

The Blanchester Board of Education met for a Reorganizational and Regular Meeting on Tuesday, January 9, 2024 in the auxiliary cafeteria in the Blanchester Middle School at 957 Cherry Street, Blanchester, OH 45107

## **Meeting Called to Order**

### **Roll Call**

In attendance: John Panetta, Jeremy Kaehler, Mike Williams, Kathy Gephart, and Chris Baker

Superintendent Randy Dunlap and Interim Treasurer Alleyn Unversaw were in attendance along with the following who signed in for the meeting: Anthony Long, Kevin Abt, Ellen Hill, Kyle Wilson, Patty Reed, Jim West, Jeryl Weis, Barb Lambros, Cathy Falgner, Jill Garrett

### **Pledge of Allegiance**

### **Oath of Office for Elected Board members**

Mr. Unversaw administered the oath of office to John Panetta and Chris Baker.

### **Election of Board President and Vice President**

Nominations for President: John Panetta

Mr. Williams made the motion and Mrs. Gephart seconded.

Nominations for Vice President: Jeremy Kaehler

Mr. Panetta made the motion and Mr. Williams seconded.

Mr. Williams made the motion to close nominations and Mrs. Gephart seconded.

All present voted in favor of closing the nominations. All present voted to approve the nominees for President and Vice President.

### **Oath of Office for Board President and Vice President**

Mr. Unversaw administered the oath of office to John Panetta and Jeremy Kaehler.

## **ESTABLISHMENT OF BUSINESS PROCEDURES AND STANDING AUTHORIZATIONS FOR 2024**

Establishment of Business Procedures and Standing Authorizations for 2024 (Attachment RESOLUTION 1-2024)

Mr. Kaehler made the motion and Mr. Baker seconded.

- A. Establish date, time and place of regular board of education meetings.
- B. Authorize the Treasurer to pay all bills, except in cases where Board Policy applies, within the limits of the appropriations resolution as bills are received and when the merchandise has been received in good condition.
- C. Authorize the Treasurer to sign checks.
- D. Authorize the Treasurer to secure advances from the County Auditor when funds are available and payable to the school district.
- E. Authorize the Treasurer to invest inactive funds.
- F. Authorize the Treasurer to invest interim funds.
- G. Authorize the Treasurer to adjust appropriations as needed and submit to the board for approval at the next board meeting.
- H. Petty Cash Fund and Change Fund Approvals
  - a. Athletic Change Fund \$2,500
- I. Service Fund - establishes a service fund in the amount of \$5,000.00 to be a part of the general fund, in accordance with section 3315.15 of the Ohio Revised Code.
- J. Treasurer shall be appointed to attend as the board designee public records training per Board Policy KBA. Furthermore, the district office has distributed the public records policy to the Treasurer who shall be also named the records custodian.
- K. Authorize the Treasurer to annually balance all Student Activity Accounts within the parameters of Board approved appropriations.
- L. Authorize the Treasurer to approve the tuition rate annually, as set by the Ohio Department of Education.
- M. Work with Clinton County Jobs and Family services to share any additional costs of transporting students in foster care to their school of origin, if determined in the best interest of the child.
- N. Authorize the Superintendent to represent the Board in the application for all special State and Federal Funds.
- O. Authorize Membership in the Chamber of Commerce for the year 2024.
- P. Authorize the Superintendent to serve as the purchasing agent for the school district and authorizes the purchasing agent to approve purchases up to \$25,000.00 without further Board action. In addition, in the case of a catastrophic event, this limitation will not apply in order to restore operations of the district in the most expedient manner.
- Q. Authorize the Superintendent, on behalf of this 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.
- R. Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching 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.

- S. Authorize the Superintendent to employ personnel as needed for emergency situations. Such employment to be presented for approval by the Board at the next regular meeting.
- T. Authorize the Superintendent, without further action by said Board, to apply on behalf of said district to participate in any federal or state project or program for which approval by said Board is required. Authorize the Treasurer to pay stipends in the amount specified to Community Members/Staff Members when authorized by grant applications, i.e. Local Professional Development Committee, etc.
- U. The Superintendent and/or Treasurer be permitted to attend seminars, meetings, and conferences that constitute informative and professional growth for the benefit of the school district without further Board of Education action and that reasonable expenses in connection therewith be allowed.
- V. Compliance with the Civil Rights Act - said Board in the expenditure of federal funds continues to comply with the Civil Rights Act of 1965 and with all other appropriate state and federal statutes, standards and regulations.
- W. Unless otherwise delegated by the Superintendent, the Superintendent shall serve in all capacities that require an annual Board of Education appointment to implement adopted Board policies.
- X. The Board believes it is important to demonstrate appreciation to its employees.

The Board authorizes the Superintendent to identify unique means of demonstrating the Board's appreciation. The following are examples of forms of this appreciation, but are not limited to: refreshments, small gifts, plaques, awards, flowers.

- Y. Authorize the attendance at special schools outside the district as needed; i.e. physically handicapped students for the upcoming school year.
- Z. Authorize the Superintendent, on behalf of this Board, to approve Facility Use Applications

All present voted to approve Business Procedures and Standing Authorizations for 2024.

## **Establishment of Superintendent Committees and Representatives**

- a. Facilities/Grounds and Transportation - Mr. Williams and Mr. Baker
- b. Finance/Budget - Mr. Panetta and Mr. Kaehler
- c. Curriculum and Instruction - Mr. Baker and Mrs. Gephart
- d. Policy - Mr. Panetta and Mr. Kaehler

- e. Legislative Liaison - Mr. Williams and Mrs. Gephart

### **Approval of Agenda**

Mrs. Gephart made the motion and Mr. Williams seconded. All present voted to approve the agenda.

### **Approval of the Minutes from the December 18, 2023 Regular Board Meeting**

Mr. Panetta made the motion and Mr. Kaehler seconded the motion to approve the minutes from the December 18, 2023 Regular Board Meeting. All present voted in favor of approving the minutes as presented.

### **Board Member Recognition**

Kathy Gephart - 6 years  
Jeremy Kaehler - 4 years  
John Panetta - 16 years  
Mike Williams - 6 years  
Kyle Wilson - 6 years  
Chris Baker - Welcome

### **Welcome and Public Participation**

Blanchester Foundation Presentation - Tony Long shared background and achievements for 2023

### **Business of the Board**

Mrs. Gephart made the motion and Mr. Kaehler seconded the motion to accept all items included under Business of the Board.

- Approved for the remainder of the 23-24 school year (6 month membership) and for the 24-25 school year (annual membership), the Board will pay for membership dues in the Buckeye Association of School Administrators for Raechel Purdon, Assistant Superintendent.

All present voted to approve Business of the Board.

### **Business of the Treasurer**

Mr. Panetta made a motion and Mrs. Gephart seconded to approve the Business of the Treasurer as presented.

- Review Financial Report(s)
  - December 2023 Reports will be presented at the February meeting
- Update on the fiscal office
  - HSA & HRA payment in the amount of \$538,000
  - Health Insurance Fund - may need to transfer funds to pay for run out claims
  - W2s & 1099s are being processed this week

- Then and Now
  - ABRE Platform License 9/1/23 to 8/30/2026 Payment 1 of 3 in the amount of \$11,231.00

All present voted to approve the Business of the Treasurer as presented.

## **Business of the Superintendent**

Mr. Williams made a motion and Mr. Kaehler seconded to approve the Business of the Superintendent.

It is recommended that the following personnel be employed as listed, subject to maintaining appropriate Certification/Licensure. Salary will be based upon the adopted salary schedule and will reflect the appropriate steps for training and experience.

- Certified Personnel
  - Certified Staffing
  - Certified Substitutes
    - Substitute Teachers - None
  - Resignations
  - Supplemental Contracts

**It is recommended that the following supplemental contracts be approved for the 2023-2024 school year:**

- None at this time
- Classified Personnel
  - Classified Staffing

NAME	BUILDING	POSITION	STEP
Patty Reed	Transportation	Midday Preschool Route	22

- Resignations
  - Angela Bishop from cafeteria position due to acceptance of secretary/OSB position in Transportation
- Classified Substitutes
- Supplemental Contracts

It is recommended that the following supplemental contracts be approved for the 2023-2024 school year:

NAME	BUILDING	POSITION	STEP
Greg Short	High School	Asst JV Baseball	3

- Volunteers (non-employees):
  - Brayden Sipple, Asst HS Boys Basketball, volunteer
  - Kevin Brown, Asst Baseball, volunteer
  - Kyle Campbell, Asst Baseball, volunteer
  - Bradon Pyle, Asst Baseball, volunteer
  - Kaleb Goodin, Asst Baseball, volunteer

All present voted to approve the Business of the Superintendent.

### **Public Participation of Non-Agenda Items**

None

### **Other**

- **Information Items**
  - Winter Wonderland at Putman ES, Thursday, January 11 from 5 to 7pm serving cheese coney

### **Executive Session**

None

### **Adjournment**

Mr. Williams made the motion and Mrs. Gephart seconded the motion to adjourn. All present voted to adjourn the meeting at 7:26 pm.

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Board President

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Treasurer