

**CLEAR FORK VALLEY LOCAL SCHOOLS
BOARD OF EDUCATION**
Organizational & Regular Meeting
January 4, 2023
Butler Elementary Cafeteria
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 6:30 PM by Board President Pro-Tempore, Mr. Ryan Knuckles.

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

ORGANIZATIONAL MEETING AGENDA ITEMS

INVOCATION and PLEDGE

ELECT OFFICERS FOR 2023 (O.R.C. 3313.14)

Mr. Gonzalez nominated Mr. Knuckles for Board President.

2023-001 **Upon Motion** by Mr. Knuckles and seconded by Mr. Gonzalez, the Board closed the nominations and elected Mrs. McKee for President of the Board of Education for 2023.

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

Mr. Gonzalez nominated Mr. Kvochick for Vice-President.

2023-002 **Upon Motion** by Mrs. McKee and seconded by Mr. Knuckles, the Board closed the nominations and elected Mr. Knuckles for Vice-President of the Board of Education for 2023.

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

OATH OF OFFICE – OFFICERS

Treasurer Jon Mason administered the Oath of the Office of President to Mrs. Lori McKee

Treasurer Jon Mason administered the Oath of the Office of Vice-President to Mr. Ryan Knuckles

SCHEDULE REGULAR BOARD MEETINGS FOR 2023 (O.R.C. 3313.15)

2023-003

Upon Motion by Mr. Knuckles and seconded by Mrs. Epperson, the Board set the Regular Board meetings for Calendar Year 2023 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 04, 2022 at 6:30 PM in the Butler Elementary Cafeteria
Thursday, February 16, 2022 at 6:30 PM in the HS/MS Media Center
Thursday, March 16, 2022 at 6:30 PM in the Bellville Elementary Cafeteria
Thursday, April 20, 2022 at 6:30 PM in the Butler Elementary Cafeteria
Thursday, May18, 2022 at 6:30 PM in the HS/MS Media Center
Thursday, June 15, 2022 at 6:30 PM in the Bellville Elementary Cafeteria
No meeting is scheduled for July
Thursday, August 17, 2022 at 6:30 PM in the Butler Elementary Cafeteria
Thursday, September 21, 2022 at 6:30 PM in the HS/MS Media Center
Thursday, October 19, 2022 at 6:30 PM in the Bellville Elementary Cafeteria
Thursday November 16, 2022 at 6:30 PM in the Butler Elementary Cafeteria
Thursday December 21, 2022 at 6:30 PM in the HS/MS Media Center

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. Kvochick and seconded by Mr. Knuckles, 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:

- 2023-004** Authorize the Treasurer to apply to the County Auditor for advances of real estate taxes, when available.
- 2023-005** Authorize the Treasurer to invest available interim monies at the most productive rates, in accordance with ORC 135.08, 135.09 and 135.14 according to policy of the Clear Fork Board of Education.
- 2023-006** Authorize 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.
- 2023-007** Authorize the Treasurer to issue checks for petty cash as needed in food service, the building offices for supplies, athletic events and for use in concession stands.
- 2023-008** Authorize the Superintendent to serve as the district's purchasing agent for the Clear Fork Valley Local Schools.

- 2023-009** Authorize 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.
- 2023-010** Authorize the Treasurer to offer to Board members participation in district provided group health and dental insurance at their own expense, as permitted by the Ohio Revised Code 3313.202.
- 2023-011** Authorize 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.
- 2023-012** Authorize the Treasurer to file Certificate of Estimated Resources and the Certificate of Total Appropriations with the county auditor as required and as adjustments are needed.
- 2023-013** The Board establishes a service fund appropriation in the amount of \$2,500 (O.R.C. 3315.15) to pay expenses of training and professional development for Board Members in performing their duties.
- 2023-014** Authorize the Treasurer to make payment as required for the district's debt obligation, including fund transfers as needed. Board ratification shall be brought as part of the financial reports at the next regular meeting.
- 2023-015** Appropriation Modifications: Authorize the Treasurer to modify appropriations as necessary, provided that total fund appropriations do not exceed estimated resources, and that the modifications are presented to the Board for ratification prior to the end of the fiscal year.
- 2023-016** Authorize the Treasurer to make new appropriation fund changes, provided that total fund appropriations do not exceed estimated resources, and that the modifications are presented to the Board for ratification prior to the end of the fiscal year.
- 2023-017** Authorize 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.
- 2023-018** Authorize the Superintendent and Treasurer to use legal counsel as needed for calendar year.
- 2023-019** Authorize the Superintendent to employ home instruction tutors on an as needed basis at the approved tutor rate.
- 2023-020** Authorize the Superintendent to be the designee of the Board of Education to hear appeals of suspensions and make decisions regarding any recommendation for expulsion.
- 2023-021** The Board approves continuing its membership in Ohio School Board Association (OSBA) for the calendar year, including dues, charges for subscriptions and periodicals.

- 2023-022** The Board approves continued participation with the Ohio School Boards Association (OSBA) Legal Assistance Fund (LAF) for the calendar year. (\$250.00)
- 2023-023** Authorize the Superintendent and or Treasurer to apply for and participate in applicable State and Federal grant programs and projects for the district. Such awards shall be brought as part of the financial reports at the next regular meeting.
- 2023-024** The Board designates the Superintendent, or their 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:
- Federal Programs Coordinator:
- Clear Fork Valley Local Schools
211 School Street
Bellville, Ohio 44813
- Dissemination and Notices: All Staff and Student Handbooks are to be disseminated at the beginning of each school year. Notices throughout the year will be delivered through Parent Newsletters, the Richland Source public newspaper, and District Web Site.
- 2023-025** The Board appoints the Assistant High School Principal and the Director of Physical Facilities to be Safety Directors of the District.
- 2023-026** The Board appoints the Special Education Director to be Coordinator of the Homeless.
- 2023-027** Annual Review of Board Policy IGBL – Parental Involvement in Education
- 2023-028** Authorize the Superintendent or Treasurer to accept all donations to the school district on behalf of the Board of Education. Such donations shall be brought as part of the financial reports at the next regular meeting.
- 2023-029** Authorize the Treasurer to be the Board of Education’s designated representative of public records, and shall attend required training to meet the Public Records Law for Elected Officials in accordance with Ohio Revised Code 109.43 (B) and 149.43 (E)(1).
- 2023-030** Authorize 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.
- 2023-031** 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 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.

- 2023-032** Authorize 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.
- 2023-033** Authorize the Treasurer to file the Five-Year Financial Forecast with The Ohio Department of Education as required.
- 2023-034** Authorize the use of a "blanket" Purchase Orders pursuant to District Policy DJ.
- 2023-035** Authorizes, 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.
- 2023-036** Authorization for the Treasurer and Board President to borrow funds, if needed, within the limitations established by state ORC and federal laws.

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

LEGAL COUNSEL

- 2023-037** **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.

ADOPTION OF FISCAL YEAR 2024 TAX BUDGET

- 2023-038** **Upon Motion** by Mr. Knuckles and seconded by Mr. Gonzalez the Board approved the Fiscal Year 2024 Tax Budget. The public hearing, as required by law, was held at the Board Office on December 29, 2022.

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

JANUARY 4, 2023 REGULAR MEETING AGENDA ITEMS

The Regular Meeting of the Clear Fork Valley Local School board was called to order at 6:57 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.

Employees and Guests in Attendance:

Janice Wyckoff/Superintendent	Laura Fledner	Jennifer Kvochick
John Mason/Treasurer	Brittany Bechtel	Steve Thompson
Vic Swisher	Nichole Rinehart	Jeff Swank
Ashley Twedt	Brian Brown	Tracy McDaniel
Libby Nickoli	Lisa Thorne	Anitra VanHorn
Kevin Carr	Kelly Swank	
Kelly Shinabarker	Stacey Swank	
Ron Miller	Jennifer Klaus	
Lisa Wood	Scott Wood	
Jennifer Stallard		

PRESENTATIONS: Butler Purple Star Students

Ashley Twedt gave a report on the Local and State Purple Star Program. She also presented Mrs. Nickoli (Butler Principal) with a trading coin.

ADMINISTRATION REPORT(S)

Kevin Carr Maintenance gave an updated report on the A/C project, Life Skills Room progress, Air Filter replacement, and Summer Projects.

Jennifer Stallard Food Services provided a handout update on lunches served for each building. Lunch counts are below 2019 levels, but continue to increase. (handout attached)

Lisa Wood Transportation reported things are the same as earlier. Still in need of sub drivers. Some changes were made to routes. Updated the Board on a possible test site for getting driver CDL license. Explained that the district pays for driving training needed to get bus driver license.

COMMUNICATIONS FROM THE PUBLIC

Kelly Shinabarker of 1166 Scott Rd, Mansfield, OH 44903 asked the Board to consider adjusting February's Board meeting.

Vic Swisher of 118 Hamilton Dr, Bellville, OH 44813 addressed the Board with concerns for the district. He suggests a need to get the organization together and on board, to figure out how to fix the district.

Ron Miller of 4073 Harris Rd, Butler, OH 44822 asked the Board if there is a succession plan to replace older drivers.

APPROVAL OF MINUTES

2023-039

Upon Motion by Mr. Knuckles and seconded by Mrs. Epperson, the Board approved the minutes of the December 15, 2022 Regular Meeting as written.

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

Mrs. McKee Yes
Mr. Gonzalez Yes

TREASURER'S REPORT

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

2023-040 Approves the December 2022 Financial Report.

The vote was: Mr. Knuckles
Mr. Kvochick
Mrs. Lori McKee

Yes
Yes
Yes

Mr. Gonzalez Yes
Mrs. Koti Epperson Yes

SUPERINTENDENT'S REPORT

Personnel

Upon Motion by Mr. Knuckles and seconded by Mr. Gonzalez the Board:

2023-041 Approves the following personnel to advance on the salary schedule effective January 6, 2023 in accordance with the Clear Fork Valley Education Association, AFT/OFT Agreement.

Richard Hoover Masters + 15

2023-042 In accordance with 3319.22 ORC the Clear Fork Board of Education affirms 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 affirms that the position(s) had been advertised on the Clear Fork website on March 2, 2022, March 10, 2022, April 1, 2022, April 11, 2022, May 2, 2022 or May 11, 2022 to those who may be qualified and that the following personnel be employed on a one (1) year supplemental contract for the 2022-2023 school year per the adopted salary schedule:

Matt Endicott Freshman Boys Basketball

The vote was: Mr. Knuckles
Mr. Kvochick
Mrs. Lori McKee

Yes
Yes
Yes

Mr. Gonzalez Yes
Mrs. Koti Epperson Yes

EXECUTIVE SESSION

2023-043 **Upon Motion** by Mr. Gonzalez and seconded by Mrs. Epperson, the Board entered into executive session in accordance with Ohio Revised Code 121.22(G) for the purpose of reviewing negotiations at 7:26 PM.

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

Mr. Kvochick left the meeting at 8:38 pm.

EXIT EXECUTIVE SESSION

2023-044 **Upon Motion** by Mr. Gonzalez and seconded by Mr. Knuckles, that the Board exit Executive Session at 8:47 pm.

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

ADJOURN

2023-045 **Upon Motion** by Mr. Knuckles and seconded by Mrs. Epperson, that the Board adjourn the meeting at 8:48 pm.

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

Lori McKee, Board President

Jon Mason, Treasurer