

Cuyahoga Heights Schools

**BOARD OF EDUCATION
ORGANIZATIONAL MEETING
Monday, January 14, 2013
7:00 p.m. - Bahner-Ray Media Center
Cuyahoga Heights High School**

BOARD MEMBERS: Reno Contipelli, Dr. Stephen Kenzig, Roylene Sample,
Gary Suchocki, Dr. Holly Thacker

SUPERINTENDENT: Dr. Edwin S. Holland INTERIM TREASURER: Joy Clickenger

AGENDA

ORGANIZATIONAL MEETING

I. **Call to Order: Mrs. Roylene Sample, President Pro-Tempore** Time: _____

II. **Roll Call**

1. Mr. Reno Contipelli _____
2. Dr. Stephen Kenzig _____
3. Mrs. Roylene Sample _____
4. Mr. Gary Suchocki _____
5. Dr. Holly Thacker _____

III. **Opening Ceremony**

- A. Pledge of Allegiance
- B. Welcome – Board President Pro-Tempore

On behalf of the Board, I would like to welcome all students, staff, parents, and interested community members to tonight's Board of Education meeting. I would like to remind everyone that this is a meeting of the Board of Education held in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is time for public comment during the meeting in the Public Comments section on the agenda.

IV. **Election of President for Calendar Year 2013 (O.R.C. 3313.14)**

- A. Election: Open the floor to nominations for President of the Board for Calendar Year 2013.

Nomination(s):

1. _____

Nominated by _____

Seconded by _____ *(Not required but one or more may be offered)*

2. _____

Nominated by _____
 Seconded by _____ (Not required but one or more may be offered)

3. _____

Nominated by _____
 Seconded by _____ (Not required but one or more may be offered)

If there is only one (1) nomination, a “Motion to close nominations and instruct the Treasurer to cast a ballot for the nominee” is in order. This motion requires a unanimous vote. If this is done, the individual is declared elected to the Office of President and assumes his/her duties at this time.

OR

If there are multiple nominations (at a point where there are no other nominations), a “Motion to close nominations,” which requires a two-thirds vote, is in order. If this is done, the President Pro-Tempore shall call for a roll call vote for each individual nominee, beginning with the first one. This procedure continues until a nominee receives a majority vote. At this point, the President Pro-Tempore declares him/her elected to the Office of the President and s/he assumes his/her duties at this time.

Motion by _____
 Second by _____

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
 Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

B. Administer Oath of Office to Board President: Treasurer Joy Clickenger

I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Ohio, and that I will faithfully and impartially discharge my duties as President of the Board of Education of the Cuyahoga Heights Schools, Cuyahoga County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance in said office.

V. Election of Vice-President for Calendar Year 2013 (O.R.C. 3313.14)

A. Election – Open the floor to nominations for Vice-President of the Board for Calendar Year 2013.

Nomination(s):

1. _____

Nominated by _____
 Seconded by _____ (Not required but one or more may be offered)

2. _____

Nominated by _____
 Seconded by _____ (Not required but one or more may be offered)

If there is only one (1) nomination, a “motion to close nominations and instruct the Treasurer to cast a ballot for the nominee” is in order. This motion requires a unanimous vote. If this is done, the individual is declared elected to the Office of Vice-President.

OR

If there are multiple nominations (at a point where there are no other nominations), a motion to close nominations,” which requires a two-thirds vote, is in order. If this is one, the President shall call for a roll call vote for each individual nominee, beginning with the first one. This procedure continues until a nominee receives a majority vote. At this point, the President declares him/her elected to the Office of the President and s/he assumes his/her duties at this time.

Motion by _____
 Second by _____

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
 Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

B. Administer Oath of Office to Board Vice-President: Treasurer Joy Clickenger

I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Ohio, and that I will faithfully and impartially discharge my duties as Vice-President of the Board of Education of the Cuyahoga Heights Schools, Cuyahoga County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance in said office.

VI. **Board President Comments**

VII. **Organizational Board Business**

A. Board Adoption of Policies

Motion to adopt the existing policies for the Board’s own operation and the operation of the school system.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
 Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

B. 2013 Regular Meeting Schedule

Motion to set the time, place, and dates for the Board's regular 2013 meetings (O.R.C. 3313.15), per Attachment A.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

C. Service Fund

Motion to establish a Service Fund at \$5,000 for calendar year 2013, for the purpose of defraying Board members' expenses actually incurred in the performance of their duties. The law allows this fund to be up to \$20,000 (O.R.C. 3315.15).

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

D. Law Firms

Motion to authorize the Superintendent or Treasurer to utilize, at their discretion, the following law firms during the 2013 calendar year:

- | | |
|--|--|
| 1. Britton, Smith, Peters & Kalail
Three Summit Park Dr. #400
Cleveland, Ohio 44131 | General Counsel |
| 2. Squire, Sanders & Dempsey
4900 Key Tower
127 Public Square
Cleveland, OH 44114 | Litigation and Bond Counsel |
| 3. Brindza McIntyre & Seed, LLP
1111 Superior Avenue, Suite 1025
Cleveland, OH 44114 | Property Tax Assessment and Valuation Challenges |
| 4. Haber Polk Kabat, LLP
737 Bolivar Road, Suite 4400
Cleveland, OH 44115 | Litigation |

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

E. Publication of Record

Motion to designate the *Cleveland Plain Dealer* as the official publication of record for the posting of all legal advertisements for the Cuyahoga Heights Schools.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

F. Employment of Personnel and Accepting Resignations

Motion to authorize the Superintendent to employ personnel and accept resignations, as needed during calendar year 2013. Such employment and resignations will be reviewed by the Board of Education at its next regularly scheduled meeting.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

G. Purchasing Agent

Motion to appoint the Superintendent as purchasing agent for the District.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

H. State and Federal Funds/Grants

Motion to authorize the Superintendent and Treasurer to apply for all available state and federal funds and grants.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

I. Board and District Spokesperson

Motion to appoint the Superintendent as spokesperson for the Board and the School District.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

J. Appointments to Committees or Liaisons in 2013

Motion to approve the following appointments to committees or liaisons as listed:

Board Liaison

OSBA Legislative Liaison	Reno Contipelli
OSBA Student Achievement Liaison	Dr. Holly Thacker
Cuyahoga Valley Regional Council of Governments Liaison	Reno Contipelli and Dr. Edwin Holland
Tax Abatement Review Liaison	Roylene Sample
CFFO Tangible Personal Property Liaison	Reno Contipelli
Valley View Economic Development Group Liaison	Dr. Steve Kenzig
Cuyahoga Valley Career Center Board Liaison (year 2 of 2 year appointment)	Dr. Steve Kenzig
Transportation Liaison	Reno Contipelli and Dr. Steve Kenzig
Alumni Association Liaison	Reno Contipelli and Roylene Sample
Athletic Hall of Fame Liaison	Reno Contipelli

Board Committees:

Finance Committee	Roylene Sample and Dr. Holly Thacker
District Audit Review Committee	Dr. Steve Kenzig and Roylene Sample
Technology Committee	Gary Suchocki and Dr. Holly Thacker
Shared Services Committee	Reno Contipelli and Dr. Steve Kenzig
Student Advisory Committee	Dr. Steve Kenzig and Roylene Sample
Master Planning Committee	Dr. Steve Kenzig and Roylene Sample

Superintendent's Committees:

BEST Strategic Planning Committee	Reno Contipelli and Gary Suchocki
FFA (Financial Forecasting Advisory) Committee	Gary Suchocki
Safety Committee	Reno Contipelli

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

K. Performance Bond

Motion to secure a position bond for the Superintendent, the Treasurer, and the Board President, and employees who handle school funds, in the amount of \$300,000.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

REGULAR MEETING

I. Special Recognitions / Presentations

- A. School Board Recognition Month – January, 2013:
Presentation of recognition certificate members of the Cuyahoga Heights Board of Education by Ohio School Boards Association in appreciation for exemplary leadership and service to public schools

II. Treasurer's Business – Ms. Joy Clickenger

A. Minutes

It is recommended that the Board of Education approve the minutes of the regular meeting held December 19, 2012, as found in Attachment #1.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

B. Financial Transactions

1. It is recommended that the Board of Education approve new vendors to the school district, per W-9's attached, as found in Attachment #2.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

C. Tax Budget

It is recommended that the Board of Education:

1. Adopt the 2013-14 Cuyahoga Heights Schools' Tax Budget, as found in Attachment #3; and
2. Direct the Treasurer to submit the budget to the Cuyahoga County Budget Commission in a timely fashion as prescribed by law.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

D. Investment of Funds

It is recommended that the Board of Education authorize the Treasurer to invest interim and inactive funds as prescribed by Ohio Revised Code.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

E. Comments from Treasurer

III. **Superintendent's Business – Dr. Edwin S. Holland**

A. Personnel

It is recommended that the Board of Education approve compensation in the amount of \$750 to Johnathon Roy for completion of a full-year new course of study for Advanced Placement Psychology, effective with the 2012-13 school year, per the negotiated agreement.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

B. Program of Studies

It is recommended that the Board of Education adopt the Middle School and High School Program of Studies for the 2013-14 school year, as presented at the December 19, 2012 Board of Education meeting.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

C. Memberships and Contracts

1. It is recommended that the Board of Education approve a membership with Ohio School Boards Association's Legal Assistance Fund for the year 2013, at a cost of \$250, as found in Attachment #4.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

D. Comments from Superintendent

IV. Board Business

A. New Business

1. Motion to cancel, as a cost saving measure, the cell phone service for all Board of Education members, and for members to return their phones to the District, effective January 31, 2013.

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

B. Future agenda items

1. Discussion – Plan a Board Development Workshop with an OSBA representative

V. Informational Items

- A. It should be noted that Board of Education members receive their agendas several days prior to the actual meeting. Thus, they have had considerable opportunity to study it, ask questions, etc.
- B. Notice is hereby given that the Cuyahoga Heights Schools' tax budget for fiscal year 2013-14 is available for public inspection in the Office of the Treasurer.
- C. A copy of an unabridged Board agenda is on the table. After the meeting, citizens are welcome to review it.

VI. Comments from Public

VII. Comments and/or Committee Reports from Board Members

VIII. Adjournment

Time _____

ROLL CALL: Mr. Contipelli _____ Dr. Kenzig _____ Mrs. Sample _____
Mr. Suchocki _____ Dr. Thacker _____

Approved _____ Not Approved _____ Other Action _____

Respectfully submitted,



Dr. Edwin S. Holland
Superintendent