



Granville Board of Education  
ORGANIZATIONAL MEETING MINUTES  
January 09, 2017

**Monday, January 9, 2017**

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

**Call to Order**

President Pro Tempore Dr. Jennifer Cornman called the meeting to order at 6:30 p.m.

**Roll Call**

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

**ORGANIZATIONAL MEETING**

**01.09.01 Election of Board President for 2017**

Moved by Ms. Deeds to nominate Dr. Jennifer Cornman as Board President for 2017.

Moved by Mr. Ginise, seconded by Ms. Deeds to close nominations for Board President.

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

Moved by Mr. Miller, seconded by Ms. Deeds to approve Dr. Jennifer Cornman as Board President.

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

**NEWLY ELECTED PRESIDENT PRESIDING**

**01.09.02 Election of Board Vice-President for 2017**

Moved by Ms. Deeds to nominate Mr. Ginise as Board Vice-President for 2017.

Moved by Ms. Deeds, seconded by Mr. Miller to close the nominations for Board Vice-President.

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

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

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



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**01.09.03 Approval of Board Policies and Regulations Currently in Effect**

Moved by Mr. Ginise, seconded by Ms. Deeds to adopt the Granville Exempted Village School District policies and regulations currently in effect at the end of 2016 for 2017 until they are modified by Board action.

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

**01.09.04 Adoption of Agenda and Meeting Notification Procedures**

Moved by Mr. Ginise, seconded by Mr. Kohn, 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: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.



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**01.09.05 Board Member/Designee Assignments**

Moved by Mr. Miller, seconded by Ms. Deeds to accept the Board Member/Designee Assignments and Superintendent's Committee Assignments.

**2017 Assignments**

Granville Recreation District	Mr. Brian Goss
C-TEC	Dr. Jennifer Cornman
Granville Education Foundation	Mr. Thomas Miller
Granville Foundation	Mr. Alan Minton
Licking County Tax Incentive Review Committee	Mr. Michael Sobul
Newark-Granville Community Authority	Mr. Michael Sobul
Granville Village Planning Commission	Vacant
Granville Chamber of Commerce	Mr. Jeffrey Brown
	Mr. Michael Sobul
Regional Advisory Council	Mr. Jeffrey Brown
Legislative Liaison	Dr. Jennifer Cornman

**Superintendent's Committee Assignments**

Benchmark 1: Whole Child Committee	Dr. Jennifer Cornman
Benchmark 2: World Class Education Committee	Mr. Thomas Miller
Benchmark 3: Operations and Resources Committee	Mr. Russell Ginise
Benchmark 4: Finance Committee	Mr. Thomas Miller/ Mr. Russell Ginise
Benchmark 5: Community Committee	Mr. Andrew Kohn

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

**01.09.06 Board Member Compensation**

Moved by Mr. Kohn, seconded by Mr. Ginise, 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: Dr. Cornman, aye; Ms. Deeds, nay; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.



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**01.09.07 Resolution to Create Service Fund**

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

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

**01.09.08 Resolution to Establish Board Meeting Times, Dates, and Locations**

Moved by Ms. Deeds, seconded by Mr. Ginise, 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

<u>DATE</u>	<u>Meeting/Work Session</u>
Monday, January 09, 2017	Organizational Meeting
	Regular Meeting
Monday, February 13, 2017	Regular Meeting
Monday, March 20, 2017	Regular Meeting
Monday, April 24, 2017	Regular Meeting
Monday, May 22, 2017	Regular Meeting
Monday, June 19, 2017 (FY Year End)	Regular Meeting
❖ July, 2017	<i>(To Be Determined)</i>
Monday, August 14, 2017	Regular Meeting
Monday, September 18, 2017	Regular Meeting
Monday, October 16, 2017	Regular Meeting
Monday, November 13, 2017	Regular Meeting
Monday, December 18, 2017	Regular Meeting

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



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**01.09.09 Adopt Standing Authorizations for the Calendar Year**

Moved by Ms. Deeds, seconded by Mr. Miller 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 9, 2017 and remain in effect through January 2018].

**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 09, 2017 and remain in effect through January 2018].

**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 2017**

Authorizes renewal of the following memberships in the following organization for the 2017 calendar year:

- Metropolitan Educational Technology Association



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**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 2017.

**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.



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**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: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

**01.09.10 Adjournment**

Moved by Ms. Deeds, seconded by Mr. Ginise to adjourn the Organizational Meeting at 6:41 p.m.

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

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Dr. Jennifer Cornman, President

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Mike Sobul, Treasurer

**CONCLUSION OF ACTIONS REQUIRED FOR ORGANIZATIONAL BUSINESS**