

**WESTFALL LOCAL SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
January 9, 2018  
BOARD OF EDUCATION ORGANIZATIONAL MEETING  
Westfall Elementary School Cafetorium  
6:00 P.M.**

**AGENDA ITEMS**

**I. CALL TO ORDER** Board President Tempore

**II. OATH OF OFFICE – NEW BOARD MEMBERS**

1. 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 a member of the Board of Education of the Westfall Local School District in Pickaway County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereafter to be enacted, during your continuance in said office and until your successor is elected and qualified?

If so, please answer: "I do."

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Ms. Christy Rigsby, Board Member

2. 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 a member of the Board of Education of the Westfall Local School District in Pickaway County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereafter to be enacted, during your continuance in said office and until your successor is elected and qualified?

If so, please answer: "I do."

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Mr. Sean Ruth, Board Member

**III. ROLL CALL**

Ms. Judy Cook \_\_\_\_\_  
Ms. Christy Rigsby \_\_\_\_\_  
Mr. Mark Ruff \_\_\_\_\_

Mr. Zach Ruoff \_\_\_\_\_  
Mr. Sean Ruth \_\_\_\_\_

**IV. PLEDGE OF ALLEGIANCE**

Board President Tempore

**V. ELECTION OF BOARD PRESIDENT**

A. Nominations for Board President (R.C.3313.14) (No second required)

\_\_\_\_\_ nominates \_\_\_\_\_ as president of the board for 2018.

\_\_\_\_\_ nominates \_\_\_\_\_ as president of the board for 2018.

\_\_\_\_\_ moves to close nominations for president.

\_\_\_\_\_ seconds the motion.

MOTION: \_\_\_\_\_  
Cook \_\_\_\_\_  
Rigsby \_\_\_\_\_  
Ruff \_\_\_\_\_

SECOND: \_\_\_\_\_  
Ruoff \_\_\_\_\_  
Ruth \_\_\_\_\_  
Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

B. Election of Board President

\_\_\_\_\_ moves to elect \_\_\_\_\_ as president of the board for 2018.

MOTION: \_\_\_\_\_  
Cook \_\_\_\_\_  
Rigsby \_\_\_\_\_  
Ruff \_\_\_\_\_

SECOND: \_\_\_\_\_  
Ruoff \_\_\_\_\_  
Ruth \_\_\_\_\_  
Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

**VI. ELECTION OF BOARD VICE PRESIDENT**

A. Nominations for Board Vice President (R.C.3313.14) (No second required)

\_\_\_\_\_ nominates \_\_\_\_\_ as vice president of the board for 2018.

\_\_\_\_\_ nominates \_\_\_\_\_ as vice president of the board for 2018.

\_\_\_\_\_ moves to close nominations for vice president.

\_\_\_\_\_ seconds the motion.

MOTION: \_\_\_\_\_

Cook \_\_\_\_\_

Rigsby \_\_\_\_\_

Ruff \_\_\_\_\_

SECOND: \_\_\_\_\_

Ruoff \_\_\_\_\_

Ruth \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

B. Election of Board Vice President

\_\_\_\_\_ moves to elect \_\_\_\_\_ as vice president of the board for 2018.

MOTION: \_\_\_\_\_

Cook \_\_\_\_\_

Rigsby \_\_\_\_\_

Ruff \_\_\_\_\_

SECOND: \_\_\_\_\_

Ruoff \_\_\_\_\_

Ruth \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

**VII. 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.**

**VIII. APPOINTMENT OF LIAISONS**

**(By the President)**

A. Legislative Liaison(s): \_\_\_\_\_

B. Personnel Liaison(s): \_\_\_\_\_

C. Facility Liaison(s): \_\_\_\_\_

D. Health, Wellness and Life Skills Liaison(s): \_\_\_\_\_

E. Finance/Audit Liaison(s): \_\_\_\_\_

F. Student Achievement/Curriculum Liaison(s): \_\_\_\_\_

G. Policy Liaison(s): \_\_\_\_\_

H. Communication Liaison(s): \_\_\_\_\_

I. Partnerships Liaison(s): \_\_\_\_\_

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

Motion 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: (Item A)

- a. January 9, 2018 Organizational Meeting at 6:00 p.m. (Second Tuesday)
- b. January 9, 2018 at 6:30 p.m. (Second Tuesday)
- c. February 20, 2018 (Third Tuesday)
- d. June 25, 2018 (Fourth Monday)
- e. November 12, 2018 (Second Monday)
- f. December 10, 2018 (Second Monday)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

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

Motion to establish the 2018 Board Service Fund at \$5,000.00.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

**XI. STANDING AUTHORIZATIONS**

Motion 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.

MOTION: \_\_\_\_\_  
Cook \_\_\_\_\_  
Rigsby \_\_\_\_\_  
Ruff \_\_\_\_\_

SECOND: \_\_\_\_\_  
Ruoff \_\_\_\_\_  
Ruth \_\_\_\_\_  
Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

**XII. BONDING OF SUPERINTENDENT AND BOARD PRESIDENT**

Motion to set bond for the following positions and rates until cancelled:

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

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

**XIII. ANNUAL TAX BUDGET APPROVAL**

Motion to approve the annual tax budget for fiscal year 2019 as presented. (Item B)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

**XIV. ADJOURNMENT OF ORGANIZATIONAL MEETING**

Motion to adjourn the organizational meeting at \_\_\_\_\_ p.m.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____