

# RECORD OF PROCEEDINGS

## *Minutes of Oak Hill Union Local Board of Education Meeting*

*Held* January 10, 2024

Treasurer Rhonda Harrison administered the Oath of Office to new board members Tyler Evans and Tim Howard.

Treasurer Rhonda Harrison called the organizational meeting to order on January 10, 2024 at 5:41 p.m. The meeting was held at the Oak Hill High School Library, 5063 State Route 93, Oak Hill, OH.

Upon call of the roll the following members answered as present: Joe Elcess, Tyler Evans, Mike French, Tim Howard, and Paula Stewart.

*Rhonda Harrison, Treasurer, conducted the nomination and approval of the 2024 Board President and Vice-President.*

### **001-24 Nomination and Approval for 2024 President of the Board of Education**

Mr. Joe Elcess made the motion to nominate and approve Paula Stewart for President. Mr. Mike French made a motion to close nominations and approve Mrs. Stewart for President.

**Roll Call Vote: 4 yea; 1 abstain**

Elcess yea French yea Evans yea Howard yea Stewart abstain

### **002-24 Nomination and Approval for 2024 Vice-President of the Board of Education**

Mrs. Paula Stewart made the motion to nominate and approve Mike French for Vice-President. Mr. Tyler Evans made a motion to close nominations and approve Mr. French for Vice-President.

**Roll Call Vote: 4 yea; 1 abstain**

Stewart yea Evans yea Elcess yea French abstain Howard yea

*Treasurer Rhonda Harrison administered the Oath of Office to President Paula Stewart and Vice-President Mike French.*

### **003-24 Establish Date, Time, and Place for Regular Monthly Meeting of the Oak Hill Union Local Board of Education**

Mrs. Stewart made the motion to adopt the meeting place of the Oak Hill Union Local Board of Education beginning at 5:30 p.m. on the third Thursday of each month and to be held in the location of the Oak Hill Middle/High School Library unless announced otherwise. Mr. Howard made a second to the motion.

**Roll Call Vote: 5 yea**

Stewart yea Howard yea Elcess yea Evans yea French yea

### **004-24 Establishment of Travel Reimbursement for all Professional Meetings**

Mr. French made the motion to establish and approve the travel reimbursement at the IRS 2024 recommended rate per mile 67 cents/mile for out of town professional meetings. Mr. Evans made a second to the motion.

**Roll Call Vote: 5 yea**

French yea Evans yea Elcess yea Howard yea Stewart yea

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### **005-24 Approve Authorizations for 2024**

Mrs. Stewart made a motion to approve the following authorizations for 2024:

- A. Approve the authorizations for 2024 as presented in items B-M.
- B. Approve/Authorize the Treasurer, Rhonda Harrison, to pay bills, provided funds are available, and report monthly to the Oak Hill Union Local Board of Education amount expended for each bill.
- C. Approve/Authorize the Superintendent to be the authorized as purchasing agent for all materials and services not subject to the \$50,000.00 competitive bid requirement.
- D. Approve/Authorize the Superintendent to approve all staff professional leave. The Board President shall approve travel and expenses for board members.
- E. Approve/Authorize the Treasurer to secure advances on tax settlements when possible and invest inactive or interim funds in U. S. Government securities or securities allowable by state law. Proceeds are to be deposited in the General Fund unless otherwise specified by a trust agreement.
- F. Approve/Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer. Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy. The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board.
- G. Approve/Authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when the 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. The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board.
- H. Approve/Authorize the advancement of money by the Treasurer to special funds from the General Fund on a temporary basis, in order to comply with legal restrictions placed upon credit balances.
- I. Approve/Authorize that the Treasurer shall be designated as the person authorized to sign checks on all accounts for 2024.

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- J. Approve/Authorize the Superintendent to apply for all State and Federal Programs deemed appropriate.
- K. Approve/Authorize a resolution to give authority to the Principals for 2024 to enter into contract for yearbooks, diplomas, announcements, class rings, caps & gowns, and any other purchases from student activity funds.
- L. Approve/Authorize the Treasurer as the district's public records designee effective January 1, 2024.
- M. Approve/Authorize the 2024 Board Member Liaisons:
  - Board Member Appoint: Legislative Liaison: Mike French
  - Board Member Appoint: Educational Liaison: Paula Stewart

Mr. French made a second to the motion.

**Roll Call Vote: 5 yea**

French   yea       Evans   yea       Elcess   yea       Howard   yea       Stewart   yea

### **006-24 Adjournment 5:46 p.m.**

Mr. Elcess made the motion to adjourn. Mr. French made a second to the motion.

**Roll Call Vote: 5 yea**

Elcess   yea       French   yea       Evans   yea       Howard   yea       Stewart   yea

\_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Treasurer