

## RECORD OF PROCEEDINGS

**Minutes of: Danbury Local Board of Education**

**Regular Meeting**

**Held: Virtual at 6:00 P.M.**

**December 16, 2020**

The Pledge of Allegiance was recited.

Roll Call: Present – Mr. Cole, Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad.  
Others present – Cari Buehler, Shane Baumgardner

### ADOPT AGENDA

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board adopt the agenda for the December 16, 2020 Regular Meeting.

**223-20** Roll Call: Yes – Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole.  
Motion carried.

### APPROVAL OF MINUTES

It was moved by Mr. Cole, seconded by Mrs. Conrad that the reading of the minutes for the November 18, 2020 Regular Meeting be waived and approval of said minutes be granted.

**224-20** Roll Call: Yes – Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey.  
Motion carried.

### EXECUTIVE SESSION

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board move into executive session for the purpose of personnel employment. Mrs. Buehler and Mr. Baumgardner were invited to attend.

**225-20** Roll Call: Yes – Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey, Mrs. Rinaldo.  
Motion carried.

Time into Executive session: 6:04 p.m.

Time out of Executive session: 6:24 p.m.

### COMMUNICATIONS

Ornaments from Art Club

Thank you's for gift card & personal day – Board appreciation of staff

### TREASURER'S REPORT

#### A) PAYMENT OF BILLS

I certify that the payment of bills in the amount of \$1,340,914.50 has been presented and that the money required for the payment of these obligations at the time of execution of this certificate was lawfully appropriated, in the treasury, or in the process of collection free from any encumbrances.

\_\_\_\_\_ Treasurer

#### B) FINANCIAL REPORT

It was moved by Mr. Mackey, seconded by Mrs. Conrad that the Board approve the financial reports for November 2020.

**226-20** Roll Call: Yes – Mrs. Conrad, Mr. Cole, Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee.  
Motion carried.

#### C) APPROVAL OF ADVANCE DRAWS AND INVESTMENTS

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board give approval to seek advance draws from the Ottawa County Auditor as needed during 2021 and to invest monies not immediately needed for current school operation in accordance with district's investment policy.

**227-20** Roll Call: Yes – Mr. Cole, Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad.  
Motion carried.

## RECORD OF PROCEEDINGS

**Minutes of: Danbury Local Board of Education**

**Regular Meeting**

**Held: Virtual at 6:00 P.M.**

**December 16, 2020**

### SUPERINTENDENT'S REPORT

Organizational Flow Chart-Chain of Command

Revised Course Request Guide

TLC (Teen Leadership Corps)- Newly offered HS elective

Updated strategic Plan (Revision of Service Strand (TLC); Revision of Accountability Strand (PLC and other curriculum items)

Update on COVID & Extracurriculars - Expectations & Procedures

Kiwanis presentation today with Marissa Merk

### OLD BUSINESS

#### DONATIONS

It was moved by Mr. Cole, seconded by Mrs. Conrad that the Board approve the following donation as listed:

\$250 from Emmett Conway to Athletics

**228-20** Roll Call: Yes – Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole. Motion carried.

### COMMITTEE REPORTS

**A.** Audit and Finance

**B.** Board Policy

**C.** Building & Grounds/Cafeteria & Transportation/Technology

**D.** Public Relations

**E.** Student Achievement – Mrs. Rinaldo spoke on friendship.

**F.** Legislative Liaison – Mr. Mackey gave an update.

### NEW BUSINESS

#### WAIVER OF COMMUNITY SERVICE HOURS

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board waive the 20 community service hours (graduation requirement) for the Class of 2021.

**229-20** Roll Call: Yes – Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey. Motion carried.

### BOARD POLICIES

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board approve the first reading of the Revised/Updated Organizational Chart. Mrs. Conrad expressed thank you for the effort.

**230-20** Roll Call: Yes – Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey, Mrs. Rinaldo. Motion carried.

It was moved by Mr. Cole, seconded by Mrs. Conrad that the Board approve the first reading of the following OSBA policies:

#### Revised policies

[BDC, Executive Sessions](#)

[DM, Deposit of Public Funds \(Cash Collection Points\)](#)

[EDE, Computer/Online Services \(Acceptable Use and Internet Safety\)](#)

[EDE-E, Computer Network Agreement Form](#)

#### Revised policies/regulations

[DH, Bonded Employees and Officers](#)

**Other (included for informational purposes and do not require adoption)**

[DJB, Petty Cash Accounts](#)

[EDE-R, Computer/Online Services \(Acceptable Use and Internet Safety\)](#)

**231-20** Roll Call: Yes – Mr. Cole, Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad. Motion carried.

## RECORD OF PROCEEDINGS

**Minutes of: Danbury Local Board of Education**

**Regular Meeting**

**Held: Virtual at 6:00 P.M.**

**December 16, 2020**

### PERSONNEL

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board approve the continuance of medical leave until at least January 12, 2021, for Brenda Pepa per Article IV of the Collective Bargaining Agreement.

**232-20** Roll Call: Yes – Mrs. Conrad, Mr. Cole, Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee.  
Motion carried.

### UNCOMPENSATED LEAVE

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board approve the following uncompensated leave request:

Shawn Kreager – 03.19.2021

**233-20** Roll Call: Yes – Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole.  
Motion carried.

### RESOLUTION

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board approve the resolution amending Board Policies to permit virtual Board Meetings through July 1, 2021.

**234-20** Roll Call: Yes – Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey.  
Motion carried.

### SUBSTITUTES

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board approve the following classified substitutes contingent on proper licensure and BCI/FBI background checks:

Mary “Dianne” Schlering  
Thomas McNeal  
Doug Brown

**235-20** Roll Call: Yes – Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey, Mrs. Rinaldo.  
Motion carried.

### HIGH SCHOOL CURRICULUM GUIDE & COURSE OFFERINGS

It was moved by Mr. Cole, seconded by Mrs. Conrad that the Board approve the Danbury High School Curriculum Guide and Course offerings for the 2021-22 school year.

**236-20** Roll Call: Yes – Mrs. Conrad, Mr. Cole, Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee.  
Motion carried.

### ADDENDUM TO SUBGRANT AGREEMENT

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board approve the Addendum to the Subgrant Agreement with the Village of Marblehead as presented. Mrs. Conrad expressed her thanks to the Village Council.

**237-20** Roll Call: Yes – Mr. Cole, Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad.  
Motion carried.

### CLASSIFIED EMPLOYMENT

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board approve the hiring of the following classified employment position effective January 4, 2021. Employment is contingent on proper licensure and BCI/FBI background checks:

Samuel Hohman - Educational Para-Educator, Step 4

**238-20** Roll Call: Yes – Mr. Mackey, Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole.  
Motion carried.

**RECORD OF PROCEEDINGS****Minutes of: Danbury Local Board of Education****Regular Meeting****Held: Virtual at 6:00 P.M.****December 16, 2020****DISTRICT CALENDARS**

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board approve the 2021-2022 and 2022-2023 District calendars as presented.

**239-20** Roll Call: Yes – Mrs. Rinaldo, Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey.  
Motion carried.

**ADJOURNMENT**

It was moved by Mr. Cole, seconded by Mrs. Conrad that the Board adjourn until the Organizational Board of Education Meeting which will be held on January 6, 2021. The meeting will start at 5:30 p.m. Executive Session, 6:30 p.m. Regular Session and will be held virtually.

**240-20** Roll Call: Yes – Mr. Dunfee, Mrs. Conrad, Mr. Cole, Mr. Mackey, Mrs. Rinaldo.  
Motion carried.

---

**TREASURER**

---

**BOARD PRESIDENT**