

**CLEAR FORK VALLEY LOCAL SCHOOLS
BOARD OF EDUCATION**
Organizational & Regular Meeting
January 6, 2022
High School Media Center
6:30 p.m.

District Mission Statement: *Striving to Exceed Expectations*

The Organizational Meeting of the Clear Fork Valley Local School board was called to order at 6:36PM by Board President Pro-Tempore Mrs. Lori McKee.

Roll call was taken and the following members were present: Mr. Rick Kvochick, Mrs. Koti Epperson, Mrs. Lori McKee, and Mr. Carl Gonzalez. Mr. Ryan Knuckles arrived at 6:39PM.

OATH OF OFFICE

Treasurer Bradd Stevens administered the Oath of the Office to Mr. Rick Kvochick, Mrs. Lori McKee and Mrs. Koti Epperson.

ELECT OFFICERS FOR 2022 (O.R.C. 3313.14)

Mr. Ryan Knuckles nominated Mrs. Lori McKee for Board President.

2022-001 **Upon Motion** by Mr. Knuckles and seconded by Mr. Gonzalez, the Board closed the nominations and elected Mrs. Lori McKee for President of the Board of Education for 2022

The vote was:	Mrs. Epperson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Gonzalez	Yes
	Mr. Knuckles	Yes		

Mrs. Lori McKee nominated Mr. Ryan Knuckles for Vice-President.

2022-002 **Upon Motion** by Mr. Gonzalez and seconded by Mrs. McKee, the Board closed the nominations and elected Mr. Ryan Knuckles for Vice-President of the Board of Education for 2022.

The vote was:	Mrs. Epperson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Gonzalez	Yes
	Mr. Knuckles	Yes		

OATH OF OFFICE – OFFICERS

Treasurer Bradd Stevens administered the Oath of the Office of President to Mrs. Lori McKee

Treasurer Bradd Stevens administered the Oath of the Office of Vice-President to Mr. Ryan Knuckles

SCHEDULE REGULAR BOARD MEETINGS FOR 2022 (O.R.C. 3313.15)

2022-003 **Upon Motion** by Mr. Kvochick and seconded by Mr. Knuckles, the Board set the Regular Board meetings for Calendar Year 2022 to be held the Third Thursday of the month, at 6:30 PM, to be rotated between the HS/MS Media center, Butler Elementary Cafeteria, and the Bellville Cafeteria in the following order listed below:

Thursday, January 06, 2022 at 6:30 PM in the HS/MS Media Center
Thursday, February 17, 2022 at 6:30 PM in the Bellville Elementary Cafeteria
Thursday, March 17, 2022 at 6:30 PM in the Butler Elementary Cafeteria
Thursday, April 21, 2022 at 6:30 PM in the HS/MS Media Center
Thursday, May19, 2022 at 6:30 PM in the Bellville Elementary Cafeteria
Thursday, June 16, 2022 at 6:30 PM in the Butler Elementary Cafeteria
No meeting is scheduled for July
Thursday, August 18, 2022 at 6:30 PM in the HS/MS Media Center
Thursday, September 15, 2022 at 6:30 PM in the Bellville Elementary Cafeteria
Thursday, October 20, 2022 at 6:30 PM in the Butler Elementary Cafeteria
Thursday November 17, 2022 at 6:30 PM in the HS/MS Media Center
Thursday December 15, 2022 at 6:30 PM in the Bellville Elementary Cafeteria

Exceptions: No meeting scheduled in July

The vote was:	Mrs. Epperson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Gonzalez	Yes
	Mr. Knuckles	Yes		

STANDING AUTHORIZATIONS

Upon Motion by Mr. Knuckles and seconded by Mr. Kvochick, the Board adopted the following standing authorizations to allow for efficient financial management and full execution of duties by the Treasurer, Board President and Superintendent:

2022-004 Authorized the Treasurer to apply to the Richland and/or Knox County Treasurer and the County Auditor for advances of taxes, when appropriate, throughout the 2022 calendar year.

2022-005 Authorized the Treasurer to invest available interim monies, during 2022 at the most productive interest rate, in accordance with 135.08, 135.09 and 135.14 Ohio Revised Code and according to policy of the Clear Fork Board of Education.

2022-006 Authorized the Treasurer to pay all bills within the limits of the appropriation resolution after invoices and merchandise have been received and/or services have been performed.

2022-007 Authorized the Treasurer to issue checks for change as needed in food service, the building offices for the sale of workbook and supplies, athletic events and for use in concession stands.

- 2022-008** Authorized the appointment of the Superintendent to serve as purchasing agent for the Clear Fork Valley Local Schools.
- 2022-009** Authorized the Superintendent to dispose of personal property of less than \$2,000 aggregate value (equipment, furnishings, books and other materials) without further resolution by the Board per board policy DN.
- 2022-010** Authorized the Treasurer to borrow up to \$300,000 against anticipated tax receipts at any one time during the year if necessary due to cash flow problems.
- 2022-011** Authorized the Treasurer to offer to Board members that they may participate at their own expense in the group health and dental insurance plans provided to employees of the district as permitted by the Ohio Revised Code 3313.202
- 2022-012** Authorized the Treasurer to secure position bonds as prescribed by the Ohio Revised Code 3313.25 for Board President, Superintendent and Treasurer. Such bonds to be paid from district funds.
- 2022-013** Authorized the Treasurer to file requests as needed for amendments of the Certificate of Estimated Resources and the Certificate of Total Appropriations with the county auditor as information becomes available to the Treasurer to warrant such filings.
- 2022-014** The Board established a service fund appropriation in the amount of \$7,500 (O.R.C. 3315.15) to pay expenses of Board Members or their official representatives incurred in performing their duties for the Board of Education. Amount not spent may be transferred, where needed, at a later date.
- 2022-015** Authorized the Treasurer to make fund-to-fund advances, advance returns and transfers as needed throughout the year with Board ratification as part of the financial reports at the next regular meeting.
- 2022-016** Authorized the Treasurer to modify the appropriation resolution to re-direct funds previously appropriated to other appropriation accounts as requested by the Superintendent or her designee, provided that total fund appropriations are not increased and that the modifications are presented to the Board for ratification on or before the last day of the fiscal year.
- 2022-017** Authorized the Treasurer to make appropriate modifications within a particular fund including intra-fund transfers to add new appropriations as necessary to conduct the financial business of the school district.
- 2022-018** Authorized the Superintendent to employ temporary and/or substitute personnel as needed. Such employment to be presented for approval by the Board at the next regular meeting.
- 2022-019** Authorized the Superintendent and Treasurer to use legal counsel as needed for calendar year 2022.
- 2022-020** Authorized the Superintendent to employ home instruction tutors on an as needed basis at the approved tutor rate.

- 2022-021** Authorized the Superintendent to be the designee of the Board of Education to hear appeals of suspensions and make decisions regarding any recommendation for expulsion.
- 2022-022** The Board approved continuing its membership in Ohio School Board Association (OSBA) for calendar year 2022. Dues, charges for subscriptions and periodicals are approximately \$5,341.00.
- 2022-023** The Board approved the following resolution:
- Whereas, the Clear Fork Valley Local School District Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions and,
- Whereas, the Ohio School Boards Association (OSBA) Legal Assistance Fund (LAF) has been established for this purpose,
- Therefore, the Board hereby resolves to participate in the OSBA LAF for calendar year 2022 and authorizes the treasurer to pay the OSBA for the LAF at a rate of \$250.00.
- 2022-024** Authorized the administration to apply for and participate in any and all applicable State and Federally funded programs and projects for the 2022/2023 and 2023/2024 school years.
- 2022-025** The Board designated the Superintendent or her designee to be the Title VI Coordinator, the Title IX Coordinator, and the Section 504 Coordinator. Complaints regarding Title VI (race, color, national origin), Title IX (sex), or Section 504 (handicap) should be referred to:
- Superintendent or her designee at:
- Clear Fork Valley Local Schools
211 School Street
Bellville, Ohio 44813
- Dissemination Procedures: All Staff Handbooks at the beginning of each school year
Students Student Handbook & Rules Folder, Parent Newsletters General Public Newspaper, and District Web Site.
- 2022-026** The Board appointed the Assistant High School Principal in conjunction with Director of Physical Facilities to be Safety Director of the District.
- 2022-027** The Board appointed the Special Education Director to be Coordinator of the Homeless.
- 2022-028** Reviewed (as required by No Child Left Behind) Board Policy IGBL – Parental Involvement in Education
- 2022-029** Authorized the Superintendent or Treasurer to accept all donations to the school district on behalf of the Board of Education.

- 2022-030** Authorized the Treasurer to be the designee of the Board Members to attend all required training and seminars to meet the Public Records Law for Elected Officials in accordance with Ohio Revised Code 109.43 (B) and 149.43 (E)(1).
- 2022-031** Authorized the Superintendent to make technical corrections to Board policies that have already been adopted through normal procedures. These technical corrections may include: - renumbering subsections, sections, chapters and titles - corrections or additions for grammatical or typographical errors, - alternations and omissions not affecting the constructions or meaning of those sections, subsections, chapters, titles, or policies as a whole.
- 2022-032** Authorized 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 a subsequent vote of 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.
- 2022-033** Authorized the Superintendent, on behalf of this Board, to accept resignations which have been submitted 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 shall be deemed effective as of the date and time of the Superintendent's acceptance.
- 2022-034** Authorized the Treasurer to file amended Five-Year Financial Forecasts with the proper state authorities.
- 2022-035** Authorized the use of a blanket purchase order pursuant to Policy DJ of the Clear Fork Valley Local School District, the Board hereby authorizes the issuance of "blanket" purchase orders (certificates) by the District Treasurer, in the amount not to exceed \$400,000.
- 2022-036** Authorized, as a public purpose, the provision of meals and/or beverages to employees and attendees during meetings as a means of improving efficiency as authorized by the Superintendent.
- 2022-037** Authorized the Treasurer and Board President to borrow funds, if needed, within the limitations established by state and federal laws.
- 2022-038** Authorized administration to issue purchase orders within adopted appropriations.
- The vote was:** Mrs. Epperson Yes Mrs. McKee Yes
 Mr. Kvochick Yes Mr. Gonzalez Yes
 Mr. Knuckles Yes

LEGAL COUNSEL

- 2022-039** **Upon Motion** by Mr. Gonzalez and seconded by Mr. Knuckles the Board approved the employment of the following legal firms for use on an as needed basis:

Bricker & Eckler
 Peters Kalail & Markakis Co., L.P.A.

The vote was: Mrs. Epperson Yes Mrs. McKee Yes
 Mr. Kvochick Yes Mr. Gonzalez Yes
 Mr. Knuckles Yes

ADOPTION OF FISCAL YEAR 2022 TAX BUDGET

2022-040 **Upon Motion** by Mr. Knuckles and seconded by Mr. Gonzalez the Board approved the Fiscal Year 2023 Tax Budget. The public hearing, as required by law, was held at the Board Office on December 29, 2021.

The vote was: Mrs. Epperson Yes Mrs. McKee Yes
 Mr. Kvochick Yes Mr. Gonzalez Yes
 Mr. Knuckles Yes

2022-041 **Upon Motion** by Mr. Gonzalez and seconded by Mr. Knuckles, the Board adjourned from Organizational Session at 6:47 PM.

JANUARY 6, 2022 REGULAR MEETING AGENDA ITEMS

The Regular Meeting of the Clear Fork Valley Local School board was called to order at 6:47 PM by Board President Mrs. Lori McKee.

Roll call was taken and the following members were present: Mr. Ryan Knuckles, Mrs. Koti Epperson, Mr. Rick Kvochick, Mrs. Lori McKee, and Mr. Carl Gonzalez.

2022-042 **Upon Motion** by Mr. Knuckles and seconded by Mr. Kvochick, the Board approved the minutes of the December 16, 2022 Regular Meeting as written.

The vote was: Mrs. Epperson Yes Mrs. McKee Yes
 Mr. Kvochick Yes Mr. Gonzalez Yes
 Mr. Knuckles Yes

TREASURER'S REPORT

Upon Motion by Mr. Kvochick and seconded by Mr. Knuckles, the Board:

2022-043 Approved the December 2021 Financial Report.

2022-044 Accepted the following donations:

\$5.00 to the Purple Star Military Kids from Victor Swisher

\$400.00 to the FFA from Krone North America for placing 2nd in the Hay Art Contest

\$183.00 from the Ohio FFA Foundation for use towards the purchase of student FFA Jackets

2022-045 Approved a transfer from the General Fund to the Athletic Fund (300/9500) in the amount of \$180,000.00 for partial payroll expenses for the months of July 2021 – December 2021. Including this transfer, the year-to-date total transferred to athletics from the General Fund for payroll expenses is \$180,000.00. Of this amount \$132,164.93 is salaries and \$47,835.07 is benefits. Additional General Fund Athletic Expenditures not included in the transfer are transportation costs, less wages, less wages, of \$27,105.00.

The vote was: Mrs. Epperson Yes Mrs. McKee Yes
Mr. Kvochick Yes Mr. Gonzalez Yes
Mr. Knuckles Yes

SUPERINTENDENT’S REPORT

Upon Motion by Mr. Knuckles and seconded by Mr. Kvochick, the Board:

2022-046 Rescinded the supplemental contract awarded to Kaitlyn King, item 9.13 at the December 16, 2021 Board of Education Meeting.

2022-047 Accepted the following supplemental resignation:

Jason Bateson Assistant High School Boys Track

2022-048 Approved the following staff members to receive \$50.00 per book study they completed

Climbing the Literacy Ladder – Susan Brown, Jennifer Kahl

2022-049 Employed the following classified personnel on a one year limited contract beginning with the 2021-2022 school year per the adopted salary schedule, pending completion of requirements:

Michael Conrad-Bus Driver-effective January 3, 2022

2022-050 Employed the following certified personnel on a one (1) year supplemental contract for the 2021-2022 school year:

Jared Beans Middle School Boys Track
Tyler Hunter Assistant High School Girls Track
Matthew Reffel High School Boys Track

2022-051 In accordance with 3319.22 ORC the Clear Fork Board of Education affirmed that the following positions have been offered to the certified employees of the Clear Fork Valley Local School District and no qualified employee has been selected for the position(s). Furthermore, the Board affirmed that the position(s) had been advertised on the Clear Fork website on March 22, 2021 or July 16, 2021 to those who may be qualified and that the following personnel be employed on a one (1) year supplemental contract for the 2021-2022 school year per the adopted salary schedule:

Jason Bateson High School Girls Track
Eric Beck Assistant High School Boys Track
Garrett Bunnell Assistant Middle School Boys/Girls Track
Christopher Clapper Varsity Softball

Haylie Miller Assistant Varsity Softball

The vote was: Mrs. Epperson Yes Mrs. McKee Yes
Mr. Kvochick Yes Mr. Gonzalez Yes
Mr. Knuckles Yes

2022-052 **Upon Motion** by Mr. Knuckles and seconded by Mr. Kvochick the Board adjourned from Regular Session at 6:53 PM.

The vote was: Mr. Gonzalez Yes Mrs. McKee Yes
Mrs. Epperson Yes Mr. Kvochick Yes
Mr. Knuckles Yes

Lori McKee, Board President

Bradd Stevens, Treasurer