

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes – January 9, 2013

**MAYFIELD CITY SCHOOL DISTRICT
BAKER ADMINISTRATION BUILDING LOWER CONFERENCE ROOM
1101 S.O.M. CENTER ROAD, MAYFIELD HEIGHTS, OHIO 44124-2006
Organizational Board Meeting
Wednesday, January 9, 2013 – 7:30 p.m.**

1. OPENING ITEMS

A. ROLL CALL - Mr. Dan Carlson, Mr. Pete Glynos, Mrs. Sue Groszek, Mr. Al Hess, Mr. George J. Hughes

B. CALL TO ORDER AND PLEDGE OF ALLEGIANCE: Dan Carlson, President Pro Tem

2. ORGANIZATION OF THE BOARD FOR 2013

A. Election of President for 2013

Board Action: 2013-001

Mr. Hughes moved and Mr. Hess seconded that Sue Groszek be nominated for President of the Mayfield City Schools Board of Education for calendar year 2013 and further that nominations be closed and a roll call vote of the majority of members present be taken by the Treasurer.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

B. Election of Vice President for 2013

Board Action: 2013-002

Mr. Hess moved and Ms. Groszek seconded that George Hughes be nominated for Vice-President of the Mayfield City Schools Board of Education for calendar year 2013 and further that nominations be closed and a roll call vote of the majority of members present be taken by the Treasurer.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

C. Oath of Office to President and Vice President

Mr. Snyder, Treasurer conducted the oath of office to the newly elected officers. The newly elected President assumes the chair and presides over the meeting.

D. Time, Place and Dates of Regular Board Meetings in 2013

Board Action: 2013-003

Mr. Glynos moved and Mr. Hess seconded to approved to adopt the date, time, location of its regularly scheduled meetings as presented.

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes – January 9, 2013

2013 Regular Board Meeting Calendar

All board meetings will be held at 7:30 P.M. at the Baker Administration Building, Irene Kay Board Room, 1101 S.O.M. Center Road, Mayfield Heights, OH 44124.

January 9, 2013 - Organizational Board Meeting

January 23 - Regular Board Meeting

February 27

March 20 (Third Wednesday)

April 24

May 22

June 26

July 24

August 28

September 25

October 23

November 20 (Third Wednesday)

December 18 (Third Wednesday)

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

E. Order of Voting on Motions and Resolutions for 2013

Board Action: 2013-004

Mr. Carlson moved and Mr. Glynos seconded that the order of voting on motions and resolutions for calendar year 2013 be rotated in alphabetical order at each meeting.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

3. OTHER BUSINESS

A. REQUEST APPROVAL OF THE FOLLOWING RESOLUTIONS PERTAINING TO THE TREASURER:

Board Action: 2013-005

Mr. Hughes moved and Mr. Hess seconded the following resolutions be approved granting specific authority to the Treasurer to conduct the day-to-day business of the Mayfield City Schools and Mayfield Board of Education.

A. Request approval of the following resolutions pertaining to school finance:

1. RESOLUTION under authority of Section 3313.18 R.C. that the Board dispense with approval of ordinary bills for purchases made under authority of the annual appropriations resolution and permit payment as seems advantageous. List of bills paid for the month will be submitted with the agenda.
2. RESOLUTION to authorize the Treasurer to invest funds that are not needed to meet current expenditures in accordance with the Ohio Revised Code.

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes – January 9, 2013

3. RESOLUTION to appropriate a Service Fund as authorized by Section 3315.15 R.C. It provides that \$2.00 per pupil or \$20,000, whichever is greater, may be appropriated. It is recommended that the appropriation to the Service Fund for fiscal year 2013/2014 be \$20,000.
4. RESOLUTION that it shall be the policy of the Mayfield Board of Education to provide appropriate non-salary remuneration to staff in recognition of longevity, attendance and good performance in a variety of areas. The amount to be determined annually in normal budgeting process.
5. RESOLUTION to authorize Robert A. Brindza Co., LPA to act as agent for the Board of Education in filing Class II real estate tax complaints for the tax year 2013.

Therefore, BE IT RESOLVED, That the Board of Education of the Mayfield City School District hereby authorizes its attorney to act as agent for the Board of Education to file and sign real estate tax complaints for the purposes of: (1) increasing the assessed valuations which are reflected as being below the 35% ratio resulting from sales of such properties or where such properties are obviously under assessed, (2) the Board becoming a party where a complaint has been filed for decrease in assessed valuation.

6. RESOLUTION to hire the following consultants for real estate tax complaints on an as needed basis.
 - a. Robert Rieth, 30539 Pinetree Road, Suite 238, Cleveland, Ohio 44124, for Board of Revision work, research, filings and attendance at hearings.
 - b. Chester Giltz & Associates, 2605 Lyndway Road, Cleveland, Ohio 44121.
 - c. Calabrese, Racek and Markos, Inc., 1110 Euclid Avenue, Suite 300, Cleveland, Ohio 44115-1598.
7. RESOLUTION to hire Taft, Stettinius and Hollister as attorneys for tax abatement matters, the proposed amendment of various statutes relating to the tax reduction factor and the real estate assessment fund and litigation related to public utility or business tangible personal property tax appeals.
8. RESOLUTION to hire Squire, Sanders and Dempsey as legal counsel on matters as directed by the Board.
9. RESOLUTION to hire John Podgurski as legal counsel on matters as directed by the Board.
10. RESOLUTION to authorize only the Treasurer's facsimile signature to appear on all warrants and payroll checks. The Board sees this list of bills to approve, not the actual warrants.
11. RESOLUTION to request the County Auditor to advance taxes in CY2013 from the proceeds of 2012 tax levies pursuant to Section 321.34 R.C.
12. RESOLUTION to authorize the Treasurer to sign or otherwise enter into any and all regular and special instruction contracts within the amount in the fund of the appropriation and were originally contemplated in the budgeting process.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

B. REQUEST WAIVER OF READING OF THE OFFICIAL MINUTES AT REGULARLY SCHEDULED MEETINGS:

Board Action: 2013-006

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes – January 9, 2013

Mr. Hess moved and Mr. Glynos seconded to dispense & waive with the reading of the official minutes at its regularly scheduled meetings in accordance with ORC 3313.26.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

C. BUDGET-0 GENERAL FUND, BOND AND PERMANENT IMPROVEMENT FUNDS, FISCAL YEAR OF JULY 1, 2013 TO JUNE 30, 2014:

Board Action: 2013-007

Mr. Hughes moved and Mr. Carlson seconded, as required by law, a legal notice appeared in the Plain Dealer on December 17, 2012, that there would be a public hearing on the estimated budget for the Mayfield City School District for the fiscal year July 1, 2013, to June 30, 2014. The public hearing is scheduled for January 9, 2013, at the Organizational Meeting at the Mayfield City School District, Baker Administration Building.

Request approval of the estimated alternative tax budget as given in Att. #1, to be filed with the Cuyahoga County Budget Commission on or before January 15, 2013.

File Attachments

[January 9, 2013 Organizational Meeting Att.#1.pdf \(653 KB\)](#)

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

D. BOARD OF EDUCATION MEMBERSHIPS IN LOCAL, STATE, & NATIONAL ORGANIZATIONS

Board Action: 2013-008

Mr. Hughes moved and Mr. Hess seconded to approve membership in the following local, state, and national organizations.

1. RESOLUTION to approve membership in the Education Tax Policy Institute (January 1, 2013 through December 31, 2013) at a cost of \$1,500.00. Att. #2.
2. RESOLUTION to approve membership in the National School Boards Association (April 1, 2013 through March 31, 2014) at a cost of \$4,675.00. Att.#3.

File Attachments

[January 9, 2013 Organizational Meeting Att.#2.pdf \(131 KB\)](#)

[January 9, 2013 Organizational Meeting Att.#3.pdf \(56 KB\)](#)

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

E. REQUEST APPROVAL OF THE FOLLOWING RESOLUTIONS PERTAINING TO THE SUPERINTENDENT:

Board Action: 2013-009

Mr. Carlson moved and Mr. Hughes seconded to approve granting specific authority to the Superintendent to conduct the day-to-day business of the Mayfield City Schools and Mayfield Board of Education.

1. RESOLUTION to encourage and grant the Superintendent of Schools authority to file applications for federal projects considered desirable for the Mayfield City School District.
2. RESOLUTION to grant the Superintendent of Schools or designated representative authority to approve professional trips for Mayfield employees.
3. RESOLUTION to grant the Superintendent of Schools authority to administer the administrative compensation schedule adopted by the Mayfield Board of Education.
4. RESOLUTION to grant the Superintendent of Schools authority to approve routine contracts on behalf of the Board of Education. The routine contracts will be submitted to board members prior to approval

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

F. REQUEST APPROVAL OF THE FOLLOWING RESOLUTIONS PERTAINING TO THE DIRECTOR OF PUPIL SERVICES:

Board Action: 2013-010

Mr. Glynos moved and Mr. Hess seconded to approve the following resolutions granting specific authority to the Director of Pupil Services to conduct the day-to-day business of the Mayfield City Schools and Mayfield Board of Education.

1. RESOLUTION to appoint the Director of Pupil Services as the representative of the Board of the Cuyahoga Special Education Service Center in 2013.
2. RESOLUTION to appoint the Director of Pupil Services as the representative of the Board to the Advisory Committee of the Cooperative Program for the Hearing Impaired in 2013.
3. RESOLUTION to appoint the Director of Pupil Services as the representative of the Board of Education to the Executive Board of the Cuyahoga East Vocational Education Center in 2013.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

G. REQUEST APPROVAL OF THE FOLLOWING RESOLUTIONS PERTAINING TO THE BOARD PRESIDENT APPOINTMENTS:

Board Action: 2013-011

Mr. Carlson moved and Mr. Glynos seconded to approve the following resolutions for appointments made by the Board President.

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes – January 9, 2013

1. RESOLUTION for the President to appoint one of the members as Federal and State Legislative Liaison for 2013.

Person appointed: **Pete Glynos**

2. RESOLUTION for the President to appoint one of the members as Board Representative to the Career Technical Education Consortium group for 2013.

Our career technical education consortium has a policy group which meets periodically. The group is composed of the eight superintendents and eight high school principals, a board member from each district and the Director.

Person appointed: **Sue Groszek**

3. RESOLUTION for the President to appoint a board member representative to the Tax Incentive Review Council (TIRC) for Mayfield Heights, Mayfield Village and Highland Heights for 2013.

Person appointed: **Al Hess**

4. RESOLUTION for the President to appoint an administrative staff representative and alternate to the Mayfield Area Recreation Council for a term ending December 31, 2013.

Administrative staff representative: **John Folkman**

Administrative staff alternate: **Mike Barnes**

5. RESOLUTION for the President to appoint a Board Member representative and alternate to the Mayfield Area Recreation Council for a term ending December 31, 2013.

Board Member representative: **George Hughes**

Board Member alternate: **Al Hess**

6. RESOLUTION for the President to appoint a Board Member representative to the Mayfield Alliance for a term ending December 31, 2013.

Person appointed: **George Hughes**

7. RESOLUTION for the President to appoint an administrative staff representative to the Mayfield Alliance for a term ending December 31, 2013.

Person appointed: **John Folkman**

8. RESOLUTION for the President to appoint a Board Member representative to the District Leadership Team for a term ending December 31, 2013.

Board Member appointed: **Sue Groszek**

Board Member alternate: **Pete Glynos**

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes – January 9, 2013

9. RESOLUTION for the President to appoint two Board Member representatives to the Family & Civic Engagement for a term ending December 31, 2013.

Representatives appointed: **Sue Groszek and George Hughes**

10. RESOLUTION for the President to appoint a Board Member representative and alternate to the Wildcat Community Foundation for a term ending December 31, 2013.

Board Member representative: **George Hughes**

Board Member alternate: **Pete Glynos**

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

ADDENDUM- Other Business

H. POLICY REPEAL/REPLACEMENT, EMERGENCY ADOPTION, & CODIFICATION - Section 504/ADA

Board Action: 2013-012

Mr. Hughes moved and Mr. Hess seconded to approve the following policy Repeal/Replacement, Emergency Adoption, & Codification of Section 504/ADA as found Addendum Att. #1.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

File Attachments

[January 9, 2013 Organizational Meeting Addend Att.#1.pdf \(1,115 KB\)](#)

REGULAR AGENDA

4. ADJOURNMENT:

Board Action: 2013-013

Mr. Glynos moved and Mr. Hess seconded to approve to adjourn meeting at 7:44pm.

Roll Call:

Ayes: Mr. Hughes, Mr. Carlson, Mr. Glynos and Ms. Groszek and Mr. Hess

Nays: None

Date Approved: _____

Signed: _____

Ms. Sue Groszek, Board President

Attest : _____

Mr. Scott Snyder, Treasurer