GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT
BOARD OF EDUCATION
February 11, 2019
6:30 pm

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. President’s Welcome
4. Roll Call
   Mr. Ginise ____ Mr. Miller ____ Dr. Cornman ____ Ms. Deeds ____ Mr. Wolf____
5. Commendations

Ohio Scholastic Art Competition: Three GHS Art Students are being recognized for their
art work that will be featured in an exhibit in the Columbus College of Art and Design’s
Acock Gallery.

Honorees: Emma Reamer, Sara Mills, and Mara Shields.

Auditor of State Award with Distinction: Treasurer Mike Sobul and his department are
being recognized for receiving this award for excellent record keeping.

6. Staff Report
   • Reading and Writing Workshop Presentation – Molly McCrary and Amanda Gurney
   • Update to Board Policy IGBB (First Reading) – Ryan Bernath
   • Gifted Handbook (First Reading) – Ryan Bernath

7. 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.

8. **Board Discussion**

9. **Action Agenda**

9.01 **Approval of GHS Course Book**

*Superintendent recommends:*

**Motion:** Approval of the GHS Course Book for the 2019-2020 school year.

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

9.02 **Resolution to Approve Fireproof Contract**

*Superintendent recommends:*

**Motion:** Approval of the resolution to approve a contract for an amount not to exceed $66,000 with Fireproof to prepare document preparation and complete scanning of all historical special education student records. The funds to be used are from a one-time federal IDEA Restoration allocation.

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

10. **Consent Agenda**

10.01 **Approval of Routine Business by Consent**

*The Superintendent recommends the acceptance of the following consent items.*

**A. Adoption of Minutes:**

Adopt the minutes of the Organizational and Regular Meeting of the Board of Education held on Monday, January 7, 2019. *(Attachment)*

**B. Acceptance of Donations/Grants:**

- A donation of $250.00 for the observation deck at the Land Lab from Ms. Jessica Rettig.
- A donation of one skid of water bottles from Heath Lowe’s.
- A donation of $200.00 for GIS Archery from Service Master of Central Ohio.
- A donation of $200.00 for GIS Archery from Mickey’s Roofing.
- A donation of $200.00 for GIS Archery from Barry and Pam Hooker.
- Leaders for Learning Grant Awards:
  - Pam Bice, GMS ELA Teacher, $500.00
  - Ruth Ellen Kozman, GES Reading Specialist, $468.32
C. Employment:

1. Supplemental Contracts for the 2018-2019 School Year

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

**Group 2**
- Head Boys Tennis
- Head Track
- Head Girls Lacrosse
- Head Softball (.90)
- Head Softball (.10)

**Name**
- Keith Mullins
- Jim Green
- Tara Parsley
- Rae Stuart
- Miranda Fraunfelter-Root

**Group 3**
- JV Cheerleading (.50)

**Name**
- Julie Hardesty

**Group 4**
- Assistant Boys Tennis
- Assistant Baseball (.10)
- Assistant Baseball (.20)
- Assistant Baseball (.80)
- Assistant Girls Lacrosse
- Assistant Girls Lacrosse
- Assistant HS Track
- Assistant HS Softball

**Name**
- Henry Clint Storey
- Darren Athey
- Darren Athey
- Jeff Marietta
- Bobbi Seidell
- Richard Semer
- James Rogerson
- Jen Anthony

**Group 5**
- MS Track
- MS Track
- MS Track (.50)
- MS Track (.50)
- Head MS Softball

**Name**
- Renee Haley
- Susan Day
- Grace Waggoner
- Jamie Rogovin
- Paige Naylor

2. Substitute Teachers/Aide/Secretary Contracts for the 2018-2019 School Year.

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

- Samantha Ebert, retroactive to January 18, 2019.
- Nicole Stewart, retroactive to January 18, 2019.
- Cailyn Sutliff, retroactive to January 22, 2019.
- Peter Rotkis, retroactive to January 25, 2019.
3. Leaves of Absence

Superintendent submits:

- Sarah Closson, GES Librarian, a leave of absence effective approximately May 21, 2019 through May 31, 2019.
- Judith Henderson, GHS English Teacher, a leave of absence effective approximately April 22, 2019 through May 31, 2019.
- Amy Petryk, GIS Clinic Nurse, a leave of absence effective February 1, 2019 through February 19, 2019.
- Yvonne Hammonds, GIS Fifth Grade Teacher, a leave of absence effective February 11, 2019 through April 1, 2019.
- Kelly Wallen, GIS Educational Aide, five intermittent unpaid days of absence in the month of February.

4. Volunteers

Superintendent recommends employment of the following volunteer positions pending verification of all licensure requirements and BCII/FBI criminal records check.

- Jacob Hollis, Assistant Baseball.
- Frank Bickle, Assistant JV Baseball.
- Kreston Harris, Assistant Softball.
- Caitlin Chaney, Assistant Softball.
- Richard Gosnell, Assistant Softball.
- Daniel Mills, Assistant Boys Lacrosse.
- Andrew Durham, Assistant Boys Lacrosse.

D. Field Trips:

- GHS spring break student trip to travel to Japan in March, 2020.

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

End of Consent Agenda

11. Finances

11.01 Financial Statements
Treasurer recommends:

Motion: Approval of the January, 2019 financial report.

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

11.02 Kennedy Cottrell Richards, Accountants and Consultants for Business and Government

Treasurer recommends:

Motion: Approval of the contract for Kennedy Cottrell Richards, Accounts and consultants for Business and Government, to assist with the preparation of the Comprehensive Annual Financial Report (CAFR) for fiscal years 2019 and 2020 at a rate of $12,500 for each of the years. (Attachment)

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

11.03 Approval of Resolution

Treasurer recommends:

Motion: Approval of the resolution to approve a contract for an amount of $1 per ADM, not to exceed $2,600, with Educational Service Center of Northeast Ohio, to support the work of the Cupp-Patterson School Funding Workgroup.

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

12. Executive Session

Motion: To consider the employment of a public employee or official.

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

13. Adjournment

Motion: To adjourn.

Mr. Ginise ___ Mr. Miller ___ Dr. Cornman ___ Ms. Deeds ___ Mr. Wolf ___
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
Monday, January 7, 2019

The Granville Exempted Village School District Board of Education held its Organizational Meeting at the District Office on this date. The President Pro Tempore, Mr. Russ Ginise, chaired the meeting.

These written minutes, with resolutions passed and any attachments, in combination with the video recording made of Board proceedings, which is available to the public at https://www.youtube.com/channel/UCWXxDRkiU3RBlji4XUPaa9vYg together constitute the official minutes of the meeting of the Granville Exempted Village School District Board of Education conducted on the date referenced above.

Call to Order
President Pro Tempore Mr. Russ Ginise called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Roll Call
Responding to roll call was: Mr. Russ Ginise, Mr. Thomas Miller, Dr. Jennifer Cornman, Ms. Amy Deeds, and Mr. Fred Wolf. Also present was Jeff Brown, Superintendent, and Michael Sobul, Treasurer.

ORGANIZATIONAL MEETING

01.07.01 Election of Board President for 2019

Moved by Ms. Deeds to nominate Mr. Ginise as Board President for 2019.

On vote to close nominations for Board President.

Mr. Ginise, aye; Mr. Miller, aye; Dr. Cornman, aye; Ms. Deeds, aye; Mr. Wolf, aye. Motion carried.

Moved by Ms. Deeds, seconded by Mr. Miller to approve Mr. Russ Ginise as Board President.

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

NEWLY ELECTED PRESIDENT PRESIDING

01.07.02 Election of Board Vice-President for 2019

Moved by Dr. Cornman to nominate Mr. Miller as Board Vice-President for 2019.

On vote to close the nominations for Board Vice-President.

Mr. Ginise, aye; Mr. Miller, aye; Dr. Cornman, aye; Ms. Deeds, aye; Mr. Wolf, aye. Motion carried.
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January 7, 2019

Moved by Ms. Deeds, seconded by Mr. Wolf to approve Mr. Miller as Vice President.

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

01.07.03 Approval of Board Policies and Regulations Currently in Effect

Moved by Ms. Deeds, seconded by Dr. Cornman to adopt the Granville Exempted Village School District policies and regulations currently in effect at the end of 2018 for 2019 until they are modified by Board action.

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

01.07.04 Adoption of Agenda and Meeting Notification Procedures

Moved by Dr. Cornman, seconded by Mr. Wolf, to 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 of 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.

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

01.07.05 Board Member/Designee Assignments
Granville Board of Education
ORGANIZATIONAL MEETING MINUTES
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Moved by Ms. Deeds, seconded by Dr. Cornman to accept the Board Member/Designee Assignments and Superintendent’s Committee Assignments.

2019 Assignments

Granville Recreation District
C-TEC
Granville Education Foundation
Granville Foundation
Licking County Tax Incentive Review Committee
Newark-Granville Community Authority
Granville Village Planning Commission
Granville Chamber of Commerce
Regional Advisory Council
Legislative Liaison

Mr. Brian Costa
Dr. Jennifer Cornman
Mr. Fred Wolf
Ms. Olivia Aguilar
Mr. Michael Sobul – until departure
Mr. Michael Sobul – until departure
Mr. Jeremy Young
Mr. Jeffrey Brown
Mr. Michael Sobul
Mr. Jeffrey Brown
Mr. Jeffrey Brown

Superintendent’s Committee Assignments

Benchmark 1: Whole Child Committee
Benchmark 2: World Class Education Committee
Benchmark 3: Operations and Resources Committee
Benchmark 4: Finance Committee
Benchmark 5: Community Committee

Ms. Amy Deeds, Mr. Russ Ginise
Dr. Jen Cornman, Mr. Russ Ginise
Mr. Thomas Miller, Mr. Fred Wolf
Dr. Jen Cornman, Mr. Thomas Miller
Mr. Fred Wolf, Ms. Amy Deeds

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

01.07.06 Board Member Compensation

Moved by Mr. Miller, seconded by Dr. Cornman, to approve board member compensation rates:

For all new terms commencing after January 11, 2016, members of the Board of Education shall be compensated at the rate of $50.00 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. (On file in the Treasurer’s office)

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

01.07.07 Resolution to Create Service Fund

Moved by Dr. Cornman, seconded by Ms. Deeds, to approve the following Resolution:
Granville Board of Education
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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.

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

01.07.08 Resolution to Establish Board Meeting Times, Dates, and Locations

Moved by Mr. Miller, seconded by Ms. Deeds, to approve the following Resolution:

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 07, 2019</td>
<td>Organizational Meeting</td>
</tr>
<tr>
<td>Monday, February 11, 2019</td>
<td>Regular Meeting</td>
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<tr>
<td>Monday, March 18, 2019</td>
<td>Regular Meeting</td>
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<tr>
<td>Monday, April 15, 2019</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, May 20, 2019</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, June 17, 2019 (FY Year End)</td>
<td>Regular Meeting</td>
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<tr>
<td>Monday, TBD</td>
<td>Regular Meeting</td>
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<tr>
<td>Monday, August 12, 2019</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, September 16, 2019</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, October 21, 2019</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, November 18, 2019</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, December 16, 2019</td>
<td>Regular Meeting</td>
</tr>
</tbody>
</table>

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

01.07.09 Adopt Standing Authorizations for the Calendar Year

Moved by Mr. Miller, seconded by Mr. Wolf that the Board empower the following employees to act on its behalf:

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 7, 2019 and remain in effect through January 2020].

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 07, 2019 and remain in effect through January 2020].

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.

Authorize Memberships for 2019

Authorizes renewal of the following memberships in the following organization for the 2019 calendar year:

- Metropolitan Educational Technology Association

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.

Authorization to Request Tax Advance

The Treasurer is authorized to request advances from the County Auditor on Real Estate and Personal Property Tax revenue for a period of one year for the calendar year of 2019.
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.

Authorize Participation in State and Federal Projects or Programs

Authorizes the Superintendent and/or the Director of Curriculum and Instruction 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.

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.

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.

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.

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.

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

01.07.10 Adjournment

Moved by Ms. Deeds, seconded by Dr. Cornman to adjourn the Organizational Meeting at 6:48 p.m.

On vote: Mr. Ginise, aye; Mr. Miller, aye; Dr. Cornman, aye; Ms. Deeds, aye; Mr. Wolf, aye. Motion carried.
CONCLUSION OF ACTIONS REQUIRED FOR ORGANIZATIONAL BUSINESS
Monday, January 7, 2019

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 Mr. Russell Ginise called the meeting to order at 6:48 p.m. Responding to roll call was: Mr. Russell Ginise, Mr. Thomas Miller, Dr. Jennifer Cornman, Ms. Amy Deeds, and Mr. Fred Wolf. Also present was Jeff Brown, Superintendent and Michael Sobul, Treasurer.

These written minutes, with resolutions passed and any attachments, in combination with the video recording made of Board proceedings, which is available to the public at https://www.youtube.com/channel/UCWxDRkiU3R6hi4XUPaa9vYg together constitute the official minutes of the meeting of the Granville Exempted Village School District Board of Education conducted on the date referenced above.

President’s Welcome

Pledge of Allegiance

Commendations

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 to Board Members: The Culture Code by Daniel Coyle

Staff Reports
- Newark Granville Community Authority – Mike Sobul
- Secure Student Pick Up (SSP) – Travis Morris
- Portrait of a Graduate Presentation – Jeff Brown

Board Discussion

Action Agenda
01.07.01 Approval of Resolution of Appointment

Moved by Dr. Cornman, seconded by Mr. Wolf for approval of the resolution appointing the Business Advisory Council of the Licking County Educational Service Center to serve as the Business Advisory Council for the Granville Exempted Village School District.

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

Consent Agenda

01.07.02 Approval of Routine Business by Consent

Moved by Mr. Miller, seconded by Ms. Deeds 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 December 17, 2018.

Acceptance of Donations/Gifts/Grants:
- A donation of $2,500.00 to the Science Olympiad from The Malishenko Family Charitable Fund.
- A donation of $250.00 to the GHS Chorus from The Works.
- A donation of $25.00 to the GHS Chorus from Kendal at Granville.
- A grant of $500.00 to GHS for a living green wall from The Columbus Zoo for the Teen ECP Summit Grant.
- A donation of $200.00 to GIS Archery from Amy Pope and Seth Gross.
- A donation of $200.00 to GIS Archery from Charlie Laidlaw-Smith.
- A donation of $200.00 to GIS Archery from Greg and Angela Walter.

Employment:

1. Supplemental Contracts for the 2018-2019 School Year
Superintendent recommends employment of the following supplemental contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.

<table>
<thead>
<tr>
<th>Group</th>
<th>Position</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>4</td>
<td>Assistant HS Track</td>
<td>Chrisi Rogerson</td>
</tr>
<tr>
<td></td>
<td>Assistant HS Track</td>
<td>Bart Smith</td>
</tr>
<tr>
<td>5</td>
<td>Assistant HS/MS Track</td>
<td>Rich Hilaman</td>
</tr>
<tr>
<td>8</td>
<td>MS Vocal Performances (.75)</td>
<td>John Krumm</td>
</tr>
</tbody>
</table>

2. Classified Staff for the 2018-2019 School Year
Granville Board of Education
REGULAR MEETING MINUTES
January 7, 2019

Superintendent recommends employment of the following classified staff contract(s) pending verification of all licensure requirements and BCI/FBI criminal records checks.

- Heather McCarthy, Educational Aide Assigned to a Bus, retroactive to December 12, 2018.

3. Substitute Teachers/Aide/Secretary Contracts for the 2018-2019 School Year.
Superintendent recommends employment of the following substitute contract(s) pending verification of all licensure requirements and BCI/FBI criminal records checks.

- Cheryl Houser, effective December 13, 2018

4. Home Instructors for the 2018-2019 School Year
Superintendent recommends employment of the following home instructor contract(s) pending verification of all licensure requirements and BCI/FBI criminal records checks.

- Mara Hoover, retroactive to December 3, 2018.
- Pam Ianni, retroactive to December 11, 2018.

5. Volunteers
Superintendent recommends the following volunteer(s) pending verification of BCI/FBI criminal records checks.

- Nicholas Capaci, Assistant MS Wrestling.
- Connor Garber, Assistant MS Wrestling.

6. Leaves of Absence
Superintendent submits:

- Sarah Noblett, GHS Art Teacher, an unpaid day January 18, 2019.
- Jennifer Riley, GIS Teacher, an unpaid day March 6, 2019.

7. Resignations
Superintendent submits:

- Gerald Holmes, GHS Math Teacher, retroactive to December 31, 2018.
- Mackenzie Coleman, JV Cheerleading coach, retroactive to December 26, 2018.

Field Trips:
Granville High School Varsity Baseball team to travel to Myrtle Beach, South Carolina March 23-28, 2019.

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

End of Consent Agenda
Finances

The Treasurer recommends the acceptance of the following agenda items:

01.07.03 Approval of Financial Statements

Moved by Ms. Deeds, seconded by Mr. Miller for approval of the December 2018 Financial Report (On file in the Treasurer’s Office).

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

01.07.04 Resolution Accepting Amounts and Rates

Moved by Dr. Cornman, seconded by Ms. Deeds to approve the resolution to accept the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor.

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

01.07.05 Executive Session

Moved by Mr. Miller, seconded by Dr. Cornman to enter into executive session at 9:00 p.m.

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

01.07.06 Adjournment

Moved by Ms. Deeds, seconded by Dr. Cornman to adjourn the meeting at 10:20 p.m.

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

Mr. Russ Ginise, President

Mike Sobul, Treasurer
Granville Schools
Learning for Life

GRANVILLE EXEMPTED VILLAGE SD

Monthly Financial Report
FY 2019 Cash Flow Activity Through: January

Mike Sobul, CFO

2/8/2019
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**Current Forecast Results through January**

**Total Revenue, Total Expenditures, Cash Balance**

![Graph showing revenue and expenditures](image)

Includes Applicable Renewal Levies

**Trend Forecast Updated Through FYTD January Compared to Previously Filed Forecast**

Change in Line 7.02 Ending Cash Balance + Renewal Levies Resulting from Forecast Updated as of January

<table>
<thead>
<tr>
<th>Ending Cash Balance at:</th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>FY 2021</th>
<th>FY 2022</th>
<th>FY 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Previous Forecast</td>
<td>3,584,334</td>
<td>3,516,826</td>
<td>1,721,812</td>
<td>(605,998)</td>
<td>(3,959,069)</td>
</tr>
<tr>
<td>Updated Forecast as of January</td>
<td>3,994,536</td>
<td>6,062,033</td>
<td>8,278,423</td>
<td>9,817,210</td>
<td>10,467,930</td>
</tr>
<tr>
<td>Change</td>
<td>310,202</td>
<td>2,903,207</td>
<td>6,556,611</td>
<td>10,423,208</td>
<td>14,426,999</td>
</tr>
<tr>
<td>% of Cumulative Annual Budget</td>
<td>1.1%</td>
<td>4.9%</td>
<td>7.3%</td>
<td>8.5%</td>
<td>9.2%</td>
</tr>
</tbody>
</table>

Previous Forecast Date: 10/11/2018

**Current Forecast -- Projected Revenue Surplus/(Shortfall) by Year**

Includes Applicable Renewal Levies

<table>
<thead>
<tr>
<th>Revenue Over/(Under) Expenditures (Line 6.01)</th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>FY 2021</th>
<th>FY 2022</th>
<th>FY 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>(229,923)</td>
<td>2,167,497</td>
<td>2,216,390</td>
<td>1,538,787</td>
<td>650,720</td>
<td></td>
</tr>
</tbody>
</table>

Note: The above forecast may reflect updates due to actual cash flow results or other internal/external variables.

With the certification of the income tax passed by the voters in November, the current forecast includes the revenue impact of that levy and the corresponding inside millage swap. The swap moves 1.25 mills from the operating fund to the permanent improvement fund in 2018, payable in 2019, and another 1.5 mills in 2019, payable in 2020. In addition, actual 2018 property tax values have been factored into the forecast.

The forecast does not include any reversal of budget corrections that were made in response to the income tax failure in May. Pay-to-Participate fees are continued and none of the positions that were eliminated are assumed to be brought back. This will be a topic for discussion during our budget process in the spring.
**FY 19 Analysis of Month of January Actual and Estimated**

### Revenue

<table>
<thead>
<tr>
<th>Actual Cash Flow For the Month</th>
<th>Actual Compared to Last Year</th>
<th>Estimated For the Month</th>
<th>Actual Compared to Estimated</th>
</tr>
</thead>
<tbody>
<tr>
<td>691,242</td>
<td>▲ 47,461 7.4%</td>
<td>645,200</td>
<td>▲ 46,042</td>
</tr>
</tbody>
</table>

- Real Estate Taxes: -
- Public Utility PP Taxes: -
- Income Tax: -
- State Revenue: 601,200 ▲ (1,828)
- Prop Tax Allocation: -
- Other Revenue: 44,000 ▲ 47,867
- Other Sources: - ▲ 3

### Expenditures

<table>
<thead>
<tr>
<th>Actual Cash Flow For the Month</th>
<th>Actual Compared to Last Year</th>
<th>Estimated For the Month</th>
<th>Actual Compared to Estimated</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,878,870 ▼ (84,137) -2.8%</td>
<td></td>
<td>2,555,588 ▲ 323,282</td>
<td></td>
</tr>
</tbody>
</table>

- Salaries: 1,272,500 ▼ (12,895)
- Benefits: 823,000 ▲ 262,956
- Purchased Services: 382,000 ▲ 65,221
- Supplies: 51,000 ▲ 10,860
- Capital: 3,983 ▼ (3,751)
- Other Expenses: 13,300 ▲ 891
- Other Uses & Debt: 9,805 -

**Year-Over-Year Cash Balance Comparison**

<table>
<thead>
<tr>
<th>FY 2018</th>
<th>FY 2019</th>
<th>Yr-Over-Yr Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>January, End of Month Cash Balance</td>
<td>1,294,817</td>
<td>1,384,745</td>
</tr>
</tbody>
</table>

Revenues in January were ahead of estimates because of higher than expected interest income. Expenditures were sharply higher because of the catch-up from December STRS not being posted until early January.
FY 19 Actual July - January Received As Percentage of Annual Total Revenue

FY 2019 % OF ANNUAL RECEIVED PLUS FEBRUARY - JUNE REMAINING

FY 2019
- 49.51%
- 50.49%

3 YEAR AVG.
- 49.57%
- 50.43%

FY 19 Annual Revenue Forecast, FYTD Actual, and Remaining Cash Flow Estimate

<table>
<thead>
<tr>
<th>July - June Annual</th>
<th>FY 2019 Forecast</th>
<th>YOY</th>
<th>July - January FYTD 2019</th>
<th>YOY</th>
<th>February - June Remaining Cash Flow Estimate</th>
<th>YOY</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2019</td>
<td></td>
<td></td>
<td>Actual</td>
<td></td>
<td>Change</td>
<td></td>
</tr>
<tr>
<td>Amount</td>
<td>28,736,363</td>
<td>-2.4%</td>
<td>14,226,100</td>
<td>-1.5%</td>
<td>14,514,728</td>
<td>-3.4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>July - June Annual</th>
<th>FY 2019 Forecast</th>
<th>YOY</th>
<th>July - January FYTD 2019</th>
<th>YOY</th>
<th>February - June Remaining Cash Flow Estimate</th>
<th>YOY</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2019</td>
<td></td>
<td></td>
<td>Actual</td>
<td></td>
<td>Change</td>
<td></td>
</tr>
<tr>
<td>Amount</td>
<td>28,736,363</td>
<td>-2.4%</td>
<td>14,226,100</td>
<td>-1.5%</td>
<td>14,514,728</td>
<td>-3.4%</td>
</tr>
</tbody>
</table>

Note: Remaining Estimated Cash Flow, if realized, would result in total revenue being $4,465 higher than forecast.

Through January, revenues are about three-one hundredths of a percent above estimate.
FY 19 Actual July - January Expended As Percentage of Annual Total Expenditures

FY 2019 % OF ANNUAL EXPENDED PLUS FEBRUARY - JUNE REMAINING

<table>
<thead>
<tr>
<th>FY 2019</th>
<th>58.57%</th>
<th>41.4%</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 YEAR AVG.</td>
<td>57.67%</td>
<td>42.33%</td>
</tr>
</tbody>
</table>

FY 19 Annual Expenditure Forecast, FYTD Actual, and Remaining Cash Flow Estimate

<table>
<thead>
<tr>
<th>July - June Annual</th>
<th>FY 2019</th>
<th>YOY Change</th>
<th>Total Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forecast Amount</td>
<td>28,966,286</td>
<td>-2.5%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>July - January</th>
<th>FYTD 2019</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forecast Amount</td>
<td>16,965,818</td>
<td>-3.2%</td>
</tr>
<tr>
<td>Actual Amount</td>
<td>15,876,187</td>
<td>-0.1%</td>
</tr>
<tr>
<td>Benefits</td>
<td>7,034,945</td>
<td>-6.8%</td>
</tr>
<tr>
<td>Purchased Services</td>
<td>4,540,604</td>
<td>5.1%</td>
</tr>
<tr>
<td>Supplies</td>
<td>872,330</td>
<td>-2.5%</td>
</tr>
<tr>
<td>Capital</td>
<td>30,001</td>
<td>-100%</td>
</tr>
<tr>
<td>All Other Expenditures</td>
<td>361,476</td>
<td>-8.2%</td>
</tr>
<tr>
<td>Other Uses</td>
<td>250,743</td>
<td>-61.1%</td>
</tr>
</tbody>
</table>

Note: Remaining Estimated Cash Flow, if realized, would result in total expenditures being -$6,302 lower than forecast.

Through January, expenditures are about four-one hundredths of a percent below estimate.
Monthly Cash Balance Projections

Cash is expected to remain at or above the Board Cash Balance Guideline Amount in all months through the end of fiscal year 2020.
# Cash Reconciliation

<table>
<thead>
<tr>
<th>Date: 02/07/2019</th>
<th>Granville Exempted Village</th>
<th>Page: 1</th>
<th>USA/EDST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time: 09:49</td>
<td>Cash Reconciliation as of 01/31/2019</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Sub-Totals</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Gross Depository Balances:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ICS MMA</td>
<td>$149,557.03</td>
<td></td>
</tr>
<tr>
<td>Park National Bank - New General</td>
<td>351,625.00</td>
<td></td>
</tr>
<tr>
<td>ICS Demand</td>
<td>1,265,347.41</td>
<td></td>
</tr>
<tr>
<td>NBC Securities</td>
<td>1,094,830.34</td>
<td></td>
</tr>
<tr>
<td>Star Ohio</td>
<td>109,355.45</td>
<td></td>
</tr>
<tr>
<td>Park National Bank-Food Services</td>
<td>86,489.46</td>
<td></td>
</tr>
<tr>
<td>Park National Bank-FSA Account</td>
<td>35,692.12</td>
<td></td>
</tr>
<tr>
<td><strong>Total Depository Balances (Gross)</strong></td>
<td>$2,992,093.81</td>
<td></td>
</tr>
<tr>
<td><strong>Adjustments to Bank Balance:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash in Transit to Bank</td>
<td>$13,523.78</td>
<td></td>
</tr>
<tr>
<td>Outstanding Checks</td>
<td>40,622.35</td>
<td></td>
</tr>
<tr>
<td>Adjustments</td>
<td>109.40</td>
<td></td>
</tr>
<tr>
<td><strong>CONSOLO SCHOLARSHIP</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Adjustments to Bank Balance</strong></td>
<td>$26,098.17</td>
<td></td>
</tr>
<tr>
<td><strong>Investments:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Treasury Bonds and Notes</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>Certificate of Deposits</td>
<td>1,000,000.00</td>
<td></td>
</tr>
<tr>
<td>Other Securities</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>Other Investments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOBEN SCHOLARSHIP</td>
<td>2,086.26</td>
<td></td>
</tr>
<tr>
<td>Eilkenberry Memorial Acct.</td>
<td>6,233.71</td>
<td></td>
</tr>
<tr>
<td>CONSOLO SCHOLARSHIP</td>
<td>12,322.31</td>
<td></td>
</tr>
<tr>
<td>MARSHALL ACCOUNT</td>
<td>2,554.06</td>
<td></td>
</tr>
<tr>
<td><strong>Total Investments</strong></td>
<td>$1,023,190.34</td>
<td></td>
</tr>
<tr>
<td><strong>Cash on Hand:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Petty Cash</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change Cash:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash with Fiscal Agent</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Cash on Hand</strong></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Balances</strong></td>
<td></td>
<td>$3,988,285.98</td>
</tr>
</tbody>
</table>

Total cash balances in the district at the end of January are about four million dollars. This will be the low point of the year.
GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT
RECORDS COMMISSION
JANUARY 7, 2019
6:15 P.M.

Minutes

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)

The meeting was called to order at 6:11 PM with Mr. Ginise, Mr. Brown, and Mr. Sobul present

Review of current Record Retention policy and Retention Schedule
Adoption of amendments to the record retention schedule

Moved By Mr. Brown, Seconded by Mr. Sobul

Vote: Mr. Ginise-Yes  Mr. Brown-Yes  Mr. Sobul-Yes

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

Moved By Mr. Sobul, Seconded by Mr. Ginise

Vote: Mr. Ginise-Yes  Mr. Brown-Yes  Mr. Sobul-Yes

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.

Moved by Mr. Ginise, Seconded by Mr. Brown

Vote: Mr. Ginise-Yes  Mr. Brown-Yes  Mr. Sobul-Yes

The meeting was adjourned at 6:13 PM
Mr. Russ Ginise, President

Mike Sobul, Treasurer