AGENDA

1. Call to Order (President Pro Tempore)

2. Pledge of Allegiance

3. Roll Call

   Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Dr. Rentel___

4. **Election of Board President for 2014** - Any member of the Board may be nominated for President, a second is not necessary. On election, the new President will chair the Board meeting.

   Nomination ___________________________ ___Motion

   Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Dr. Rentel ___

   Nominations for Board President closed.

   Election:

   Moved to approve ______________________ as President for 2014.

   Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Dr. Rentel ___

   _____________ is elected President of the Granville Board of Education for 2014.

**NEWLY ELECTED PRESIDENT PRESIDING**

5. **Election of Board Vice-President for 2014** - Any member of the Board may be nominated for Vice President, a second is not necessary.

   Nomination ___________________________ ___Motion

   Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Dr. Rentel ___

   Nominations for Board Vice President closed.
Election:

Moved to approve _____________ as Vice President for 2014.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller__ Dr. Rentel__

___________ is elected Vice President of the Granville Board of Education for 2014.

6. **Approval of Board Policies and Regulations Currently in Effect**

   **Motion:** Adopt the Granville Exempted Village School District policies and regulations currently in effect at the end of 2013 for 2014 until they are modified by Board action.

   Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller__ Dr. Rentel__

7. **Adoption of Agenda and Meeting Notification Procedures**

   **Motion:** Adopt the Agenda and Meeting Notification Procedure as Presented:

**NOTIFICATION OF BOARD MEETINGS**

Due notice of all official Board meetings will be given to the press, the public, and all Board members.

**Organizational Meeting** – A notice of the Organizational Meeting, including any special or regular meeting following the Organizational Meeting, will be given in the same manner as notice for regular and special meetings of the Board.

**Regular Meetings** - A notice of the time and place of the regularly scheduled meetings, or of any change in time or place thereof, will be given to the media and those requesting advance personal notice at least 48 hours prior to the meeting.

**Special Meetings** - A special meeting may be called by the President or Treasurer or by any two members of the Board by serving written notice of the time and place of the meeting upon each Board member at least two days before the meeting date. The notice must be signed by the officers and members calling the meeting.

The Board will not hold a special meeting unless it gives at least 24 hours notice to the news media who have requested notification, except that, in the event of an emergency, the member or members calling the meeting will notify the media that have requested notification immediately of the time, place, and purpose of the meeting.
**Personal Notice of Meetings** - Any person who wishes to receive personal notice of any change in time or place of a regular meeting, or of any regular or special meeting of the Board at which any specific type of business is to be discussed, may receive the advance notice by requesting the Treasurer to put their name on a mailing list.

Dr. Cornman ___ Ms. Deeds ___ Mr. Ginise ___ Mr. Miller ___ Dr. Rentel ___

8. **Board Member/Designee Assignments**

<table>
<thead>
<tr>
<th>Organization</th>
<th>2013 Assignments</th>
<th>2014 Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granville Recreation District</td>
<td>Kraig Koester</td>
<td>Kraig Koester</td>
</tr>
<tr>
<td>C-TEC</td>
<td>Jennifer Cornman</td>
<td>Jennifer Cornman</td>
</tr>
<tr>
<td>Granville Education Foundation</td>
<td>Katie Rentel</td>
<td>Thomas Miller</td>
</tr>
<tr>
<td>Granville Foundation</td>
<td>Amy Deeds</td>
<td>Amy Deeds</td>
</tr>
<tr>
<td>Licking County Tax Incentive Review Committee</td>
<td>Mike Sobul</td>
<td>Mike Sobul</td>
</tr>
<tr>
<td>Newark-Granville Community Authority</td>
<td>Katie Rentel</td>
<td>Katie Rentel</td>
</tr>
<tr>
<td>Granville Village Planning Commission</td>
<td>Dennis Cauchon</td>
<td>Vacant</td>
</tr>
<tr>
<td>Granville Chamber of Commerce</td>
<td>Jeff Brown</td>
<td>Jeff Brown</td>
</tr>
<tr>
<td></td>
<td>Mike Sobul</td>
<td>Mike Sobul</td>
</tr>
<tr>
<td>Regional Advisory Council</td>
<td>Jeff Brown</td>
<td>Jeff Brown</td>
</tr>
<tr>
<td>Legislative Liaison</td>
<td>Jennifer Cornman</td>
<td>Jennifer Cornman</td>
</tr>
<tr>
<td>Levy Committee</td>
<td>_________________________</td>
<td>Russ Ginise</td>
</tr>
</tbody>
</table>

8.a **Resolution Approving Memorandum of Understanding Among Career & Technology Education Centers and its Associate Members for the Purpose of Compliance with Ohio Revised Code Section 3311.19**


1. WHEREAS the Granville School District is an associate member of Career & Technology Education Centers ("C-TEC") Joint Vocational School District.
2. WHEREAS the 130th General Assembly of the State of Ohio amended the statutory requirements for appointing board members of joint vocational school district boards in Amended Substitute House Bill 59 (the “Budget Bill”).
3. WHEREAS the Granville School District Board of Education has reviewed a “Memorandum of Understanding (“MOU”), attached hereto, among C-TEC and its associate members setting forth the Budget Bill’s new legal requirements for appointments to the C-TEC Board of Education under Section 3311.19 of the Ohio Revised Code.
4. WHEREAS the Granville School District Board of Education is a party to the MOU.
5. NOW, THEREFORE BE IT RESOLVED that the Granville School District Board of Education hereby approves the MOU and authorizes and directs the Superintendent to execute the MOU.

8b. RESOLUTION OF APPOINTMENT TO CAREER & TECHNOLOGY EDUCATION CENTERS BOARD OF EDUCATION

1. WHEREAS Career & Technology Education Centers ("C-TEC") Joint Vocational School District ("JVSD") has a vacancy on its board;
2. WHEREAS Granville School District is a member of C-TEC and is authorized by the C-TEC “plan” on file with the State Board of Education to appoint an individual ("Appointee") to fill the vacancy;
3. WHEREAS Granville School District has reviewed the statutory requirements for making the appointment, including those in Ohio Revised Code 3311.19 (as amended) and its requirements that joint vocational school district (JVSD) Board members have experienced as chief executive officers, chief financial officers, human resources managers, or other business, industry, or career counseling professionals who are qualified to discuss the labor needs of the region with respect to the regional economy; and the requirement with JVSD board members represent employers in the region served by the C-TEC and be qualified to consider the state’s workforce needs with an understanding of the skills, training, and education needed for current and future employment opportunities in the state; and the requirement that JVSD Board members be selected based on the diversity of the employers in the territory served by [Name of School];
4. WHEREAS Granville School District has performed and documented its due diligence in considering the Appointee’s qualifications, including the Appointee’s qualifications to meet the legal requirements to serve;
5. WHEREAS Granville School District is party to a Memorandum of Understanding (“MOU”) with C-TEC and the other school districts that
make up the JVSD and this appointment is in keeping with the terms of the MOU; (Attachment)

6. NOW, THEREFORE BE IT RESOLVED that the Granville School District Board of Education appoints Dr. Jennifer Cornman to the C_TEC Joint Vocational School District Board of Education for a three-year term of office to commence on January 6, 2014 and to expire on January 2017.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ____Mr. Miller___ Dr. Rentel___

9. **Superintendent’s Committee Assignments**  

| Benchmark 1: Whole Child Committee | Jennifer Cornman/  
| Benchmark 2: World Class Education Committee | Katie Rentel___  
| Benchmark 3: Operations and Resources Committee | Thomas Miller/  
| Benchmark 4: Finance Committee | Katie Rentel___  
| Benchmark 5: Community Committee | Russ Ginise___  

Dr. Cornman___Ms. Deeds ___Mr. Ginise ____Mr. Miller___ Dr. Rentel___

10. **Board Member Compensation**

For all new terms commencing after the date of this resolution, members of the Board of Education shall be compensated at the rate of $25.00 per meeting.

*Reference O.R.C. 3313.12, and Article II, Section 20 of the Ohio Constitution prohibits any increase or decrease in compensation of a public officer during his existing term of office.*

Dr. Cornman___Ms. Deeds ___Mr. Ginise ____Mr. Miller___ Dr. Rentel___

11. **Resolution to Create Service Fund**

WHEREAS, such sums of money to be known as the service fund and to be used in paying the expenses of members of the Board and their official representatives, when said expenses are actually incurred in the performance of their duties inside of the school district.

NOW WHEREAS, be it resolved, that the Board of Education does hereby appropriate for the purpose of said service fund this amount of $3,000.00.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ____Mr. Miller___ Dr. Rentel___

5
12. Resolution to Establish Board Meeting Times, Dates, and Locations

BE IT RESOLVED that the Board of Education sets the meeting dates for regular Board meetings and scheduled special meetings as needed. All regular meetings will begin at 6:30 p.m. in the district office. The regular meeting dates may be changed when needed by the Board.

Proposed Meeting Schedule for Regular Meetings

<table>
<thead>
<tr>
<th>DATE</th>
<th>Meeting/Work Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, January 6, 2014</td>
<td>Organizational Meeting</td>
</tr>
<tr>
<td>Monday, January 6, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, February 10, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, March 17, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, April 21, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, May 12, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, June 16, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, July 7, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, August 18, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, September 15, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, October 20, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, November 17, 2014</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, December 15, 2014</td>
<td>Regular Meeting</td>
</tr>
</tbody>
</table>

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller__ Dr. Rentel__

13. Standing Authorizations for the Calendar Year

Moved by _______, and seconded by ________, that the Board empower the following employees to act on its behalf:

13a. Authorize the Superintendent to Hire Staff Between Board Meetings

The Superintendent is authorized, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching 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; provided however, that upon 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.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy. The authorization provided by this resolution shall remain in effect until
withdrawn by formal action of this Board] [commence on January 6, 2014 and remain in effect through January 2015].

13b. Authorize the Superintendent to Accept Resignations

The Superintendent is authorized, 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.

The authorization provided by this resolution shall [remain in effect until withdrawn by formal action of this Board] [commence on January 7, 2014 and remain in effect through January 2015].

13c. Authorize the Treasurer to Pay Bills and Payroll

Authorizes the Treasurer to pay all bills and payroll liabilities within the limits of the appropriation resolution as bills are received and when merchandise has been received in good condition.

13d. Authorize Memberships for 2014

Authorizes renewal of the following memberships in the following organizations for the 2014 calendar year:

- Ohio School Board Association
- Metropolitan Educational Council

13e. Authorize Investment of Funds

The Treasurer is authorized to invest in accordance with the current district investment policy interim funds and tax collection advances as they become available for the purpose of realizing interest income for the school district.

13f. Designate the Superintendent as Purchasing Agent

The Superintendent is designated the purchasing agent for all purchases made by the Board of Education up to the limit prescribed by law.

13g. Authorize Participation in State and Federal Projects or Programs

Authorizes the Superintendent and/or the Assistant Superintendent as the Board’s official representative for submitting all county, state and federal projects or programs.
Authorization for the Superintendent, without further action by the Board, to apply on behalf of said district to participate in any federal and state projects or programs for which approval by said Board is required. Authorizes the Treasurer to pay stipends in the amount specified when authorized by grant applications.

13h. **Waive Reading Board Minutes**

Authorization to waive the Treasurer reading the Board minutes of prior meetings at the Board of Education regular meeting and special meetings.

13i. **Authorize Superintendent to Approve Field Trips**

The Superintendent is authorized to approve field trips as needed. Board members will be informed of approved field trips in a timely manner.

13j. **Authorize Expenditure of Meeting and Other Incidental Expenses**

The Board authorizes the Superintendent to expend public funds for coffee, meals, refreshments and other amenities (i.e., flowers, awards) within the appropriate budgets in compliance with Auditor of State Bulletin 2004-002.

13k. **Acceptance of Responsibility for Concession Stand Operations**

Authorize the Superintendent to send the required annual letter to the Licking County Health Department accepting responsibility for the concession operations for the Granville Exempted Village School District.

Dr. Cornman ___ Ms. Deeds ___ Mr. Ginise ___ Mr. Miller ___ Dr. Rentel ___

14. **Adjournment**

**Motion:** To adjourn the Organizational Meeting.

Dr. Cornman ___ Ms. Deeds ___ Mr. Ginise ___ Mr. Miller ___ Dr. Rentel ___
GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT
BOARD OF EDUCATION
January 6, 2014
6:30 p.m.

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. President’s Welcome

4. Roll Call

Dr. Cornman___ Ms. Deeds ___ Mr. Ginise ____Mr. Miller___ Dr. Rentel___

5. School Board Recognition Month
The Ohio School Boards Association is celebrating School Board Recognition Month during January to build awareness and understanding of the vital role that an elected board of education plays in our society. The Granville Board of Education, like school boards across our state and country, provides critical leadership to our students, staff and community.

Our school board sets the direction for our public schools by envisioning the community’s educational future. It sets policies and procedures to govern all aspects of school district operation. The school board keeps attention focused on progress toward the school district’s goals and maintains two-way communication with all segments of the community.

On behalf of the students and staff of the Granville Exempted Village Schools, we wish to thank each Board Member for your service and commitment to our schools.

Presentation of Books: Servant Leadership

6. Public Comments

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

See Board Policy No. 0169.1 – Public Participation at Board Meetings.

7. Board Reports
Dr. Jennifer Cornman C-TEC Board
Katie Rentel  Granville Education Foundation
Amy Deeds  Granville Foundation
Dr. Jennifer Cornman  Legislative Liaison
Katie Rentel  Newark-Granville Community Authority

8.  Action Agenda

10.01 Recognize Bus Drivers as Chaperones

Recommended by Superintendent

Motion: Approval of the following bus drivers to be approved as chaperones for the 2013-2014 school year.

Sandi Cunningham  Kim Winters
Terri Corman  Ken Hale
Alice Sorg  Tom Miller
Renee Janey  Birdie Green
Korena Broseus  Rob Read
Janet Ogilbee  Kim Clary
Jeffrey Knott  Deana Killworth
Bonnie Heeter  Joe Liff
Greg Griffith  Larry Holbrook
Todd Mann  Dave Stewart
Alisa Charon  Flo Desmone
Jim Clary  Mike McCullough
Mary Glick  Mike Morris
John Thoma  Dale Simpson
Bob Johnson  Paula BeVier
Diane Painter  Chuck Burgess

Dr. Cornman  Ms. Deeds  Mr. Ginise  Mr. Miller  Dr. Rentel

10.02 Ohio State University Speech-Language-Hearing Clinic

Recommended by Superintendent:

Motion: Approval of the contract with The Ohio State University Speech-Language-Hearing Clinic for the 2013-2014 school year.

Dr. Cornman  Ms. Deeds  Mr. Ginise  Mr. Miller  Dr. Rentel

11.  Consent Agenda

11.01 Approval of Routine Business by Consent
The Superintendent recommends the acceptance of the following consent items.

A. Minutes

Adopt the minutes of the regular Board meeting on Monday, December 16, 2013. (Attachment)

B. Acceptance of Donations/Gifts

- A donation of $300.00 from the Granville Rotary towards the Granville High College Fair.
- A cash donation from Andrew and Kelley Wolfe to the junior class for the prom.

C. Employment:

1. Classified Staff

Superintendent recommends employment of the following classified staff contracts pending verification of all licensure requirements, years of experience calculations, and BCII/FBI criminal record checks.

- Shelby Gaul as a nurse for the middle school effective January 6, 2014 for the remainder of the 2013-2014 school year.

End of Consent Agenda

12. Finances

12.01 Resolution of Levy Renewal

Recommended by Treasurer:

Motion: Approval of the resolution to place the permanent improvement renewal on the ballot for the May 6, 2014 election.

12.02 Financial Statements
Recommended by Treasurer:

Motion: Approval of the December, 2013 budget highlights and graphs. (Attachment)

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller___ Dr. Rentel___

12.03 Resolution Accepting Amounts and Rates

Recommended by Treasurer:

Motion: Approval of the resolution to accept the amounts and rates as determined by the budget commission and authoring the necessary tax levies and certifying them to the county auditor.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller___ Dr. Rentel___

13. Adjournment

Motion: To adjourn.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller___ Dr. Rentel___
Public Participation at Board Meetings

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board and shall publish rules to govern such participation in Board meetings. The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct. The presiding officer shall be guided by the following rules:

A. Public participation shall be permitted as indicated on the agenda.
B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.
C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
D. Each statement made by a participant shall be limited to approximately three (3) minutes duration.
E. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
F. Tape or video recordings are permitted, providing the person operating the recorder has received approval from the Superintendent prior to the Board meeting and agrees to the placement of the equipment and to abide by the following conditions: 1) no obstructions are created between the Board and the audience; 2) no interviews are conducted in the meeting room while the Board is in session; 3) no commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
G. The presiding officer may 1) interrupt, warn, or terminate a participant’s statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant; 2) request any individual to leave the meeting when that person does not observe reasonable decorum; 3) request the assistance of law enforcement officers in the removal of a disorderly person when that person’s conduct interferes with the orderly progress of the meeting; 4) call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.
H. The portion of the meeting during which the participation of the public is invited shall be limited to approximately thirty (30) minutes at the beginning of the meeting early in the agenda.

From Granville Exempted Village Schools ByLaws and Policies No. 0169.1
AGENDA

Record Commission

The role of the School District records commission is to provide rules for retention and disposal of records of the district and to review applications for one-time disposal of obsolete records and schedules of records retention and disposition submitted by (ORC 149.41)

Review of current Record Retention policy and Retention Schedule
(On file with the district treasurer)

Records Disposal

1. Application for One-Time Disposal of Obsolete Records (RC-1) -NONE
2. Certificate of Records Disposal (RC-3) – Per Schedule of Records Retention

Vote: Ms. Deeds_______ Mr. Brown_______ Mr. Sobul _______

Records Storage

Recommend approval for storage of permanent and long term (greater than 3 years) electronically, where feasible, or offsite at Fireproof Storage facility. Note: records available for retrieval within 24 hours.

Vote: Ms. Deeds_______ Mr. Brown_______ Mr. Sobul _______

Commission members:
Amy Deeds, Board President
Jeff Brown, Superintendent
Mike Sobul, Treasurer
Memorandum of Understanding

Among

Career & Technology Education Centers ("C-TEC")

And the Associate School Districts of

Granville Exempted Village Schools; Heath City Schools; Licking County Educational Service Center (representing Johnstown-Monroe Local Schools, Lakewood Local Schools, Licking Heights Local Schools, Licking Valley Local Schools, North Fork Local Schools, Northridge Local Schools and Southwest Licking Local Schools); and Newark City Schools, (together with C-TEC, “Signatory Districts”)

For The Purpose of Compliance With

Ohio Revised Code 3311.19, JVSD Board Governance

Preamble

1. Purpose: We the undersigned “Signatory Districts” as members of C-TEC Joint Vocational School District ("JVSD") enter into this Memorandum of Understanding ("MOU") in recognition of the fact that the law has changed with respect to eligibility to serve on the board of a JVSD. The purpose of this MOU is to outline how we as members of the JVSD intend to work together to comply with the new law. While the MOU is based on specific provisions of state law, the MOU itself is not a legally binding contract and neither creates nor destroys any substantive or procedural rights under federal, state, or local law.

2. Term of MOU: This MOU shall apply to all Board appointments taking place on or after September 29, 2013, the Effective Date of the amendment to ORC 3311.19. It remains in place in perpetuity, subject to the Withdrawal or Amendment provision below. It applies to appointments made on or after the Effective Date as the terms of members of the C-TEC board who are serving unexpired terms expire or as those offices are otherwise vacated prior to the expiration date.¹

3. Withdrawal or Amendment: Any Signatory District may withdraw from or propose amendments to this MOU at any time. Prior to taking effect, all signatories must agree to any proposed amendment. Withdrawal by one or more Signatory Districts does not abrogate the MOU for the remaining Signatory Districts. In addition to the formal amendment or withdrawal process, Signatory Districts may from time to time informally share best practices among each other to help ensure compliance with the new law.

¹ See ORC 3311.19(C)(1)
Requirements of ORC 3311.19

4. Board Members’ Terms of Service: Signatory Districts agree that by law, members appointed to the C-TEC board shall serve three-year terms of office and that no member shall hold office for a period of longer than two consecutive terms. (Terms shall be considered consecutive unless separated by three or more years).  

5. Manner of Appointment: Signatory Districts agree that by law, the manner of appointment and the total number of members appointed to the C-TEC board shall remain in accord with the C-TEC “plan” on file with the state board of education. Neither the amendment to state law nor this MOU is intended to alter the manner of appointment.

6. Appointing Boards: Signatory Districts agree that by law, in accordance with the C-TEC plan, members of the C-TEC board will continue to be appointed by the school boards of the associate districts (“Appointing Boards”). The Appointing Boards retain sole discretion to appoint members to the C-TEC board whom they find to be lawfully qualified to serve.

7. Eligible Candidates: Signatory Districts agree that subject to the requirements of state law, Appointing Boards may appoint to the C-TEC board any member of the Appointing Board who is lawfully eligible to serve. Alternatively, Appointing Boards may appoint to the C-TEC board any individual who is not a member of the Appointing Board who is lawfully eligible to serve.

8. Residency / Place of Business Requirement: Signatory Districts agree that by law, not less than three-fifths of the members of the C-TEC board shall reside in or be employed within the territory of C-TEC, defined as the geographic footprint of the associate school districts served by C-TEC. Whereas this “residency or place-of-business requirement” is applicable to the C-TEC board as a whole, the Signatory Districts agree to communicate with and cooperate amongst each other when considering prospective C-TEC board members’ residency and place of employment. The Signatory Districts further agree not to make any appointment that would trigger the C-TEC board to fall out of compliance with this “residency or place-of-business” provision, and to act immediately upon discovery of any non-compliance to remedy the situation. The Signatory Districts further agree that for purposes of compliance with this section, individuals appointed to the C-TEC board will notify C-TEC should the individual’s home or work address change.

9. Employer Diversity: Signatory Districts agree that by law, C-TEC board members are to be selected based on the diversity of the employers in the C-TEC geographic

---

2 See ORC 3311.19(B)
3 See ORC 3311.19(C)
4 See ORC 3311.19(C)
5 See ORC 3311.19(B)
footprint.\(^6\) C-TEC agrees to provide the other Signatory Districts with labor market data to assist in the appointment process. Given that this employer diversity requirement is applicable to the C-TEC board as a whole, the Signatory Districts agree to communicate with and cooperate amongst each other when considering how prospective board members’ help ensure that the C-TEC board represents the diversity of employers in the territory served by C-TEC. The Signatory Districts further agree not to make any appointment that would trigger the C-TEC board to fall out of compliance with this “diversity of employers” provision, and to act immediately upon discovery of any non-compliance to remedy the situation.

10. **Business Experience**: Signatory Districts agree that by law, Appointing Boards are to appoint members to the C-TEC board who have experience as chief executive officers, chief financial officers, human resources managers, or other business, industry, or career counseling professionals who are qualified to discuss the labor needs of the region with respect to the regional economy. Further, Appointing Boards shall appoint individuals who represent employers in the region served by C-TEC who are qualified to consider the state’s workforce needs with an understanding of the skills, training, and education needed for current and future employment opportunities in the state.\(^7\) The Signatory Districts further agree not make any appointment that would trigger the C-TEC board to fall out of compliance with this “business experience” provision.

11. **JVSD Business Advisory Committees**: Signatory Districts agree that in making an appointment, Appointing Boards may give preference to individuals who have served as members on a JVSD business advisory committee who meet the business qualifications required by law.\(^8\)

**Documenting Compliance**

12. **Compliance**: Signatory Districts agree to act in good faith at all times with respect to compliance with this MOU. Signatory Districts further agree to document compliance with this MOU (and the statute on which it is based) through any means they deem appropriate and, upon request, to share this documentation with C-TEC so that C-TEC is assured at all times its board is lawfully constituted. Such documentation from the signatory school districts may include, but is not limited to, resumes from candidates for appointment, questionnaires from candidates for appointment outlining their qualifications to serve, and appointing resolutions that outline the candidate’s qualifications. Attached as an addendum to this MOU are a sample questionnaire and sample appointing resolution Appointing Boards may elect to utilize to document their compliance.

13. **District Policies**: The Signatory Districts agree to review their own internal appointment policies and procedures to ensure compliance with this new law and this

---

\(^6\) See ORC 3311.19(B)
\(^7\) See ORC 2211.19(C)(2)
\(^8\) See ORC 3311.19(C)(2)
MOU. To the extent those policies may be in direct conflict with the new law, the Signatory Districts agree those policies are rendered obsolete.

[Remainder of page intentionally left blank; signature page to follow]
IN WITNESS WHEREOF, each of the parties hereto has caused this MOU to be executed by its duly authorized officer on the date indicated below.

**Associate Member**

________________________________
Superintendent/Board Designee

________________________________
Member District/ESC

________________________________
Date

**Career & Technology Education Centers (C-TEC)**
(only one signature required)

________________________________
Superintendent

________________________________
Date
DECEMBER 2013 MONTHLY FINANCIAL REPORT

GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT

January 6, 2014
Mike Sobul, CFO/Treasurer
December Budget Highlights

Summary

Halfway through the fiscal year, revenues are about $27,000 ahead of where they were expected to be, adjusting for timing of state aid payments. Expenditures are about $24,000 below their expected levels. The current expected cash balance at the end of January is about $330,000.

Revenues

Through December, current revenues are about $646,000 (6 percent) above last year.

- $318,000 additional real property tax collections
  - Higher delinquency collections and an improved current collection rate
- $325,000 additional payments from the state
  - Additional state aid and casino tax revenue payments

Expenditures

Through December, current expenditures are about $82,000 (0.7 percent) above last year.

- $90,000 lower costs in salaries and wages
  - Lower severance pay, no stipend this year, 30 percent lower costs for substitute teachers
- $123,000 higher purchased services costs
  - Higher community schools, open enrollment, and ESC special education deductions and higher electric bills; lower legal costs
- $54,000 higher materials and supplies costs
  - Earlier purchasing of materials and supplies than last year
Comparison of Current Month’s Cash Flow Estimate vs. Actual

**Fiscal Year 2014**

**For the Month of December**

Note: Estimates for monthly cash flow must be frozen on revenue and expenditure tabs for this comparison to work properly.

**Revenue Cash Flow Freeze**

**Expenditure Cash Flow Freeze**

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Difference for the Month</th>
<th>Actual for the Month</th>
<th>Estimated for the Month</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.010 - General Property Tax (Real Estate)</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>1.020 - Public Utility Personal Property</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>1.030 - Income Tax</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>1.035 - Unrestricted Grants-in-Aid</td>
<td>3,840</td>
<td>456,240</td>
<td>452,400</td>
</tr>
<tr>
<td>1.040 - Restricted Grants-in-Aid</td>
<td>111</td>
<td>331</td>
<td>220</td>
</tr>
<tr>
<td>1.050 - Property Tax Allocation</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>1.060 - All Other Operating Revenues</td>
<td>(9,955)</td>
<td>13,045</td>
<td>23,000</td>
</tr>
<tr>
<td>1.070 - Total Revenue</td>
<td>(6,004)</td>
<td>469,616</td>
<td>475,620</td>
</tr>
</tbody>
</table>

| **Other Financing Sources**                              |                          |                      |                         |
| 2.070 - Total Other Financing Sources                    | 2,765                    | 2,765                | -                       |
| 2.080 - Total Revenues and Other Financing Sources       | (3,239)                  | 472,381              | 475,620                 |

| **Expenditures**                                         |                          |                      |                         |
| 3.010 - Personnel Services                              | (25,469)                 | 1,059,531            | 1,085,000               |
| 3.020 - Employees’ Retirement/Insurance Benefits         | (27,669)                 | 464,031              | 491,700                 |
| 3.030 - Purchased Services                              | 38,870                   | 270,570              | 231,700                 |
| 3.040 - Supplies and Materials                          | (14,543)                 | 40,457               | 55,000                  |
| 3.050 - Capital Outlay                                  | 2,128                    | 4,128                | 2,000                   |
| 3.060 - Intergovernmental, Debt & Interest               | -                        | -                    | -                       |
| 4.300 - Other Objects                                   | (2,573)                  | 4,427                | 7,000                   |
| 4.500 - Total Expenditures                              | (29,256)                 | 1,843,144            | 1,872,400               |

| **Other Financing Uses**                                 |                          |                      |                         |
| 5.040 - Total Other Financing Uses                       | -                        | 1,038                | 1,038                   |
| 5.050 - Total Expenditures and Other Financing Uses      | (29,256)                 | 1,844,182            | 1,873,438               |

Excess of Rev & Other Financing Uses Over (Under)

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Difference</th>
<th>Actual</th>
<th>Estimated</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.010 - Expenditures and Other Financing Uses</td>
<td>26,017</td>
<td>(1,371,801)</td>
<td>(1,397,818)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Difference</th>
<th>Actual</th>
<th>Estimated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning of Month Cash Balance</td>
<td>1,054,944</td>
<td>2,702,702</td>
<td>1,647,758</td>
</tr>
<tr>
<td>End of Month Cash Balance</td>
<td>1,080,961</td>
<td>1,330,901</td>
<td>249,940</td>
</tr>
</tbody>
</table>
## Comparison of Year-to-Date Cash Flow Compared to the Prior Year

**FYTD as of December**

<table>
<thead>
<tr>
<th>Revenue:</th>
<th>Difference</th>
<th>Actual Year to Date</th>
<th>Prior Year Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.010 - General Property Tax (Real Estate)</td>
<td>318,127</td>
<td>6,885,695</td>
<td>6,567,568</td>
</tr>
<tr>
<td>1.020 - Public Utility Personal Property</td>
<td>-9,748</td>
<td>339,020</td>
<td>319,646</td>
</tr>
<tr>
<td>1.030 - Income Tax</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>1.035 - Unrestricted Grants-in-Aid</td>
<td>-</td>
<td>2,895,981</td>
<td>2,570,642</td>
</tr>
<tr>
<td>1.040 - 1.045 - Restricted Grants-in-Aid</td>
<td>-</td>
<td>6,510</td>
<td>5,646</td>
</tr>
<tr>
<td>1.050 - Property Tax Allocation</td>
<td>16,763</td>
<td>969,029</td>
<td>952,266</td>
</tr>
<tr>
<td>1.060 - All Other Operating Revenues</td>
<td>(34,238)</td>
<td>317,076</td>
<td>351,314</td>
</tr>
<tr>
<td>1.070 - Total Revenue</td>
<td>646,229</td>
<td>11,413,311</td>
<td>10,767,082</td>
</tr>
</tbody>
</table>

| Other Financing Sources:        |            |                     |                         |
| 2.070 - Total Other Financing Sources | 57,780    | 67,425              | 9,645                   |
| 2.080 - Total Revenues and Other Financing Sources | 704,009 | 11,480,736          | 10,776,727              |

| Expenditures:                   |            |                     |                         |
| 3.010 - Personnel Services      | -90,415    | 6,572,243           | 6,662,658               |
| 3.020 - Employees' Retirement/Insurance Benefits | 16,586  | 2,791,227           | 2,774,641               |
| 3.030 - Purchased Services      | 123,765    | 1,686,546           | 1,562,781               |
| 3.040 - Supplies and Materials  | 53,893     | 468,148             | 414,255                 |
| 3.050 - Capital Outlay          | 16,223     | 45,901              | 29,678                  |
| 3.060 - 4.060 - Intergovernmental, Debt & Interest | - | - | - |
| 4.300 - Other Objects           | -38,122    | 157,920             | 196,042                 |
| 4.500 - Total Expenditures      | 81,930     | 11,721,985          | 11,640,055              |

| Other Financing Uses:           |            |                     |                         |
| 5.040 - Total Other Financing Uses | 2,874    | 4,671               | 1,797                   |
| 5.050 - Total Expenditures and Other Financing Uses | 84,804 | 11,726,656          | 11,641,852              |

Excess of Rev & Other Financing Uses Over (Under)

| 6.010 - Total Expenditures and Other Financing Uses | 619,205 | (245,920) | (865,125) |
| 7.010 - Cash Balance July 1               | (406,803) | 1,576,821 | 1,983,624 |
| 7.020 - Cash Balance June 30              | 212,402   | 1,330,901 | 1,118,499 |
Projected Monthly Cash Flow, FY 2014

Board Approved Cash Balance Policy

$330,893.92

7.020 - Ending Cash Balance

Board Approved Cash Balance Policy

2014 2015
Monday, December 16, 2013

The Granville Exempted Village School District Board of Education met in regular session at the District Office on this date. The President of the Board Amy Deeds called the meeting to order at 6:33 p.m. Responding to roll call was: Dr. Jennifer Cornman (arrived at 6:36 p.m.), Ms. Amy Deeds, Mr. Russell Ginise, Mr. Thomas Miller, and Dr. Kathryn Rentel. Also present was Jeff Brown, Superintendent, and Michael Sobul, Treasurer.

Pledge of Allegiance

Commendations

Granville High School Girls Soccer Team Members: Recognition of members of the team for their winning season which qualified them to compete in the state finals.

Honorees:

Amelia Anderson  Gabby Male  Reilly Welles
Taylor Beitzel  Kina McCombs
Tatem Brogan  Carolyn Mestemaker
Allison Brunn  Kelsey Moore
Katie Choice  Sarah Owen
Nikki Cox  Mallory Rizor
Taylor Drumm  Riley Rosinski
Jacqueline Fouts  Monica Sidders
Ryan Kauchak  Olivia Simon
Chloe Kent  Sydney Smith
Journey Link  Elia Taiganidies
Tori Long  Ashley Tasker

OSBA Conference Student Project-Outstanding Program Award Winners: Recognition of students who worked on the GHS land lab project and took home the award for the most outstanding project presented at the OSBA Capital Conference.

Honorees:

Amelia Anderson  Janet Gregory
Linnea Beighley  Danny Hussey
Ivy Gilbert  Isaac Sundin
Brian Ginise

Public Comments
Staff Reports

High School Graduation Requirements – Tom Fry and Ryan Bernath
Granville Recreation District (GRD) Lease Agreement – Jeff Brown and Andy Wildman

Board Discussion

C-Tec Board Appointment Update
Permanent Improvement Levy Renewal

Board Reports

Dr. Jennifer Cornman          C-TEC Board, Legislative Liaison
Dr. Katie Rentel              Newark-Granville Community Authority
Thomas Miller                 Granville Education Foundation
Amy Deeds                     Granville Foundation
Russell Ginise                Levy Committee

Action Agenda

As recommended by the Superintendent:

12.16.01 Approval of Request for Leave of Absence

Moved by Mr. Ginise, seconded by Dr. Rentel, for Approval of Emily Goins, ES teacher, to have unpaid leave on Tuesday, February 18, 2014.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

12.16.02 Approval of Maternity Leave of Absence

Moved by Mr. Ginise, and seconded by Dr. Rentel, for Approval of Laura Krebehenne, ES teacher, to have maternity leave on or around Monday, February 3 through Friday, March 14, 2014.

On vote: Dr. Cornman, aye, Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.
12.16.03 Approval for Agreement with Invo HealthCare Associates

Moved by Dr. Cornman and seconded by Mr. Ginise for Approval of the agreement between Invo HealthCare and Granville Exempted Village School District effective March 3, 2014 until May 30, 2014.

On vote:  Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye.  Motion carried.

12.16.04 Approval of James T. and Betty Coffey Scholarship Fund

Moved by Dr. Cornman and seconded by Mr. Ginise to Approve the award of $500.00 to Mrs. Barbara Blatter, FCS Teacher and GMS FCCLA Advisor, to use on service projects from the James T. and Betty Coffey Scholarship Fund.

On vote:  Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye.  Motion carried.

12.16.05 Approval to Accept Agreement

Moved by Mr. Ginise and seconded by Dr. Rentel to Approve to enter into a lease agreement with the Granville Recreation District effective January 2014.

On vote:  Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye.  Motion carried.

12.16.06 Approval to Accept Contract Service Agreement

Moved by Dr. Rentel and seconded by Dr. Cornman to Approve to enter into a Contracted Services Agreement with Diane Hoy, Teacher of Hearing Impaired, for the 2013-2014 school year.

On vote:  Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye.  Motion carried

Consent Agenda

12.16.07 Approval of Routine Business by Consent

Moved by Dr. Cornman and seconded by Mr. Ginise for Approval of the following items as recommended by the Superintendent:

Adoption of Minutes:  Adopt the minutes of the regular Board of Education meeting held on Monday November 18, 2013 (on file in the Treasurer’s office)
Acceptance of Donations/Gifts:
- A cash donation of $125.00 to the Archery Team from Bob Wade of JCC Hosting, LLC.
- A donation of $300.00 from the Granville Kiwanis Foundation towards the annual Licking County College Fair that will take place at Granville High School this spring.

Employment:

1. **Classified Staff for 2013-2014 School Year**
   
   Superintendent recommends employment of the following classified contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.

   • Ann Varrasso as a part-time high school clinic nurse, effective January 6, 2014 for the remainder of the 2013-2014 school year.

2. **Substitute Teachers/Secretaries/Aides for the 2013-2014 School Year**

   Superintendent recommends employment of the following substitute contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.

   Jaclyn Buchanan
   Christine Martin

3. **Supplemental Contracts for 2013-2014**

   Superintendent recommends employment of the following supplemental contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.

   **Group 7**
   MS Ski Club (.5) Katie Woos

4. **Resignation**

   Superintendent recommends employment of the following resignation with appreciation of service.

   • KaSandra Church will resign the following positions effective December 13, 2013:
     - HS Social Studies Teachers
     - LPDC Committee Member, Group 4
- NHS Committee, Group 8
  • Chuck Dilbone, Director of Business Operations, effective December 6, 2013
  • James Browder, MS Ski Club (.5)

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

End of Consent Agenda

Finances

The Treasurer recommends the acceptance of the following agenda items:

12.16.08 Approval of Financial Statements

Moved by Mr. Ginise, seconded by Dr. Cornman for Approval of the November, 2013 Monthly Financial Report. (on file in Treasurer’s office)

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

12.16.09 Approval of Resolution

Moved by Mr. Ginise and seconded by Dr. Rentel for Approval of the Resolution of Necessity declaring it necessary to renew an existing tax in excess of the ten-mill limitation.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

12.16.10 Approval of Contract

Moved by Dr. Cornman and seconded by Mr. Ginise for Approval of the renewal of the five-year contract with Park National Bank effective January 2014.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.
12.16.11 Executive Session

Moved by Dr. Cornman and seconded by Mr. Ginise to prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment and to consider the employment of a public employee. Entered into executive session at 8:12 pm.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

12.16.12 Adjournment

Moved by Dr. Cornman, seconded by Dr. Rentel to adjourn the meeting at 9:53 p.m.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, absent; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

_______________________________
Amy Deeds, President

_______________________________
Mike Sobul, Treasurer