

**Brecksville-Broadview Heights Board of Education**  
**Organizational Meeting**

**Tuesday, January 7, 2014 – 5:30 p.m. – Education Center**

**A. Oath of Office** – Debbie Bernauer – Conducted by Treasurer/CFO Rick Berdine

**B. Call to Order** – Mark Dosen, President Pro Tem

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

**B. Pledge of Allegiance**

**C. Approval of Agenda/Addendum Items**

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**D. Organization of the Board for 2014**

**1. Election of a President for 2014**

(accept nominations, no second needed, then ballot)

\_\_\_\_\_

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

Mr. Dosen will now turn the meeting over to the new President.

**2. Election of a Vice President for 2014**

(accept nominations, no second needed, then ballot)

\_\_\_\_\_

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**3. Order of Voting on Motions and Resolutions in 2014; Use of Robert's Rules of Order**

The member making the motion is called first, the member seconding the motion is called next, the Vice President called second last, and the President called last; in alphabetical order when possible. Robert's Rules of Order shall prevail in determining all board meeting procedural questions.

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**E. Treasurer/CFO's and Superintendent's Business**

1. Resolution to authorize the Treasurer/CFO of the Brecksville-Broadview Heights City School District to request the County Auditor to advance taxes from the proceeds of the tax levies pursuant to Section 321.340 of the Ohio Revised Code to meet current expenses as needed during the period of January 1, 2014 through December 31, 2015;  
 AND FURTHER RESOLVE under authority of Section 3313.20 O.R.C. that the Board dispense with approval of ordinary bills for purchases made under authority of the annual appropriations resolution and permit payment as seems advantageous;  
 AND FURTHER RESOLVE to waive the reading of the minutes of the Board as authorized by Amended House Bill #424;  
 AND FURTHER RESOLVE to authorize the Treasurer/CFO to invest funds that are not needed to meet current expenditures - Section 135.09 O.R.C.;  
 AND FURTHER RESOLVE to authorize the Treasurer/CFO to make appropriate modifications to the budgets as necessary during the year. A listing of modifications will be submitted to the Board monthly;  
 AND FURTHER RESOLVE to appropriate a \$20,000 Service Fund account in 2014;  
 AND FURTHER RESOLVE to authorize the Treasurer/CFO to approve blanket purchase orders up to a maximum of \$10,000;  
 AND FURTHER RESOLVE to grant authority to the Superintendent to excuse teachers and other school employees for attendance at, and provide all approved expenses for, professional and/or in-service meetings in 2014;  
 AND FURTHER RESOLVE to grant authority to the Superintendent to approve expenditures for those fringe benefits and other forms of non-salary remuneration not prohibited by statute, per formal opinion OAG81-052 clarifying the issue of non-salary remuneration for public employers;  
 AND FURTHER RESOLVE to grant the Superintendent or his designee authority to file applications for all projects considered desirable for the Brecksville-Broadview Heights City School District;  
 AND FURTHER RESOLVE to authorize the signature of the Treasurer/CFO, or the facsimile thereof, to be used on all checks and warrants;  
 AND FURTHER RESOLVE to designate the Superintendent or his designee as purchasing agent for the Brecksville-Broadview Heights City Schools for 2014;  
 AND FURTHER RESOLVE to recognize the Superintendent or his designee as the appeal officer for out-of-school suspensions;  
 AND FURTHER RESOLVE to authorize the Superintendent to hire personnel and accept resignations on behalf of the board, pending final board approval;  
 AND FURTHER RESOLVE to authorize the Superintendent to delegate to principal(s) the authority to enter into contracts, as needed, in areas of photography, yearbook, graduation, and related school events. Principals will notify superintendent of such agreements.

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**F. Appointment of Board of Education Representatives and Committees on behalf of the District Administrative Leadership**

1. Representative to Transportation Appeals Committee ([Mrs. Mack](#))  
\_\_\_\_\_
  
2. Representative to the PSO Council ([Mr. Ziegler](#))
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  
3. Legislative Liaison Person to the Ohio School Boards Association ([Mr. Dosen](#))  
\_\_\_\_\_
  
4. Ohio School Boards Association’s Student Achievement Liaison ([Mrs. Mack](#))  
\_\_\_\_\_
  
5. Liaison Person(s) for Brecksville Council – Rotating ([Mr. Jantzen/Mrs.Mack/Mr. Ziegler](#))
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  
6. Liaison Person(s) for Broadview Heights Council – Rotating ([Mr. Dosen/Mr. Tryon](#))
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  
7. Representative to Broadview Heights Tax Incentive Review Council (TIRC) ([Mr. Tryon](#))  
\_\_\_\_\_
  
8. Representative to Brecksville-Broadview Heights Schools Foundation ([Mrs. Mack](#))  
\_\_\_\_\_

9. Representative to Partnership for a Healthy Community (Mr. Dosen)

\_\_\_\_\_

10. Representative to the Yuletide Hunger Program (Mrs. Mack)

\_\_\_\_\_

11. Representative to the Wellness Committee (Mr. Jantzen)

\_\_\_\_\_

12. Representative to the Cuyahoga Valley Career Center

Kathleen Mack (appointed to 2 year term at 8/26/13 BOE Mtg)

13. Representative to Community Awareness and Prevention Association (CAPA) (Mr. Ziegler)

\_\_\_\_\_

14. Representative(s) to Business Advisory Council (BAC) (Mr. Tryon/Mr. Ziegler)

\_\_\_\_\_

15. Representative to the pilot Science Technology Engineering and Mathematics Committee (STEM) (Mrs. Mack)

\_\_\_\_\_

16. Representative to the Safety & Security Committee (Mr. Jantzen)

\_\_\_\_\_

17. Representative to the Communication Committee (Mrs. Mack)

\_\_\_\_\_

18. Representatives to the Financial Activities Communications Team (FACT) (Mr. Dosen/Mr. Jantzen)

\_\_\_\_\_

Resolution to approve the appointments of Board of Education Representatives and Committees on behalf of the District Administrative Leadership.

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**G. Appointment of Board of Education Representatives on behalf of the Board of Education**

1. Financial Liaison/Audit Committee Person(s) (Mr. Dosen/Mr. Tryon)

a. \_\_\_\_\_

b. \_\_\_\_\_

2. Representative(s) to Permanent Improvement Committee (Mr. Jantzen/Mr. Ziegler)

a. \_\_\_\_\_

b. \_\_\_\_\_

3. Representatives to the Board Policy Committee (Mrs. Mack/Mr. Tryon)

a. \_\_\_\_\_

b. \_\_\_\_\_

Resolution to approve the appointments of Board of Education Representatives on behalf of the Board of Education.

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**H. Compensation for Meetings in 2014**

Resolution to set Board Member compensation at \$100 per meeting, effective January 1, 2014.

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**I. Representation of Legal Counsel**

Resolution to approve the following list of firms for legal counsel representation during 2014:

*Britton, Smith, Peters & Kalail Co., LPA*  
*Chester L. Sumpter and Associates, LLC.*  
*Fisher & Phillips, LLP*  
*Kenneth J. Fisher Co., LPA*  
*Pearne and Gordon, LLP*  
*Pepple and Waggoner, Ltd*  
*Roetzel & Andress, LPA*  
*Squire, Sanders & Dempsey LLP*  
*Walter-Haverfield, LLP*

Additionally, the Ohio School Boards Association (OSBA) and the law directors for the cities of Brecksville and Broadview Heights may be used as appropriate.

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**J. Appointment of Staff to Positions for the 2014 Year**

1. Title IX Hearing Officer: Director of Human Resources
2. Anti-Harassment Grievance Officer: Director of Human Resources and Director of Curriculum and Instruction
3. 504/ADA Compliance Officer: Director of Pupil Services and Director of Human Resources
4. Civil Rights Coordinator: Director of Pupil Services
5. Homeless Liaison: Director of Pupil Services
6. Suspension Appeal Officer, as designee of the Board: Director of Human Resources

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**K. Appointment of District Records Officers (DRO) for the 2014 Year**

1. RESOLVE to recognize the Treasurer/CFO and the Director of Pupil Services as District Records Officers (DRO). The individuals in this position will also serve as the Brecksville-Broadview Heights Board of Education designees in this regard.

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**L. Budget for the 2014-2015 Fiscal Year**

1. Public Hearing on the Proposed 2014-2015 Fiscal Year Budget
2. Resolution Adopting the Budget for the 2014-2015 Fiscal Year

Tab 1

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_

**M. Adjournment**

Mrs. Bernauer \_\_\_ Mr. Dosen \_\_\_ Mr. Jantzen \_\_\_ Mrs. Mack \_\_\_ Mr. Ziegler \_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Other Action \_\_\_\_\_



**The next regular Board of Education meeting will be held on  
Monday, January 27, 2014, 7:00 p.m.,  
at the Education Center, 6638 Mill Road, Brecksville, 44141**