

# CLEAR FORK VALLEY LOCAL SCHOOLS BOARD OF EDUCATION

Organizational & Regular Meeting

January 4, 2024

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 6:30 PM by Board President Pro-Tempore, Mr. Rick Kvochick.

Roll call was taken and the following members were present: Mr. Rick Kvochick, Mr. Brian Johnson, Mr. Terry McDermott, Mrs. Lori McKee, and Mr. Troy Tingley.

## ORGANIZATIONAL MEETING AGENDA ITEMS

**OATH OF OFFICE** – Mr. McDermott and Mr. Tingley

**INVOCATION AND PLEDGE**

**ELECT OFFICERS FOR 2024 (O.R.C. 3313.14)**

**Nomination of Board President**

Mr. McDermott nominated Mr. Johnson for Board President

Mr. Kvochick nominated Mrs. McKee for Board President

2024-001

**Upon Motion** by Mr. Johnson and seconded by Mrs. McKee, the Board closed the nominations and elected Mr. Johnson for President of the Board of Education for 2024.

The vote was: Mr. Kvochick No  
Mr. Johnson Yes  
Mr. McDermott Yes

Mrs. McKee No  
Mr. Tingley Yes

**Nomination of Board Vice-President (O.R.C. 3313.14)**

Mr. Tingley nominated Mr. Kvochick for Vice-President

Mr. Johnson nominated Mrs. McKee for Vice-President

2024-002

**Upon Motion** by Mr. Kvochick and seconded by Mr. Tingley, the Board closed the nominations and elected Mr. Kvochick for Vice-President of the Board of Education for 2024.

The vote was: Mr. Kvochick Yes  
Mr. Johnson No  
Mr. McDermott Yes

Mrs. McKee Yes  
Mr. Tingley Yes

**OATH OF OFFICE – OFFICERS**



Treasurer Jon Mason administered the Oath of the Office of President to Mr. Brian Johnson

Treasurer Jon Mason administered the Oath of the Office of Vice-President to Mr. Rick Kvochick

### **SCHEDULE REGULAR BOARD MEETINGS FOR 2024 (O.R.C. 3313.15)**

**2024-003**

**Upon Motion** by Mrs. McKee and seconded by Mr. Kvochick, the Board set the Regular Board meetings for Calendar Year 2024 to be held the Third Tuesday 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:

Tuesday, January 04, 2024 at 6:30 pm in the HS/MS Media Center  
Tuesday, February 20, 2024 at 6:30 pm in the Bellville Elementary Cafeteria  
Tuesday, March 19, 2024 at 6:30 pm in the Butler Elementary Cafeteria  
Tuesday, April 16, 2024 at 6:30 pm in the HS/MS Media Center  
Tuesday, May 21, 2024 at 6:30 pm in the Bellville Elementary Cafeteria  
Tuesday, June 18, 2024 at 6:30 pm in the Butler Elementary Cafeteria  
No meeting is scheduled for July  
Tuesday, August 20, 2024 at 6:30 pm in the HS/MS Media Center  
Tuesday, September 17, 2024 at 6:30 pm in the Bellville Elementary Cafeteria  
Tuesday, October 15, 2024 at 6:30 pm in the Butler Elementary Cafeteria  
Tuesday, November 19, 2024 at 6:30 pm in the HS/MS Media Center  
Tuesday, December 17, 2024 at 6:30 pm in the Bellville Elementary Cafeteria

Exceptions: No meeting scheduled in July

The vote was: Mr. Johnson Yes  
Mr. Kvochick Yes  
Mr. McDermott Yes

Mrs. McKee Yes  
Mr. Tingley Yes

### **STANDING AUTHORIZATIONS**

**Upon Motion** by Mr. Tingley and seconded by Mrs. McKee, 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:

**2024-004**

Authorize the Treasurer to apply to the County Auditor for advances of real estate taxes, when available.

**2024-005**

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.

**2024-006**

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.

**2024-007**

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.



- 2024-008 Authorize the Superintendent to serve as the district's purchasing agent for the Clear Fork Valley Local Schools.
- 2024-009 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.
- 2024-010 Board Member Health Insurance: 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.
- 2024-011 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.
- 2024-012 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.
- 2024-013 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.
- 2024-014 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.
- 2024-015 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.
- 2024-016 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.
- 2024-017 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.
- 2024-018 Authorize the Superintendent and Treasurer to use legal counsel as needed for calendar year.
- 2024-019 Authorize the Superintendent to employ home instruction tutors on an as needed basis at the approved tutor rate.
- 2024-020 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.
- 2024-021 The Board approves continuing its membership in Ohio School Board Association (OSBA) for the calendar year, including dues, charges for subscriptions and periodicals.



- 2024-022 The Board approves continued participation with the Ohio School Boards Association (OSBA) Legal Assistance Fund (LAF) for the calendar year. (\$250.00)
- 2024-023 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.
- 2024-024 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.
- 2024-025 The Board appoints the Assistant High School Principal and the Director of Physical Facilities to be Safety Directors of the District.
- 2024-026 The Board appoints the Special Education Director to be Coordinator of the Homeless.
- 2024-027 Annual Review of Board Policy IGBL – Parental Involvement in Education
- 2024-028 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.
- 2024-029 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).
- 2024-030 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.
- 2024-031 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.

- 2024-032 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.
- 2024-033 Authorize the Treasurer to file the Five-Year Financial Forecast with The Ohio Department of Education as required.
- 2024-034 Authorize the use of a "blanket" Purchase Orders pursuant to District Policy DJ.
- 2024-035 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.
- 2024-036 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:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

#### LEGAL COUNSEL

- 2024-037 **Upon Motion** by Mr. Kvochick and seconded by Mrs. McKee the Board approved the employment of the following legal firms for use on an as needed basis:

Bricker Graydon LLP  
Peters Kalail & Markakis Co., L.P.A.

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

#### ADOPTION OF FISCAL YEAR 2025 TAX BUDGET

- 2024-039 **Upon Motion** by Mr. McDermott and seconded by Mr. Tingley the Board approves the Fiscal Year 2025 Tax Budget. Treasurer shall deliver said Tax Budget to the Richland County Auditor as required prior to January 20th.

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

#### ADJOURN

- 2024-040 **Upon Motion** by Mr. Kvochick and seconded by Mrs. McKee, that the Board adjourn the Organizational meeting at 7:00 pm.

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes



Mr. McDermott Yes

**JANUARY 4, 2024  
REGULAR MEETING  
AGENDA ITEMS**

The Regular Meeting of the Clear Fork Valley Local School board was called to order at 7:01 pm by Board President Pro-Tempore, Mr. Brian Johnson.

Roll call was taken and the following members were present: Mr. Brian Johnson, Mr. Rick Kvochick, Mr. Terry McDermott, Mrs. Lori McKee, and Mr. Troy Tingley.

**Employees and Guests in Attendance:**

Janice Wyckoff/Superintendent	Sherry Johnson	Jennifer Tingley
Jon Mason/Treasurer	Kevin Carr	Libby Nickoli
Jonathan Burras	Lisa Kvochick	Mike Kvochick
Heather Keating	Eric Cunningham	Kourtney Kucirek
Ed Kossick	Brian Ranshaw	Laura Craner
Tami Vaughn	Ann Dettmer	Nicki Traxler
Kathy Cole	Jennifer Klaus	Brian Brown
Derrick Fisher	Kevin Kimmel	Adam Staley

**COMMUNICATIONS FROM THE PUBLIC**

None

**APPROVAL OF MINUTES**

2024-041      **Upon Motion** by Mrs. McKee and seconded by Mr. Kvochick, the Board approved the minutes of the December 21, 2023 Regular Meeting as written.

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

**TREASURER'S REPORT**

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

2024-042      Approves the December 2023 Financial Report.

2024-043      Accepts the following donation:

\$20.00 anonymous to be used to help pay student cafeteria debt

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

**BOARD OF EDUCATION RECOMMENDATIONS**

**Personnel**



**Upon Motion** by Mr. Tingley and seconded by Mr. McDermott the Board:

**2024-044** Approves the following personnel to advance on the salary schedule effective January 8, 2024 in accordance with the Clear Fork Valley Education Association, AFT/OFT Agreement.

Justen LaPlante Masters + 15

**2024-045** Approves 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 December 15, 2022, April 5, 2023, April 26, 2023 or May 23, 2023 to those who may be qualified and that the following personnel be employed on a one (1) year supplemental contract for the 2023-2024 school year per the adopted salary schedule:

Haylie Miller Assistant Varsity Softball

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

#### EXECUTIVE SESSION

**2024-046** **Upon Motion** by Mr. Kvochick and seconded by Mrs. McKee, the Board entered into executive session in accordance with Ohio Revised Code 121.22(G) for the purpose of reviewing the employment of public employees at 7:04 pm.

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

#### EXIT EXECUTIVE SESSION

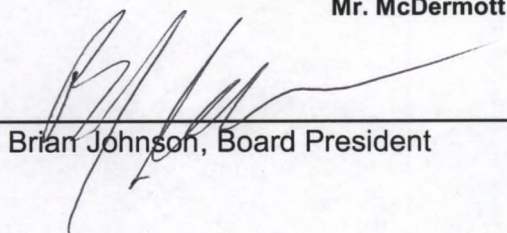
**2024-047** **Upon Motion** by Mr. Kvochick and seconded by Mr. Tingley, that the Board exit Executive Session at 9:13 pm.

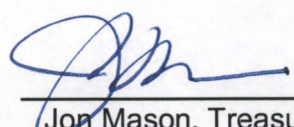
The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

#### ADJOURN

**2024-048** **Upon Motion** by Mr. McDermott and seconded by Mr. Tingley, that the Board adjourn the meeting at 9:13 pm.

The vote was:	Mr. Johnson	Yes	Mrs. McKee	Yes
	Mr. Kvochick	Yes	Mr. Tingley	Yes
	Mr. McDermott	Yes		

  
Brian Johnson, Board President

  
Jon Mason, Treasurer