

**Danville Local Schools  
Board of Education  
Organizational, Budget & Regular Meeting  
January 9, 2017 – 5:00 p.m.  
Administration Office**

1. Call to Order by President Pro Tempore Carolyn Addair
2. Prayer and Pledge of Allegiance
3. Roll Call

**Carolyn Addair, Charlie Bratton, David Dusthimer, Darrel Severns, Paul Stover, Tara Bond, Ed Honabarger, Elaine Robinson, Mary Payne, and Dan Harper**

4. Election of Board President
5. Call for nominations for the office of Board President

**Carolyn Addair was nominated to be Board President.**

6. Motion to close nominations for Board President

**Nominations Closed.**

**Carolyn Addair was elected Board President.**

**New Board President assumes the chair.**

7. Election of Board Vice-President
8. Call for nominations for the office of Board Vice-President

**David Dusthimer was nominated to be Board Vice-President.**

9. Motion to close nominations for Board Vice-President

**Nominations Closed.**

**David Dusthimer was elected Board Vice-President.**

10. Approval of Agenda and Minutes of Regular Meeting on December 19, 2016 (See Addendum)

**Agenda and Minutes were approved.**

11. Establishment of Regular Board of Education Meeting dates and times.
  - a. Date - 3<sup>rd</sup> Monday of the month except April, May, and June will be 4<sup>th</sup> Monday
  - b. Time - February, March, November, December meet at 5:30 p.m.  
April, May, June, July, August, September, October meet at 7:00 p.m.
  - c. Place – Admin. Office except June and July meet in K-8 Building

12. Designation of official newspaper of the District - Mount Vernon News
13. Establishment of Board Service Fund in the amount of \$2500.
14. Board Members may participate at their own expense in group-health insurance plan provided to employees of the district as permitted by law.
15. Compensation for Board Members is at the maximum allowance by law (\$125.00 per meeting) to a maximum of 12 meetings per year in 2017.
16. Appointment of Legislative Liaison for calendar year 2017 – Darrel Severns
17. Appointment of Career Center Representative for calendar year 2017 – Carolyn Addair
18. Appointment of Student Liaison for calendar year 2017 – Paul Stover
19. Motion to approve items 11 through 18.

**Items 11 through 18 approved.**

20. Standing Authorizations:
  - a. Superintendent and Treasurer to enter into and/or accept/participate in Federal, State or Local Grants or agreements and authorize the Treasurer to appropriate funds for the grants awarded.
  - b. Treasurer to file request for amendments of the Certificate of Estimated Resources with the Knox County Auditor as information becomes available to the Treasurer to warrant such a filing.
  - c. Superintendent or Treasurer to accept all donations to the school district on behalf of the Board of Education.
  - d. Treasurer to make fund-to-fund advances, advance returns and transfers as needed throughout the year with Board ratification as part of the financial reports at the next regular meeting.
  - e. Treasurer to invest interim and inactive funds in permissible investments pursuant to Board Policy and as prescribed by the Ohio Revised Code. The Danville Board of Education desires that all interest accrued on invested monies be distributed to all eligible accounts in proportion to each account's contribution to the principle, providing that said accounts maintain an average minimum balance of \$2,500 for the investment period. Eligible accounts shall be funds 001, 006 and 300. The funds of the accounts not qualifying for interest payment shall be combined with general fund monies to supply float for the minimum balance required to participate in Super Nows and Money Market Accounts. The average monthly balance shall be obtained by adding the balance on the 4<sup>th</sup> of the month together with the balance on the 21<sup>st</sup> of the month and dividing by two. Interest shall be paid at the Money Market rate. All interest generated through bond account money (002) and all other interest not otherwise distributed shall be credited to the general fund (001).

- f. Treasurer to sign all checks drawn on bank accounts of the school district.
- g. Treasurer to borrow funds in anticipation of future tax receipts at the best available rate for cash flow purposes.
- h. Superintendent to send school employees to professional meetings within the amount of appropriation for calendar year 2017.
- i. Superintendent to employ such temporary personnel as needed in emergency situations. Such employment will be presented to the Board of Education for approval at the next regular meeting.
- j. Treasurer to pay all bills within limits of the appropriations resolution as bills are received under assumption goods received or services performed are acceptable. In addition, authority is hereby granted to the Treasurer to pay unencumbered invoices up to \$1000 with the use of the "Then and Now Certificate".
- k. Treasurer to obtain advances against tax collections from the Knox County Auditor in order to meet current expenses. The tax monies are to be made available for spending in the fiscal year of receipt.
- l. Treasurer to secure a position bond for the Treasurer in the amount of \$20,000.
- m. Superintendent designated as purchasing agent for the District for calendar year 2017.

21. Motion to approve standing authorizations a through m.

**Standing authorizations a through m approved.**

22. Recognition of Visitors and Public Participation

23. Communications

a. Recognize Board Members for their years of service:

Carolyn Addair	25 years
Charlie Bratton	11 years
David Dusthimer	1 year
Darrel Severns	8 years
Paul Stover	1 year

24. Principals' Reports and Elaine Robinson, KCCC Representative Report

25. Presentation of Budget

26. Motion to approve Budget for Fiscal Year 2018.

**Budget for Fiscal Year 2018 approved.**

27. Treasurer's Report

- a. Monthly Financial Report (See Addendum)
- b. Payment of Invoices (See Addendum)
- c. Accept donation from Knox County Dairy for FFA in the amount of \$200.

It is recommended the Board approve a-c at the recommendation of the Treasurer.

**Treasurer's recommendation a through c approved.**

28. Superintendent's Recommendations and Reports

- a. Employee the following personnel for the 2016-2017 school year per adopted salary schedule:

Jeanell Branstool - Senior Class Advisor to (1/2) Senior Class Advisor  
Steve Butcher – Drama Club/Play Director (.5 – 2<sup>nd</sup> Play)  
Beth Durbin - (1/2) Senior Class Advisor

- b. Approve Danville 2017 Jr./Sr. Prom on May 13, 2017 at the Apple Valley Golf Course.

It is recommended the Board approve a and b at the recommendation of the Superintendent.

**Superintendent's recommendation a and b approved.**

29. Accept a letter of retirement from Dan Harper, Superintendent, effective at the end of his contract. (See Addendum)

**Letter of Retirement accepted.**

30. Discussion Items

31. Executive Session to discuss Compensation and Employment of Personnel and Purchase of Property.

**The Board went into Executive Session at this time.**

32. Late Items

33. Adjourn

**The meeting was adjourned. The next meeting of the Danville Board of Education will be Monday, February 13, 2017 at 5:30 p.m. at the Administration Building.**