

## ORGANIZATIONAL MEETING

JANUARY 6, 2009

The Board of Education of the Vandalia-Butler City School District met for an **Organizational Meeting** in the Conference Room at the Board Office on Tuesday, January 6, 2009, at 7:00 p.m.

### APPOINT PRESIDENT PRO TEM

The Board appointed Bud Zupp to act as President Pro Tem.

### PLEDGE OF ALLEGIANCE

President Pro Tem Bud Zupp led the audience in the pledge of allegiance.

### ROLL CALL:

Members present were:

- Bud Zupp, President Pro Tem
- Robert Cupp
- Kent Zimmerman
- William Hibner
- Judy Abromowitz

Others present were:

- Dr. Christy Donnelly, Superintendent
- Dan Schall, Treasurer

### 2009-001: ELECTION OF PRESIDENT OF THE VANDALIA-BUTLER BOARD OF EDUCATION

Bud Zupp nominated William Hibner for President for 2009.

Motion by Bud Zupp, seconded by Kent Zimmerman, to close nominations for President of the Vandalia Butler Board of Education.

#### Roll Call:

Robert Cupp, yes; William Hibner, yes;  
Kent Zimmerman, yes; Bud Zupp, yes; Judy Abromowitz, yes; **MOTION PASSED.**

#### Vote – William Hibner for President:

Judy Abromowitz, yes; Kent Zimmerman, yes; William Hibner, yes;  
Robert Cupp, yes; Bud Zupp, yes; **MOTION PASSED.**

**President William Hibner now presides over the meeting.**

### 2009-002: ELECTION OF VICE PRESIDENT OF THE VANDALIA-BUTLER BOARD OF EDUCATION

William Hibner nominated Robert Cupp for Vice President for 2009.

Motion by William Hibner, seconded by Bud Zupp, to close nominations for Vice President of the Vandalia-Butler Board of Education.

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### 2009-002: ELECTION OF VICE PRESIDENT OF THE VANDALIA-BUTLER BOARD OF EDUCATION (Continued)

#### Roll Call:

Robert Cupp, yes; William Hibner, yes;  
Kent Zimmerman, yes; Bud Zupp, yes; Judy Abromowitz, yes; **MOTION PASSED.**

#### Vote – Robert Cupp for Vice President:

Judy Abromowitz, yes; Kent Zimmerman, yes; William Hibner, yes;  
Robert Cupp, yes; Bud Zupp, yes; **MOTION PASSED.**

### 2009-003: BOARD OF EDUCATION MEETINGS

Motion by Judy Abromowitz, seconded by Robert Cupp, to establish the 2009 Board of Education Meeting dates as identified in Attachment A.7 but with a modification on the date of the Board Retreat to be held on February 28<sup>th</sup> instead of February 14<sup>th</sup>.

Established meetings will not be changed unless by consensus agreement at a previous meeting or through appropriate notification and polling.

Any person desiring personal notification of regular and/or special meetings of the Board shall provide the Treasurer of the Board with a sufficient number of self-addressed and stamped envelopes for the number of meetings for which advance notice is required.

When it is necessary to call a special meeting without sufficient time to mail advance notices, a reasonable effort will be made to contact persons requesting advance notice by other communication procedures and methods.

It is recommended that the Vandalia-Butler Board of Education will meet monthly.

#### Roll Call:

Robert Cupp, yes; William Hibner, yes;  
Kent Zimmerman, yes; Bud Zupp, yes; Judy Abromowitz, yes; **MOTION PASSED.**

### 2009-004: BOND FOR THE TREASURER

Motion by Bud Zupp, seconded by Robert Cupp, to approve the bonding of the Treasurer for Year 2009 in the amount of \$100,000.

#### Roll Call:

Robert Cupp, yes; William Hibner, yes;  
Kent Zimmerman, yes; Bud Zupp, yes; Judy Abromowitz, yes; **MOTION PASSED.**

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### **2009-005: TREASURER'S STANDING AUTHORIZATION FOR YEAR 2009**

Motion by Judy Abromowitz, seconded by Bud Zupp, to adopt the Treasurer's standing authorizations for the calendar year 2009:

#### **Request for Advance Draw on Taxes**

The Treasurer seeks permission from the Board of Education for authorization to request advance payment of taxes collected as funds are available in accordance with Section 321.34 Ohio Revised Code.)

#### **Investments of Interim and Inactive Funds**

The Treasurer is hereby authorized to invest interim and inactive funds in permissible investments pursuant to ORC Section 135.13, and H.B. 384.

#### **Appropriate Modifications**

The Treasurer is hereby authorized to make appropriation modifications between fund accounts with these modifications being reported to the Board.

#### **Payment of Bills**

The Treasurer is authorized to pay all bills within the limit of the appropriation resolution as bills are received and when merchandise has been certified as received in good condition by the Superintendent or her designee.

#### **Advancement of Funds**

The Treasurer is authorized to advance moneys from the General Fund to other funds in anticipation of future receipts. When the anticipated money has been received, the advance will be returned to the General Fund.

#### Roll Call:

Robert Cupp, yes; William Hibner, yes;  
Kent Zimmerman, yes; Bud Zupp, yes; Judy Abromowitz, yes; **MOTION PASSED.**

### **2009-006: EMPLOYEE RETIREMENT CONTRIBUTIONS**

Motion by Judy Abromowitz, seconded by Robert Cupp, to approve the attached clarification regarding retirement contributions as defined in executed board contracts as required by the Internal Revenue Service in Ruling 2006-043 (Attachment A.9.).

#### Roll Call:

Robert Cupp, yes; William Hibner, yes;  
Kent Zimmerman, yes; Bud Zupp, yes; Judy Abromowitz, yes; **MOTION PASSED.**

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### **2009-007: OHIO SCHOOL BOARD ASSOCIATION MEMBERSHIP**

Motion by Bud Zupp, seconded by Kent Zimmerman, to approve Ohio School Board Association membership which includes “Briefcase” and “School Management News”. The charge for membership and services is \$6,236.00 per year.

#### Roll Call:

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

### **2009-008: LEGAL ASSISTANCE FUND**

Motion by William Hibner, seconded by Judy Abromowitz, to approve membership in the OSBA Legal Assistance Fund. The charge for this membership is \$250.00.

#### Roll Call:

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

### **2009-009: APPROVAL OF LEGAL FIRMS**

Motion by Bud Zupp, seconded by William Hibner, to approve the following legal firms to handle legal activities on behalf of the Board of Education, usage is at the direction of the Superintendent or Treasurer.

**Pickrel, Schaeffer and Ebeling:**

primarily for general legal work

**Cooper and Gentile:**

primarily for general legal work

**Squire, Sanders and Dempsey:**

primarily for general legal work

**Frost Brown Todd:**

primarily for general legal work

**Frost Brown Todd:**

primarily for property tax legal work

**Peck, Shaffer and Williams:**

primarily for debt and election legal work

**Paul Routh:**

primarily for legal work pertaining to benefits

#### Roll Call:

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

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### **2009-010: EDUCATION TAX POLICY INSTITUTE**

Motion by Judy Abromowitz, seconded by Bud Zupp, to approve the district's participation with The Education Tax Policy Institute for a fee up to \$3,000 to cover the period from January 1, 2009 through December 31, 2009.

#### Roll Call:

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

### **2009-011: RECORDS RETENTION SCHEDULE (ATTACHMENT A.14.)**

Motion by Judy Abromowitz, seconded by Robert Cupp, to approve the schedule of Records Retention and Disposition as presented (RC-2).

#### Roll Call:

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

### **2009-012: COMMITTEE AND BOARD APPOINTMENTS**

Motion by Judy Abromowitz, seconded by Robert Cupp, to approve the appointment to the following committees effective January 1, 2009:

<u>Board Committee</u>	<u>Office Term</u>	
a. Butler Athletic Council	01/01/09-12/31/09	<u>Kent Zimmerman</u>
b. Financial Advisory Committee	01/01/09-12/31/09	<u>Judy Abromowitz/Bud Zupp</u>
c. Vandalia Civil Service	01/01/08-12/31/11	<u>Harry Beyoglides</u>
d. Vandalia Human Relations	01/01/09-12/31/09	<u>William Hibner</u>
e. Vandalia Parks & Recreation	01/01/08-12/31/11	<u>Bob Costello/Bud Zupp</u>
f. MVCTC Advisory Comm.	01/01/09-12/31/09	<u>Robert Cupp</u>
g. MVCTC Board of Education	01/01/08-12/31/09	<u>Robert Cupp</u>
h. OSBA Legislative Representative	01/01/09-12/31/09	<u>Kent Zimmerman</u>
i. Visions Committee	01/01/09-12/31/09	<u>William Hibner</u>

#### Roll Call:

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

**ORGANIZATIONAL MEETING**

**FINANCE**

**JANUARY 6, 2009**

**2008-013: SERVICE FUND FOR THE BOARD OF EDUCATION**

Motion by Judy Abromowitz, seconded by William Hibner, to set the service fund at a level of \$10,000.

**Roll Call:**

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

**2008-014: PETTY CASH FUNDS**

Motion by Bud Zupp, seconded by Robert Cupp, to re-establish the following petty cash funds, change funds, and accounts. Each principal/administrator shall be designated trustee of the petty cash fund in accordance with the guidelines established by the Treasurer's Office.

Petty Cash (Central Office)	\$200.00
Petty Cash Postage (Central Office)	\$100.00
Petty Cash (Demmitt)	\$100.00
Lunchroom Change Fund	\$950.00
Athletic Account (Checking)	\$10,000.00
Athletic Change Fund	\$1,500.00

**Roll Call:**

William Hibner, yes; Bud Zupp, yes;  
Kent Zimmerman, yes; Judy Abromowitz, yes; Robert Cupp, yes; **MOTION PASSED.**

**ADJOURNMENT**

**2008-015: ADJOURNMENT**

Motion by Judy Abromowitz, seconded by Bud Zupp, that the meeting be adjourned.

**Roll Call:**

Robert Cupp, yes; William Hibner, yes;  
Kent Zimmerman, yes; Bud Zupp, yes; Judy Abromowitz, yes; **MOTION PASSED.**

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William Hibner, President

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Daniel Schall, Treasurer