

## Harrison Hills City Board of Education

### Organizational Meeting Held January 8, 2024

The Harrison Hills City Board of Education held its organizational meeting on January 8, 2024 at 6:00 p.m. in the auditorium of Harrison Central in Cadiz, OH. The following members were present: Mrs. Mattern, Mr. Watson, Mrs. Kenny, Mr. Banks and Mrs. Willis. An audio recording of the meeting is on file.

#### **Swearing in of Elected Board Members**

Prior to the meeting being called to order, Mrs. Harding, treasurer swore in the following elected officials whose term is Jan. 1, 2024 through Dec. 31, 2027.

Tracy Mattern and Edward Banks III

#### **Call to Order**

President Pro-Tem: Mrs. Mattern, president pro-tempore, led the board in the Pledge of Allegiance and called the meeting to order.

#### **Election of Officers**

Mrs. Kenny made the motion to open nominations of president. Mrs. Mattern then nominated Mr. Watson. Mr. Banks then seconded the nomination. Mrs. Willis then made the motion to close nominations. Roll call for the election of Mr. Watson as president: Mr. Watson, abstain; Mrs. Kenny, yes; Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes. Mr. Watson is named president.

Mr. Watson made the motion to open nominations of vice president. Mr. Watson then nominated Mr. Banks. Mrs. Kenny seconded the nomination. Mrs. Mattern made the motion to close nominations. Roll call for the election of Mr. Banks as vice president: Mrs. Kenny, yes; Mr. Banks, abstain; Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes. Mr. Banks is named vice president.

#### **Administer Oath of Office to President and Vice President**

The oath of office was administered by the treasurer to Mr. Watson, president, and Mr. Banks, vice president.

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**Set date, time and place for holding Regular Board Meetings**

Mr. Watson made the motion, seconded by Mrs. Kenny, that the board meetings be held in the auditorium of Harrison Central, Cadiz, OH. The following dates and times were set:

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Meeting Type</u></b>
January 25, 2024	6:00 p.m.	Regular
February 29, 2024	6:00 p.m.	Regular
March 28, 2024	6:00 p.m.	Regular
April 25, 2024	6:00 p.m.	Regular
May 30, 2024	6:00 p.m.	Regular
June 27, 2024	6:00 p.m.	Regular
July 25, 2024	6:00 p.m.	Regular
August 29, 2024	6:00 p.m.	Regular
September 26, 2024	6:00 p.m.	Regular
October 31, 2024	6:00 p.m.	Regular
November 21, 2024	6:00 p.m.	Regular
December 19, 2024	6:00 p.m.	Regular

On roll call: Mr. Banks, yes; Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes. The president declared the motion approved.

**Adoption of the Annual Budget Request for FY2025**

Upon the recommendation of the Treasurer and Superintendent, Mr. Banks made the motion, seconded by Mrs. Willis, to approve/adopt the proposed Annual Tax Budget (asking budget) for FY2025 (as presented at the Budget Hearing on January 8), send it to the county auditor and authorize its submission to the Harrison County Budget Commission for the fiscal year commencing July 1, 2024. On roll call vote: Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Banks, yes. The president declared the motion approved.

**Establish Service Fund**

ORC provides for the setting aside from the general fund a sum not to exceed two dollars per pupil or \$20,000, whichever is greater, into a "Service Fund". The purpose of the service fund is to pay the expenses actually incurred by Board members in the performance of their duties and for in-service training and development (attending workshops, seminars, conferences and conventions) and other expenses in connection with

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assigned duties as permitted by law. Mrs. Mattern made the motion, seconded by Mrs. Kenny, that the Board of Education will appropriate the sum of \$10,000.00 into the Service Fund for the 2024 calendar year. On roll call vote: Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Banks, yes; Mrs. Willis, yes. The president declared the motion approved.

### **Participation in District Benefit Program**

Mr. Watson made the motion, seconded by Mrs. Willis, to authorize for each Board Member to participate (at his/her own expense) in the group benefit plans as provided to employees of the district. On roll call vote: Mr. Watson, yes; Mrs. Kenny, yes; Mr. Banks, yes; Mrs. Willis, yes; Mrs. Mattern, yes. The president declared the motion approved.

### **Standing Authorization – Treasurer**

Mrs. Mattern made the motion, seconded by Mrs. Kenny, that the Board authorizes the Treasurer to make payment of invoices and to take advantage of all discounts on a regular basis provided approval of payment has been submitted via SCView. All invoices paid will be presented to the board of education at each regular monthly meeting. On roll call vote: Mrs. Kenny, yes; Mr. Banks, yes; Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes. The president declared the motion approved.

### **Standing Authorization-Treasurer**

Mr. Banks made the motion, seconded by Mrs. Mattern, that the board authorize the Treasurer to invest monies (active, inactive, and interim) at the best available rate(s) in such investments as are permitted by statute and in accordance with Board Policy DFA-R, secure advance payment on tax settlements, borrow funds to meet payroll and accounts payable. On roll call vote: Mr. Banks, yes; Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes. The president declared the motion approved.

### **Standing Authorization-Superintendent**

Mrs. Willis made the motion, seconded by Mr. Watson, that the Board authorize the Superintendent to employ personnel necessary to fill vacancies, to serve as purchasing agent for the district, and to perform other ministerial duties on behalf of the Board of Education as are necessary for the operation of the schools by acting in the capacity of chief administrative officer of the district. On roll call vote: Mrs. Willis, yes;

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Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Banks, yes. The president declared the motion approved.

**Spending to serve public purpose**

Mrs. Kenny made the motion, seconded by Mrs. Mattern, to permit the Superintendent, at the discretion of the Board, to honor its employees and non-employees with plaques, pins, and other tokens of appreciation to include meals, refreshments or other amenities which further the interest of the District. On roll call vote: Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Banks, yes; Mrs. Willis, yes. The president declared the motion approved.

**Authorize Superintendent**

Mr. Banks made the motion, seconded by Mrs. Mattern, to authorize the Superintendent to accept/reject resignations on behalf of the board of Education. (All decisions will be shared with the board of Education) On roll call vote: Mr. Watson, yes; Mrs. Kenny, yes; Mr. Banks, yes; Mrs. Willis, yes; Mrs. Mattern, yes. The president declared the motion approved.

**JVS Board Appointment**

Mrs. Mattern made the motion, seconded by Mr. Banks, that the board approve Resolution 01082401:

1. WHEREAS Belmont-Harrison Joint Vocational School District ("JVSD") has a vacancy on its board;
2. WHEREAS the Harrison Hills City School District is a member of the Belmont-Harrison JVSD and is authorized by the Belmont-Harrison JVSD "plan" on file with the State Board of Education to appoint an individual ("Appointee") to fill the vacancy;
3. WHEREAS Harrison Hills City School District has reviewed the statutory requirements for making the appointment, including those in O.R.C. §3311.19 and its requirements that JVSD Board members either be a current elected board member of a school district board that is a member of the JVSD, or an individual who has experience or knowledge regarding the labor needs of the state, with an

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understanding of the skills, training, and education needed for current and future employment opportunities in the state;

4. WHEREAS Harrison Hills City School District has performed and documented its due diligence in considering whether the Appointee meets either of these legal requirements to serve as a JVSD Board member under O.R.C. §3311.19;
5. WHEREAS Harrison Hills City School District is party to a Memorandum of Understanding ("MOU") with Belmont-Harrison JVSD and the other school districts that make up the JVSD, and this appointment is in keeping with the terms of the MOU;
6. NOW THEREFORE BE IT RESOLVED that Harrison Hills City School District appoints Deborah Kenny to the Belmont-Harrison JVSD Board of Education for a three-year term of office to commence on January 1, 2024 and expire on January 1, 2027.


On roll call vote: Mrs. Kenny, abstain; Mr. Banks, yes; Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes. The president declared the motion approved.

### Authorize Superintendent

Mrs. Willis made the motion, seconded by Mr. Banks, to authorize the Superintendent to approve/disapprove all Use of Facilities prior to the Board of Education meeting if necessary. (All decisions will be shared with the Board of Education). On roll call vote: Mr. Banks, yes; Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes. The president declared the motion approved.

### Adjourn

Mr. Watson made the motion, seconded by Mrs. Kenny, that the organizational meeting of the board of education be adjourned. On roll vote: Mrs. Willis, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Banks, yes. The president declared the meeting adjourned.

  
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Approve

  
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Attest

