

# **NORTH FORK LOCAL SCHOOL DISTRICT BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA**



Mrs. Jordan Atherton, Member  
Mrs. Barbara Bruce, Member  
Mrs. Farrah Cooperider, Member  
Dr. Robert Krueger, Member  
Mrs. Debra Paxton, Member

Mr. Scott Hartley, Superintendent  
Mrs. Kellie Breehl, Treasurer

Meeting Date: January 13, 2025  
Meeting Time: 6:00 p.m.

**Meeting Location:**  
Utica Senior High School  
260 Jefferson Street  
Utica, Ohio 43080

## 0169.1 - PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. The Board offers public participation to members of the public in accordance with the procedures below. The Board applies these procedures to all speakers and does not discriminate based on the identity of the speaker, content of the speech, or viewpoint of the speaker.

The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by this bylaw.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at all public meetings of the Board and publish rules to govern such participation in Board meetings and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Anyone having a legitimate interest in the actions of the Board may participate during the designated public participation portion(s) of a meeting.
- C. Participants must first be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- D. Each statement made by a participant shall be limited to five (5) minutes duration unless extended by the presiding officer.
- E. During the portion of the meeting designated for public participation, no participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- F. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- G. The presiding officer may:
  1. Interrupt, warn, or terminate a participant's session when they make comments that are repetitive, obscene, and/or comments that constitute a true threat (i.e., statements meant to frighten or intimidate one (1) or more specified persons into believing that they will be seriously harmed by the speaker or someone acting at the speaker's behest).
  2. request any individual to stop speaking and/or leave the meeting when that person does not observe reasonable decorum or is disruptive to the conduct and/or orderly progress of the meeting;
  3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the conduct and/or orderly progress of the meeting;
  4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;

The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes unless extended by a vote of the Board.

The Board may permit individuals to attend meetings remotely through live broadcast; however, public participation will be limited to those who are in attendance at the meeting site only. The Board is not responsible for any technology failures that prevent or disrupt any individual from attending remotely.

Revised 6/8/98  
Revised 11/18/02  
Revised 5/17/10  
Revised 11/21/16  
Revised 10/15/18  
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R.C. 3313.20

District Administrative Office  
312 Maple Avenue, P.O. Box 497  
Utica, Ohio 43080-0497

Attn: Board of Education

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Please allow two to three weeks to answer your question.

**BOARD OF EDUCATION  
NORTH FORK LOCAL SCHOOL DISTRICT  
January 13, 2025  
ORGANIZATIONAL MEETING 6:00 P.M. UTICA SENIOR HIGH SCHOOL**

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**CALL TO ORDER**

- \* The 2024 Board President shall preside as President pro tempore at the Organizational Meeting until the 2025 Board President is elected.

TIME \_\_\_\_\_

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**PLEDGE OF ALLEGIANCE**

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**ROLL CALL**    Atherton\_\_\_\_\_ Bruce\_\_\_\_\_ Cooperider\_\_\_\_\_ Krueger\_\_\_\_\_ Paxton\_\_\_\_\_

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**I. ELECTION OF OFFICERS**

**1.1 Nomination of Board President\*\***

1.

2.

3.

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

**\*\*President assumes the Chair**

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**1.2 Nomination of Board Vice-President**

1.

2.

3.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

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**HEARING OF THE PUBLIC**

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**II. It is recommended 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.

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- 2.4     Employment of Treasurer's Office Personnel  
Authorize the Treasurer to employ Personnel as 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 and serve as the public records designee.
- 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 \$2,922.00 from the FY2026 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 1,461.
- 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 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.

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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, or his designee, to represent the North Fork Local School District as a member of the Tax Incentive Revenue Council (TIRC) for the 2025 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 the 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 those persons who are residents of the North Fork Local School District requesting copies of the schedule of meetings, agenda, or notice of individual meetings to receive such free of charge for the calendar year 2025. Individuals wishing to receive these communications must submit a written request annually.

(Form Attached)

**BOARD OF EDUCATION  
NORTH FORK LOCAL SCHOOL DISTRICT  
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2.19 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 2025 Board Meeting Calendar.

**January 13 (Second Monday)**  
Organizational Meeting 6:00 p.m.  
followed by the Regular Meeting  
Utica Sr. High School\*  
260 Jefferson Street  
Utica, Ohio 43080

**January 15 (Wednesday)**  
**Planning Meeting**  
**9:00 A.M.**  
**Utica Sr. High - Rm. 106**  
260 Jefferson Street  
Utica, Ohio 43080

**February 10 (Second Monday)**  
Utica Middle School\*  
260 Jefferson Street  
Utica, Ohio 43080

**March 17**  
Utica Elementary School\*  
367 Church Street  
Utica, Ohio 43080

**April 21**  
Newton Elementary School\*  
6645 Mount Vernon Road  
Newark, Ohio 43055

**May 19**  
Utica Sr. High School\*  
260 Jefferson Street  
Utica, Ohio 43080

**June 23 (Fourth Monday)**  
Utica Sr. High School\*  
260 Jefferson Street  
Utica, Ohio 4080

**July 21**  
Utica Elementary School\*  
367 Church Street  
Utica, Ohio 43080

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

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

**October 20**  
Utica Middle School\*  
260 Jefferson Street  
Utica, Ohio 43080

**November 17**  
Utica Elementary School\*  
367 Church Street  
Utica, Ohio 43080

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

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2.20 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 10	Monday	August 18
Monday	May 12	Monday	November 10

**BUILDINGS AND GROUNDS COMMITTEE**

**4:00 p.m.**

Monday	February 24 Utica Middle School	Monday	August 25 Newton Elementary School
Monday	April 21 Utica Senior High School	Monday	October 27 Utica Elementary School

**COMMUNICATIONS COMMITTEE**

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

**2:45 p.m.**

Monday	March 10	Monday	August 18
Monday	May 12	Monday	November 10



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2.21 Facility Use for North Fork SACC

Authorize facility use at Utica Elementary and Newton Elementary for North Fork SACC, at no charge to the provider, per AG7510B, Category 2: Community Groups Affiliated with the Schools.”

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

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III. *Items pulled out for separate consideration.*

3.1 \_\_\_\_\_

\_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

3.2 \_\_\_\_\_

\_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

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**IV. Other Board Action**

**4.1 Board Member Legislative Liaison  
Nomination of Legislative Liaison Member**

1.

2.

The Board designates \_\_\_\_\_ to serve as Legislative Liaison to the Ohio School Boards Association and appoints \_\_\_\_\_ as alternate.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

**4.2 The Board designates \_\_\_\_\_ to serve as Student Achievement Liaison to the Ohio School Boards Association for the calendar year 2025.**

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

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**V. Board Appointments**

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

Buildings and Grounds Committee: \_\_\_\_\_

Communications Committee: \_\_\_\_\_

Finance Committee: \_\_\_\_\_

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HEARING OF THE PUBLIC

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**VI. It is recommended that the meeting be adjourned.**

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Atherton	Y	N	A
Bruce	Y	N	A
Cooperider	Y	N	A
Krueger	Y	N	A
Paxton	Y	N	A

Time: \_\_\_\_\_

Official Notice

If you would like to receive a copy of the North Fork Local School District Board of Education monthly meeting agenda, please return the bottom portion of this page to:

**North Fork Local School District**  
312 Maple Avenue  
P. O. Box 497  
Utica, OH 43080-0497

Agendas will be mailed on the Friday preceding the regularly scheduled monthly Board meeting. **If you would prefer to receive the agenda electronically, please provide your e-mail address.**

*The agenda is also posted each month on the North Fork website's district calendar as an attachment to the board meeting date on the calendar, which is available to everyone.*

**To receive a monthly copy of the agenda, we must receive a written request annually.** If you currently receive a monthly copy of the agenda and would like to continue receiving it, **you must submit the following request.**

[illegible]

- ☐ Please forward a copy of the North Fork Board of Education monthly meeting agenda to me at the following address: *(Please include post office box if applicable.)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OR

- ☐ Please **email** a copy of the North Fork Board of Education monthly meeting agenda to me at the following **email** address:

Name: \_\_\_\_\_

Email: \_\_\_\_\_