

RECORD OF PROCEEDINGS

Norwalk City School District Board of Education
Organizational Meeting

Minutes of

Held

January 9, 2018

The Norwalk City Board of Education met for the **ANNUAL ORGANIZATIONAL** Board Meeting on January 9, 2018 at the Norwalk High School. President Pro Tempore Lisa Wick called the meeting to order at 6:45 p.m.

OATH OF OFFICE

Treasurer Joyce Dupont administered the Oath of Office to re-elected and new board members, Steve Linder, Ralph Ritzenthaler and Beth Schnellinger

ROLL CALL

Board members answering roll call: Mr. John Lendrum, Mr. Steve Linder, Mr. Ralph Ritzenthaler, Mrs. Beth Schnellinger and Mrs. Lisa Wick.

ADOPTION OF THE BOARD AGENDA

Mr. Ritzenthaler moved, seconded by Mr. Linder, to adopt the prepared Board meeting agenda with a change to board member compensation from \$80.00 to 125.00 per meeting. On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

NOMINATION AND ELECTION OF PRESIDENT OF THE BOARD

President Pro Tempore Lisa Wick called for nominations for President of the Board of Education for calendar year 2018. Mr. Lendrum nominated Mrs. Lisa Wick for Board President. On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

NOMINATION AND ELECTION OF VICE-PRESIDENT OF THE BOARD

President Pro Tempore Lisa Wick called for nominations for Vice-President of the Board of Education for calendar year 2018. Mr. Linder nominated Mr. Ritzenthaler for Board Vice-President. Mrs. Wick nominated Mr. Lendrum for Board Vice-President. On roll call voting was as follows: Mr. Lendrum voted for

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Mr. Lendrum, Mr. Linder voted for Mr. Ritzenthaler, Mr. Ritzenthaler voted for Mr. Ritzenthaler, Mrs. Schnellinger voted for Mr. Lendrum, and Mrs. Wick voted for Mr. Lendrum. Mr. Lendrum carried the votes for Board Vice President 3-2.

Mrs. Lisa Wick assumed chairmanship of the meeting.

ANNUAL BUDGET HEARING

Mrs. Dupont, Treasurer, conducted the annual budget hearing and reviewed the fiscal year 2019 Tax Budget.

Mr. Lendrum moved, seconded by Mrs. Schnellinger, to establish dates, times, and location for regular **Board meetings** of the Norwalk City Board of Education for the calendar year 2018.

Location: Norwalk High School – Fisher Titus Learning Center
(except February)

Time: 7:30 p.m.

Date: Second Tuesday of Each Month (except as noted)

January 9

February 13

March 13

April 10

May 8

June 19 (3rd Tuesday)

July 10

August 14

September 11

October 9

November 13

December 11

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

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Mr. Lendrum moved, seconded by Mrs. Schnellinger, to approve the *Norwalk Reflector* as the newspaper of general circulation in which **school legal notices** will be published.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Lendrum moved, seconded by Mr. Ritzenthaler, to approve the **Board Service Fund** for the calendar year 2018 at \$1,500.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Ritzenthaler moved, seconded by Mr. Linder, to revise **Board Member compensation** to \$125.00 per meeting.

On roll call, voting yes: Mr. Linder, Mr. Ritzenthaler. Voting no: Mr. Lendrum, Mrs. Schnellinger and Mrs. Wick. MOTION FAILED, 3-2.

Mr. Ritzenthaler moved, seconded by Mrs. Schnellinger to appoint Mr. Lendrum to serve as a **Trustee for the Endowment Fund** for Norwalk City Schools,

to represent the Norwalk City School District's Board of Education.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Linder moved, seconded by Mr. Ritzenthaler to appoint John Lendrum as a **Legislative Liaison** member of the Norwalk City Board of Education to the Ohio State School Boards Association.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

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Mr. Lendrum moved, seconded by Mr. Ritzenthaler, to appoint Beth Schnellinger as a **Student Achievement Liaison** member of the Norwalk City Board of Education to the Ohio State School Boards Association.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Lendrum moved, seconded by Mrs. Schnellinger, to designate the Treasurer and/or Superintendent as designee for the Board's required **public records training**.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Lendrum moved, seconded by Mr. Linder, to appointment of the Board as a whole to the following **Standing Board Committees** for 2018:

Audit

Finance

Buildings/Grounds

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Lendrum moved, seconded by Mr. Ritzenthaler, to authorize the Treasurer to **pay all bills** within the limits of appropriations as bills are received and when the goods and/or services have been received as ordered and provide a list of invoices paid to the Board of Education at its next regular meeting.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Linder moved, seconded by Mr. Lendrum to authorize the Treasurer to **modify appropriations** as deemed necessary provided all such modifications are reported to the Board of Education at its next regular meeting.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

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Mr. Ritzenthaler moved, seconded by Mrs. Schnellinger, to authorize the appointment of **legal counsel**, as needed: Pepple & Waggoner, Ches Sumpter & Associates, Squire Sanders, LLP, and Bricker & Eckler.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mrs. Schnellinger moved, seconded by Mr. Lendrum, to authorize the Treasurer to purchase **position bonds** for the Treasurer and Superintendent.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Ritzenthaler moved, seconded by Mr. Linder, to authorize the Treasurer to purchase **liability insurance** for board members.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Lendrum moved, seconded by Mr. Linder, to adopt the **annual tax budget** for 2019.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Lendrum moved, seconded by Mrs. Schnellinger, to authorize the Treasurer to **borrow money** from commercial sources.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Lendrum moved, seconded by Mrs. Schnellinger, to authorize the Treasurer to **credit interest** earned on the following funds in 2018 to those respective funds, with all other interest earned to be credited to the General Fund:

Auxiliary Service Fund: 401-9019 Norwalk Catholic Schools

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Trust Funds/Endowments:

007-9031 Edwin Fessenden Scholarship

007-9048 Duane Berry Memorial

008-9043 Elizabeth A Craig Music Support

008-9044 Ken-Mar Scholarship

Construction Fund: 004 Building Fund

Food Service: 006 Cafeteria Fund

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Ritzenthaler moved, seconded by Mr. Lendrum, to 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 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. Nothing in this resolution shall supersede state or federal requirements.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Linder moved, seconded by Mr. Ritzenthaler to authorize the Superintendent, on behalf of this Board, to **accept resignations** which have been submitted to the Superintendent 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 are deemed effective as of the date and time of the Superintendent's acceptance.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

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Mrs. Schnellinger moved, seconded by Mr. Lendrum, to **join Ohio School Boards** for 2018.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

Mr. Ritzenthaler moved, seconded by Mr. Lendrum, to appoint the following **building cashiers** for calendar year 2018:

High School: Sharon Linder/Rebecca Chapin

Middle School: Stacey Horner/Jackie Kelly

Main Street School: Vicki Charville

League Elementary: Connie Kluding

Pleasant Elementary: Heidi Heitsche

Maplehurst Elementary: Michelle Wise

Cafeteria/District: Michele Allen

Athletics: Josh Schlotterer/Ray Scheid/Karen Weideman

On roll call, voting yes: Mr. Lendrum, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. Abstaining: Mr. Linder. MOTION CARRIED, 4-0.

ADJOURNMENT

Mr. Ritzenthaler moved, seconded by Mr. Lendrum for adjournment.

On roll call, voting yes: Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger and Mrs. Wick. MOTION CARRIED, 5-0.

MEETING ADJOURNED at 7:12 p.m.

Lisa Wick, President

Joyce Dupont, Treasurer