

MAYFIELD CITY SCHOOL DISTRICT
Tuesday, January 4, 2022- Organizational Meeting
Baker Administration Building (In-Person)
Irene P. Kay Board Room
1101 S.O.M. Center Road
Mayfield Heights, OH 44124-2006
5:30 P.M.

1. OPENING ITEMS

A. CALL TO ORDER: Al Hess, President Pro Tempore

Meeting called to order at **5:36pm.**

The official swearing in or administration of the oath of office by the Treasurer to the new members should follow.

The President Pro Tempore then presides over the election of the President and the Vice President or until such time that one or both are administered the oath of office.

B. OATH OF OFFICE TO BOARD MEMBERS - NOVEMBER 2021 ELECTIONS - MR. RON FORNARO, MR. JIMMY TERESI, & MRS. JOLENE GREVE

Mr. Chuck Brunello, Mayor of Highland Heights, administered the board member oath of office to Mrs. Jolene Greve.

Mr. Scott Snyder, Treasurer, administered the board member oath of office to Mr. Ron Fornaro and Mr. Jimmy Teresi.

C. ROLL CALL - Mr. Ron Fornaro, Mrs. Jolene Greve, Ms. Sue Groszek, Mr. Al Hess, Mr. Jimmy Teresi

2. ORGANIZATION OF THE BOARD FOR 2022

A. Election of President 2022

Board Action: 2022-001

It is recommended that **Ms. Sue Groszek** be nominated for President of the Mayfield City Schools Board of Education for calendar year 2022 and further that nominations be closed and a roll call vote of the majority of members present be taken by the Treasurer.

The President presides at all meetings of the Board and performs other duties as directed by law, state regulations and policies of the Board. In carrying out these responsibilities, the President:

- A. is responsible for the orderly conduct of all Board meetings;
- B. calls special meetings of the Board as necessary;

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes Tuesday, January 4, 2022

- C. appoints Board committees, is an ex officio member of all Board committees with the power to vote and is knowledgeable as to the business of the various committees and generally oversees their work;
- D. signs all proceedings of the Board after they have been approved; signs all other instruments, acts and orders necessary to carry out state requirements and the will of the Board and
- F. performs such other duties as may be necessary to carry out the responsibilities of the office.

The President has the right, as other Board members have, to offer resolutions, to make and second motions, to discuss questions and to vote.

Motion by Ron Fornaro, second by James Teresi.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

B. Election of Vice President for 2022

Board Action: 2022-002

It is recommended that **Mr. Jimmy Teresi** be nominated for Vice-President of the Mayfield City Schools Board of Education for calendar year 2022 and further that nominations be closed and a roll call vote of the majority of members present be taken by the Treasurer.

In the absence of the President, the Vice President performs the duties and has the responsibilities and commensurate authority of the President.

The Vice President performs such other duties as may be delegated or assigned to him/her by the Board.

Motion by Sue Groszek, second by Ron Fornaro.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

C. Oath of Office to President and Vice President

Mr. Scott Snyder, Treasurer, administered the oath of offices – President and Vice President – to Ms. Sue Groszek and Mr. Jimmy Teresi.

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 that I will faithfully and impartially discharge my duties as Board _____ in and for the said Mayfield City School District, Cuyahoga County, Ohio, to the best of my ability, and in

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes Tuesday, January 4, 2022

accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

Board Member’s Signature

Sworn to and subscribed before me this _____ day of _____, 2____.

Notary Public

D. Time, Place and Dates of Regular Board Meetings in 2022 & the 2023 Organizational Meeting

Board Action: 2022-003

It is recommended that the Mayfield Board of Education adopt the date, time, location of its regularly scheduled meetings as presented.

2022 Regular Board Meeting Calendar & the 2023 Organizational Meeting

All board meetings will be held at 7:00 P.M. unless otherwise noted at the Baker Administration Building, Irene Kay Board Room, 1101 S.O.M. Center Road, Mayfield Heights, OH 44124.

- January 19 (Third Wednesday)
- February 23
- March 16 (Third Wednesday)
- April 27
- May 18 (Third Wednesday)
- June 22, 5:30pm start time
- July 13 (2nd Wednesday), 5:30pm start time
- August 24
- September 28
- October 26
- November 16 (Third Wednesday)
- December 14 (Third Wednesday)
- January 11, 2023 - Organizational Board Meeting, 5:30pm start time

Motion by James Teresi, second by Al Hess.
Final Resolution: Motion Carries
Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

E. Order of Voting on Motions and Resolutions for 2022

Board Action: 2022-004

It is recommended that that the order of voting on motions and resolutions for calendar year 2022 be rotated in alphabetical order at each meeting.

Motion by James Teresi, second by Al Hess.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

3. OTHER BUSINESS

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

Board Action: 2022-005

It is recommended that 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.
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 2022-2023 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 Brindza, McIntyre, & Seed to act as agent for the Board of Education in filing Class II real estate tax complaints for the tax year 2021.

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 Squire, Patton and Boggs as legal counsel on matters as directed by the Board.
8. RESOLUTION to hire John Podgurski as legal counsel on matters as directed by the Board.
9. RESOLUTION to hire Hochman, Dinn, and Potter LLC 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 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.

Motion by James Teresi, second by Al Hess.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

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

Board Action: 2022-006

It is recommended that the Mayfield Board of Education dispense & waive with the reading of the official minutes at its regularly scheduled meetings in accordance with ORC 3313.26.

Motion by Ron Fornaro, second by Al Hess.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

C. BUDGET- GENERAL FUND, BOND AND PERMANENT IMPROVEMENT FUNDS, FISCAL YEAR OF JULY 1, 2022 TO JUNE 30, 2023: -- Att.#1

Board Action: 2022-007

It is recommended that the Mayfield Board of Education approve the alternative tax budget as found in Att. #1 and instruct the Treasurer to file said document with the Cuyahoga County Budget Commission on or before January 15, 2022.

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes Tuesday, January 4, 2022

As required by law, a legal notice appeared in the News-Herald on November 4, 2021, that there would be a public hearing on the estimated budget for the Mayfield City School District for the fiscal year July 1, 2022, to June 30, 2023. The public hearing is scheduled for January 4, 2022, 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, 2022.

Motion by James Teresi, second by Al Hess.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

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

Board Action: 2022-008

It is recommended that the following resolutions be approved 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. Following review by the Board, the Superintendent is also granted authority to establish the stipends of individuals paid under the administrative compensation schedule according to its provisions, such authority to be subject to yearly review by the 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

Motion by James Teresi, second by Jolene Greve.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

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

Board Action: 2022-009

It is recommended that the following resolutions be approved 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 County Special Education Service Center in 2022.
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 2022.
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 Consortium in 2022.

Motion by Al Hess, second by James Teresi.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

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

Board Action: 2022-010

It is recommended that the Mayfield Board of Education approve the following resolutions for appointments made by the Board President.

RESOLUTION for the President to appoint two members to the Four Vision Committees with each functioning pursuant to the following:

Committee Work Rules:

- Committees shall have two board members appointed by the President with one identified as the presiding officer and in his or her absence, that duty automatically is assumed by the other board member. The Superintendent shall also appoint two administrators to each Committee.
 - The presiding officer will enforce all of the rules identified in Board by-law 0169.1, including removing unruly attendees.
- Committees shall meet minimally, one-time per academic semester per year.
 - All meetings shall be announced no later than 48 hours prior to the scheduled date, time, and location.
 - Agendas shall be prepared and made available for all attendees.
 - Committees are not decision-making bodies but rather “listen & learns” or “information gathering sessions” to inform the elected body regarding its business and/or to inform recommendations from the Administration.
 - A record of attendees shall be maintained.
 - Committee meeting minutes shall be prepared.

- At the next regular meeting of the Board of Education, the committee members shall provide an verbal update to all other members.

1. Student Learning and Academic Excellence - Close the achievement gap and improve student performance. Includes the Career Technical Education Consortium and the Superintendent’s Advisory Committee on Innovative Education.

Board President Appointment:

Board Member Presiding Chair: Mr. Jimmy Teresi

Board Member: Mrs. Jolene Greve

Superintendent Appointment:

Administrator: Dr. Patrick Ward

Administrator: Mrs. Denise Cirino

2. Fiscal Stewardship and Operations – Create the infrastructure and efficient/effective operations that support the vision of the district through reallocation and allocation of resources to teaching and learning. Includes the Tax Incentive Review Council (TIRC) and the Mayfield City School District Safety Committee.

Board President Appointment:

Board Member Presiding Chair: Mr. Ron Fornaro

Board Member: Mr. Al Hess

Superintendent Appointment:

Administrator: Mr. Scott Snyder

Administrator: Mr. Steve Nedlik

3. Community Relations and Family Partnerships – Create partnerships and strategic alliances to promote and support the vision of the district. Includes the Citizen’s Action Committee and the Mayfield Schools Foundation.

Board President Appointment:

Board Member Presiding Chair: Mrs. Jolene Greve

Board Member: Mr. Ron Fornaro

Superintendent Appointment:

Administrator: Mrs. Laurie Uhlir

Administrator: Dr. Michael Barnes

4. Growing Leadership, Talent and Professional Capacity – Build leadership capacity at all levels required to support the district vision, mission, and goals. Includes the Federal & State Legislative Liaison and the OSBA delegate and alternate.

Board President Appointment:

Board Member Presiding Chair: Mr. Al Hess

Board Member: Mr. Jimmy Teresi

Superintendent Appointment:

Administrator: Mr. Andy Fetchik

Administrator: Dr. Patrick Ward

Motion by James Teresi, second by Ron Fornaro.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

G. APPROVAL OF BOARD GOALS FOR CALENDAR YEAR 2022

Board Action: 2022-011

It is recommended that the Mayfield Board of Education adopt the following goals for the 2022 calendar year.

Board of Education Goals 2022

Vision: A promise for lifelong learning, dignity, and respect for all.

Mission: Every person, every day.

Our vision of the MCSD Board of Education is one where we:

Work to communicate consistently and intelligently in a meaningful way throughout the year in a variety of venues to all stakeholders.

- Model learning and encourage life-long learning.
- Encourage and model respect of others' beliefs.

MAYFIELD CITY SCHOOLS BOE – Organizational Meeting Minutes Tuesday, January 4, 2022

- Are highly trusted by the community.
- Use continuous improvement principles and practices to fulfill our role as board members.

Goal 1

Sustain a positive working relationship as a team of Board of Education members as measured by bi-annual +/-s and a team effectiveness rubric.

Strategies:

- Continue having an orientation for new board members.
- Reach consensus on norms/operating principles.
- Standardize a process for exit interview for retiring board members.

Goal 2

Support and sustain the Personalized and All Access Learning Initiatives.

- Board Meeting opportunities.
- Informal conversations with community members.
- Attend events/learning sessions showcasing Personalized and All-Access Learning.

Goal 3

Increase involvement with State and Federal legislators on Educational issues that affect the students of Mayfield as measured by attendance at meetings and conferences.

Strategies:

- Send representative to State School Board meetings as needed.
- Continue to encourage Superintendent and or his administrative team to be involved in organizations of influence.
- Continue involvement with OSBA
- Continue to attend the OSBA conference

Goal 4

Increase visibility and accessibility as measured by stakeholder satisfaction survey and an activities 'scorecard'

Strategies:

- Identify opportunities for visibility using the Mayfield calendar.
- Communicate with one another to ensure Board representation at District wide events.
- Communicate with one another to ensure Board representation at Building/Program events (CEVEC graduation, DARE graduation etc.).

Goal 5

Build and sustain positive relationships with administration, staff, families, municipalities as measured by stakeholder satisfaction survey.

Strategies:

- Attending PTO meetings to educate parents on what School Board member's roles and responsibilities.
- Utilize the district website and TV
- Informal event interactions

Goal 6

Demonstrate fiscal responsibility as measured by levy commitment to community and annual state of financial affairs.

Strategies:

- Board meeting opportunities.
- Informal conversations with community members
- A commitment that the next operating levy be considered no sooner than calendar year 2024 with a millage rate not-to-exceed 5.0 mills and a duration of minimally four years prior to the next levy consideration.
- The strategic uses of the one-time cash reserves to support the All-Access Learning Initiative and the levy commitment of calendar year 2024.

Motion by James Teresi, second by Al Hess.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

4. ADJOURNMENT:

Board Action: 2022-012

Request approval to adjourn meeting at **5:55pm**.

Motion by James Teresi, second by Ron Fornaro.

Final Resolution: Motion Carries

Yea: Ron Fornaro, Jolene Greve, Sue Groszek, Al Hess, James Teresi

Date Approved: _____

Signed: _____

Ms. Sue Groszek, President

Attest: _____

Mr. Scott Snyder, Treasurer