

**ROSSFORD EXEMPTED VILLAGE SCHOOLS**  
**Board of Education Organizational Meeting and Budget Hearing of January 8, 2024**

Link to join Webinar:  
<https://us02web.zoom.us/j/87181653730>

**Administrative Offices - Board Room**  
**701 Superior Street**  
**Rossford, OH 43460**  
**6:30 p.m.**

**PROPOSED AGENDA**

			<u><b>Exhibit Number</b></u>																		
I.	Call the Board to Order by President Pro-Tem Dawn Burks (pledge to flag); Administration of the Oath of Office to New Members		1																		
II.	Roll Call of the Board:		2																		
		<table><tr><td></td><td><u><b>Present</b></u></td><td><u><b>Absent</b></u></td></tr><tr><td>Tiffany Densic</td><td>_____</td><td>_____</td></tr><tr><td>Jackie Huffman</td><td>_____</td><td>_____</td></tr><tr><td>Emily Klocko</td><td>_____</td><td>_____</td></tr><tr><td>Teresa McKnight</td><td>_____</td><td>_____</td></tr><tr><td>Dawn Burks</td><td>_____</td><td>_____</td></tr></table>		<u><b>Present</b></u>	<u><b>Absent</b></u>	Tiffany Densic	_____	_____	Jackie Huffman	_____	_____	Emily Klocko	_____	_____	Teresa McKnight	_____	_____	Dawn Burks	_____	_____	
	<u><b>Present</b></u>	<u><b>Absent</b></u>																			
Tiffany Densic	_____	_____																			
Jackie Huffman	_____	_____																			
Emily Klocko	_____	_____																			
Teresa McKnight	_____	_____																			
Dawn Burks	_____	_____																			
III.	Election of Officers [1-2]		3																		
	A. Nomination and Election of Officers																				
	B. Approve Bond for President																				
IV.	Designation of Meeting Places, Dates and Times [3]		4																		
V.	Establishment of Service Fund [4]		5																		
VI.	Committee Appointments [5]		6																		
	A. Recreation Committee																				
	B. Legislative Liaison/Northwest Ohio School Boards Legislative Committee/ Planning Committee																				
	C. Penta Representative																				
	D. Negotiations Committee																				
	E. Policy Committee																				
	F. Finance Committee																				
	G. Facilities Committee																				
	H. Family and Community Engagement (FACE) Committee																				
VII.	Appointment of Legal Counsel(s) for the Ensuing Calendar Year [6]		7																		

**Exhibit Number**

VIII. Recommendations to Adopt Standing Authorizations for Year 2024	[7]	8
A. Advances on Tax Settlements		
B. Investments of Interim Funds		
C. Payment of Bills		
D. Employment of Temporary Personnel		
E. Appointment of Purchasing Agent		
IX. Recognize the Two Bargaining Agents	[8]	9
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***Next Regular Meeting:  
Date: TBD  
Administrative Offices - Board Room  
701 Superior Street  
Rossford, OH 43460  
Time: TBD***

Upon request to the superintendent's secretary, the District shall make reasonable accommodation for a disabled person to be able to participate in this activity.

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**MISSION STATEMENT**

Our mission is to ensure educational equity that focuses on social diversity and encourages excellence.

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**VISION STATEMENT**

Preparing, inspiring and empowering all students to achieve success

**EXHIBIT NO. 1**

***Call the Board to Order by President Pro-Tem Dawn Burks and Administration of the Oath of Office to New Members***

President Pro-Tem Dawn Burks will call the meeting to order. Pledge to flag.

**Administration of the Oath of Office to New Members**

Listed under this exhibit is the Oath of Office, which will be administered by James Rossler, Jr., Treasurer of the Rossford Exempted Village School District. New members of the Board of Education are asked to subscribe to the following oath:

**OATH OF OFFICE**

I, \_\_\_\_\_, do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of Ohio, and I will faithfully and impartially discharge my duties as a member of the Rossford Exempted Village School District, Wood County, Ohio, to the best of my ability, and in accordance with the law of the State of Ohio during my continuance in said office, and until my successor is appointed and qualified.

**Roll Call of the Board will now be taken.**

**EXHIBIT NO. 2**

***Roll Call of the Board***

	<u>Present</u>	<u>Absent</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 3**

***Election of Officers***

A. Nomination and Election of Officers

The President Pro-Tem will conduct the nominations and election process, after which, the new President will assume control.

**Nominations for President**

\_\_\_\_\_

\_\_\_\_\_

Elected President: \_\_\_\_\_

**Nominations for Vice President:**

\_\_\_\_\_

\_\_\_\_\_

Elected Vice President: \_\_\_\_\_

**EXHIBIT NO. 3**      ***Election of Officers, Continued***

## B. Approve Bond for President

The Board of Education must approve the issuance of a bond for the Board of Education President in the amount of \$20,000.

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education approve the issuance of a bond for the President of the Board in the amount of \$20,000 as stipulated by Ohio law, as presented under Exhibit 3-B.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 4**      ***Designation of Meeting Places, Dates and Times***

At its annual Organizational Meeting, the Board of Education must set the dates, times and places of its regularly scheduled Board meetings. For the past several years, the Board has met on the third or fourth Monday of the month, with special meetings and changes in regular dates arranged as needed.

<u>Month</u>	<u>Dates</u>	<u>Location</u>
January	<u>  8  </u>	Administrative Offices - Board Room
February	<u>      </u>	Administrative Offices - Board Room
March	<u>      </u>	Administrative Offices - Board Room
April	<u>      </u>	Administrative Offices - Board Room
May	<u>      </u>	Administrative Offices – Board Room
June	<u>      </u>	Administrative Offices – Board Room
July	<u>      </u>	Administrative Offices – Board Room
August	<u>      </u>	Administrative Offices – Board Room
September	<u>      </u>	Administrative Offices – Board Room
October	<u>      </u>	Administrative Offices – Board Room
November	<u>      </u>	Administrative Offices – Board Room
December	<u>      </u>	Administrative Offices – Board Room

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education set the dates of its regular meetings on \_\_\_\_\_

at \_\_\_\_\_ p.m. in the Board Room at the Rossford Schools Administrative Offices and it is further resolved that a meeting of the Board shall take place at the dates, times and places as scheduled unless appropriately changed by Board action, as presented under Exhibit 4.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 5**      ***Establishment of Service Fund***

The Board of Education has the authority to establish a Service Fund for use by the Board of Education. This fund is established to pay expenses of the Board of Education actually incurred in the performance of its duties, such as to attend seminars, state and local conferences, national conferences, etc.

The fund can be established in an amount of \$2.00 per Average Daily Membership (ADM), which would be  $\$2.00 \times 1,705 = \$3,410$  or the Board could establish the fund at \$9,500. The Board of Education could also establish this fund anywhere between these two figures, if it so desires.

Over the years, the Board of Education has established its Service Fund at the highest rate. The Board has not expended funds anywhere near this figure; if you do not use the allotted money, it will always be available to be reappropriated.

It is recommended the Board establish the Service Fund at \$9,500.

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education establish the Board of Education Service Fund in the amount of \$9,500 for 2024, as presented under Exhibit 5.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:

	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 6      *Committee Appointments***

Committee assignments listed below should be filled at the Organizational Meeting. In the past, the Board President has appointed members of the Board to serve on these committees. The 2023 assignments have been as follows:

- A. Recreation Committee Representatives: *Dawn Burks*
- B. Legislative Liaison/Northwest Ohio School Boards Legislative Committee,  
Subcommittee on Planning Representative: *Emily Klocko (Tiffany Densic, alternate)*
- C. Penta Career Center Representative: *Ken Sutter (through 2025)*
- D. Negotiations Committee: *Tiffany Densic, Kent Murphree*
- E. Policy Committee: *Jackie Huffman, Emily Klocko*
- F. Finance Committee: *Dawn Burks (Tiffany Densic, alternate)*
- G. Facilities Committee: *Jackie Huffman, Kent Murphree*

**Year 2024 Appointments**

- A. Recreation Committee Representatives (1-year term):

\_\_\_\_\_

- B. Legislative Liaison/Northwest Ohio School Boards Legislative Committee,  
Subcommittee on Planning Representative (1-year term):

\_\_\_\_\_ (alternate) \_\_\_\_\_

- C. Penta Career Center Representative (3-year term):

Ken Sutter (through 2025)

- D. Negotiations Committee (1-year term):

\_\_\_\_\_

- E. Policy Committee (1-year term):

\_\_\_\_\_

- F. Finance Committee (1-year term):

\_\_\_\_\_ (alternate) \_\_\_\_\_

- G. Facilities Committee (1-year term):

\_\_\_\_\_

- H. Family and Community Engagement (FACE) Committee (1-year term):

\_\_\_\_\_

If the Board desires to establish any other committees, this may be done at this time.

**EXHIBIT NO. 7**      ***Appointment of Legal Counsel(s) for Ensuing Calendar Year***

It is recommended the Board appoint legal counsels for the ensuing year.

Counsels recommended are Ohio School Boards Association; Scott Scriven, LLP; Spitler Huffman, LLP; Spengler Nathanson, PLL; and Bricker and Eckler.

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education approve legal counsels, as presented under Exhibit 7.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____



**EXHIBIT NO. 8**      ***Recommendations to Adopt Standing Authorizations for Year 2024***

It is recommended the following standing authorizations for the 2024 calendar year be approved by the Board of Education. Without such authorization from the Board, the Treasurer and Superintendent have no authority to carry out the duties listed below, which involve school finances and employment. The Board normally approves these authorizations each year at the Organizational Meeting.

**A. Advances on Tax Settlements:**

This authorizes the Treasurer to secure advances from the auditor when funds are available and payable to the district.

**B. Investments of Interim Funds:**

This authorizes the Treasurer to invest interim funds at the most productive interest rate whenever interim funds are available.

**C. Payment of Bills:**

This authorizes the Treasurer to pay all bills within the limitation of the appropriations resolution as bills are received and when merchandise has been received in good condition.

**D. Employment of Temporary Personnel**

This authorizes the Superintendent to employ such temporary personnel as is needed for emergency situations. Such employments are to be presented for approval by the Board of Education at the next regular meeting.

**E. Appointment of Purchasing Agent:**

This authorizes the Superintendent to serve as the purchasing agent for the school district.

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education approve the standing authorizations for the 2024 calendar year, as presented under Exhibit 8.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:

	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 9**      ***Recognize the Two Bargaining Agents***

A motion follows for the Board to recognize the district's two bargaining agents, RACT (Rossford Association of Classroom Teachers) and OAPSE/AFSCME, Local #384 (Ohio Association of Public School Employees/American Federation of State, County, and Municipal Employees).

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education recognize the RACT and OAPSE/AFSCME, Local #384 as the two bargaining agents for the school district, as presented under Exhibit 9.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 10      *Tax Budget, Fiscal Year 2025***

It is recommended the Board of Education approve and adopt the Tax budget for Fiscal Year 2025 and authorize the Board President to sign the budget as presented and approved.

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education approve and adopt the Tax budget for Fiscal Year 2025 and authorize the Board President to sign the budget as presented and approve, as presented under Exhibit 10.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 11**      ***Confirming Rate Resolution***

It is recommended the Board of Education approve and adopt the Confirming Rate Resolution as determined by the Budget Commission and authorize the necessary tax levies and certify them to the County Auditor.

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education approve and adopt the Confirming Rate Resolution as determined by the Budget Commission and authorize the necessary tax levies and certify them to the County Auditor, as presented under Exhibit 11.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

**EXHIBIT NO. 12      *Open Discussion***

*This space is reserved for open discussion.*

**EXHIBIT NO. 13      *Adjournment***

Motion to adjourn:

MOTION: I \_\_\_\_\_ move that the Rossford Board of Education adjourn the Board of Education Organizational Meeting and Budget Hearing of January 8, 2024.

SECOND: I \_\_\_\_\_ second the motion.

ROLL CALL:	<u>Aye</u>	<u>Nay</u>
Tiffany Densic	_____	_____
Jackie Huffman	_____	_____
Emily Klocko	_____	_____
Teresa McKnight	_____	_____
Dawn Burks	_____	_____

Meeting adjourned at \_\_\_\_\_ p.m.

<p><b><i>Next Regular Meeting:</i></b>  <b><i>Date: TBD</i></b>  <b><i>Administrative Offices - Board Room</i></b>  <b><i>701 Superior Street</i></b>  <b><i>Rossford, OH 43460</i></b>  <b><i>Time: TBD</i></b></p>
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