

Market Street School

7:00 p.m.

January 6,

2003

The organizational meeting of the Board of Education of the New Richmond Exempted was called to order by Mr. Heflin, President Pro Tempore, at 7:00 p.m., January 6, 2003, at the [Market Street School, 212 Market Street](#), New Richmond, Ohio 45157.

The following members of the Board of education were present:

Fred Heflin
David Hawkins
Ralph Shepherd
Mark Adamson
Paul Zimmerman

Also present were: Mr. Loren Wilson, Superintendent; and Teresa Napier, Chief Financial Officer.

2003-126 Ms. Napier, Chief Financial Officer, called for nominations for president. Mr. Heflin placed the name of Paul Zimmerman in nomination. Mr. Adamson placed the name of Fred Heflin in nomination. Mr. Heflin declined. Mr. Hawkins moved that the nominations be closed and that the Chief Financial Officer call the roll for Mr. Zimmerman to serve as president of the New Richmond Exempted Village School District Board of Education for the 2003 calendar year. Mr. Heflin seconded by the motion. Roll call: Mr. Adamson, yea; Mr. Zimmerman, Mr. Shepherd, yea; Mr. Heflin, yea; Mr. Hawkins, yea. Mr. Zimmerman was elected to serve as president of the New Richmond Exempted Village School District Board of Education for the calendar year 2003.

2003-127 Mr. Zimmerman, President, called for nominations for vice-president. Mr. Heflin placed the name of Ralph Shepherd in nomination. There being no further nominations, Mr. Zimmerman called for a unanimous vote for Mr. Shepherd to serve as vice-president of the New Richmond Exempted Village School District Board of Education for the 2003 calendar year. Roll call: all ayes. Mr. Shepherd was elected to serve as vice-president of the New Richmond Exempted Village School District Board of Education for the calendar year 2003.

2003-128 Mr. Zimmerman called for nominations for the appointment of representative to the U.S. Grant Career Center Board of Education for calendar year 2003. Mr. Hawkins placed the name of Fred Heflin in nomination. There being no further nominations, Mr. Zimmerman called for a unanimous voter for Mr. Heflin to serve as the representative to U.S. Grant Career Center Board of Education. Roll call: all ayes. Mr. Heflin was elected to serve as representative to the U.S. Grant Career Center Board of Education for calendar year 2003.

Mr. Zimmerman, President of the New Richmond Exempted Village School District Board of Education, appointed Mr. Hawkins as Legislative Liaison Board Member and Mr. Zimmerman as Alternate, to the Ohio School Boards Association for the calendar year 2003.

The Board of Education Committee Appointments were postponed until another meeting.

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2003-129 Moved by Mr. Shepherd, seconded by Mr. Hawkins, that the regular monthly meeting of the Board of Education of the New Richmond Exempted Village School District be held on the third Monday of each month at 7:00 p.m., except for January, February and June, 2003;

the meeting dates be January 21, February 18, March 17, April 21, May 19, June 27, July 21, August 18, September 15, October 20, November 17, December 15; and the Board of Education meet on the first Monday of each month for a work session with no agenda items; that the treasurer be directed to give proper notice of the time and place of regularly scheduled meetings and the date, time, place and purpose of all special meetings pursuant to R.C. 121.22. Roll call: Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Heflin, yea; Mr. Hawkins, yea; Mr. Shepherd, yea. Motion carried.

2003-130 Moved by Mr. Heflin, seconded by Mr. Adamson, that all Board of Education Meeting be conducted using Roberts Rules of Order. Roll call: Mr. Shepherd, yea; Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Heflin, yea. Motion carried.

2003-131 Moved by Mr. Heflin, seconded by Mr. Hawkins, to authorize the purchase of the district's Blanket Fidelity Bond from Ohio Casualty Insurance Company. Coverage includes dishonesty and theft by all employees, inclusive of board of education members. Coverage amounts are:

- \$2,500 - Employee dishonesty, per loss coverage
- \$2,500 - Employee dishonesty, per employee coverage
- \$2,500 - Forgery or alteration

Roll call: Mr. Shepherd, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Hawkins, yea; Mr. Heflin, yea. Motion carried.

2003-132 Moved by Mr. Shepherd, seconded by Mr. Adamson, to authorize the treasurer to pay all bills within the limits of the appropriations resolution as bills are received and forego listing the bills in the Minutes Book. Roll call: Mr. Hawkins, yea; Mr. Heflin, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Shepherd, yea. Motion carried.

2003-133 Moved by Mr. Helfin, seconded by Mr. Adamson, to authorize the treasurer to secure advances on tax settlements from the county auditor when funds are available and payable to the school district during calendar year 2003 as follows:

RESOLUTION REQUESTING ADVANCE PAYMENT OF TAXES COLLECTED

WHEREAS, the Treasurer of Clermont County has collected and is holding funds in the county treasury to the account of this school district which funds are applicable to meet the lawful expenditures of this school district during the current fiscal year.

NOW THEREFORE, BE IT RESOLVED, that the County Auditor is hereby requested, pursuant to Section 321.34 of the Revised Code, to issue warrants upon the County Treasurer in favor of the Treasurer of this school district in aggregate amounts, being a portion of the taxes

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assessed and collected for an on behalf of this school district. The County Auditor is further requested to determine that portion of the total amount requested which is payable to the bond retirement fund and to issue a separate warrant for that amount with the remainder to be paid for the use of the general fund of the district.

BE IT FURTHER RESOLVED that the Treasurer certify a copy of this Resolution to the Auditor of Clermont County, Ohio.

Roll call: Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Shepherd, yea; Mr. Adamson, yea; Mr. Heflin, yea. Motion carried.

2003-134 Moved by Mr. Shepherd, seconded by Mr. Heflin, to authorize the treasurer to transfer funds from the General Fund to other funds as a cash advance and to transfer the advanced funds back to the General Fund upon receipt. Roll call: Mr. Hawkins, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Heflin, yea; Mr. Shepherd, yea. Motion carried.

2003-135 Moved by Mr. Adamson, seconded by Mr. Hawkins, that the treasurer be authorized to invest interim funds of the Board of Education pursuant to Policy 5.08 and RC Chapter 135. Roll call: Mr. Zimmerman, yea; Mr. Heflin, yea; Mr. Shepherd, yea; Mr. Hawkins, yea; Mr. Adamson, yea. Motion carried.

2003-136 Moved by Mr. Shepherd, seconded by Mr. Heflin, in compliance with O.R.C. 5705.28, to adopt the tax budget for FY04 and direct the Treasurer to file the tax budget with the Clermont Auditor. Roll call: Mr. Hawkins, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Heflin, yea; Mr. Shepherd, yea. Motion carried.

2003-137 Moved by Mr. Heflin, seconded by Mr. Hawkins, to authorize the district Treasurer's signature be the only signature required on all checks. Roll call: Mr. Shepherd, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Hawkins, yea; Mr. Heflin, yea. Motion carried.

2003-138 Moved by Mr. Shepherd, seconded by Mr. Adamson, to retain the law firm of Ennis, Roberts and Fischer on a monthly consultant basis and on an as-needed hourly basis to advise the Board and its officials on legal matters pursuant to Policy BCG. Roll call: Mr. Heflin, yea; Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Shepherd, yea. Motion carried.

2003-139 Moved by Mr. Adamson, seconded by Mr. Shepherd, that the Superintendent be authorized to temporarily employ personnel in emergency situations subject to approval by the Board at its next regular meeting. Roll call: Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Heflin, yea; Mr. Adamson, yea; Mr. Shepherd, yea. Motion carried.

2003-140 Moved by Mr. Adamson, seconded by Mr. Hawkins, that the Superintendent be authorized to approve in-state field trips or out-of-state field trips within 120 miles radius. Roll call: Mr. Heflin, yea; Mr. Zimmerman, yea; Mr. Shepherd, yea; Mr. Hawkins, yea; Mr. Adamson, yea. Motion carried.

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2003-141 Moved by Mr. Shepherd, seconded by Mr. Hawkins, that the Superintendent be authorized to approve Staff Professional Development. Roll call: Mr. Heflin, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Hawkins, yea; Mr. Shepherd, yea. Motion carried.

2003-142 Moved by Mr. Heflin, seconded by Mr. Adamson, to authorize the Superintendent to serve as the district's purchasing agent. Roll call: Mr. Shepherd, yea; Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Heflin, yea. Motion carried.

2003-143 Moved by Mr. Shepherd, seconded by Mr. Adamson, to authorize the Treasurer to approve all policies, purposes, and transfers within the student activity fund to be presented at its next regular meeting. Roll call: Mr. Heflin, yea; Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Shepherd, yea. Motion carried.

2003-144 Moved by Mr. Hawkins, seconded by Mr. Heflin, to authorize the Superintendent to approve all applications for Federal and State funds. Roll call: Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Shepherd, yea; Mr. Heflin, yea; Mr. Hawkins, yea. Motion carried.

2003-145 Moved by Mr. Shepherd, seconded Mr. Hawkins, to authorize Gregory Hackett to be the Coordinator of the 504, Title I, Title II, Title IV, Title VI-B and Title IX programs. Roll call: Mr. Heflin, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Hawkins, yea; Mr. Shepherd, yea. Motion carried.

2003-146 Moved by Mr. Hawkins, seconded by Mr. Adamson, to authorize Gregory Hackett to be the ADA Coordinator. Roll call: Mr. Shepherd, yea; Mr. Heflin, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Hawkins, yea. Motion carried.

2003-147 Moved by Mr. Adamson, seconded by Mr. Shepherd, to authorize Loren Wilson to be the Safety Coordinator. Roll call: Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Heflin, yea; Mr. Shepherd, yea; Mr. Adamson, yea. Motion carried.

2003-148 Moved by Mr. Shepherd, seconded by Mr. Adamson, to authorize Gregory Hackett to be the Sexual Harassment Grievance Officer. Roll call: Mr. Hawkins, yea; Mr. Heflin, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Shepherd, yea. Motion carried.

2003-149 Moved by Mr. Adamson, seconded by Mr. Hawkins, to accept the following donations:

- \$100 to New Richmond Elementary Sixth Grade Scholarship Fund from Kenneth and Janet Stewart
- \$400 to Monroe Elementary for Camp Joy Scholarships from Monroe Elementary's PTO
- \$2.52 to NRHS Renaissance Program from K-Mart
- \$1,300 to New Richmond Elementary from The HG Richardson Charitable Trust
- \$50 to Melissa Locy Memorial Scholarship Fund from Peggy and Thomas Hanrahan

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2003-150 Moved by Mr. Shepherd, seconded by Mr. Hawkins, to approve disposal of the following:

- One SmartUps, ICN 01232 from Food Service Department
- One B&H Overhead Projector, ICN 02780 from Monroe Elementary
- Two RCA VHS videocameras, ICN's 03072 and 03073 from Monroe Elementary
- Four Video Cassette Recorders, ICN's 03037, 03038 and 01617 and ID No.000883 from Monroe Elementary
- Ten Record Players (various brands), ICN's 02479, 02519, 02724, 02742, 03034, 03039, 03040, 03043, 03048 and 03059 from Monroe Elementary
- Nine Cassette Players (various brands), ICN's 02368, 02446, 02460, 02683, 02698, 02699, 02722 and Serial Nos. 27200 and 48816 from Monroe Elementary

- One Color Television, Serial No. 430621759 from NRHS Home Economics Department

Roll call: Mr. Zimmerman, yea; Mr. Heflin, yea; Mr. Adamson, yea; Mr. Hawkins, yea; Mr. Shepherd, yea. Motion carried.

2003-151 Moved by Mr. Heflin, seconded by Mr. Adamson, to adopt the Internal Revenue rate for mileage reimbursement rate as per the Federal Standard, effective January 1, 2003. Roll call: Mr. Shepherd, yea; Mr. Hawkins yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Heflin, yea. Motion carried.

2003-152 Moved by Mr. Adamson, seconded by Mr. Hawkins, to approve membership to the Ohio School Boards Association, January - December 2003 at \$3,951, including subscriptions to Briefcase at \$99 and Negotiator at \$185. Roll call: Mr. Shepherd, yea; Mr. Heflin, yea; Mr. Zimmerman, yea; Mr. Hawkins, yea; Mr. Adamson, yea. Motion carried.

2003-153 Moved by Mr. Shepherd, seconded by Mr. Hawkins, to authorize participation in the Ohio School Boards Legal Assistance Fund pursuant to ORC 3313.171 for the period January 1, 2003 through December 31, 2003 at an annual cost of \$250. Roll call: Mr. Heflin, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Hawkins, yea; Mr. Shepherd, yea. Motion carried.

2003-154 Moved by Mr. Shepherd, seconded by Mr. Hawkins, to approve, in accordance with O.R.C. 3313.64 (F)(10), the request from Joshua Valenti to complete his senior year at New Richmond High School. Roll call: Mr. Heflin, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Hawkins, yea; Mr. Shepherd, yea. Motion carried.

2003-155 Moved by Mr. Hawkins, seconded by Mr. Heflin, to enter into a contract agreement with Hamilton/Clermont Cooperative Association for **Service Provider Contract HCCA #10303 Internet Service**, in the amount of \$46,340.00 for the period July 1, 2002 through June 30, 2003. Roll

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call: Mr. Shepherd, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Heflin, yea; Mr. Hawkins, yea. Motion carried.

2003-156 Moved by Mr. Heflin, seconded by Mr. Adamson, to enter into executive session for the purpose of consideration of the appointment, employment, dismissal, promotion, demotion or compensation of a public employee; preparing for, conducting or reviewing negotiations with employees regarding their compensation or other terms and conditions of their employment in accordance with Ohio Revised Code 121.11. Roll call: Mr. Shepherd, yea; Mr. Hawkins, yea; Mr. Zimmerman, yea; Mr. Adamson, yea; Mr. Heflin, yea. Motion carried.

Mr. Zimmerman declared the [organizational](#) meeting moved into executive session at 8:18 p.m.

Mr. Zimmerman declared the executive session adjourned and the [organizational](#) meeting reconvened at 9:48 p.m.

2003-157 Moved by Mr. Heflin, seconded by Mr. Hawkins, to employ the following, pending receipt of specific required documentation: valid certificate, successful BCI result, and negative TB test:

- A. Intervention Tutor
 - Meredith Zimmerman
- B. Homebound Instructor (2002-2003 School Year)
 - Rhonda Shelton, effective December 10, 2002
- C. Certified Substitutes (2002-2003 School Year)
 - 1. Jessica Wilmers
 - 2. Jennifer Goble
- D. Classified Substitutes (2002-2003 School Year)
 - 1. Christine Popke
 - 2. Rebecca Putman
 - 3. Sandi Hicks
 - 4. Lisa Bethel

Roll call: Mr. Shepherd, yea; Mr. Adamson, yea; Mr. Zimmerman, yea; Mr. Hawkins, yea; Mr. Heflin, yea. Motion carried.

2003-158 Moved by Mr. Shepherd, seconded by Mr. Adamson, to adjourn the [organizational](#) meeting. Roll call: all yeas.

Mr. Zimmerman declared the [organizational](#) meeting adjourned at 9:50 p.m.

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Paul J. Zimmerman, President

Teresa S. Napier, Chief Financial

Officer