

Minutes of Organizational and Regular Meeting  
January 14, 2019

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Exhibit C

The Rootstown Local Board of Education met for the organizational session at 6:00 p.m. in the High School Cafeteria on January 14, 2019. Present were Tom Siciliano, Norm Reynolds, Eric Kline, and Amanda Waesch. Also present were Andrew Hawkins, Superintendent, and Connie Baldwin, Treasurer. Also in attendance: Dan Karp, Caren Karp, Anthony Karp, Alisa Huebner, Sandy Weilover, Tracy Evilsizer, Diana Pastor, Peggy Shewell, Jim Conley, Matt Huebner, Robert Campbell, Steve Vasbinder, Terri Hrina-Treharn, Jeff Turner, Matt Collins, and Tom Weese.

The meeting was called to order by President Pro-Tem T. Siciliano at 6:00 p.m.

Roll Call: T. Siciliano, N. Reynolds, A. Waesch, E. Kline

**Public Hearing on the 2020 Fiscal Year Tax Budget:** C. Baldwin

**ROOTSTOWN LOCAL BOARD OF EDUCATION  
ORGANIZATIONAL MEETING**

**RESOLUTION 2019-01-001  
APPROVE BOARD PRESIDENT**

It was moved by T. Siciliano seconded by E. Kline to nominate A. Waesch for Board President for 2019.

Yeas: T. Siciliano, E. Kline, N. Reynolds

Nays: None

Abstains: A. Waesch

Motion Carried: 3 to 0

**RESOLUTION 2019-01-002  
APPROVE BOARD VICE PRESIDENT**

It was moved by A. Waesch seconded by E. Kline to nominate T. Siciliano for Board Vice President for 2019.

Yeas: N. Reynolds, S. Krieger, T. Siciliano, E. Kline, A. Waesch

Nays: None

Motion Carried: 4 to 0

**RESOLUTIONS FOR ORGANIZATIONAL PROCEDURES**

**Treasurer's Reports/Recommendations:**

**RESOLUTION 2019-01-003  
APPROVE 2020 TAX BUDGET**

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It was moved by T. Siciliano seconded by N. Reynolds to approve the FY2020 tax budget as presented.

Yeas: T. Siciliano, N. Reynolds, E. Kline, A. Waesch

Nays: None

Motion Carried: 4 to 0

**RESOLUTION 2019-01-004**  
**AUTHORIZING THE TREAS.**

It was moved by E. Kline seconded by T. Siciliano to:

Recommend the Board pass a resolution authorizing the Treasurer to obtain tax advances when necessary.

Recommend the Board pass a resolution authorizing the Treasurer to pay bills within appropriation limits.

Recommend the Board pass a resolution to authorize the Treasurer to invest interim funds when available, at the best responsible rate of return at her discretion, in eligible obligations including Star Ohio, Star Plus, or US Government securities as per O.R.C.

Recommend the Board authorize the Treasurer to modify, transfer an advance within the adopted appropriations as necessary within the Official Certificate of Estimated Resources.

Recommend the Board authorize the Treasurer to transfer between funds subject to approval at the next meeting.

Recommend the Board authorize the Treasurer to issue salary notices based upon negotiated agreements and placement on the salary schedule as approved by the Board and signed by the Board President.

Recommend the Board authorize the Treasurer to determine fiscal materiality when the invoice amount exceeds the purchase order amount excluding shipping and handling, for all funds as follows (materiality is for purchases and it is understood that shipping costs are excluded):

\$0 – \$500 – 30%	\$501 - \$1,000 – 20%
\$1,001 - \$5,000 – 10%	\$5,001 – up – 5%

Student activity materiality is 10% for all levels.

Recommend the Board authorize the Treasurer to borrow up to \$250,000.00 in increments not to exceed the immediate cash flow obligations. Such borrowing is to be reviewed and approved by the Board at its next meeting.

Yeas: E. Kline, T. Siciliano, A. Waesch, N. Reynolds

Nays: None

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Motion Carried: 4 to 0

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**RESOLUTION 2019-01-005**  
**AUTHORIZING THE TREAS.**

It was moved by N. Reynolds seconded by T. Siciliano to authorize the Treasurer to submit proposals, establish fiscal accounts, receive, appropriate, advance, transfer funds, and begin program operations when Board approval cannot be provided prior to grant deadlines. In such cases, specific grant information will be presented for Board approval at the next regular Board meeting.

Yeas: N. Reynolds, T. Siciliano, A. Waesch, E. Kline  
Nays: None  
Motion Carried: 4 to 0

**Superintendent Reports/Recommendations:**

**RESOLUTION 2019-01-006**  
**APPROVE BOARD MEETING DATES**

It was moved by T. Siciliano seconded by N. Reynolds to establish the time, dates, and location of regular Board meetings for the 2019 calendar year as follows:

January 14, 2019	July 15, 2019
February 11, 2019	August 19, 2019
March 18, 2019	September 16, 2019
April 15, 2019	October 21, 2019
May 20, 2019	November 18, 2019
June 24, 2019	December 16, 2019

Meetings will be conducted in the High School Cafeteria at 6:00 p.m. unless otherwise noted.

Yeas: T. Siciliano, N. Reynolds, E. Kline, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-007**  
**AUTHORIZE THE SUPT.**

It was moved by N. Reynolds seconded by E. Kline to:

Recommend the Board pass a resolution authorizing the Superintendent to spend within appropriations effective with the 2020 fiscal year budget.

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Recommend the Board pass a resolution authorizing the Superintendent to approve attendance and reimbursement for allowable expenses at professional meetings by staff members, within appropriations.

Recommend the Board pass a resolution authorizing the Superintendent, during periods when the Board is not in session, to make offerings of employment directly to candidates for either teaching or non-teaching positions on behalf of the Board, and to acknowledge acceptance of such offers on behalf of the Board subject to a subsequent vote of ratification by the Board. 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 will require the Board of Education to employ or continue to employ an individual who has not provided a satisfactory criminal records check or who has not satisfied the employment prerequisites created by law or Board Policy.

Recommend the Board pass a resolution authorizing the Superintendent, on behalf of the Board, to accept resignations, which have been submitted by employees when the Board is not in session, however, upon ratification by the Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

Yeas: N. Reynolds, E. Kline, A. Waesch, T. Siciliano

Nays: None

Motion Carried: 4 to 0

**RESOLUTION 2019-01-008**  
**AUTHORIZE THE SUPT.**

It was moved by T. Siciliano seconded by N. Reynolds to recommend the Board pass the following resolution approving limited authority of Superintendent to approve change orders:

WHEREAS, the Board seeks to ensure that bid projects can be completed in a timely and efficient matter;

BE IT RESOLVED, that the Board authorizes the Superintendent to sign any change order for the project, provided that any single change order exceeding \$10,000.00 in cost shall require the specific approval of this Board;

BE IT FURTHER RESOLVED, that it is hereby found and determined that all formal actions of the Board concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including the Ohio Revised Code.

Yeas: T. Siciliano, N. Reynolds, A. Waesch, E. Kline

Nays: None

Motion Carried: 4 to 0

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**RESOLUTION 2019-01-009**  
**APPOINT LEGISLATIVE LIAISON**

It was moved by T. Siciliano seconded by A. Waesch to appoint N. Reynolds as the Legislative Liaison for 2019.

Yeas: T. Siciliano, A. Waesch, E. Kline  
Nays: None  
Abstains: N. Reynolds  
Motion Carried: 3 to 0

**RESOLUTION 2019-01-010**  
**APPOINT STUDENT ACHIEVEMENT LIAISON**

It was moved by A. Waesch seconded by T. Siciliano to approve E. Kline and S. Krieger as the Co-legislative Liaisons for 2019.

Yeas: A. Waesch, T. Siciliano, N. Reynolds  
Nays: None  
Abstains: E. Kline  
Motion Carried: 3 to 0

**RESOLUTION 2019-01-011**  
**ADJOURNMENT**

It was moved by T. Siciliano and seconded by N. Reynolds to adjourn the meeting at 6:15.

Yeas: T. Siciliano, N. Reynolds, E. Kline, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**REGULAR MEETING**

**RESOLUTION 2019-01-012**  
**ADOPT THE AGENDA**

It was moved by E. Kline seconded by N. Reynolds to adopt the agenda.

Yeas: E. Kline, N. Reynolds, A. Waesch, T. Siciliano  
Nays: None  
Motion Carried: 4 to 0

**Lions Club Good Award - Presentation**

After a short presentation explaining the purpose of the Lions Club Good Award, Brett Housley presented the award to Matthew Wolfe, Anthony Karp, and Ava Huebner. The students and their parents were recognized for this achievement.

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**Community Comments** – Steve Vasbinder – recommended replacing the high school ID badge lanyards with breakaway clasps for safety

**Treasurer’s Reports/Recommendations:**

**RESOLUTION 2019-01-013**  
**APPROVE FINANCIALS**

It was moved by T. Siciliano seconded by E. Kline to waive the reading and approve the minutes of the following meetings:

December 17, 2018 – Regular Meeting

Also, approved the monthly financial reports as submitted, with the authorization for the payment of bills and appropriation modifications as necessary.

Yeas: T. Siciliano, E. Kline, A. Waesch, N. Reynolds  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-014**  
**APPROVE DONATIONS**

It was moved by E. Kline seconded by T. Siciliano to approve the following donations:

\$50.00 from New Center at NEOMED to the HS Drama Club

Yeas: E. Kline, T. Siciliano, N. Reynolds, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-015**  
**APPROPRIATION ADJUSTMENTS**

It was moved by N. Reynolds seconded by E. Kline to approve the following appropriation adjustments changing 516-929b to 587-929B for IDEA Restoration 6b in the amount of \$5,569.05.

Yeas: N. Reynolds, E. Kline, A. Waesch, T. Siciliano  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-016**  
**APPROVE BUS BID RESULTS**

It was moved by T. Siciliano seconded by N. Reynolds to approve the bid from Myers Equipment for a 2020, 72 passenger Thomas bus in the amount of \$84,010.00.

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Yeas: T. Siciliano, N. Reynolds, A. Waesch, E. Kline  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-017**  
**APPROVE GRANT PARTICIPATION**

It was moved by T. Siciliano seconded by N. Reynolds to approve participation in the following grants with the necessary appropriations and revenue increases:

019-9219	Lowe's Tool Box	\$4,620.00
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Thank you to Sarah West for writing this grant, which will be used for technology in her classroom.

Yeas: T. Siciliano, N. Reynolds, E. Kline, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-018**  
**APPROVE FIVE-YEAR FORECAST**

It was moved by E. Kline seconded by T. Siciliano to approve the attached five-year forecast as required by the Ohio Department of Education.

Yeas: E. Kline, T. Siciliano, A. Waesch, N. Reynolds  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-019**  
**APPROVE RESOLUTION TO SUBMIT**

It was moved by N. Reynolds seconded by E. Kline to approve:

A RESOLUTION SUBMITTED TO THE ELECTORS OF THE SCHOOL DISTRICT THE QUESTION OF THE RENEWAL OF AN EXISTING 2.5-MILL TAX LEVY FOR THE PURPOSE OF GENERAL PERMANENT IMPROVEMENTS.

WHEREAS, on December 17, 2018, this Board adopted a resolution pursuant to Section 5705.03(B) of the Revised Code declaring it necessary to renew an existing 2.5-mill tax for the purpose of "general permanent improvements" for five years, and requesting the Portage County

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Auditor to certify the total current tax valuation of the School District and the dollar amount of revenue that would be generated by that 2.5-mill renewal levy; and

WHEREAS, on December 26, 2018, the Portage County Auditor certified that the total tax valuation of the School District is \$219,825,180, and the estimated property tax revenue that would be produced by that 2.5-mill renewal levy is \$398,438 annually, assuming the tax valuation remains constant throughout the life of the levy;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Rootstown Local School District, County of Portage, Ohio, two-thirds of all members of said Board elected thereto concurring, that:

Section 1. This Board hereby finds, determines and declares that the amount of taxes which may be raised by this Board within the ten-mill limitation by levies on the current tax list and duplicate will be insufficient to provide an adequate amount for the necessary requirements of the School District, and that it is necessary to renew, for five years, an existing 2.5-mill ad valorem property tax outside of the ten-mill limitation, for the purpose of "general permanent improvements".

Section 2. The question of the renewal of an existing 2.5-mill ad valorem property tax outside of the ten-mill limitation, for five years, for the purpose of general permanent improvements, beginning with the tax list and duplicate for the year 2019, the proceeds of which renewal levy first would be available to the School District in the calendar year 2020, shall be submitted under the provisions of Section 5705.21 of the Revised Code to the electors of the School District at an election to be held therein on May 7, 2019, as authorized by law. That election shall be held at the regular places of voting in the School District as established by the Portage County Board of Elections, or otherwise, within the times provided by law and shall be conducted, canvassed and certified in the manner provided by law.

Section 3. The Treasurer of this Board be and is hereby authorized and directed to give or cause to be given notice of that election as provided by law.

Section 4. The Treasurer be and is hereby directed to deliver a certified copy of this resolution, the resolution referred to in the first preamble to this resolution and the related County Auditor's certificate, to the Portage County Board of Election before the close of business on February 4, 2019.

Section 5. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 6. This Resolution shall be in full force and effect from and immediately upon its adoption.

Yeas: N. Reynolds, E. Kline, A. Waesch, T. Siciliano



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Motion Carried: 4 to 0

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**Superintendent's Reports/Recommendations:**

**RESOLUTION 2019-01-020**  
**FMLA – STROPE**

It was moved by T. Siciliano seconded by E. Kline to approve FMLA for Nicole Strobe, effective January 14, 2019.

Yeas: T. Siciliano, E. Kline, N. Reynolds, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-021**  
**APPROVE SCHOOL CALENDAR**

It was moved by T. Siciliano seconded by N. Reynolds to approve the 2019-2020 school calendar.

Yeas: T. Siciliano, N. Reynolds, A. Waesch, E. Kline  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-022**  
**APPROVE SUBSTITUTES**

It was moved by E. Kline seconded by T. Siciliano to approve the following substitutes:

Ruth Joy	Substitute Teacher
Jensen Murra	Substitute Teacher

Yeas: E. Kline, T. Siciliano, N. Reynolds, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-023**  
**1<sup>ST</sup> READING OF POLICIES**

It was moved by T. Siciliano seconded by N. Reynolds to approve the first reading of the following policies:

0131	Legislative	Revised
0141.2	Conflict of Interest	Revised
0164	Notice of Meetings	Revised

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0165.1	Regular Meetings	Revised
0165.2	Special Meetings	Revised
0165.3	Recess/Adjournment	New
0166	Executive Session	Revised
0168	Minutes	Revised
0169.1	Public Participation at Board Meetings	Revised
1240.01	Non-Reemployment of the Superintendent	Revised
1422	Nondiscrimination & Equal Employment Opportunity	Revised
1541	Termination and Resignation	Revised
1662	Anti-Harassment	Revised
2111	Parent and Family Engagement	Revised
2260	Nondiscrimination & Access to Equal Educational Opportunity	Revised
2261	Title I Services	Revised
2261.01	Parent/Family Member Participation in Title I Programs	Revised
2261.03	District & School Report Card	Revised
2700	School Report Card	Delete
3122	Nondiscrimination & Equal Employment Opportunity	Revised
3140	Termination and Resignation	Revised
3362	Anti-Harassment	Revised
4122	Nondiscrimination & Equal Employment Opportunity	Revised
4140	Termination and Resignation	Revised
4162	Drug & Alcohol Testing of CDL License Holders and other employees who perform safety sensitive functions	Revised
4362	Anti-Harassment	Revised
5517	Anti-Harassment	New
5517.02	In-School Discipline	Revised
5610	Removal, Suspension, Expulsion, and Permanent Exclusion of Students	Revised
5610.02	In-School Discipline	Revised
5610.03	Emergency Removal of Students	Revised
5611	Due Process Rights	Revised
6325	Procurement - Federal Grants/Funds	Revised
6423	Use of Credit Cards	Revised
8141	Mandatory Reporting of Misconduct by Licensed Employees	Revised
8403	School Resource Officer	New

Yeas: T. Siciliano, N. Reynolds, A. Waesch, E. Kline

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Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-024**  
**MOU WITH KENT STATE U**

It was moved by N. Reynolds seconded by E. Kline to approve the College Credit Plus Memorandum of Understanding with Kent State University for the 2019-2020 school year.

Yeas: N. Reynolds, E. Kline, T. Siciliano, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**RESOLUTION 2019-01-025**  
**FUEL-ED STIPDENDS**

It was moved by T. Siciliano seconded by N. Reynolds to approve payment to Sarah Eaton, Kelly Morris, and Luanne Abney for FuelEd, \$75.00 per student per semester course, for the 2018-2019 school year.

Yeas: T. Siciliano, N. Reynolds, E. Kline, A. Waesch  
Nays: None  
Motion Carried: 4 to 0

**REPORTS:**

A. Hawkins reported: I submitted the enrollment report to the OFCC last week. The OFCC will use that information to determine our enrollment projection. Thanks to Diana Pastor for her assistance in this report. Hasenstab Architects will be here on Wednesday at 3:30 to discuss facilities. Day Ketterer has hired attorney Rhonda Porter who previously was the general counsel for Akron Public Schools for 11 years. There is a meeting for the 44 Project tomorrow at 8:00am at Neomed. There will be no school on January 21st is observance of Martin Luther King Jr. Day.

Terri Hrina-Treharn reported on district activities and curriculum.

J. Conley gave a presentation on the new swipe-card software for student hall passes created by Lee Boring. C. Baldwin remarked the software replaces a pen and paper system. This initiative directly impacts the treasurer's office since the part time accounts payable clerk is also the part time high school attendance officer. She thanked Lee Boring and Jim Conley for the implementation.

N. Reynolds – Reported the outgoing governor appointed four new state school board members before leaving office.

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A. Waesch – Reported on Project 44. She recommended the group become a subcommittee of the Rootstown Trustees rather than a separate 501(c)3. The group will hold a meeting on January 15, 2019.

E. Kline – Compiled documentation for the Rover Hall of Fame for the board for review. He spoke to a Ravenna principal who indicated they also honor employees, volunteers in addition to athletics. The group holds a fundraiser every 2 to 3 years to remain self-supporting. N. Reynolds commented this could way to improve student morale at middle school.

A. Waesch – Reported from the advertising committee that a group is meeting on its own to raise funds for the stadium improvements. S. Krieger and A. Hawkins were invited to attend. Are waiting to hear from the OFCC before next steps.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

C. Baldwin – Reported the district received the Ohio Auditor of State Award for a clean audit. Over 6,000 public entities are audited in Ohio and less than 10% receive this award. She thanked the district for everyone's efforts in following the procedures that lead to a clean audit.

A. Hawkins – Read a proclamation in honor of School Board Recognition Month. Thank you to all our board members for your efforts on behalf of Rootstown students.

**RESOLUTION 2019-01-026**  
**EXECUTIVE SESSION**

It was moved by T. Siciliano seconded by E. Kline to go into Executive Session to review compensation of a public employee. Invited into executive session: Andrew Hawkins and Connie Baldwin.

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Yeas: T. Siciliano, E. Kline, N. Reynolds, T. Siciliano

Nays: None

Motion Carried: 4 to 0

The meeting was called back into regular session by A. Waesch at 8:31 p.m.

**RESOLUTION 2019-01-027**  
**SUPT SALARY INCREASE**

It was moved by T. Siciliano seconded by N. Reynolds to approve a 2.5% salary increase for the Superintendent, effective August 1, 2018.

Yeas: T. Siciliano, N. Reynolds, E. Kline, A. Waesch

Nays: None

Motion Carried: 4 to 0

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**RESOLUTION 2019-01-028**  
**TREAS. SALARY INCREASE**

It was moved by E. Kline seconded by T. Siciliano to approve a 2.5% salary increase for the Treasurer, effective August 1, 2018.

Yeas: E. Kline, T. Siciliano, A. Waesch, N. Reynolds

Nays: None

Motion Carried: 4 to 0

**RESOLUTION 2019-01-029**  
**TREASURER'S CONTRACT**

It was moved by T. Siciliano seconded by E. Kline to approve a three (3) year, 260 day contract for Connie Baldwin, Treasurer, including pick up on Medicare, effective August 1, 2019 through July 31, 2022.

Yeas: T. Siciliano, E. Kline, N. Reynolds, A. Waesch

Nays: None

Motion Carried: 4 to 0

**RESOLUTION 2019-01-030**  
**ADJOURNMENT**

It was moved by T. Siciliano and seconded by E. Kline to adjourn the meeting at 8:40.

Yeas: T. Siciliano, E. Kline, N. Reynolds, A. Waesch

Nays: None

Motion Carried: 4 to 0

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A. Waesch, President

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Connie Baldwin, Treasurer