

**LEBANON BOARD OF EDUCATION  
Lebanon Junior High Cafeteria  
106 A Miller Road  
Lebanon OH 45036**

**January 11, 2021**

**(Convenes Directly After the Federal Programs Public Hearing)**

**ORGANIZATIONAL MEETING**

- I. Call to Order**
- II. Roll Call**
- III. Appointment of President Pro Tem**

The Board should appoint a President Pro Tem to conduct business as outlined in item V.

- IV. Election of President**
  - A. Nominations
  - B. Motion to Close Nominations
  - C. Motion to Elect
  - D. Oath of Office

**New President now officially presides.**

- V. Election of Vice President**
  - A. Nominations
  - B. Motion to Close Nominations
  - C. Motion to Elect
  - D. Oath of Office

- VI. Set Dates, Times and Place for Regular Board of Education Meetings for 2021**

It is recommended the Lebanon City School District's regular scheduled meetings be held on the third Monday of every month, except when this Monday falls on a legal holiday and then the meeting will be the next day, Tuesday, starting at 6:00 p.m. and be held in the Lebanon Junior High Cafeteria, 160A Miller Road, Lebanon OH 45036.

Monday, January 11, 2021 Tax Budget Hearing, Federal Programs Public Hearing, Organizational Meeting & Regular Meeting

Tuesday, February 16, 2021

Monday, March 15, 2021

Monday, April 19, 2021

Monday, May 17, 2021

Monday, June 21, 2021

Tuesday, July 6, 2021 Special Meeting 7:00 am

Monday, July 19, 2021

Monday, August 16, 2021

Monday, September 20, 2021

Monday, October 18, 2021

Monday, November 15, 2021

Monday, December 20, 2021

**VII. Authorization for Investments**

It is recommended that the Treasurer of the Lebanon City School District be authorized to invest all interim and inactive funds as prescribed by the Ohio Revised Code and Board Policy.

**VIII. Resolution Authorizing Advance of Tax Monies**

It is recommended that the Treasurer be authorized to request from the County Auditor, school tax advances, when available, for the calendar year 2021.

**IX. Board of Education Liability Insurance**

It is recommended that the Treasurer be authorized to purchase liability insurance for the Board of Education and Lebanon City School District in accordance with O.R.C. 3313.203.

**X. Resolution to Authorize the Treasurer to Pay Bills**

Treasurer to pay bills as they are presented, within availability of funds, report all bills paid monthly to the Board of Education and to include bills not paid due to unavailability of funds.

**XI. Resolution to Authorize the Treasurer as the District Signatory**

Treasurer will be authorized as the signatory required for the disbursement of all District Funds.

**XII. Waive the Reading of the Minutes**

In accordance with O.R.C. 3313.26, it is recommended the Board of Education waive the reading of minutes from previous meetings.

**XIII. Resolution to Authorize the Superintendent to Apply for Funds**

It is recommended the Superintendent or his designee be authorized to apply for all available funds/grants for the Lebanon City School District.

**XIV. Resolution to Authorize the Superintendent to Employ Temporary Personnel**

Whereas, it may become necessary to employ personnel for emergency or unexpected situations on a short-term casual, per diem/hourly basis; and

Whereas, it may be inefficient to call a special board meeting to employ such persons and/or not in the best interest of the District to wait until such time that the Board might meet.

Therefore, it is recommended that the Superintendent be authorized to employ such certificated and classified personnel as needed, as defined in O.R.C. 3313.47; and

Further, under the provisions of O.R.C. 3313.47 the Superintendent shall present such employment recommendations to the Board at the next regular scheduled meeting for formal action.

**XV. Resolution to authorize the Superintendent to Accept Resignations**

It is recommended to 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.

**XVI. Resolution to Appoint Purchasing Agent**

It is recommended the Superintendent or his designee be appointed as purchasing agent for the Lebanon City School District.

**XVII. Records Commission**

It is recommended the Board of Education establish a Records Commission comprised of the President of the Board of Education, the Treasurer of the Board and the Superintendent of Lebanon City Schools. The Commission shall meet at least once a year and establish rules for retention and disposal of records and to review the same.

**XVIII. Legal Council**

It is recommended the Lebanon City Schools Board of Education authorize the use of the following law firms:

- A. Ennis Britton Co., L.P.A.
- B. Peck, Shaffer & Williams
- C. Bricker and Eckler
- D. Frost, Brown & Todd

**XIX. Tax Budget Adoption**

It is recommended to adopt the Tax Budget for fiscal year 2021 as submitted by the Treasurer.

**XX. Board Members Compensation**

It is recommended that the Board of Education Members be compensated at the rate of \$125.00 per meeting attended for up to twenty-five Regular and/or Special Meetings per calendar year. It is also recommended that Board of Education Members be reimbursed for expenses incurred for attending meetings and District-related training in accordance to O.R.C. 3313.12 and mileage reimbursed at the IRS rate at the time the expense incurred.

**XXI. News Media Sources**

It is recommended that Lebanon City School District will use the Pulse Journal as its primary news source, and the Cincinnati Enquirer, and the Dayton Daily News as secondary and/or optional sources.

**XXII. Appointment as the Capital Conference Liaison**

It is recommended that the Board of Education appoint \_\_\_\_\_ as Primary and \_\_\_\_\_ as Alternate as the Board of Education’s Capital Conference Liaison for the calendar year 2021.

**XXIII. Appointment as the Student Achievement Liaison**

It is recommended that the Board of Education appoint \_\_\_\_\_ as the Student Achievement Liaison for the calendar year 2021.

**XXIV. Appointment as the Legislative Information Liaison**

It is recommended that the Board of Education appoint \_\_\_\_\_ as the Board of Education’s Legislative Information Liaison for the calendar year 2021.

**XXV. Appointment as Community Audit Advisory Committee Liaison**

It is recommended that the Board of Education appoint \_\_\_\_\_ and \_\_\_\_\_ as the Board of Education’s Community Audit Advisory Committee Liaison for the calendar year 2021.

**XXVI. Appointment as the Warren County Career Center Liaison**

It is recommended that the Board of Education appoint \_\_\_\_\_ as the Board of Education’s Warren County Career Center Liaison for the calendar year 2021.

**XXVII. Appointment of Public Records Training Designee**

It is recommended to designate Eric Sotzing to attend the House Bill 9 Public Records training.

**XXVIII. Adjournment**