

The North Fork Board of Education met for the purpose of organization on Monday, January 7, 2019, at 6:00 p.m. at the Utica Middle School, 260 Jefferson Street, Utica, Ohio 43080.

* The 2018 Board President presided as President Pro-Tempore at the Organizational Meeting until the 2019 Board President was elected.

The Pledge of Allegiance was led by Mr. Hartley.

The following members were present: Mrs. Barbara Bruce, Mrs. Farrah Cooperider, Mr. James Quinif, Mr. Bernard Snow.

The meeting was called to order by Mrs. Cooperider at 6:00 p.m.

2019-01-0001

Nomination of Board President

Mrs. Bruce nominated Mrs. Farrah Cooperider for President, seconded by Mr. Quinif.

Mr. Snow moved, seconded by Mrs. Bruce, to elect Mrs. Farrah Cooperider as Board President.

Yea: Mr. Snow, Mrs. Bruce, Mrs. Cooperider, Mr. Quinif - 4.

Nay: - 0

The president ruled the motion carried.

Mrs. Cooperider assumed the Chair.

2019-01-0002

Nomination of Board Vice President

Mrs. Cooperider nominated Mr. Quinif for Vice President.

Mr. Snow moved, seconded by Mrs. Bruce, to elect Mr. James Quinif as Board Vice President.

Yea: Mr. Snow, Mrs. Bruce, Mrs. Cooperider, Mr. Quinif - 4.

Nay: - 0

The president ruled the motion carried.

HEARING OF THE PUBLIC

Public comment was requested and the following responded:

Fred Ford, bus mechanic, had questions regarding his job duties.

Michelle Sarnes, bus driver, concerns regarding key cards, password/internet at the bus garage.

2019-01-0003

Mr. Snow moved, seconded by Mr. Quinif, that the Board approve the following standing authorizations:

- 2.1 Advances on Tax Settlements
Authorize the Treasurer to secure advances from the County Auditors when funds are available and payable to the school district.
- 2.2 Investment of Interim Monies
Authorize the Treasurer to invest interim monies as per Board Policy 6144 at the most productive interest rate whenever funds are available.
- 2.3 Payment of Bills
Authorize the Treasurer to pay all bills within the limits of the appropriations resolution as they are received and when the merchandise has been received in good condition.
- 2.4 Employment of Treasurer's Office Personnel
Authorize the Treasurer to employ Personnel as is needed. Any employment that exceeds 20 consecutive days in the same assignment is to be presented to the Board for approval at the next regular Board meeting.
- 2.5 Public Records Training
Authorize the Treasurer to attend public records training in lieu of the Board Members.
- 2.6 Modifications to Appropriations and Transfers
Authorize the Treasurer to make modifications to appropriations and to make fund transfers or advances when necessary. A list of these changes is to be given to the board at the regular monthly meeting following the transfer or advance.
- 2.7 Blanket Purchase Order Maximum
Authorize the Treasurer to set the blanket purchase order maximum at \$25,000.00.
- 2.8 Service Fund
Authorize the establishment of a Service Fund in the amount of \$2.00 per student for a total of \$3,230.00 from the FY2020 appropriation #001-2310-410-001 to reimburse the Board members for necessary expenses incurred in carrying out their duties. For the purpose of establishing this Service Fund, the Board certifies the number of students to be 1,615.
- 2.9 Appointment of Purchasing Agent
Authorize the Superintendent to serve as the Purchasing Agent for the school district.
- 2.10 Employment of Personnel
Authorize the Superintendent to employ Personnel as is needed. Any employment that exceeds 20 consecutive days in the same assignment is to be presented to the Board for approval at the next regular Board meeting.
- 2.11 Resignation of Personnel
Authorize the Superintendent, on behalf of the Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by

this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

2.12 Appointment of Federal Project Agent

Authorize the Superintendent to serve as Agent of Federal Projects.

2.13 Application for Funds and Grants

Authorize the Superintendent, or designee, to apply for appropriate local, state, and or federal funds and grants.

2.14 Tax Incentive Revenue Council

Appoint Scott Hartley, Superintendent, to represent the North Fork Local School District as a member of the Tax Incentive Revenue Council (TIRC) for the 2019 calendar year.

2.15 Payments Over Contract Amounts

Authorize the Superintendent or his designee to approve payments over contract specified amounts when overtime is necessary. The Board authorizes the Treasurer to make said payment above contract amount for overtime that has been approved.

2.16 Accept Donations

Authorize the Superintendent or Treasurer to accept all donations to the school district on behalf of the Board of Education.

2.17 Official Newspaper

The Board designates *The Mount Vernon News* as the Official Newspaper, pursuant to North Fork Local Board of Education Bylaw 0154.

2.18 Agenda, Meeting Notification Requests

Authorize that persons who are residents of the North Fork Local School District requesting copies of the schedule of meetings, agenda, or notice of individual meetings receive such free of charge for calendar year 2019. Individuals wishing to receive these communications must submit a written request annually.

2.19 JOINT AGREEMENT APPOINTING THE BUSINESS ADVISORY COUNCIL OF THE EDUCATIONAL SERVICE CENTER TO SERVE AS THE AS THE BUSINESS ADVISORY COUNCIL FOR THE SCHOOL DISTRICT

As the North Fork Local School District Board of Education ("Board") has entered into an agreement under R.C. 3313.843 and/or R.C. 3313.845 to receive any services from the Licking County Educational Service Center Governing Board ("ESC"), the Board is not required to appoint a business advisory council pursuant to R.C. 3313.82, R.C.3313.821, and applicable laws as the Board and ESC hereby agree that the ESC's business advisory council shall represent the business of the North Fork Local School District consistent with the authority granted by the Ohio General Assembly. This agreement shall remain in full force and effect until either the Board or ESC terminates the same by formal resolution.

2.20 Regular Meeting Dates, Times, and Locations

The Board establishes that it will meet each month at 6:00 p.m., unless otherwise noted, on the dates and at the locations listed on the following 2019 Board Meeting Calendar.

January 07 (First Monday)
Organizational Meeting **6:00 p.m.**
followed by Regular Meeting
Utica Sr. High School*
260 Jefferson Street
Utica, Ohio 43080

January 28 (Planning Mtg.)
Utica Sr. High Staff Dining Room
(Located off of cafeteria)
260 Jefferson Street
Utica, Ohio 43080

February 11 (Second Monday)
Utica Middle School*
260 Jefferson Street
Utica, Ohio 43080

March 18
Utica Sr. High School*
260 Jefferson Street
Utica, Ohio 43080

April 15
Newton Elementary School*
6645 Mount Vernon Road
Newark, Ohio 43055

May 20
Utica Elementary School*
367 Church Street
Utica, Ohio 43080

June 17
Utica Middle School*
260 Jefferson Street
Utica, Ohio 43080

June 24 (Fourth Monday)
Utica Sr. High School
260 Jefferson Street
Utica, Ohio 43080

July 15
Utica Sr. High School
260 Jefferson Street
Utica, Ohio 43080

August 19
Utica Elementary School*
367 Church Street
Utica, Ohio 43080

September 16
Newton Elementary School*
6645 Mount Vernon Road
Newark, Ohio 43055

October 14
Utica Sr. High School*
260 Jefferson Street
Utica, Ohio 43080

November 18
Utica Elementary School*
367 Church Street
Utica, Ohio 43080

December 16
Utica Middle School*
260 Jefferson Street
Utica, Ohio 43080

2.21 Finance Committee; Buildings and Grounds Committee; and Communications Committee Meeting Dates, Times, and Locations

Approve the following meeting dates for the Finance Committee; Buildings and Grounds Committee; and the Communications Committee.

FINANCE COMMITTEE

District Administrative Office, 312 Maple Avenue, Utica, Ohio 43080

5:00 p.m.

Monday	March 4	Monday	August 26
Monday	May 6	Monday	December 2

BUILDINGS AND GROUNDS COMMITTEE

4:00 p.m.

Monday	January 28 Utica Middle School	Monday	August 26 Administrative Office
Monday	February 25 Utica Sr. High School	Monday	September 23 Utica Middle School
Monday	April 22 Utica Elementary School	Monday	October 28 Newton Elementary School
Monday	May 20 Newton Elementary School	Monday	December 2 Utica Elementary School

COMMUNICATIONS COMMITTEE

Utica High School Conference Room, 260 Jefferson Street, Utica, Ohio 43080

2:45 p.m.

Monday	March 4	Monday	August 26
Monday	May 6	Monday	December 2

Yea: Mr. Snow, Mr. Quinif, Mrs. Bruce, Mrs. Cooperider – 4.

Nay: - 0

The president ruled the motion carried.

2019-01-0004

Mr. Snow moved, seconded by Mr. Quinif, that the Board designate Mrs. Lori Stradley to serve as Legislative Liaison to the Ohio School Boards Association and appoints Mrs. Barbara Bruce as alternate.

Yea: Mr. Snow, Mr. Quinif, Mrs. Bruce, Mrs. Cooperider – 4.

Nay: - 0

The president ruled the motion carried.

2019-01-0005

Mrs. Bruce moved, seconded by Mr. Snow, that the Board designate Mr. James Quinif to serve as Student Achievement Liaison to the Ohio School Boards Association for calendar year 2019.

Yea: Mrs. Bruce, Mr. Snow, Mrs. Cooperider, Mr. Quinif – 4.

Nay: - 0

The president ruled the motion carried.

2019-01-0006

Board Committee Appointments

It is recommended by the Board President per Board Policy By-Law 0155 to appoint Committee Chairs for the following committees:

Buildings and Grounds Committee: Mr. Snow, Chair; Mrs. Bruce, alternate

Communications Committee: Mrs. Cooperider, Chair; Mr. Quinif, alternate

Finance Committee: Mr. Snow, Chair; Mrs. Stradley, alternate

HEARING OF THE PUBLIC

Public comment was requested and no one responded.

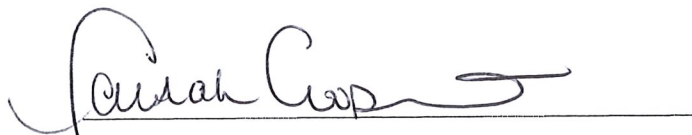
Mr. Snow moved, seconded by Mrs. Bruce, that the meeting be adjourned.

Yea: Mr. Snow, Mrs. Bruce, Mrs. Cooperider, Mr. Quinif – 4.

Nay: - 0

The president ruled the motion carried.

Time: 6:11 p.m.



Farrah Cooperider, President



Kellie Breehl, Treasurer

The North Fork Board of Education met in **Regular** session on Monday, January 7, 2019, at Utica Senior High School, 260 Jefferson Street, Utica, Ohio 43080.

The following members were present: Mrs. Barbara Bruce, Mrs. Farrah Cooperider, Mr. James Quinif, and Mr. Bernard Snow.

The meeting was called to order by President Cooperider at 6:12 p.m.

RECOGNITIONS:

School Board Recognition Month

REPORTS:

1. Superintendent's – Mr. Hartley
 - a. Planning Meeting – Jan. 28, 2019
 - b. School Board appreciation observation
2. Treasurer's – Mrs. Breehl
 - a. Year-end procedure
 - b. Thanked Board for their service
3. Legislative Update: Mr. Quinif
 - a. Government Shutdown – Federal funds could be affected.

WORK SESSION

1. NEOLA Additions/Revisions

Second Reading

6423 Use of Credit Cards (Finances)

HEARING OF THE PUBLIC

Public comment was requested and no one responded.

AGENDA ADJUSTMENTS:

Item 6.2 – removed

OLD BUSINESS

- None

2019-01-0007

Mrs. Bruce moved, seconded by Mr. Snow, to waive the reading of and approve the minutes of the December 17, 2018, Regular Meeting.

Yea: Mrs. Bruce, Mr. Snow, Mrs. Cooperider, Mr. Quinif -4

Nay: -0

The president ruled the motion carried.

2019-01-0008

Mr. Snow moved, seconded by Mrs. Bruce, to approve the following personnel actions:

Certified

- 2.1 Approve the Licking County Educational Service Center Certificated Substitute List No. 6 for the 2018-2019 school year.

Extra Service/Supplemental

- 2.2 Approve the following employees to be included on the FY19 Classified Substitute List:
Wanda Araca

Yea: Mr. Snow, Mrs. Bruce, Mrs. Cooperider, Mr. Quinif -4.

Nay: -0

The president ruled the motion carried.

2019-01-0009

Mr. Snow moved, seconded by Mr. Quinif, to approve the following financial actions:

- 4.1 Approve the financial and reconciliation reports for the Month of December, 2018.
- 4.2 Approve bills as presented for December, 2018 and payment of bills with "Then and Now" certificates.
- 4.3 Authorize the Treasurer and Superintendent to issue purchase orders in accordance with Board Policy 6400. This list will be made a part of the minutes.
- 4.4 Approve the "Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditors." A copy of this document will be included as a part of the official minutes.

Yea: Mr. Snow, Mr. Quinif, Mrs. Bruce, Mrs. Cooperider -4

Nay: -0

The president ruled the motion carried.

2019-01-0010

Mr. Snow moved, seconded by Mr. Quinif, to approve the following policy revisions and/or deletions:

6.1 Approve the adoption of the following policy revisions and/or deletions:

6423 Use of Credit Cards (Finances)

Yea: Mr. Snow, Mr. Quinif, Mrs. Bruce, Mrs. Cooperider -4.

Nay: -0

The president ruled the motion carried.

2019-01-0011

6.3 Mr. Snow moved, seconded by Mrs. Bruce, to approve the following resolution:

RESOLUTION REQUESTING CERTIFICATION

OF ALTERNATIVE TAX RATES FOR A RENEWAL INCOME TAX

(Ohio Revised Code Section 5748.02)

WHEREAS, Ohio Revised Code Section 5748.02 authorizes school districts to impose voter-approved income taxes upon their residents; and

WHEREAS, the voters of the School District approved a 1.00% per annum, three-year income tax on May 2, 2017 (the "Existing Income Tax") for the purpose of providing for the current operating expenses of the School District, with the last year of collection of the Existing Income Tax being in 2022; and

WHEREAS, a resolution declaring the necessity to raise additional School District revenue must be passed and certified to the Tax Commissioner for the State of Ohio (the "Tax Commissioner") in order to permit the Board to consider the renewal of an income tax and to preserve the right to submit the question of levying such a renewal income tax to the electors of the School District at the election to be held on May 7, 2019;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the North Fork Local School District, Licking and Knox Counties, Ohio, a majority of the members of the Board concurring, that:

Section 1. The Board determines that it is necessary to renew the Existing Income Tax to raise annually the additional sum of \$2,180,000 for the purpose of providing for the current operating expenses of the School District (the "Income Tax").

Section 2. The income that shall be subject to the Income Tax is the taxable income of individuals as defined in Ohio Revised Code Section 5748.01(E)(1)(b).

Section 3. The Treasurer is directed to immediately certify a copy of this Resolution to the Tax Commissioner, not later than January 25, 2019, together with a request that the Tax Commissioner determine and certify to the Board the property tax rate that would have had to be imposed by the School District in the current year to produce the amount of money set forth above and the income tax rate that would have had to have been in effect for the current year to produce the amount of money set forth above.

Section 4. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Yea: Mr. Snow, Mrs. Bruce, Mrs. Cooperider, Mr. Quinif -4.

Nay: -0

The president ruled the motion carried.

2019-01-0012

6.4 Mr. Snow moved, seconded by Mr. Quinif, to approve an overnight Outdoor Education Program for the seventh grade students at Utica Middle School to be operated at the Heartland Outdoor Environmental Education School in Marengo, Ohio, on November 20, 2019 through November 22, 2019.

Yea: Mr. Snow, Mr. Quinif, Mrs. Bruce, Mrs. Cooperider -4.

Nay: -0

The president ruled the motion carried.

2019-01-0013

6.5 Mrs. Bruce moved, seconded by Mr. Quinif, to designate Bernard Snow to be recognized for outstanding service and nominates him for consideration to represent the region on the All-Ohio School Board.

Yea: Mrs. Bruce, Mr. Quinif, Mrs. Cooperider -3

Abstain: Mr. Snow

Nay: -0

The president ruled the motion carried.

SUPERINTENDENT'S REPORT/INSTRUCTION:

Fourteen seniors need Service Learning credit. Not critical at this time.

HEARING OF THE PUBLIC

Public comment was requested and no one responded.

Mr. Snow moved, seconded by Mr. Quinif, that the meeting be adjourned.


Yea: Mr. Snow, Mr. Quinif, Mrs. Bruce, Mrs. Cooperider -4.

Nay: -0

The president ruled the motion carried.

Time: 6:25 p.m.

Next Meeting: January 28, 2019 (Planning Meeting)
Location: Utica Senior High School
Staff Dining Room (located off of cafeteria)
260 Jefferson Street
Utica, Ohio 43080
Time: 6:00 p.m.



Farrah Cooperider, President



Kellie Breehl, Treasurer

The North Fork Board of Education met in **Regular** session on Monday, January 28, 2019, at Utica Senior High School, 260 Jefferson Street, Utica, Ohio 43080.

The Pledge of Allegiance was led by Mr. Hartley.

The following members were present: Mrs. Farrah Cooperider, Mr. James Quinif, and Mr. Bernard Snow, Mrs. Lori Stradley.

The meeting was called to order by President Cooperider at 6:00 p.m.

HEARING OF THE PUBLIC

Public comment was requested and the following responded:

- None

AGENDA ADJUSTMENTS:

- None

OLD BUSINESS

- None

2019-01-0014

Mr. Snow moved, seconded by Mrs. Stradley, to approve the following financial actions:

1.1 Approve the following appropriation modifications:

	<u>Appropriation</u>	<u>Increase/Decrease</u>	<u>Total</u>
<i>Other Local Grants (019)</i>	<i>1,502.15</i>	<i>3,500.00</i>	<i>5,002.15</i>

Yea: Mr. Snow, Mrs. Stradley, Mrs. Cooperider, Mr. Quinif -4

Nay: -0

The president ruled the motion carried.

2019-01-0015

Mr. Snow moved, seconded by Mr. Quinif, to approve the following resolution:

RESOLUTION DETERMINING TO PROCEED WITH THE
PROPOSITION OF A RENEWAL INCOME TAX

(Ohio Revised Code Sections 5748.02 and 5748.03)

WHEREAS, the Board at its meeting on January 7, 2019 determined that it is necessary to raise annually additional revenues of approximately \$2,180,000 for the purpose of providing for the current operating expenses of the School District; and

WHEREAS, the Tax Commissioner of the State of Ohio has estimated and certified the property tax rate and the income tax rate required in order to produce such additional revenues; and

WHEREAS, the income tax rate, rounded to the nearest one-fourth of one percent as required by law, is 1.00% per annum; and

WHEREAS, such rate is not higher than the income tax approved by the voters of the School District on May 2, 2017 for three years (the "Existing Income Tax");

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the North Fork Local School District, Licking and Knox Counties, Ohio, a majority of the members of the Board concurring, that:

Section 1. It is hereby determined to be necessary to proceed with the proposition of levying a renewal of the Existing Income Tax on the school district income of individuals and estates resident in the School District. Such renewal income tax shall be at the rate of 1.00% per annum, shall be for the purpose of providing for the current operating expenses of the School District, shall take effect and begin to be levied on January 1, 2023, and shall be levied for a period of three years (the "Income Tax").

Section 2. The income that shall be subject to the Income Tax is the taxable income of individuals as defined in Ohio Revised Code Section 5748.01(E)(1)(b).

Section 3. The question of levying the Income Tax shall be submitted to the electors of the School District at the election to be held at the usual voting places within the School District on May 7, 2019.

Section 4. The form of the ballot to be used at said election shall be as follows:

Shall an annual income tax of one percent (1.00%) on the earned income of individuals residing in the school district be imposed by the North Fork Local School District to renew an income tax expiring at the end of 2022, for three (3) years, beginning January 1, 2023, for the purpose of providing for the current operating expenses of the School District?

	FOR THE TAX
	AGAINST THE TAX

Section 5. The Treasurer of the School District is hereby directed to certify a copy of this Resolution to the Board of Elections of Licking County, Ohio, not later than February 6, 2019.

Section 6. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Yea: Mr. Snow, Mr. Quinif, Mrs. Cooperider, Mrs. Stradley -4.

Nay: -0

The president ruled the motion carried.

2019-01-0016

Mr. Snow moved, seconded by Mr. Quinif, to approve the agreements with Franklin Covey Client Sales, Inc., The Leader in Me®, for Utica and Newton Elementary Schools.

Yea: Mr. Snow, Mr. Quinif, Mrs. Cooperider, Mrs. Stradley -4

Nay: -0

The president ruled the motion carried.

WORK SESSION

- Board Planning

SUPERINTENDENT'S REPORT/INSTRUCTION:

- Compensatory time guidelines
- Cell phone policy

HEARING OF THE PUBLIC

Public comment was requested and the following responded:

- None

Mrs. Stradley moved, seconded by Mr. Snow, that the meeting be adjourned.

Yea: Mrs. Stradley, Mr. Snow, Mrs. Cooperider, Mr. Quinif -4.

Nay: -0

The president ruled the motion carried.

Time: 7:24 p.m.

Next Meeting: February 11, 2019

Location: Utica Middle School
260 Jefferson Street
Utica, Ohio 43080

Time: 5:30 p.m. Building Tour
6:00 p.m. Regular Meeting



Karrah Cooperider, President



Kellie Breehl, Treasurer