



Board Briefs



January 7, 2016 Board of Education Organizational Meeting

- ❖ Jennifer Harden was elected President and Jack Miley, Vice President.
- ❖ The Board established dates for 2016 Board of Education meetings.

Business Meetings

January	21
February	23
March	22
April	26
May	24
June	28
July	26
August	23
September	27
October	25
November	21
December	6

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

The following standing authorizations were approved for 2016 as recommended by the Treasurer, Assistant Treasurer, and Superintendent of the Riverside Local Schools so that the business of the district may be done expediently:

- ❖ Authorize the Treasurer to establish a Board Member Service Fund of \$20,000 for expenses incurred by Board members in their duty as Board members for 2016.
- ❖ Authorize 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 2016.
- ❖ Authorize the Treasurer to secure advances from the County Auditor when funds are available and payable to the school district.
- ❖ Authorize the Treasurer to borrow against the first half tax settlement.
- ❖ Authorize the Treasurer to invest active and interim funds at the most productive interest rates when active or interim funds are available.
- ❖ Authorize 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.
- ❖ Authorize the Treasurer to open bank accounts as needed.
- ❖ Authorize the Treasurer to renew liability insurance for Board members.
- ❖ Authorize the Treasurer to advertise for bids as specified by law.
- ❖ Authorize the Treasurer to increase appropriations as needed with Board approval.
- ❖ Authorize the Treasurer to act as Prevailing Wage Coordinator.
- ❖ Authorize the Treasurer to secure bonds in the amount of \$50,000 each for the Treasurer and Superintendent.
- ❖ Authorize Sally Shelby, Angela Boyer, and Donnelle Jordan to initial for the Clerk Custodian for all funds.
- ❖ Authorize the Superintendent or designee to administer all federal programs in compliance with local, state and federal regulations. (Required by state and federal regulations.)
- ❖ Authorize 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.
- ❖ Authorize 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. Such expenditure to be presented for Board approval at the next regular meeting.

- ❖ Authorize the Superintendent to enter into contracts with non-certified personnel involved in extra-curricular activities.
 - ❖ Authorize the Superintendent or designee to approve professional development for all employees of the school district.
 - ❖ Authorize the Superintendent and Treasurer to attend professional meetings.
 - ❖ Authorize the Superintendent or designee to be the Hearing Officer for Discipline Hearings.
 - ❖ Set the rate at \$.10 per copy and \$1.00 per CD/DVD/Audio Cassette Tape for providing copies of materials to individuals upon request.
 - ❖ Set the mileage reimbursement rate for 2016 at the IRS approved rate.
 - ❖ Motion to discard or sell textbooks, library books, films/filmstrips, and equipment at all schools due to age, condition, and/or beyond repair.
 - ❖ Authorize 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.
 - ❖ Authorize 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.
- The Board President established Standing Committee Appointments for 2016
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| <ul style="list-style-type: none"> ➤ Finance/Audit- Belinda Grassi, Chairperson and Steven Jefferies ➤ Personnel- Steven Jefferies, Chairperson and Belinda Grassi ➤ Curriculum & Programming- Jack Miley, Chairperson and Tom Hach ➤ Buildings & Grounds/Operations- Tom Hach, Chairperson and Jack Miley |
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- Standing Board Committee Liaisons for 2016
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| <ul style="list-style-type: none"> ➤ Alumni Association Liaison – Steven Jefferies ➤ Booster Organizations Liaison – Jack Miley ➤ Legislative Liaison- Belinda Grassi ➤ Strategic Plan Liaison – Tom Hach ➤ Superintendent's Business Advisory Liaison – Jennifer Harden |
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- Approval of the Ohio School Boards Association membership for 2016.
 - Approval to participate in the O.S.B.A. Legal Assistance Fund (January 1, 2016 through December 31, 2016).
 - Approval of the Tax Budget for Fiscal Year 7/1/2016 to 6/30/2017.
 - Approval accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor.
 - Approval to enter into a Total Care Program Agreement with CCG Automation effective January 1, 2016 to June 30, 2019 as noted in the contract to optimize HVAC control system service and maximize efficiency.

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