

## RECORD OF PROCEEDINGS

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

**Organizational Meeting**

**Held: In the District Library at 5:30 P.M.**

**January 8, 2020**

The Pledge of Allegiance was recited.

The Oath of Office was given to Timothy Mackey and Mike Cole.

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

Mrs. Mary Lou Rinaldo was appointed President Pro Tem.

### ELECTION OF BOARD OF EDUCATION PRESIDENT

Mrs. Rinaldo was nominated by Mr. Dunfee.

It was moved by Mr. Mackey that nominations be closed.

**01-20** Roll Call: Yes – Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
Motion carried.

### ELECTION OF BOARD OF EDUCATION VICE PRESIDENT

Mrs. Conrad was nominated by Mrs. Rinaldo.

Mr. Dunfee moved that nominations be closed.

**02-20** Roll Call: Yes – Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole.  
Motion carried.

### TIME AND PLACE OF 2020 REGULAR BOARD OF EDUCATION MEETINGS

There was a motion by Mr. Mackey, seconded by Mr. Dunfee that the Board set the time of 5:30 p.m. for Executive Sessions and 6:30 p.m. for Regular Sessions. The place of the 2020 Regular Board of Education meetings will be in the District Library on the following dates:

January 29, 2020	May 20, 2020	September 16, 2020
February 26, 2020	June 17, 2020	October 21, 2020
March 18, 2020	July 15, 2020	November 18, 2020
April 22, 2020	August 19, 2020	December 16, 2020

**03-20** Roll Call: Yes – Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo.  
Motion carried.

### COMMITTEE ASSIGNMENTS

#### Audit/Finance

BOE Representation: Mrs. Rinaldo and Mr. Dunfee

Meeting Dates (Thursday @ 11:00 a.m. prior to every monthly board meeting)

#### Board Policy

BOE Representation: Mrs. Conrad and Mr. Cole

Meeting Dates (Quarterly @ 8:00 a.m.)

#### Building & Grounds

BOE Representation: Mrs. Rinaldo and Mr. Mackey

Meeting Dates (Quarterly @ 8:00 a.m.)

#### Cafeteria & Transportation

BOE Representation: Mrs. Rinaldo and Mr. Mackey

Meeting Dates (Quarterly @ 8:00 a.m.)

#### Public Relations

BOE Representation: Mrs. Conrad and Mr. Cole

Meeting Dates (Quarterly @ 5:30 p.m.)

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Student Success liaison: Mrs. Rinaldo  
 Legislative liaison: Mr. Mackey  
 Delegate: Mr. Dunfee

### ADOPT AGENDA

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board adopt the agenda, as amended, for the January 8, 2020 Organizational Meeting.

**04-20** Roll Call: Yes – Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo, Mrs. Conrad.  
 Motion carried.

### APPROVAL OF MINUTES

It was moved by Mr. Cole, seconded by Mrs. Conrad that the reading of the minutes for the December 18, 2019 Regular Meeting be waived and approval of said minutes be granted.

**05-20** Roll Call: Yes – Mr. Dunfee, Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, 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 and discipline. Mrs. Buehler and Mr. Baumgardner were invited to attend.

**06-20** Roll Call: Yes – Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
 Motion carried.

Time into Executive session: 6:04 p.m.  
 Time out of Executive session: 6:34 p.m.

### RECOGNITION OF VISITORS – PUBLIC PARTICIPATION

#### COMMUNICATIONS

Mrs. Rinaldo will be attending a Board Member Mental Health OSBA Conference in February.  
 Mr. Cole is encouraged to attend a Board Member 101 Class.  
 January is OSBA Board Recognition Month.

#### SUPERINTENDENT'S REPORT

Strategic Planning

Upcoming Conferences: BASA regional, Women in Leadership Sub Committee, Series #2 in  
 Women Leadership Development Cohort

Leadership Ottawa County

#### OLD BUSINESS

##### DONATIONS

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board approve the following donations as listed:

- \$150 from Dave & Marnie McAtee to mental health (General Fund)
- \$200 from Toledo Art Museum to General Fund
- \$250 from Lakeside United Methodist Church for TNT Mentoring (General Fund)
- \$55 from Lynnette Gilbert to Administrative Scholarship
- \$2,000 from PTCO for 4th grade field trip (Elementary Student Support)
- \$300 from Anonymous to High School Student Support
- \$250 from PC Kiwanis for HOBY (High School Student Support)
- \$250 from American Public Work Assoc Paint-A-Plow to Art Club
- \$2,000 from PTCO for DC Trip (Class of 2025)
- \$9,895 from PTCO to Athletics
- \$13 from Anonymous to Play Donations
- \$100 from Lions Club to Music Donations

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**07-20** Roll call: Yes – Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole.  
Motion carried.

### NEW BUSINESS

#### AUTHORITY TO ENCUMBER FUNDS: ISSUE AND SIGN WARRANTS

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Treasurer, Shane Baumgardner and the Superintendent, Cari Buehler, be authorized to encumber funds and incur obligations in amounts provided by the annual appropriations resolutions or amendments thereto.

1. Furthermore, that Shane Baumgardner is authorized to sign warrants issued by payments of the same.
2. Furthermore, that Shane Baumgardner is authorized to sign warrants with a facsimile check signing machine or a hand signature.

**08-20** Roll Call: Yes – Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo.  
Motion carried.

### PURCHASING AGENT

It was moved by Mr. Cole, seconded by Mrs. Conrad that the Board authorize the Superintendent or her designee to serve as the purchasing agent for the school district for the year 2020.

**09-20** Roll Call: Yes – Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo, Mrs. Conrad.  
Motion carried.

### PAPER OF RECORD

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Sandusky Register be designated the paper of record for individual action presented by the Danbury Local School District for the year 2020. Mrs. Conrad suggested using social media as a back-up as well.

**10-20** Roll Call: Yes – Mr. Dunfee, Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey.  
Motion carried.

### TEMPORARY PERSONNEL

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Superintendent be authorized to employ such temporary personnel as is needed for emergency situations. Employment will be reported to the Board of Education.

**11-20** Roll Call: Yes – Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
Motion carried.

### MEETINGS

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Superintendent and Treasurer be authorized to attend in-services and state meetings which may benefit them in carrying out their duties to the District.

**12-20** Roll Call: Yes – Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole.  
Motion carried.

### FUNDING

It was moved by Mr. Cole, seconded by Mrs. Conrad that the Board authorize the Superintendent to apply for federal and state funding, including Title I, CCIP, IDEA, Part B, Lunch Room Subsidy and other grants which may benefit our school program. Input from students, staff, and community is welcome as we put together applications and plan how to spend these funds. (Please notify the Superintendent with your suggestions at 9451 E. Harbor Rd., Lakeside-Marblehead, OH 43440)

**13-20** Roll Call: Yes – Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo.  
Motion carried.

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### SERVICE FUND

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board establish a service fund in accordance with O.R.C. 3315.15 and authorize board members to attend in-service and state meetings which will benefit them in carrying out their duties as board members.

**14-20** Roll Call: Yes – Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo, Mrs. Conrad.  
Motion carried.

### OHIO SCHOOL BOARDS ASSOCIATION

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board join the Ohio School Boards Association for 2020.

**15-20** Roll Call: Yes – Mr. Dunfee, Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey.  
Motion carried.

### OSBA LEGAL ASSISTANCE FUND

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board adopt the following OSAB Legal Assistance Fund resolution:

**WHEREAS**, the Danbury Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions and,

**WHEREAS**, the Ohio School Boards Association Legal Assistance Fund has been established for this purpose,

**THEREFORE**, the Board hereby resolves to participate in the OSBA LAF for calendar year 2020 and authorizes the Treasurer to pay the LAF \$250.

**16-20** Roll Call: Yes – Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
Motion carried.

### VOLUNTEERS

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

Marissa Hebert

**17-20** Roll Call: Yes – Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole.  
Motion carried.

### UNCOMPENSATED LEAVE

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

Lori Brown - ½ day pm, Feb. 14, 2020

Pamela Dray - ½ day pm, Feb. 14, 2020

Natalie Twarek - ½ day pm, Feb. 14, 2020

**18-20** Roll Call: Yes – Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo.  
Motion carried.

### ADDITIONAL HIGH SCHOOL COURSE OFFERING FOR 2020-2021

It was moved by Mr. Dunfee, seconded by Mr. Cole that the Board approve the additional course offering for the 2020-2021 school year:

ELEMENTARY STATISTICS (for high school credit)

Graphing Calculator (Texas Instruments; TI-83 or TI-84) required.

Prerequisite: Students must have successfully completed Algebra II.

Grade Level: 11-12

Credit: ½ each semester

Content: This course is a study of descriptive and inferential statistics utilizing only rudimentary skills of arithmetic and algebra. Elementary probability, measures of central tendency, measures of variability, confidence intervals, and hypothesis testing will be covered.

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**19-20** Roll Call: Yes – Mr. Mackey, Mr. Dunfee, Mr. Cole, Mrs. Rinaldo, Mrs. Conrad.  
Motion carried.

### DISCUSSION ITEMS

#### 1. COMBINE BUILDING & GROUNDS and CAFETERIA & TRANSPORTATION COMMITTEES

It was moved by Mr. Cole, seconded by Mrs. Conrad that the Board approve combining the Building & Grounds and the Cafeteria & Transportation committees into one committee.

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

#### 2. COMMUNICATIONS

All Board members are to be notified regarding any Safety and Security issues, any item requiring Board action, and any Committee meetings. Mrs. Rinaldo suggested that for anything newsworthy the Board of Education phone chain be used as well.

#### 3. ATHLETIC HALL OF FAME NIGHT

Mr. Cole reminded the Board of the Athletic Hall of Fame night this Saturday.

### ADJOURNMENT

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board adjourn until the Regular Board of Education Meeting which will be held on January 29, 2020. The meeting will start at 5:30 p.m. Executive Session, 6:30 p.m. Regular Session and will take place in the District library.

**21-20** Roll Call: Yes – Mr. Cole, Mrs. Rinaldo, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
Motion carried.

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TREASURER

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BOARD PRESIDENT