

**MAPLEWOOD CAREER CENTER**  
**Board Meeting Notes**  
**Organizational Meeting**  
**January 10, 2019**

**Convened: 4:53 p.m.**

**The meeting was called to order by President pro tem, Brian Violi.**

**The Pledge of Allegiance was led by Jay Kelsey.**

**Moment of silence.**

**Oaths of Office: The Oath of Office was administered to the following board members by Michelle Seckman, Treasurer:**

For three-year terms, starting January 1, 2019 – December 31, 2021:

Joan Seman, Ravenna Representative

Mary Kaley, Southeast Representative

Melissa Roubic, Windham Representative

**Roll call: Patricia Brett was absent.**

**Jay Kelsey (Rootstown Representative) was nominated and elected to the position of President of the Board and sworn in by Treasurer, Michelle Seckman.**

**Jay Kelsey assumed the duties of 2019 Board President and conducted the remainder of the meeting.**

**Roger Boltz (Ravenna Representative) was nominated and elected to the position of 2019 Board Vice President and sworn in by Treasurer, Michelle Seckman.**

**The following recommendations were made by the Superintendent and motions were acted on by the Board:**

- Confirmed existing bylaws and policies.
- Set the time and place for regular Board meetings for the third Thursday of the month at 5:00 p.m., in the Lee W. Grimsley Board Room. The October Board meeting will be held on October 16, 2019, at the same location.
- Established a Board service fund in the amount of \$20,000 for 2019.
- Authorized the Superintendent and Treasurer to submit proposals, establish fiscal accounts, receive, appropriate, advance, and transfer funds, and begin program operations for grants.
- Authorized joining the following for the 2019 calendar year (estimated fees): OACTS, OTS, National Schools Boards (N.S.B.A.), Ohio ACTE, Ohio Coalition for Equity and Adequacy, the Ohio School Boards Association (O.S.B.A.), and Portage Development Board.
- Authorized sending an electronic copy of the Board minutes to each Board member and dispensing with the reading of minutes at the meetings.
- Authorized the *Record-Courier* to be the official newspaper of general circulation for the school district.
- Authorized the Supervisor of Business Affairs or a designee of the Superintendent to write project specifications and advertise for bids as defined by the Ohio Revised Code.
- Authorized the Supervisor of Business Affairs or a designee of the Superintendent to sell, without public auction, items of property with an aggregate value of less than \$10,000, when needed, or scrap items of no value.
- Appointed the Superintendent as representative for the Portage Area Schools Consortium and the Treasurer as alternate.
- Authorized the Superintendent to employ legal counsel.
- Authorized the Superintendent to employ personnel.
- Authorized the Superintendent to accept resignations.
- Authorized the Treasurer to modify, advance, and transfer within the adopted appropriations and to report said changes at the following meeting; authorized the Treasurer to pay bills for 2019; issue salary notices; authorized

the Treasurer to request tax advances during 2019 from the County Auditor; authorized the Treasurer to invest interim funds during the 2019 calendar year; and authorized the Treasurer to determine fiscal materiality.

**New Business:**

- Nominated and appointed **Mary Kaley** (Southeast Representative) as the O.S.B.A. Legislative Liaison for the 2019 calendar year.
- Nominated and appointed **Chelli Yoho** (Mogadore Representative) as the O.S.B.A. Student Achievement Liaison for the 2019 calendar year.
- Approved compensation to Board members, at the maximum rate allowable by law, for attendance at training programs provided by any organization that tailors professional development for school Board members during the 2019 calendar year.
- Approved a resolution approving limited authority of the Superintendent to approve change orders.
- Appointed the Mogadore representative as the school's representative on the Tax Incentive Review Council of Summit County.
- Appointed the Treasurer to act as the Maplewood Career Center Board of Education's designee to obtain three (3) hours of public records training via a curriculum approved by the Ohio Attorney General during the 2019 calendar year.

**Adjourned: 5:03 p.m.**