

**RECORD OF PROCEEDINGS  
ORGANIZATIONAL MEETING  
JANUARY 12, 2015**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The Shelby City Schools, Board of Education met in organizational session on Monday, January 12, 2015, at 5:00 p.m. in the Lecture Room, Shelby Senior High School, 1 Whippet Way, Shelby OH 44875</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>1. Meeting called to Order</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                     |
| <p>1.1 The meeting opened with the Pledge of Allegiance to the flag.<br/> 1.2 Roll Call was taken with the following members present; Lynn Friebel, Bill Roush, Scott Rose, Lorie White and Randy Terman. Administrative personnel present included Tim Tarvin, Superintendent; Paul Walker, Assistant Superintendent; and Elizabeth Anatra, Treasurer.<br/> 1.3 The board and others present affirmed the district's mission statement.<br/> The Shelby City Schools will be a place:</p> <ul style="list-style-type: none"> <li>• where all students are <u>proud</u> to attend</li> <li>• where the staff is <u>proud</u> to work</li> <li>• where parents are <u>proud</u> to send their children</li> <li>• that the community is <u>proud</u> to support</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>2. Election of Officers</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                     |
| <p>2.1 Mrs. White acting as chairman pro-tempe, opened the floor for nominations for President for 2015. Mr. Roush nominated Mrs. White. There were no other nominations.<br/> A motion to close nominations was made by Mr. Roush and seconded by Mr. Rose.<br/> Vote Yes; Mrs. Friebel, Mr. Roush, Mr. Rose, Mr. Terman and Mrs. White.<br/> Mr. Rose, Mr. Terman, Mrs. Friebel, Mr. Roush and Mrs. White all voted for Mrs. White. She was declared President and the oath of office was administered. Mrs. White conducted the remainder of the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>Election of Officers<br/><br/> Lorie White<br/> President</p>                                                                                                                                                                                                                                                                                    |
| <p>2.2 The floor was opened for nominations for Vice-President for 2015. Mr. Terman nominated Mr. Roush. There were no other nominations. A motion to close nominations was made by Mr. Terman and seconded by Mr. Rose.<br/> Vote Yes; Mrs. White, Mr. Rose, Mr. Roush, Mrs. Friebel and Mr. Terman.<br/> Mr. Rose, Mr. Terman, Mrs. Friebel, Mr. Roush and Mrs. White all voted for Mr. Roush. He was declared Vice-President and the oath of office was administered.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>Bill Roush Vice<br/> President</p>                                                                                                                                                                                                                                                                                                               |
| <p><b>3. Routine Business</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>1-15</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                     |
| <p>A motion was made by Mr. Rose and seconded by Mr. Terman to approve items 3.1 – 3.8</p> <p>3.1 To establish the regular meeting date on the third Monday of each month at 7:00 p.m. to be held at the Shelby Senior High School, 1 Whippet Way, Shelby Ohio 44875. It was noted that the next meeting will be held on President's Day, Monday February 16, 2015.</p> <p>3.2 Establish a board service fund in the amount of \$5000 to be used for board training and supplies and miscellaneous items</p> <p>3.3 Authorize the treasurer to invest funds within the limits and according to the procedures specified by the Ohio Revised Code.</p> <p>3.4 Authorize the treasurer to pay all bills within the limits of the appropriation resolution after invoice and merchandise have been received and/or services have been performed, and to issue Blanket Purchase orders up to \$100,000 again within the limits of approved appropriations.</p> <p>3.5 Authorize the treasurer to make modifications to appropriations up to \$10,000 as needed. Modifications over this amount will require board action</p> <p>3.6 Authorize the treasurer to issue checks for change/petty cash as needed up to the following amounts: food service (\$600), athletics (\$5000) and by the buildings (\$300 Middle School, \$225 Central and \$100 each Dowds &amp; Auburn), and to administer petty cash funds at the building level (\$135 High School, \$100 each; SMS, Central, Auburn &amp; Dowds and Board Office).</p> <p>3.7 Directing the treasurer to distribute interest income to the 006 (Food Service), 007 (expendable trusts), 008 (non expendable trusts), 024(Insurance Liability) and 401 (auxiliary) Funds at a prorated amount based on the month end balance in those funds as compared to that of the General Fund</p> | <p>Reg. Mtg. Date:<br/> 3<sup>rd</sup> Monday @ 7:00<br/> p.m.</p> <p>Board Service Fund<br/> - invest and pay<br/> bills</p> <p>Treas. To modify<br/> appropriations</p> <p>Change and petty<br/> cash funds</p> <p>Treas. to issue<br/> checks for<br/> change/petty cash</p> <p>Directing the treas.<br/> to distribute interest<br/> income</p> |

**RECORD OF PROCEEDINGS  
ORGANIZATIONAL MEETING  
JANUARY 12, 2015**

|                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Board<br>Compensation<br>\$125/mtg.                              | <p><i>Motion 1-14 Continued</i></p> <p>3.8 Authorize the treasurer to compensate Board of Education members at the full rate authorized by law (presently \$125 per meeting) for all regular, special and work meetings attended during the year.<br/>Vote Yes; Mr. Terman, Mrs. White, Mrs. Friebel, Mr. Rose and Mr. Roush</p> <p style="text-align: center;"><b>2-15</b></p> <p>A motion was made by Mr. Roush and seconded by Mr. Terman to approve items 3.9- 3.12</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Superintendent &<br>Asst.<br>Superintendent<br>Purchasing Agents | <p>3.9 Appoint the Superintendent and Assistant Superintendent to serve as purchasing agents for the Shelby City Schools. With the direction that offerings from the Ohio Industry for the Handicapped (OIH, Inc.) are to be reviewed annually.</p> <p>3.10 Authorize the Superintendent and Assistant Superintendent, without further Board action to apply on behalf of the district to participate in any federal or state grant project or program in which approval by said Board is required.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Authorize state &<br>federal grant apps.                         | <p>3.11 Authorize the Superintendent to employ temporary personnel as needed in emergency situations. Such employment shall be presented and approved by the Board at the next regular meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Employment of<br>Temp personnel                                  | <p>3.12 Authorize the Superintendent to dispose of personal property of less than \$2000 aggregate value (equipment, furnishings, books, and other materials) without further resolution by the Board per Board policy DN.<br/>Vote Yes; Mr. Rose, Mrs. Friebel, Mrs. White, Mr. Terman and Mr. Roush</p> <p style="text-align: center;"><b>3-15</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Disposal of property                                             | <p>3.13 A motion was made by Mr. Rose and seconded by Mr. Roush to establish the following Board Committee assignments and to make the following appointments:<br/>Student Achievement Liaison : Position eliminated<br/>Legislative Liaison: Randy Terman<br/>Finance/Audit Committee: Bill Roush &amp; Scott Rose<br/>Prevailing Wage Coordinator: Tim Tarvin, Superintendent<br/>Homeless Liaison: Paul Walker, Assistant Superintendent<br/>Ref: 42USC - 11431 et. seq. Stewart B. McKinney Homeless Assistance Act – 1987<br/>Shelby Schools Policy #JECAA<br/>Vote Yes; Mr. Roush, Mrs. Friebel, Mr. Rose, Mrs. White, and Mr. Terman</p> <p style="text-align: center;"><b>4-15</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Committees &<br>Appointments                                     | <p>3.14 A motion was made by Mr. Rose and seconded by Mr. Terman to enact the following non-discrimination policy as required by the Office of Civil Rights:<br/>NONDISCRIMINATION<br/>The Shelby City School District hereby affirms that no person shall, on the basis of race, color, national origin, sex and handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity conducted under its auspices. This shall extend to employees therein and to admission thereto. Inquiries concerning the application of this policy may be referred to the Superintendent or Designated Coordinator. This policy shall prevail in all Board policies concerning school employees and students.<br/>The Board designates: Mr. Paul Walker Title VI Coordinator<br/>Mr. Paul Walker Title IX Coordinator<br/>Mr. Paul Walker Section 504 Coordinator</p> <p>Complaints should be referred to:<br/>Title VI (race, color, national origin)<br/>Mr. Paul Walker<br/>25 High School Ave., Shelby, OH 44875<br/>(419) 342-3520</p> <p>Title IX (sex discrimination)<br/>Mr. Paul Walker<br/>25 High School Ave., Shelby, OH 44875<br/>(419) 342-3520</p> <p>Section 504 (handicap)<br/>Mr. Paul Walker<br/>25 High School Ave., Shelby, OH 44875<br/>(419) 342-3520</p> |
| Non-<br>Discrimination                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

RECORD OF PROCEEDINGS  
ORGANIZATIONAL MEETING  
JANUARY 12, 2015

Motion 4-15 Continued

Dissemination Procedures:  
All staff -- Handbooks at the beginning of each school year  
Students -- Student Handbook, Student Rules Folder, Parent Newsletters  
General Public -- Community Newsletter, Annual Report  
Legal Refs:  
Civil Rights Act of 1964, as amended in 1972, Title VI, VII  
Executive Order 11246, 1965, as amended by Exec. Order 11375  
Equal Employment Opportunity Act of 1972, Title VII  
Education Amendments of 1972, Title IX, (P.L. 92-318)  
45 CFR, Parts 81, 86 (Fed Reg June 4, 1985, Aug 11, 1975)  
Public Law 93-162 (Section 504)

Vote Yes; Mr. Friebel, Mr. Roush, Mr. Rose, Mr. Terman and Mrs. White

4. Hearing on the Tax Budget

Mrs. Anatra explained that a legal notice of the availability of the district's Tax Budget was published in the local newspaper on December 22, 2014. A brief explanation of the purpose of the budget and the process was given. Comments on the document which is on the agenda of the regular meeting for approval were solicited.

5. Adjournment

A motion to adjourn at 5:11 p.m. was made by Mr. Roush and seconded by Mr. Terman  
Vote Yes; Mrs. White, Mr. Rose, Mr. Roush, Mr. Roush and Mrs. Friebel.

Non-Discrimination  
Continued

Tax Budget

---

Lorie White, Board President

---

Elizabeth Anatra, Treasurer