

Sandusky City Schools Board Meeting Agenda



Budget Hearing/Organizational Meeting and Regular Meeting



**Board of Education
7:50 & 8:00 a.m.
Tuesday, January 10, 2023**



Mission:

To provide a diverse educational experience where all students will become respected, productive, and valued members of our community.

• Board of Education •

Martha Murray, President
Thomas Patterson, Vice-President
Jennifer Chapman, Member
Shelisa Johnson, Member
Ebony Sizemore, Member



Mr. Daniel Rambler, CEO & Superintendent
Office: 419.984.1000

Mrs. Yvonne Anderson, CFO & Treasurer
Office: 419.984.1006



SANDUSKY CITY SCHOOLS

Board of Education Organizational Meeting Tuesday, January 10, 2023 7:50 a.m.

1. Call to Order – Martha Murray, President Pro Tem

2. Pledge of Allegiance

3. Adjourn sine die
Passage of this motion terminates the present organization of the Board of Education.

4. Organizational Meeting
 - Call to Order – Martha Murray, President Pro Tem
 - Installation of New Board Members – There are no new members to install for 2023
 - Roll Call
 - Nomination and Election of President for 2023 EXHIBIT A 2
 - Oath of Office - President..... EXHIBIT B 2
 - Nomination and Election of Vice-President for 2023 EXHIBIT C 3
 - Oath of Office - Vice-President..... EXHIBIT D 3
 - Scheduled Board of Education Meetings – 2023 EXHIBIT E..... 4
 - Establishment of Organizational / Regular Meeting Date
of Board of Education (RC §3313.14) – 2023 EXHIBIT F..... 5
 - Reconfirmation of Board of Education Compensation EXHIBIT G 5
 - O.S.B.A. Membership EXHIBIT H 6
 - Performance Bonds EXHIBIT I..... 6
 - Confirmation of the Establishment of Board of Education
Service Fund (ORC §3315.15) EXHIBIT J..... 7
 - Extended Contract Certificate (ORC §5705.412) EXHIBIT K 8
 - Resolution of Agreement Compliance EXHIBIT L..... 9
 - Reconfirmation of Resolution for Standing Authorizations..... EXHIBIT M..... 9/10
 - Reconfirmation of Resolution for Standing Authorization
to Effect Loans (R.C. §133.30) EXHIBIT N 11
 - Resolution to Authorize CEO & Superintendent to Approve
Short-Term, Unpaid Leaves of Absence EXHIBIT O 12
 - Board Liaison Committees EXHIBIT P..... 12/13
 - Adjournment from Organizational Meeting..... EXHIBIT Q 14

NOMINATION AND ELECTION OF PRESIDENT FOR 2023

Martha Murray, Pro Term, as President, called for nomination for President. Mr./Mrs.

_____ placed the name of _____ in nomination.

OATH OF OFFICE - PRESIDENT

I, _____, do solemnly affirm 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 in and for the said Sandusky City School District, Erie 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 and until my successor is chosen and qualified.

Affirmed to and subscribed before me, this 10th day of January, 2023.

Yvonne Anderson
CFO & Treasurer

NOMINATION AND ELECTION OF VICE-PRESIDENT FOR 2023

_____ as President, called for nomination for Vice-President. Mr./Mrs.

_____ placed the name of _____ in nomination.

OATH OF OFFICE - VICE-PRESIDENT

I, _____, do solemnly affirm 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 in and for the said Sandusky City School District, Erie 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 and until my successor is chosen and qualified.

Affirmed to and subscribed before me, this 10th day of January, 2023.

Yvonne Anderson
CFO & Treasurer

SCHEDULED BOARD OF EDUCATION MEETINGS

2023

The Regular Meetings of the Sandusky Board of Education scheduled **during the school year will usually be held in The Board Decade Room on the 3rd floor at the Administration Building beginning at 8:00 a.m. or 6:00 p.m.,** unless otherwise noted.

The Regular Meetings of the Sandusky Board of Education scheduled **during the summer months will usually be held in The Board Decade Room on the 3rd floor at the Administration Building beginning at 8:00 a.m.,** unless otherwise noted.

<u>Day of Week</u>	<u>2023 Meeting Dates</u>	<u>Meeting Time</u>	<u>Location</u>
Tuesday	January 10 th , 2023	7:50 am Budget Hearing 8:00 am Organizational Mtg	Admin. Building Bd. Room Admin. Building Bd. Room
Monday	February 13 th , 2023	6:00 p.m.	Admin. Building Bd. Room
Tuesday	March 14 th , 2023	8:00 a.m.	Admin. Building Bd. Room
<i>Tuesday</i>	<i>March 14th, 2023</i>	<i>9:00 a.m. (Work Session)</i>	<i>Admin. Building Bd. Room</i>
Tuesday	April 18 th , 2023	8:00 a.m.	Admin. Building Bd. Room
Tuesday	May 16 th , 2023	8:00 a.m.	Admin. Building Bd. Room
Tuesday	June 6 th , 2023	8:00 a.m.	Admin. Building Bd. Room
Tuesday	June 27 th , 2023	8:00 a.m.	Admin. Building Bd. Room
<i>Tuesday</i>	<i>June 27th, 2023</i>	<i>9:00 a.m. (Work Session)</i>	<i>Admin. Building Bd. Room</i>
Tuesday	July 18 th , 2023	8:00 a.m.	Admin. Building Bd. Room
Tuesday	August 15 th , 2023	8:00 a.m.	Admin. Building Bd. Room
Tuesday	September 19 st , 2023	8:00 a.m.	Admin. Building Bd. Room
<i>Tuesday</i>	<i>September 19th, 2023</i>	<i>9:00 a.m. (Work Session)</i>	<i>Admin. Building Bd. Room</i>
Tuesday	October 17 th , 2023	6:00 p.m.	Admin. Building Bd. Room
Tuesday	November 7 th , 2023	8:00 a.m.	Admin. Building Bd. Room
Tuesday	December 12 th , 2023	8:00 a.m.	Admin., Building Bd. Room
Tuesday	January, 9 th , 2024	7:50 am Budget Hearing 8:00 am Organizational Mtg.	Admin. Building Bd. Room Admin. Building Bd. Room

Note: As the school year progresses, additional special meetings may be scheduled.

**ESTABLISHMENT OF ORGANIZATIONAL/REGULAR
MEETING DATE OF BOARD OF EDUCATION (RC §3313.14) -- 2024**

Under Ohio law, the Board of Education is authorized to hold its Organizational Meeting at any time during the first fifteen (15) days of the new calendar year. It is recommended that the Sandusky Board of Education establish and set a combined Budget Hearing/Organizational/Regular Meeting for Tuesday, January 9, 2024, with the current President serving as President Pro Tem. The combined meeting will be held beginning at 7:50 a.m. with the Budget Hearing followed by the Organizational/Regular Meeting at 8:00 a.m. in the Board of Education Meeting Room at the Administration Building.

RECONFIRMATION OF BOARD OF EDUCATION COMPENSATION

WHEREAS, Ohio Revised Code Section 3313.12 establishes rates of compensation for Board of Education members;

THEREFORE, the Sandusky City Board of Education reconfirms the compensation of each board member to be at the highest level authorized for that individual by the Ohio Constitution and Ohio Statutes and such compensation shall be based upon a maximum of twenty-four (24) meetings per year. (This action has no increased economic impact or effect on the current members of the Sandusky Board of Education.)

EXHIBIT H

O.S.B.A. MEMBERSHIP

To authorize Board membership in the Ohio School Boards Association and the Legal Defense Fund for the 2023 calendar year, and to appoint Mr. Martha Murray as the Legislative Liaison, Ms. Ebony Sizemore as the Student Achievement Liaison and Thomas Patterson, Sr., as the Business Meeting Board Delegate with the Ohio School Boards Association.

EXHIBIT I

PERFORMANCE BONDS

To purchase performance bonds in the amount of \$200,000 each for the Board President, CEO & Superintendent, and CFO & Treasurer.

**CONFIRMATION OF THE
ESTABLISHMENT OF BOARD OF EDUCATION SERVICE FUND
(ORC §3315.15)**

WITNESS our hands, this 10th day of January, 2023.

WHEREAS, the Sandusky Board of Education may, as prescribed in O.R.C. 3315.15, set aside each year from the General Fund a sum not to exceed two dollars per pupil, or \$20,000.00, whichever is greater, and,

WHEREAS, the amount set aside shall be placed in a fund known as the “Service Fund,” and,

WHEREAS, the amount shall be used only in paying the expenses of members of such board of education actually incurred in the performance of their duties.

BE IT RESOLVED, now, that such “Service Fund” to be established in the amount of \$7,500.00 for the fiscal year beginning July 1, 2023.

**EXTENDED CONTRACT CERTIFICATE
(ORC §5705.412)**

It is hereby certified with respect to the contract, agreement, obligation, payment, wage or salary schedule, or order for the expenditure of funds attached hereto that the SANDUSKY CITY SCHOOL DISTRICT has in effect for the remainder of the current fiscal year (January 1 to June 30) and the succeeding fiscal year (July 1 to June 30) the authorization to levy taxes, including the renewal of existing levies, which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide the operating revenues necessary to enable the district to operate an adequate educational program on all the days set forth in its adopted school calendar for the current fiscal year (January 1 to June 30) and for the number of days in the succeeding fiscal year (July 1 to June 30) equal to the number of days instruction was held or is scheduled for the current fiscal year.

January 10, 2023

Yvonne Anderson
CFO & Treasurer

Daniel Rambler
CEO & Superintendent

President
Board Of Education

RESOLUTION OF AGREEMENT COMPLIANCE

The Sandusky Board of Education hereby acknowledges, affirms, and restates its compliance with all articles, provisions, and financial/mathematical computations of provisions of the current and in place Negotiated Agreements and administratively designed and implemented Memorandums of Understanding between said Board and the Sandusky Education Association and the Sandusky Non-Teaching Employees Association.

RECONFIRMATION OF RESOLUTION FOR STANDING AUTHORIZATIONS

WHEREAS, the Sandusky City Schools' Board of Education places responsibility for the financial management of the district on the CFO & Treasurer and CEO & Superintendent and,

WHEREAS, the Board is ever mindful of its obligation to the citizens and taxpayers of the City of Sandusky to exercise sound fiscal practices, and,

WHEREAS, the Board acknowledges that in order to meet its obligation to the community, achieve efficiency and maximize the return on its resources, the CFO & Treasurer and CEO & Superintendent must be able to make certain decisions in a timely and forthright manner within the constraints of applicable statutes and Board policy, and,

BE IT RESOLVED, that the Sandusky Board of Education hereby approves the following standing authorizations for the calendar year 2023 to be exercised by the CFO & Treasurer and CEO & Superintendent only when, in their judgment, such exercise meets the specifications so cited, herein:

- Authorizes CFO & Treasurer to secure advances from the Auditor when funds are available and payable to the Sandusky City School District;
- Authorizes CFO & Treasurer to invest inactive funds at the most productive interest rate whenever such funds are available;
- Authorizes CFO & Treasurer to pay all bills within the limits of the appropriations resolution as bills are received and when the goods and/or services have been received as ordered;

RECONFIRMATION OF RESOLUTION FOR STANDING AUTHORIZATIONS
(continued)

- Authorizes CEO & 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; upon ratification by this Board, the employment shall be deemed effective as of the date and time specified in the CEO & Superintendent's offer of employment accepted by the employee.
- Authorizes CEO & 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 resignation shall be deemed effective as of the date and time of the CEO & Superintendent's acceptance.
- Authorizes CEO & Superintendent to employ such temporary personnel as may be required with such employment to be submitted to the Board for action at its next regular meeting.
- Authorizes CFO & Treasurer and CEO & Superintendent to sign and certify, on behalf of the Board, proposal/funding required Statements of Assurances and Certification for all projects identified by administration as benefiting the recipients of educational offerings; and thereby certifying that all federal and state rules and regulations applicable to the use of said funds will be observed; and that information contained in all applications will be correct and complete; and that the Board authorizes its administrative representatives to file all applications on its behalf.
- Designates CEO & Superintendent or designee as purchasing agent.
- Designates the CFO & Treasurer and CEO & Superintendent to act for the board on matters pertaining to surplus property procurement and federal grant applications and reports.
- Authorizes the CFO & Treasurer and/or the CEO & Superintendent to act as official custodians of district safety deposit box.
- Authorizes the CEO & Superintendent or his/her designee to approve use of school buses for field trips outside the district.
- Authorizes the CEO & Superintendent or his/her designee to approve attendance of staff members at professional meetings and conferences outside the district.
- Authorizes the CFO & Treasurer and CEO & Superintendent to attend professional meetings at the local, state, and nationwide level.
- Authorizes the CFO & Treasurer and CEO & Superintendent to utilize appropriate legal council as general council for the school district for calendar year 2023 and thereafter until a successor has been selected by the Board of Education.

**RECONFIRMATION OF RESOLUTION FOR STANDING AUTHORIZATION
TO EFFECT LOANS (R.C. §133.30)**

WHEREAS, the Sandusky City Schools' Board of Education places responsibility for the financial management of the district on the CFO & Treasurer and CEO & Superintendent and,

WHEREAS, the Board is ever mindful of its obligation to the citizens and taxpayers of the City of Sandusky to exercise sound fiscal practices, and,

WHEREAS, the Board acknowledges that in order to meet its obligation to the community, achieve efficiency and maximize the return on its resources, the CFO & Treasurer and CEO & Superintendent must be able to make certain decisions in a timely and forthright manner within the constraints of applicable statutes and Board policy, and,

BE IT RESOLVED, that the Sandusky Board of Education hereby approves the following standing authorizations for the calendar year 2023 to be exercised by the CFO & Treasurer and CEO & Superintendent only when, in their judgment, such exercise meets the specifications so cited, herein:

...to borrow money and issue notes in anticipation of the collection of current revenues for the current fiscal year, if the financial situation of the school district should warrant such borrowing.

BE IT FINALLY RESOLVED, that the Sandusky Board of Education hereby mandates that the CFO & Treasurer and CEO & Superintendent advise said board when the need arises to borrow funds, with said advisory information being presented at the next meeting of the board for concurrence consideration.

**RESOLUTION TO AUTHORIZE CEO & SUPERINTENDENT TO APPROVE
SHORT-TERM, UNPAID LEAVES OF ABSENCE**

The Sandusky Board of Education hereby approves a standing authorization for the calendar year 2023 to be exercised by the CEO & Superintendent to authorize short term unpaid leaves of absence and medical and family leaves of absence for a duration of less than one semester.

BOARD LIAISON COMMITTEES

The Sandusky Board of Education policy BCE, identified as Board Liaison Committees, establishes committees from among its members as it finds necessary to study operations in specific areas and to make recommendations for board action. Annually, the President of the Sandusky Board of Education makes appointments relative to these committees. It is anticipated that the chairperson role will be identified for each of these committees at our Board Meeting of January 10, 2023. The committees in the past have included the areas of: Curriculum and Instruction, Operations and Facilities, Policies, Finance and Audit, Hall of Fame, and Community Relations.

Meeting schedules are administratively determined. An outline of responsibilities follows:

Curriculum and Instruction –

Serve with:

Mrs. Martha Murray and Mrs. Shelisa Johnson
Chief Academic Officer and Select Staff Members

Responsibility:

Review, analyze, and recommend any and all curriculum changes, modifications, and/or deletions, including textbook and resource purchases.

Operations and Facilities –

Serve with:

Mr. Thomas Patterson, Sr. and Mrs. Jennifer Chapman
Chief of Staff & Transformation Officer and Select Staff Members
(Directors of Food Service, Transportation, and Facilities)

BOARD LIAISON COMMITTEES
(continued)

Responsibility: Review, analyze, and recommend any and all changes and/or modifications to food service operations, building and grounds, and transportation services.

Policies – Ms. Ebony Sizemore and Mrs. Shelisa Johnson
Serve with: CEO & Superintendent or designees

Responsibility: Review, analyze, and recommend any and all changes and/or modifications to the current and in-place policies of the district. Be watchful and aware of any and all OSBA and legislative changes, which would prompt policy review. Present regular reports to the balance of the Board on timely topics of future consideration.

Finance and Audit – Mr. Thomas Patterson, Sr. and Ms. Ebony Sizemore
Serve with: CFO & Treasurer

Responsibility: Review, and analyze, and recommend any and all changes and/or modifications to the fiscal operations of the district, including expenditure and revenue projections/needs and long range planning.

Please note that the first four committee's listed above (Curriculum, Operation and Facilities, Policy and Finance) are committees of the Board. These committees should meet at least quarterly and report out to the whole board either at a meeting or, preferably, in writing.

If you are unable to attend a scheduled meeting, please try to find a substitute board member before changing the meeting date. The dates of the meetings should be made as soon as possible in January with the appropriate administrator.

Hall of Fame – Mr. Thomas Patterson, Sr.
Serve with: Chief of Staff & Transformation Officer and select staff and community liaisons

Responsibility: Serve on Athletic Hall of Fame induction committee.

Retention and Recruitment –

Mr. Thomas Patterson and Mrs. Martha Murray

Serve with:

CEO & Superintendent

Responsibility:

Review, analyze, and recommend any and all strategies, directions, which provide for not only increased knowledge base about the district but provides opportunities for increased participation in school system.

Parent Congress –

Mrs. Ebony Sizemore and Mrs. Jennifer Chapman

Serve with:

CEO and community liaisons

Responsibility:

To help the Sandusky City Schools provide a diverse educational experience where all students will become respected, productive, and valued members of our community by volunteering our time and assets to The Parent Congress.”

Business Advisory –

Mrs. Martha Murray and Mrs. Shelisa Johnson

Serve with:

CEO & Superintendent and CFO

Responsibility:

To offer insight, expertise, and leadership knowledge about the District’s strategic initiatives, return on investment approaches and the comprehensive transformation plan scheduled to be implemented in our schools.

ADJOURNMENT FROM ORGANIZATIONAL MEETING

_____ moved, and _____ seconded, to

adjourn from the Organizational Meeting and return to the Regular Meeting of January 10, 2023.