

**WARREN LOCAL SCHOOL DISTRICT**

**Organizational and Regular Board Meeting**

**January 5, 2023**

## CHAIN OF COMMAND

If you have concerns, problems, or ways to improve our schools, please contact the person in charge of that respective area.

<u>CONCERN</u>	<u>CONTACT</u>	<u>PHONE</u>
TEACHER	Teacher	School
BUILDING	Principal	
Warren High School	Ryan Lemley	678-2393/989-0340
Warren High School	Kara Pinkerton	678-2393/989-0340
Warren Middle School	Brent Taylor	678-2395
Warren Middle School	Jill Lipscomb	678-2395
Warren Elementary	Ashley Skinner	445-5300
Warren Elementary	Robert Housel	445-5300
HIGH SCHOOL ATHLETICS	Steven Harold	678-2393/989-0340
ASSISTANT ATHLETICS	Jimmy Peyton	678-2393/989-0340
ASSISTANT ATHLETICS/JUNIOR HIGH	Rod Padgitt	678-2395
TRANSPORTATION	Driver/Trans. Supv.	678-2368
CAFETERIA	Head Cook/Food Serv. Supv.	678-2366
CLEANING/CUSTODIAL	Head Cust. /Prin./Maint. Supv.	678-2366

Unresolved Concerns or Problems that have been addressed through the proper channels, contact Kyle Newton, Superintendent, at 678-2366. Our website can be accessed via [www.warrenlocal.org](http://www.warrenlocal.org).

## BOARD OF EDUCATION 2023 COMMITTEES

District Operations

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Evaluation of Superintendent

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Finance & Evaluation of Treasurer

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Policy

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Learning, Instruction & Assessment

The Warren Local Board of Education conducts meetings in an effort to comply with Parliamentary Procedure. Robert's Rules of Order are its governance. As a result, it is important to remember the Communication section of the agenda is the appropriate time for audience members to speak. If a situation arises that you, the audience, need to ask a question, the president may elect to call on you at a convenient time.

In an effort to assist in recording the minutes, all audience members, when addressing the Board of Education, are asked to identify themselves by giving their name and subject matter.

**WARREN LOCAL BOARD OF EDUCATION  
ORGANIZATIONAL AND REGULAR MEETING  
JANUARY 5, 2023**

**I. CALL TO ORDER AND ROLL CALL**

The Warren Local Board of Education will meet for the purpose of an Organizational Meeting and a Regular Meeting on January 5, 2023, at 6:00 p.m. at the Warren High School Auditorium (located in the Warrior Annex), 130 Warrior Drive Vincent, Ohio, with the following members answering Roll Call:

_____ <b>Allen</b>	_____ <b>Brackenridge</b>	_____ <b>Crum</b>	_____ <b>Proctor</b>	_____ <b>West</b>
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**II. PLEDGE OF ALLEGIANCE**

**III. INVOCATION**

**IV. \*PUBLIC PARTICIPATION**

**V. ORGANIZATIONAL ITEMS:**

**A. NOMINATIONS FOR THE OFFICE OF BOARD PRESIDENT**

\_\_\_\_\_ nominated \_\_\_\_\_ for the Office of Board President.

\_\_\_\_\_ nominated \_\_\_\_\_ for the Office of Board President.

*Close Nominations*

1. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

To move that the nominations for the Office of Board President be closed.

_____ <b>Allen</b>	_____ <b>Brackenridge</b>	_____ <b>Crum</b>	_____ <b>Proctor</b>	_____ <b>West</b>
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*Vote on Nominations of Board President: **(If more than one person is nominated, Roll Call will be by nominee name.)***

Vote on \_\_\_\_\_ (or) \_\_\_\_\_ for the Office of Board President.

_____ <b>Allen</b>	_____ <b>Brackenridge</b>	_____ <b>Crum</b>	_____ <b>Proctor</b>	_____ <b>West</b>
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\_\_\_\_\_ was elected President of the Board for 2023.

## B. NOMINATIONS FOR THE OFFICE OF BOARD VICE PRESIDENT

\_\_\_\_\_ nominated \_\_\_\_\_ for the Office of Board Vice President.

\_\_\_\_\_ nominated \_\_\_\_\_ for the Office of Board Vice President.

*Close Nominations*

2. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

To move that the nominations for the Office of Board Vice President be closed.

\_\_\_\_\_  
**Allen**

\_\_\_\_\_  
**Brackenridge**

\_\_\_\_\_  
**Crum**

\_\_\_\_\_  
**Proctor**

\_\_\_\_\_  
**West**

*Vote on Nominations of Board Vice President: **(If more than one person is nominated, Roll Call will be by nominee name.)***

Vote on \_\_\_\_\_ (or) \_\_\_\_\_ for the Office of Board Vice President.

\_\_\_\_\_  
**Allen**

\_\_\_\_\_  
**Brackenridge**

\_\_\_\_\_  
**Crum**

\_\_\_\_\_  
**Proctor**

\_\_\_\_\_  
**West**

\_\_\_\_\_ was elected Vice President of the Board for 2023.

## C. OATH OF OFFICE – PRESIDENT AND VICE PRESIDENT

The Oath of Office to be administered to the President and Vice President of the Board by the Treasurer, Melcie Wells.

\_\_\_\_\_ assumed the Chair of President of the Board of Education and the meeting continues.

## D. SET REGULAR MEETING DATE AND TIME

4. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

To set the Regular Meetings of the Warren Local Board of Education for 2023 on the \_\_\_\_\_ of each month at \_\_\_\_\_ p.m. at \_\_\_\_\_, Vincent, OH, unless it is a Federal holiday or non-teacher holiday. In this case, the meeting will be held on the \_\_\_\_\_ following the regular scheduled meeting.

\_\_\_\_\_  
**Allen**

\_\_\_\_\_  
**Brackenridge**

\_\_\_\_\_  
**Crum**

\_\_\_\_\_  
**Proctor**

\_\_\_\_\_  
**West**

## E. SERVICE FUND

5. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

To establish a Service Fund for the Warren Local Board of Education of \$8,000 for the year 2023.

\_\_\_\_\_  
**Allen**

\_\_\_\_\_  
**Brackenridge**

\_\_\_\_\_  
**Crum**

\_\_\_\_\_  
**Proctor**

\_\_\_\_\_  
**West**

## F. STANDING AUTHORIZATIONS

6. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

To approve the following standing authorizations for 2023:

- a. Advance on tax settlement by the Treasurer.
- b. Investment, including in commercial paper, of inactive funds by the Treasurer.
- c. Pay all bills, provided that funds are available, and to report monthly to the Board of Education those bills that are paid by the Treasurer.
- d. Superintendent to employ, by letter of intent, certified and non-certified employees subject to Board approval at the next regular or special meeting.
- e. Superintendent authorized to approve professional meetings.
- f. Superintendent authorized to approve professional development.
- g. Superintendent authorized to approve volunteers.
- h. Superintendent authorized to accept resignations as official upon receipt.
- i. Authorize the Administration Office staff to purchase consumable items such as certificates, plaques, flowers, etc. These expenditures for board related matters are to be made from the Board Service Fund; Central Office expenditures from the Superintendent's and Treasurer's Supply Accounts.
- j. Appoint the Superintendent as the Purchasing Agent from the January 2023 Warren Local Organizational meeting to the January 2024 Warren Local Organizational Meeting.
- k. Authorize the Superintendent and the Treasurer to utilize the services of Scott Scriven LLP, Bricker & Eckler Law Firm, and other law firms as deemed appropriate to serve the district.
- l. Approve classified employees above their contracted salary to perform other approved work assignments, as needed, at the employee's current pay rate.
- m. Approve faculty members to attend meetings, classroom coverage, class overload, Remediation/Testing, Summer School Teachers, and Instructional and Homebound Tutoring as per the Master Agreement between the Warren Local Education Association and the Warren Local Board of Education.
- n. Approve faculty members to host college education students to be a cooperating teacher for field experience students and professional internships and to be site coordinators for field experience. Teacher compensation is calculated based on the actual amount received from the University less any expenses to the district for required benefit.
- o. Approve faculty members to host other support related interns seeking hours and/or field experience for licensure or certification.
- p. Approve all OHSA (Ohio High School Athletic Association) required overnight trips and out of state trips for athletic events that are scheduled for consecutive days by the OHSA. This includes, but not limited to, conference, district, regional, and state competitions.
- q. Approve all co-curricular and extra-curricular overnight and out of state field trips.
- r. Authorize Building Administrators, Special Education Coordinator, and/or Director of Curriculum and Instruction to provide teacher evaluations via Ohio Teacher Evaluation System (OTES), and school counselor evaluations via Ohio School Counselor Evaluation System (OSCES).
- s. Appoint the Superintendent/Administrator of the Ohio Valley Educational Service Center as a designee to preside over expulsion appeal hearings for Warren Local School District, as stated in Board Policy JGE.

\_\_\_\_\_  
**Allen**

\_\_\_\_\_  
**Brackenridge**

\_\_\_\_\_  
**Crum**

\_\_\_\_\_  
**Proctor**

\_\_\_\_\_  
**West**

## G. APPOINTMENTS

7. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

To approve the following for 2023:

- a. Appoint \_\_\_\_\_ as the Legislative Liaison Board Member for Ohio School Boards Association from the Warren Local School District.
- b. Appoint \_\_\_\_\_ and \_\_\_\_\_ as the Hall of Honor Committee representatives, two (2) Board Members.
- c. Appoint \_\_\_\_\_ and \_\_\_\_\_ as the Building Project Leadership Committee representatives, two (2) Board Members.

\_\_\_\_\_  
**Allen**

\_\_\_\_\_  
**Brackenridge**

\_\_\_\_\_  
**Crum**

\_\_\_\_\_  
**Proctor**

\_\_\_\_\_  
**West**

## H. COMMITTEES

8. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

To establish 2023 Committees as follows (in accordance with Board Policy BCE).

### District Operations

Bob Allen, Chairperson

Bob Crum

Debbie West, Alternate

### Evaluation of Superintendent

Debbie West, Chairperson

Sidney Brackenridge

Bob Allen, Alternate

### Finance & Evaluation of Treasurer

Debbie Proctor, Chairperson

Debbie West

Sidney Brackenridge Alternate

### Policy

Sidney Brackenridge, Chairperson

Bob Allen

Debbie Proctor, Alternate

### Learning, Instruction & Assessment

Bob Crum, Chairperson

Sidney Brackenridge

Debbie West, Alternate

\_\_\_\_\_  
**Allen**

\_\_\_\_\_  
**Brackenridge**

\_\_\_\_\_  
**Crum**

\_\_\_\_\_  
**Proctor**

\_\_\_\_\_  
**West**

## VI. TREASURER'S REPORT

### A. TREASURER'S BUSINESS

9. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

The Treasurer recommends approving the following:

- Minutes of the December 19, 2022, Regular Meeting.
- Payment of bills for December 2022 as presented in the amount of \$3,231,165.20
- Financial Reports for December 2022 as presented: Investment Balances and Rate of Return, Financial Report by Fund/SCC, All Checks dated between December 1 and December 31, 2022.
- Investment Record in the amount of \$534.63 This was deposited in the Permanent Improvement Fund as Investment Earnings during the month of December 2022.
- Payment of an invoice in accordance with ORC 5705.41 (d) A, Then and Now Invoice, invoice dated December 27, 2022, in the amount of \$6,000.
- Payment of an invoice in accordance with ORC 5705.41 (d) A, Then and Now Invoice, invoice dated July 19, 2022, in the amount of \$35,140.14. This is an invoice that is part of the site safety portion of the project for relocation of distribution facilities along SR339.
- Amend Estimated Revenues and Appropriations as follows:

FY 2023 Estimated Revenues and Appropriations

Fund	Revenue			Appropriations		
	Amended Certificate Amounts	Amendments for Jan	Amended Certificate Amounts	FY 23 Appropriation Amounts	Amendments for Jan	FY 23 Appropriation Amounts
<b>General</b>	\$30,666,593.81	\$0	\$30,666,594	\$21,491,945	\$160,440	\$21,652,385
<b>Special Revenue Funds</b>						
016 Emergency Levy	\$2,024,310.69	\$0	\$2,024,311	\$1,890,000	\$0	\$1,890,000
018 Public School Support	74,716	5,650	80,366	28,125	5,650	33,775
019 Other Grants	(6,002)	10,000	3,998	3,998	10,000	13,998
034 Classroom Facilities	885,589	0	885,589	100,000	0	100,000
031 UST Surety	11,000		11,000	0	0	0
035 Severance Benefits	344,737	0	344,737	200,000	0	200,000
300 District Managed Activities	276,425	600	277,025	261,150	600	261,750
451 Data Communication Fund	7,200	0	7,200	7,200	0	7,200
461 MMGW/HSTW	12,990	0	12,990	6,187	0	6,187
467 Wellness Aid	73,952	0	73,952	73,731	0	73,731
499 Miscellaneous State Grants	53,110	0	53,110	137,018	0	137,018
506 Race to the Top	1,691	0	1,691	1,691	0	1,691
507 - ESSER	1,976,360	0	1,976,360	1,972,138	0	1,972,138
510 - CRF Funding	10,957	0	10,957	0	0	0
516 Title IDEA VIB	591,100	0	591,100	565,266	-	565,266
524-Equity for Each	56,720	0	56,720	56,720	-	56,720
572 Title I	548,948	0	548,948	560,003	0	560,003
584-Title IVA	28,044	0	28,044	28,044	0	28,044
590 Title IIA	89,525	0	89,525	83,908	0	83,908
599 Misc Federal Grants	31,372	0	31,372	31,372	0	31,372
<b>Total</b>	<b>7,092,744</b>	<b>16,250</b>	<b>7,108,994</b>	<b>6,006,551</b>	<b>16,250</b>	<b>6,022,801</b>
<b>Debt Service Fund</b>						
002 Building Project Debt Service	\$2,596,947	\$0	\$2,596,947	\$0	\$0	\$0

**Capital Projects Fund**

003 Permanent Improvement	\$371,533	\$0	\$371,533	\$300,000	\$0	\$300,000
004 Building Project	1,424,362	0	1,424,362	500,000	0	500,000
010 OFCC Fund Local Share	646,621	0	646,621	640,251	0	640,251
010 OFCC Fund Local Share Interest	871,090	0	871,090	0	0	0
010 OFCC Fund State Share	3,713,713	0	3,713,713	795,611	0	795,611
010 OFCC Fund State Share Interest	101,445	0	101,445	0	0	0
070 Capital Projects	3,484,510	0	3,484,510	2,000,000	100,000	2,100,000
	10,613,275	0	10,613,275	4,235,862	100,000	4,335,862

**Enterprise**

006 Food Service	\$1,859,578	\$0	\$1,859,578	\$1,020,000	\$0	\$1,020,000
009 Uniform School Supplies	165,170	0	165,170	75,500	0	75,500

<b>Total</b>	2,024,748	0	2,024,748	1,095,500	0	1,095,500
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**Internal Service Fund**

024 Self Insurance	\$4,056,686	\$0	\$4,056,686	\$4,021,000	\$0	\$4,021,000
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**Private Purpose Trust Fund**

007 Trust	\$11,000	\$300,000	\$311,000	\$5,000	\$300,000	\$305,000
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**Agency Fund**

200 Student Activities	\$422,978.22	(\$2,150)	\$420,828	\$245,050	\$52,100	\$297,150
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Grand Total	\$57,484,972	\$314,100	\$57,799,072	\$37,100,908	\$628,790	\$37,729,698
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**Allen**

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**Brackenridge**

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**Crum**

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**Proctor**

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**West****VII. SUPERINTENDENT'S REPORT**

- a. School Board Recognition Month
- b. Bullying Report

**A. SUPERINTENDENT'S BUSINESS**

10. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

The Administration recommends approving the following:

- a. 2023-2024 school calendar, as presented.
- b. Maintenance supervisor job description, as presented.
- c. Purchase of two (2), 9-passenger Chevy Collins SL400 from Rush Truck Centers of Ohio, Inc. through the META Purchasing Program, at a cost of \$80,220 each.

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**Allen**

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**Brackenridge**

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**Crum**

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**Proctor**

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**West**

11. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

The Administration recommends approving a Separation Agreement with Larry (Richie) Kennedy.

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**Allen**

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**Brackenridge**

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**Crum**

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**Proctor**

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**West**



## VIII. PERSONNEL

12. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

### a. Certified Personnel Recommendations

**Employ** (*pending successful verification of certification and experience, completion of criminal records checks, and other state and local requirements for the position*): **None at this time.**

### b. Classified Personnel Recommendations

**Employ** (*pending successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position*): **None at this time.**

**Classified Substitutes** (*pending successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position*):

Allen, Donald (Jr.)

_____ Allen	_____ Brackenridge	_____ Crum	_____ Proctor	_____ West
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## IX. BOARD'S COMMUNICATION

## X. RE-AFFIRM TIME AND PLACE OF NEXT MEETING

- The next Regular Meeting will be held February \_\_\_\_, 2023, at \_\_\_\_ p.m. at \_\_\_\_\_, Vincent, Ohio.

## XI. ADJOURNMENT

13. Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

To adjourn the meeting at \_\_\_\_\_ p.m.

_____ Allen	_____ Brackenridge	_____ Crum	_____ Proctor	_____ West
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## PUBLIC PARTICIPATION AT BOARD MEETINGS

All meetings of the Board and Board-appointed committees are open to the public.

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board, present and voting.

Agendas are available to all those who attend Board meetings. The section on the agenda for public participation shall be indicated. Noted at the bottom of each agenda shall be a short paragraph outlining the Board's policy on public participation at Board meetings.

[Adoption date: July 31, 1995]

[Re-adoption date: December 30, 2002]

[Re-adoption date: May 24, 2012]

[Re-adoption date: October 21, 2019]