

ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

MINUTES OF ORGANIZATIONAL MEETING

JANUARY 10, 2024

The meeting convened at 5:10 p.m. for the St. Clairsville-Richland City School District Board of Education with President Pro-Tempore Mike Jacob presiding.

The Pledge of Allegiance was recited by all in attendance.

Roll call:	Mike Jacob	- Present
	Mike Fador	- Present
	James Cook	- Present
	Harry White	- Present
	Dave Stack	- Present

Present were: Christina Laudermilt, Amy Dias, Amy Porter, and Walt Skaggs

Oath of Office

Treasurer Porter administered the Oath of Office for elected board members, Mike Fador and Dave Stack.

Nomination for President 2024

The President Pro-Tempore, Mike Jacob, called for nominations for President of the St. Clairsville-Richland City School Board of Education for the year 2024. Mr. Fador nominated Mr. Jacob for President. No further nominations given. Mr. Cook moved and Mr. Stack seconded that Mike Jacob be the President for 2024. The roll call vote was:

Aye: Cook, Fador, White, Stack, Jacob
Motion carried

Nomination for Vice President 2024

The President Pro-Tempore, Mike Jacob, called for nominations for Vice President of the St. Clairsville-Richland City School Board of Education for the year 2024. Mr. Jacob nominated Mr. Fador for Vice President. No further nominations given. Mr. Jacob moved and Mr. White seconded that Mike Fador be the Vice President for 2024. The roll call vote was:

Aye: Fador, White, Stack, Cook, Jacob
Motion carried

Oath of Office for Officers

Amy Porter, Treasurer, administered the oath of office to Mr. Mike Jacob, President and Mr. Mike Fador, Vice-President, and they assumed their duties as officers of the St. Clairsville-Richland City School District Board of Education.

Approve Authorizations and Business

It was moved by Mr. Fador and seconded by Mr. White that the Board approve the following items:

A. Regular Meetings for 2024

The regular meeting of the St. Clairsville-Richland City Board of Education be held on the second Wednesday of each month at 5:00 p.m. at the Board of Education Office, 108 Woodrow Avenue, St. Clairsville, Ohio. Special meetings to be called when necessary.

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Approve Authorizations and Business (Cont'd)

B. Compensation

The compensation for Board Members will be \$125.00 per meeting for one meeting per month.

C. Approve Service Fund 2024

Whereas, Ohio Revised Code 3315.15 provides for the setting aside from the General Fund a sum not to exceed \$2.00 for each child enrolled, or twenty thousand dollars, whichever is greater, such sum of money to be known as the "Service Fund". This fund is used at the Board's discretion to provide for members' participation (not compensation) in workshops and conferences, for new Board member orientation and training, and for other expenses in connection with assigned duties as permitted by law, including those made for a public purpose as defined in Board Policy BHD.

Now, therefore, be it resolved that the sum of \$10,000 be set aside and appropriated for the aforementioned "Service Fund".

D. Authorize Tax Collections - Advances

The Board of Education authorize the Treasurer to request advance payments of funds derived from taxes from the County Auditor during the year 2024 as permitted under Section 321.34 of the Ohio Revised Code.

E. Authorization to Invest Funds

The St. Clairsville-Richland Board of Education is desirous of conserving funds wherever possible. However, be it resolved that the Treasurer be authorized to invest funds in investments, as allowed by State Statute, whenever such funds are available.

F. Authorization to Borrow Money

Authorize the President of the Board of Education and the Treasurer of the Board to borrow money if such is necessary prior to the next regularly scheduled board meeting. Such borrowing shall include borrowing between funds temporarily.

G. Authorize Payment of Bills

Authorize the Treasurer to pay bills as they are presented, provided that funds are available, and report monthly to the Board of Education.

H. Security Substitution

Authorize depository bank(s) to substitute securities (collateral) on a continuing basis.

I. Commencement

Confirm the commencement format for Friday, May 24, 2024 at 7:30 P.M. Commencement will be held at the ECO Center. Graduation for senior class members requires earning 20 credits, demonstrating competency on Algebra I and English Language Arts II (ELA) end-of-course exams, and earning two seals, one of which must be a state seal.

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J. Authorization to Advance In and Advance Out Funds

Authorize the Treasurer of the Board to advance in and advance out funds, if such is necessary, prior to the next regularly scheduled Board Meeting at which time they are approved by the Board.

K. Authorization to Open and Tabulate Bids

Whereas the St. Clairsville-Richland City Schools Board of Education advertises for bids on material and/or equipment from time to time, and whereas, the process of opening and tabulating bids for Board consideration is time consuming, and whereas, provision is made in the Ohio Revised Code 3314.46 for the Treasurer of the School District to be empowered to open and tabulate bids for the Board's consideration at the next scheduled meeting, therefore, be it resolved that the St. Clairsville-Richland City Schools Board of Education hereby empower the Treasurer to open and tabulate bids for the Board's consideration at its next meeting.

L. Board Committee Assignments for 2024

- | | | | | |
|----|--|---|--|-------------|
| 1. | Athletics | - | Chair: | Mike Jacob |
| | | | Member: | Jim Cook |
| 2. | Buildings, Grounds
& Transportation | - | Chair: | Jim Cook |
| | | | Member: | Harry White |
| 3. | Communications | - | Chair: | Mike Fador |
| | | | Member: | Rotating |
| 4. | Curriculum | - | Chair: | Harry White |
| | | | Member: | Dave Stack |
| 5. | Finance | - | Chair: | Jim Cook |
| | | | Member: | Mike Jacob |
| 6. | Technology | - | Chair: | Mike Jacob |
| | | | Member: | Harry White |
| 7. | Legislative Liaison | - | Chair: | Mike Fador |
| | | | Member: | Jim Cook |
| 8. | Student Achievement
Liaison | - | Chair: | Dave Stack |
| | | | Member: | Mike Fador |
| | AD HOC Committees | - | Will be created and appointed as the
need arises. | |
| 1. | Negotiations | - | Mike Jacob and Jim Cook | |
| 2. | Levy | - | Harry White, Mike Jacob, Jim Cook, Mike Fador, and
Dave Stack | |
| 3. | Insurance | - | Jim Cook and Mike Fador | |

M. Open Meeting

The Board acknowledges that all actions and meetings of the Board will be as directed and in compliance with the requirement of law (ORC 121.22).

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N. Budget Resolution

Based on the foregoing hearing, the tax budget for the period July 1, 2024 through June 30, 2025, is hereby adopted and the Treasurer is herewith authorized to submit said document and supplemental materials to and with the County Auditor.

O. Resolution for Certified Public Records Training

The Board recognizes its responsibility to participate in a Certified Public Records Training session or to have (a) representative(s) participate in a Certified Public Records Training, at least once during each term of office, fulfilling the requirement under Ohio Revised Code section 109.43(B) effective September 29, 2007. The training requirement for other officials of the District can be satisfied by the attendance of a designated representative if official public action of the Board is taken to make such designation. However, such action does not negate the opportunity for other officials to attend said training.

The Board acknowledges Treasurer Amy Porter as the designee for Certified Public Records Training in accordance with Ohio Revised Code 109.43(B) for the following officials of the District: Jim Cook, Board Member; Michael Fador, Board Member; Michael Jacob, Board Member; Dave Stack, Board Member; Harry White, Board Member; and Walter Skaggs, Superintendent.

P. Parental Involvement in Education

The St. Clairsville-Richland City School District Board of Education has reviewed and approves the following policies for the fiscal year 2024:

File: IGBJA	Title I - Parent's Right to Know
File: IGBL	Parental Involvement in Education
File: JECAA	Admission of Homeless Students
File: JECAA-R	Admission of Homeless Students (Enrollment Dispute Resolution Process)

Q. Annual Credit Card Rewards Report

H.B. 312 Amendments to Regulate the Usage of Credit and Debit Cards requires an annual report to the Board detailing credit card rewards. In 2023, the District received and utilized the following rewards/coupons:

\$174.15	Sam's Club
\$277.73	Staples

R. Resolution for Self-Certifying Threshold

Resolves to approve the following Resolution:

**Self-Certifying \$50,000 Micro-Purchase
Threshold for Use of Federal Funds**

The Treasurer recommends self-certifying a micro-purchase threshold of \$50,000 for expenditures of federal funds, consistent with the \$50,000 bidding threshold in R.C. 3313.46, in accordance with 2 C.F.R. §200.320(a)(iii) and (iv).

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Background:

1. The School District is, from time to time, the recipient of Federal grant funding (such as “Federal Funds”), which it uses to purchase goods and services.
2. When using the Federal Funds, the School District must comply with the procurement requirements of the Uniform Guidance, including the use of approved procurement methods found in 2 C.F.R. §200.320.
3. 2 C.F.R. §200.320(a)(ii) provides that the School District may award “micro-purchases” without soliciting competitive price or rate quotations, where the School District determines the price of such “micro-purchase” to be reasonable.
4. 2 C.F.R. §200.320(a)(iii) and (iv) allow the School District to self-certify a “micro-purchase” threshold up to \$50,000 on an annual basis.
5. An increased micro-purchase threshold is justified because R.C. 3313.46 provides for a \$50,000 threshold for sealed bidding and having consistent thresholds will ensure consistency and efficiency in the School District’s procurement processes and procedures; accordingly, consistent with the \$50,000 threshold of R.C. 3313.46, the School District will raise the micro-purchase threshold to \$50,000.00.
6. The School District shall maintain documentation related to all micro-purchases to be made available to the Federal awarding agency and auditors in accordance with 2 C.F.R. §200.334.

The Board of Education hereby resolves as follows:

1. A \$50,000 micro-purchase threshold is consistent with the \$50,000 bidding threshold established in R.C. 3313.46.
2. Such \$50,000 micro-purchase threshold is self-certified for any expenditure of Federal Funds, as permitted by 2 C.F.R. §200.320(a)(iii) and (iv), for the current fiscal year.

S. Federal Conflict of Interest Form

The St. Clairsville-Richland City Board of Education attests that they will:

- Follow the district or school’s conflict of interest policy, federal law, and the Ohio Ethics Law;
- Take no action in their current position that involves any entity in which they are involved or persons that are imputed to them in which they have a financial interest;
- Take no action if such action will benefit any member of their household, any relative with whom they have a close relationship, or any person with whom their spouse, parent, or child has a close relationship.
- Participate in no action that could benefit any organization in which they have a business relationship or in which they currently serve or have served within the last year.

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- Acknowledge their responsibility to disclose any financial or personal interest in any activities I am involved in that could result in a conflict of interest and to abstain from any involvement related to the activities of the district or school concerning any such relationships.

The roll call vote was:

Aye: White, Stack, Cook, Fador, Jacob
Motion carried

Adjournment

There being no further business brought before the Board, President Jacob adjourned the meeting at 5:18 P.M.

President

Treasurer