

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION  
ORGANIZATIONAL MEETING  
JANUARY 14, 2019**

The Westfall Local School District Board of Education met for the organizational meeting on January 14, 2019 at 6:00 p.m. in the elementary school cafeteria.

**CALL TO ORDER**

**ROLL CALL**

Ms. Judy Cook	<u>Aye</u>	Mr. Zach Ruoff	<u>Aye</u>
Ms. Christy Rigsby	<u>Aye</u>	Mr. Sean Ruth	<u>Aye</u>
Mr. Mark Ruff	<u>Aye</u>		

*Today's meeting will be recorded and loaded to the website for the public to review.*

**PLEDGE OF ALLEGIANCE**

Board President Tempore

**APPROVAL OF AGENDA**

(19-001) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to approve the agenda for the January 14, 2019 organizational meeting.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

**ELECTION OF BOARD PRESIDENT**

(19-002) Nominations for Board President (R.C.3313.14) (No second required)

Mr. Ruoff nominates Mr. Ruff as president of the board for 2019.

Ms. Cook moves to close nominations for president.

Ms. Rigsby seconds the motion.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(19-003) Election of Board President

Mr. Ruoff moves to elect Mr. Ruff as president of the board for 2019.

Ms. Rigsby seconded the motion.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

**ELECTION OF BOARD VICE PRESIDENT**

(19-004) Nominations for Board Vice President (R.C.3313.14) (No second required)

Ms. Rigsby nominates Mr. Ruoff as vice president of the board for 2019.

Ms. Cook moves to close nominations for vice president.

Ms. Rigsby seconds the motion.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(19-005) Election of Board Vice President

Ms. Cook moves to elect Mr. Ruoff as vice president of the board for 2019.

Mr. Ruff seconded the motion.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

**OATH/AFFIRMATION OF OFFICE(S) OF BOARD MEMBER(S)**

**PRESIDENT:**

Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as **PRESIDENT** of the Board of Education of the Westfall Local School District in Pickaway county, Ohio.

If so, please answer: "I do."

\_\_\_\_\_  
Board President

**VICE PRESIDENT:**

Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as **VICE PRESIDENT** of the Board of Education of the Westfall Local School District in Pickaway county, Ohio.

If so, please answer: "I do."

\_\_\_\_\_  
Board Vice President

**The newly elected President will begin to preside over the meeting at this time.**

**APPOINTMENT OF LIAISONS (By the President)**

- A. Legislative Liaison(s): Mr. Ruth
- B. Finance/Audit Liaison(s): Ms. Rigsby and Ms. Cook
- C. Policy Liaison(s): Mr. Ruoff and Mr. Ruff
- D. Discussion Forum Liaison(s): All Board Members
- E. District Leadership Team (DLT) Liaison(s): As needed
- F. Westfall Education Foundation (WEF) Liaison(s): Ms. Rigsby

**SETTING OF REGULAR MEETING DATES (R.C. 3313.15)**

(19-006) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to establish the time and place of the regular board meetings on the 3<sup>rd</sup> Monday of each month at 6:30 p. m. in the Elementary School Cafetorium (location), with exceptions as listed below:

- a. January 14, 2019 Organizational Meeting at 6:00 p.m. (Second Monday)
- b. January 14, 2019 at 6:30 p.m. (Second Monday)
- c. February 19, 2019 (Third Tuesday)
- d. June 24, 2019 (Fourth Monday)

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

**BOARD SERVICE FUND (R.C. 3313.15)**

(19-007) Motion was made by Mr. Ruth, seconded by Mr. Ruoff to establish the 2019 Board Service Fund at \$5,000.00.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

## STANDING AUTHORIZATIONS

(19-008) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to establish the following standing authorizations to allow for efficient financial management and full execution of duties by the Treasurer, President and Superintendent:

A. Advances on Tax Settlements: authorization for the Treasurer to secure advances on local taxes from the County Auditor when funds are available and payable to the district.

B. Investment of Active and Inactive Funds: authorization for the Treasurer to invest inactive funds at the most productive interest rate whenever funds are available.

C. Payment of Bills: authorization for the Treasurer to pay all bills within the limits of the appropriations resolution as bills are received and when, if applicable, the merchandise has been received in good condition.

D. Borrowing Authority: authorization for the Treasurer and President to borrow funds, if needed, within the limitations established by state and federal law.

E. Purchasing Agent: authorization for the Superintendent to serve as purchasing agent for the district.

F. Employment of Temporary Personnel: authorization for the Superintendent to employ such personnel as are needed for emergency situations, as provided in the appropriations resolution and subject to being presented for Board approval at the next regular meeting.

G. Acceptance of Resignation(s): authorization for the Superintendent to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by the Board; provided however, that upon ratification by the Board such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

H. Approval of Board of Education's Designee for Appeals of Student Suspensions: authorization for the Superintendent to appoint a designee for appeals of student suspensions.

I. State and Federal Funds and Grants: authorize the Superintendent to apply for available State and Federal Funds and Grants.

J. Inter-Fund Transfers: authorize the Treasurer to make inter-fund transfers as needed.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

### **BONDING OF SUPERINTENDENT AND BOARD PRESIDENT**

(19-009) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to set bond for the following positions and rates until cancelled:

- a. Superintendent: \$ 20,000.00
- b. Board President: \$ 20,000.00

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

### **ANNUAL TAX BUDGET APPROVAL**

(19-010) Motion was made by Ms. Cook, seconded by Mr. Ruoff to approve the annual tax budget for fiscal year 2020 as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

### **ADJOURNMENT OF ORGANIZATIONAL MEETING**

(19-011) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to adjourn the organizational meeting at 6:19 p.m.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

\_\_\_\_\_  
PRESIDENT'S SIGNATURE

\_\_\_\_\_  
TREASURER'S SIGNATURE