

***PARKWAY LOCAL BOARD
Of EDUCATION
ORGANIZATIONAL MEETING***

***JANUARY 8, 2019
6:30 P.M.
COMMUNITY ROOM***

Parkway Local School District, in partnership with its parents and communities, provides our students with a variety of exceptional learning opportunities in a safe and caring environment so all Parkway students achieve academic excellence, integrity, and leadership to become successful life-long learners in a global society.

Preparing for Excellence, Integrity, Success

OPENING

Mrs. Melissa Burtch to conduct the opening of the meeting as the appointed President Pro-Tempore.

- A. CALL TO ORDER
- B. ROLL CALL
- C. RECOMMENDED ACTIONS

1. Nomination(s) and Election of Board President for 2019.

Nomination: _____ By _____.

Nomination: _____ By _____.

Being that there are no other nominations, Melissa Burtch closed the nominations. That _____ be elected President of the Board of Education for 2019.

Roll Call: _____ Mr. Armstrong _____ Mr. Lyons
 _____ Mrs. Burtch _____ Mr. Swygart
 _____ Mr. Gaerke

THE PRESIDENT ASSUMES DUTIES AT THIS TIME.

2. Nomination(s) and Election of Board Vice-President for 2019.

Nomination: _____ By _____.

Nomination: _____ By _____.

Being that there are no other nominations, the Board President closed the nominations. That _____ be elected Vice President of the Board of Education for 2019.

Roll Call: _____ Mr. Armstrong _____ Mr. Lyons
 _____ Mrs. Burtch _____ Mr. Swygart
 _____ Mr. Gaerke

3. Appointment of Committees and Liaison Representatives for 2019.

AUDIT/FINANCE: Matthew Swygart / Todd Gaerke

BLDGS/GRNDS: Jeffrey Armstrong / Matthew Swygart

TRANS: Tom Lyons / Todd Gaerke

FOOD SERVICE: Todd Gaerke / Matt Swygart

POLICY: Tom Lyons / Melissa Burtch

PERSONNEL: Melissa Burtch / Jeffrey Armstrong

O.S.B.A./
LEGISLATIVE: Jeff Armstrong / Melissa Burtch

ATHLETIC: Tom Lyons

STUDENT ACHIEVEMENT/
CURRICULUM: Melissa Burtch

PUBLIC RELATIONS: Jeff Armstrong

NEGOTIATIONS: Matthew Swygart / Tom Lyons

4. Moved by _____, Seconded by _____ that the regular board meetings of the Parkway Local Board of Education for 2019 be held on the _____/ _____ of each month in the community room with a starting time of _____ p.m.

Roll Call: _____ Mr. Armstrong _____ Mr. Lyons
 _____ Mrs. Burtch _____ Mr. Swygart
 _____ Mr. Gaerke

5. Moved by _____, Seconded by _____ that the following yearly procedures be approved:
- A. That the treasurer be authorized to pay all bills as presented provided there are sufficient funds and purchase orders have properly been issued. A monthly report shall be presented to the Board of Education.
 - B. That the Superintendent be named Purchasing Agent.
 - C. That the Administration be authorized to apply for and the Elementary Principal serve as coordinator of Federal and State Programs as deemed necessary.
 - D. That the Treasurer be authorized to request advance tax money from the County Auditors as funds are available and payable to the school district.
 - E. That the Treasurer be authorized to invest inactive funds with interest payable each month or at maturity.

- F. That the Treasurer be bonded in the amount of \$20,000 for faithful performance bonds---Reference 5755.412 O.R.C.
- G. That the Superintendent, Treasurer, and Board President be named as the District's Record Commission.
- H. That the Treasurer be appointed as the authorized financial agent for all transactions involving, but not limited to, depository banks, Star Ohio, and any other financial institution as approved by the Ohio Revised Code.
- I. That the Superintendent be authorized to approve professional meeting attendance and expenses for district personnel as deemed appropriate during 2019. Reimbursement will be in accordance with the negotiated agreement for personnel with teaching contracts.
- J. That the Treasurer be authorized to make necessary advances to various funds with a list of such advances to be presented as a part of the Treasurer's regular monthly report.
- K. That the Treasurer be authorized to make Appropriation and Certificate of Estimated Resources Amendments as necessary throughout the year.
- L. That the rate of pay for the Board be set as the maximum as allowed by law per meeting with a maximum of thirteen paid meetings for the year.
- M. That the Middle School Principal be named approving officer for The Klein Trust with the Treasurer certifying expenses and balances to the Van Wert County Foundation.
- N. That the Superintendent be authorized to serve as district representative to acquire Federal Surplus Property from the State of Ohio Agency for Surplus Property.
- O. That the Board approve employment resolutions for legal services through Scott, Scriven and Wahoff and Peck, Shaffer, and Williams.
- P. That the board appoint the Superintendent or Designee for public records law training.
- Q. That the Board President be appointed Treasurer Pro-Tem in the absence of the Treasurer.

Roll Call: _____ Mr. Armstrong _____ Mr. Lyons
 _____ Mrs. Burtch _____ Mr. Swygart
 _____ Mr. Gaerke

6. Moved by _____, Seconded by _____ that the Board service fund of \$3,000 be established for the Parkway Local Board of Education.

Roll Call: _____ Mr. Armstrong _____ Mr. Lyons
 _____ Mrs. Burtch _____ Mr. Swygart
 _____ Mr. Gaerke

7. Moved by _____, Seconded by _____ that the meeting be adjourned.

Roll Call: _____ Mr. Armstrong _____ Mr. Lyons
 _____ Mrs. Burtch _____ Mr. Swygart
 _____ Mr. Gaerke

Time: _____