the District's website and BoardDocs as the reasonable method whereby any person may determine the time and place of all regularly scheduled meetings and the time, place, and purpose of all special meetings.
- ❖ Adopted existing bylaws and policies for its own operation and the operation of the school system.
- ❖ Authorized the Treasurer or his designee to sign all payroll, general fund, permanent improvement funds, bond fund, bond retirement fund, federal funds, lunch fund and student activity funds checks during 2020.
- ❖ Authorized the Treasurer to secure advances from the County Auditor when funds are available and payable to the school district.
- ❖ Authorized the Treasurer to borrow against the first half tax settlement.
- ❖ Authorized the Treasurer to invest active and interim funds at the most productive interest rates when active or interim funds are available.
- ❖ Authorized the Treasurer to pay all bills within the limits of the appropriations as bills are received and after merchandise has been received in acceptable condition, services have been completed to satisfaction or based upon other requirements.
- ❖ Authorized the Treasurer to open bank accounts as needed.
- ❖ Authorized the Treasurer to renew liability insurance for Board members.
- ❖ Authorized the Treasurer to advertise for bids as specified by law.
- ❖ Authorized the Treasurer to increase appropriations as needed with Board approval.
- ❖ Authorized the Treasurer to act as Prevailing Wage Coordinator.
- ❖ Authorized the Treasurer to secure bonds in the amount of \$50,000 each for the Treasurer and Superintendent.
- ❖ Authorized Angela Boyer, Donnelle Jordan, and Sally Shelby to initial for the Clerk Custodian for all funds.
- ❖ Authorized the Superintendent or designee to administer all federal programs in compliance with local, state and federal regulations. (Required by state and federal regulations.)
- ❖ Authorized the Superintendent to hire employees on a contingency basis pending receipt of their criminal history check and temporary personnel as needed in emergency situations. Such employment to be presented for Board approval at the next regular meeting.
- ❖ Authorized the Superintendent to serve as purchasing agent for the school district and to spend a maximum of \$15,000 without prior approval of the Board.
- ❖ Authorized the Assistant Superintendent to approve purchase orders in absence of the Superintendent.
- ❖ Authorized the Superintendent to enter into contracts with non-certified personnel involved in extra-curricular activities.
- ❖ Authorized the Superintendent or designee to approve professional development for all employees of the school district.

- ❖ Authorized the Superintendent and Treasurer to attend professional meetings.
- ❖ Authorized the Superintendent or designee to be the Hearing Officer for Discipline Hearings.
- ❖ Set the mileage reimbursement rate for 2020 at the IRS approved rate.
- ❖ Authorized the Superintendent or designee to discard or sell textbooks, library books, films/filmstrips, and equipment at all schools due to age, condition, and/or beyond repair.
- ❖ Authorized the Superintendent and Treasurer to continue to recommend Board policies and procedures (administrative guidelines) that prevent, deter, and or detect material misstatements due to fraud. Internal controls cannot totally eliminate the risk of fraud, but the Board of Education can attempt as best as possible to enact policies and procedures that promote effective internal controls. The District recognizes that by size, effective segregation of duties may not be ultimately feasible, and cross training is an ongoing need in order to operate with smaller staff departments. The established Board policies and procedures comply with Ohio Revised Code. The District complies with recommendations by the State Auditor through annual audits, NEOLA and OSBA recommended policies and procedures, Auditor of State technical bulletins, and other applicable resources such as the Ohio Department of Education for updates to policies and procedures.
- ❖ Authorized the Treasurer to direct Board-approved legal counsel to file original complaints against the valuation of commercial properties, to file counter-complaints against the valuation of commercial and residential properties, to present evidence relating to the value of such properties at hearing or trial, to appeal decisions of the Lake County Board of Revision and the Ohio Board of Tax Appeals, to participate in other real property tax appeal in which the Riverside Local School District is a party, to enter into settlement agreements and stipulations of value related to real property tax complaints and appeals, and to take such other actions as are necessary to protect the best interests of the Riverside Local School District in matters of real property taxation, provided that the Treasurer give regular updates regarding such actions to the Board of Education.
- ❖ Authorized Gary Platko in his capacity of Treasurer to serve as the Records Officer of the Riverside Local School District and to engage in such activities to assist the District with regards to the applicable legal requirements of the Ohio Public Records Act as amended, effective immediately and until further notice. Gary Platko shall be the designee of each of the elected officials for purposes of the public records training.
- ❖ Designated Angela Boyer, Assistant to the Treasurer as the District's credit card compliance officer in accordance with Ohio House Bill 312.
- ❖ Designated The News-Herald as the official newspaper for the publication of those notices required by law to be made in a newspaper.
- ❖ Authorized membership with the Ohio School Boards Membership (OSBA).
- ❖ Authorized the OSBA Legal Assistance Fund Consultant Service.
- ❖ Established a fee of \$0.10 per page to be charged to individuals requesting paper copies of the schedule of meetings, agenda, or notice of individual meetings. There will be no fee for electronic copies.
- ❖ The following Standing Committee Appointments for 2020 were established:
  - **Finance/Audit and Personnel** - Belinda Grassi, Chairperson and Lori Krenisky
  - **Policy** - Lori Krenisky, Chairperson and Belinda Grassi
  - **Curriculum & Programming** - Jack Miley, Chairperson and Tom Hach
  - **Buildings & Grounds/Operations** - Tom Hach, Chairperson and Jack Miley
- ❖ The following Standing Board Committee Liaisons for 2020 were established:
  - **Alumni Association Liaison** - Tom Hach
  - **Booster Organizations Liaison** - Jack Miley
  - **Legislative Liaison** - Belinda Grassi
  - **Strategic Plan Liaison** - Lori Krenisky
  - **Superintendent's Business Advisory Liaison** - Jennifer Harden
- ❖ The Board of Education approved the Tax Budget for Fiscal Year 2020

**This ends all official action by the Board of Education at the Organizational Meeting.**