

Minford Local Board of Education Organizational

6:30 p.m.

Minford High School Media Center

January 13,

2009

The meeting was called to order by Joseph Stockham, President Pro Tempore, at 6:30 p.m.

Roll Call: Eleanor Karshner - Treasurer

Mark Caudill	Present
Cliff Jenkins Jr.	Present
John Jenkins	Present
Anita McGinnis	Present
Joseph Stockham	Present

01-09 Election of President of the Minford Local Board of Education

Anita McGinnis nominated John Jenkins as President of the Board of Education.

Anita McGinnis moved that nominations be closed and that the Treasurer call the roll.

Mark Caudill seconded the resolution.

Roll Call: McGinnis yea, Caudill yea, J. Jenkins abstain, C. Jenkins yea, Stockham yea.

The President Pro-Tempore declared the resolution carried.

The President Pro-Tempore declared John Jenkins the duly elected President of the Minford Local Board of Education for 2009.

President's Oath of Office administered by the Treasurer, Eleanor Karshner.

PRESIDENT'S OATH OF OFFICE

I, John Jenkins, do solemnly swear that I will support the Constitution of the United States of America, the Constitution of the State of Ohio, and I will faithfully and impartially perform and discharge my duties as President of the school board in and for the Minford Local School District, Scioto County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance as Board President and until my successor is elected and qualified.

The President Pro Tempore declared the oath properly administered.

Signed: _____
John Jenkins, President of Minford Board of Education for 2009

Sworn to before us and signed in our presence this 13th day of January 2009.

Signed: _____
Board Member

Mark Wilcheck, Superintendent

The President accepted the gavel and Chair of Presidency.

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02-
09

Election of Vice-President of the Minford Local Board of Education

Mark Caudill nominated Anita McGinnis as Vice-President of the Board of Education.

Joseph Stockham moved that nominations be closed and that the Treasurer call the roll.

Mark Caudill seconded the resolution.

Roll Call: Stockham yea, Caudill yea, C. Jenkins, yea, McGinnis abstain, J. Jenkins yea.

The President declared the resolution carried.

The President declared Anita McGinnis the duly elected Vice-President of the Minford Local Board of Education for 2009.

Vice-President's Oath of Office administered by the Treasurer, Eleanor Karshner.

VICE-PRESIDENT'S OATH OF OFFICE

I, Anita McGinnis, do solemnly swear that I will support the Constitution of the United States of America, the Constitution of the State of Ohio, and I will faithfully and impartially perform and discharge my duties as Vice-President of the school board in and for the Minford Local School District, Scioto County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance as Board Vice-President and until my successor is elected and qualified.

The President declared the oath properly administered.

Signed:

Anita McGinnis, Vice-President of Minford Board of Education for 2009

Sworn to before us and signed in our presence this 10th day of January 2009.

Signed:

Board Member

Mark Wilcheck, Superintendent

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03-09 Appointment of Board Member to Serve as O.S.B.A. Delegate

Resolved: The President appointed Anita McGinnis as O.S.B.A. delegate and liaison representative for Minford Local Board of Education for calendar year 2009.

04-09 Appointment of Board Member to Serve as O.S.B.A. Student Achievement Delegate

The President appointed Joseph Stockham as O.S.B.A. student achievement delegate and liaison for Minford Local Board of Education for calendar year 2009.

05-09 Consent Agenda

Resolved: To approve the following resolutions:

- 06-09 Setting Compensation for Board Members
- 07-09 Appointment of Purchasing Agents
- 08-09 Civil Rights Coordinator/Compliance Officer
- 09-09 Standing Authorizations
- 10-09 Service Fund - Board Expenses
- 11-09 Setting the Date and Time of Monthly Board Meetings
- 12-09 Adoption of the July 1, 2009, to June 30, 2010, Annual Budget for Consideration by the Tax Commission

Motion: Joseph Stockham

Second: Anita McGinnis

Roll Call: Stockham yea, McGinnis yea, Caudill yea, C. Jenkins yea, J. Jenkins yea.

The President declared the resolution carried.

06-09 Setting Compensation for Board Members

Resolved: To set the rate of compensation per meeting for 2009 with twelve meetings paid per year as follows:

Mark Caudill	\$125.00
Clifford Jenkins, Jr.	\$125.00
John Jenkins	\$125.00
Anita McGinnis	\$125.00
Joseph Stockham	\$125.00

07-09 Appointment of Purchasing Agents

Resolved: To appoint Eleanor Karshner, Treasurer, and Mark Wilcheck, Superintendent, as purchasing agents for the Minford Local School District for calendar year 2009.

08-09 Civil Rights Coordinator/Compliance Officer

Resolved: To appoint Mark Wilcheck, Superintendent, as the Civil Rights Coordinator/Compliance Officer for Title IX, Title VI and Section 504 for the Minford Local School District for calendar year 2009.

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09- Standing Authorizations
09

Resolved: To approve the following standing authorizations:

- A. Request advances of Tax Settlements from the County Auditor by the Treasurer.
- B. Investments of inactive funds of the district by the Treasurer.
- C. Authorize the Treasurer to pay all the due bills, provided that funds are available and report monthly to the Board of Education said bills that were paid.
- D. Authorize the Superintendent to make application for federal funds and to report to the Board of Education the reason and/or purpose of each application for final approval.
- E. Authorize the Superintendent to approve or disapprove professional meetings, per Board policy and negotiated agreements.
- F. Board authorizes only one signature on all checks.
- G. Authorize the Superintendent to employ personnel as needed for emergency situations with said employment to be presented to the Board at its next regular meeting for ratification subject to satisfaction of all requirements and prerequisites to employment created by law or Board Policy.
- H. Authorize the Treasurer to approve policies, purposes, advances and transfers within the budget.
- I. Authorize district personnel to coordinate all federal programs and sexual harassment grievances.
- J. Provide Position Bonds for appropriate personnel as identified by the Treasurer.
- K. Authorize the Superintendent to accept resignations which have been submitted by employees during the time the Board is not in session, subject to ratification by the Board with such resignations deemed effective as of the date and time of the Superintendent's acceptance.
- L. To continue membership with the Ohio School Boards Association for 2009.

10- Service Fund - Board Expenses
09

Resolved: To continue a service fund of up to \$15,000.00 for fiscal year 2010 to cover necessary board expenses to professional meetings and for professional materials.

11- Setting the Date and Time for Monthly Meetings
09

Resolved: To set the regular Board Meeting on the 3rd Tuesday of each month beginning February 2009, 6:00 p.m. in the High School Media Center.

12- Adoption of the July 1, 2009, to June 30, 2010, Annual Budget for Consideration by the Tax Commission
09

Resolved: To adopt the July 1, 2009, to June 30, 2010, Annual Budget for consideration by the Tax Commission.

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Regular Meeting Convened - January 13, 2009

13-09 Approval of the Minutes of the November 14, 15, 17 and 25, 2008, Special Meetings and the November 18, 2009, Regular Meeting of the Minford Local Board of Education

Resolved: To approve the minutes of the November 14, 15, 17 and 25, 2008, Special Meetings and the November 18, 2008, Regular Meeting of the Minford Local Board of Education.

(The December 16, 2008 meeting was canceled due to inclement weather.)

Motion: Cliff Jenkins Second: Mark Caudill

Roll Call: C. Jenkins yea, Caudill yea, McGinnis yea, Stockham yea, J. Jenkins yea.

The President declared the resolution carried.

14-09 Approval of the Monthly Financial Statement of the Minford Local School District

Resolved: To approve the November 2008 and the December 2008, financial statements of the Minford Local School District as presented by the Treasurer.

15-09 Consent Agenda - Regular Meeting

- 16-09 Employment of Certified Substitute Teachers
- 17-09 Employment of Classified Personnel
- 18-09 Treasurer's Contract
- 19-09 Bus Trips Approved
- 20-09 Donations
- 21-09 Accumulated Leave Retirement Plan
- 22-09 Common Remitter Board
- 23-09 Authorize 403(b) Tax Deferred Annuity Plan
- 24-09 Monthly Payment of Bills

Motion: Anita McGinnis Second: Mark Caudill

Roll Call: McGinnis yea, Caudill yea, C. Jenkins yea, Stockham yea, J. Jenkins yea.

The President declared the resolution carried.

16-09 Employment of Certified Substitute Teachers

Resolved: To employ, pending a satisfactory Bureau of Criminal Identification and Investigation report, the substitute teachers listed below for school year 2008-2009 as recommended by South Central Ohio Educational Service Center Superintendent, Lowell Howard. Salary to be set at \$80.00 per day actually taught effective for the 2008-2009 school year.

- Craft, Cheryl D.
- DeAtley, Craig A.
- Elliott, Ashley E.
- Fulkerson, Gerald A.
- Horton, Eric T.
- Krick-Moose, Alison
- Malone, Ryan J.
- Maynard, David C.
- McGrail, Thomas J.
- Mercer, Guinevere E.
- Powell, Kimberly S.

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16- Employment of Certified Substitute Teachers - con't
09

Ratliff, Shirley K.
Smith, Zachary M.
Thompson, Leah P.

17- Employment of Classified Personnel
09

Resolved: To employ the following classified personnel pending meeting satisfactory requirements:

Tisha A. Tolliver	Substitute Bus Driver
Lori Donahoe	MARCS Program
Karla Tackette	Substitute Teacher Aide - Handicapped - eff. 1/6/09

Salary is according to the program effective for the 208-2009 school year.

18- Treasurer's Contract
09

Resolved: To continue employment of Eleanor E. Karshner, Treasurer, on a three (3) year seven (7) month contract. Contract terms as agreed by all parties.

19- Bus Trips Approved
09

Resolved: To approve the following trips:

- A. The overnight trip of the Academically Advanced Program Students, Grades 3-8 to COSI in Columbus, OH in the spring of 2009.
- B. The 4th Grade out of state trip to the Newport, KY Aquarium and the Cincinnati Zoo.
- C. Ohio Model United Nations trips March 8, 9, 10, 2009 and also June 23, 24, 25, 2009.

20- Donations
09

Resolved: To accept the following donations:

John Jenkins to the General Fund	\$200.00
Brett McCormick to the Fieldhouse Fund	\$100.00
Charles & Rebecca McKnight to the Fieldhouse Fund	\$100.00

All donations are greatly appreciated.

21- Accumulated Leave Retirement Plan
09

Resolved: To adopt the following resolution:

BE IT RESOLVED THAT: Effective December 19, 2008 the Minford Local Board of Education (the "Board") shall establish defined contribution plan intended to meet the qualification requirements of Section 403(b) of the Internal Revenue Code of 1986, as amended, and the requirements of state and/or local law, and the plan, as adopted by the Board, shall be known as the Minford Local School District Employer 403b Plan.

22- Common Remitter Board
09

Resolved: WHEREAS, Minford Schools (the "Board") has established a tax deferred annuity program known as the Minford Schools Tax Deferred Annuity Plan, (the "Program"), which is intended to meet the requirements of Section 403(b) of the Internal Revenue Code, as amended, and the requirements of applicable state and/or local law; and

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22-09 Common Remitter Board - con't

WHEREAS the Board has established a Deferred Compensation Plan known as the Minford Schools 457 Plan, which is intended to meet the requirements of Section 457(b) of the Internal Revenue Code, as amended, and the requirements of applicable state and/or local law; and

WHEREAS the Board wishes to enter into a common remitter arrangement with ING National Trust and ING Financial Advisors, LLC under which Program remittances and related investment instructions will be sent to ING National Trust and ING Financial Advisors, LLC will to be divided and forwarded to the appropriate investment providers under the Program.

BE IT RESOLVED THAT: Effective January 13, 2009, the Board authorizes the execution of the common remitter agreement on behalf of the Plan as described above.

23-09 Authorize 403(b) Tax Deferred Annuity Plan

Resolved: WHEREAS, Minford Local School District has established a retirement plan (the "Plan") under Section 403(b) of the Internal Revenue Code of 1986, as amended (the "Code");

WHEREAS, the Internal Revenue Service has issued final regulations under Section 403(b) of the Code that would, in relevant part, require the Minford Local School District to assume oversight functions in connection with the Plan, including administrative functions, to ensure compliance with Section 403(b) of the Code and the regulations thereunder;

WHEREAS, ING Life Insurance and Annuity Company ("ILIAC") offers administrative services through planwithease.com for 403(b) programs sponsored by public educational institutions and organizations exempted from federal taxation under Section 501(c)(3) of the IRC (the "Services"); and

WHEREAS, the Minford Local School District wished to engage ILIAC to provide administrative services in connection with the Plan;

BE IT RESOLVED THAT: Effective January 13, 2009, the Board of Minford Local School District (the "Board") authorized the Minford Local School District to enter into an agreement with ILIAC under which ILIAC will provide administrative services through planwithease.com in connection with the Plan.

24-09 Monthly Payment of Bills

Resolved: To approve payment of monthly bills as presented by the Treasurer.

25-09 Adjournment

Resolved: To adjourn the meeting.

Motion: Anita McGinnis Second: Cliff Jenkins

Roll Call: McGinnis yea, C. Jenkins yea, Caudill yea, Stockham yea, J. Jenkins yea.

The President declared the meeting adjourned at 7:25 p.m.

John Jenkins, President

Eleanor E. Karshner, Treasurer