

East Knox Local School District  
Board of Education Meeting Agenda

**ORGANIZATIONAL MEETING**

Thursday, **January 13, 2022** at 6:00 p.m.  
**East Knox Elementary Cafeteria**

This is a public meeting of the East Knox Board of Education for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the Regular Meeting Agenda.

**Board Members**

Lindsay Bush, President Pro Tempore  
Larry Campbell, Member  
Randy Reese, Member  
Matt Schwartz, Member  
Derrick Steinmetz, Member

**I. Call to Order**

The President Pro Tempore calls the meeting to order and leads in the Pledge of Allegiance.

**II. Oath of Office**

Treasurer, Mrs. Jessi Busenburg, administers the Oath of Office to Mr. Randy Reese, Mr. Larry Campbell and Mr. Matt Schwartz.

**III. Roll Call**

The President Pro Tempore calls the roll.

\_\_\_\_ L. Bush  
\_\_\_\_ L. Campbell  
\_\_\_\_ R. Reese  
\_\_\_\_ M. Schwartz  
\_\_\_\_ D. Steinmetz

**IV. Approval of the Agenda**

Recommendation to approve the agenda as presented.

- L. Bush
- L. Campbell
- R. Reese
- M. Schwartz
- D. Steinmetz

**V. Election of Officers**

Recommendation to elect a President for the 2022 year (read as follows):

\_\_\_\_\_ nominated \_\_\_\_\_ for  
the President of the Board. \_\_\_\_\_ seconded the  
nomination. \_\_\_\_\_ motioned to close  
nominations. \_\_\_\_\_ seconded the motion to close  
nominations.

- All in favor:
- L. Bush
  - L. Campbell
  - R. Reese
  - M. Schwartz
  - D. Steinmetz

Recommendation to elect a Vice-President for the 2022 year (read as follows):

\_\_\_\_\_ nominated \_\_\_\_\_ for  
the Vice-President of the Board. \_\_\_\_\_ seconded the  
nomination. \_\_\_\_\_ motioned to close  
nominations. \_\_\_\_\_ seconded the motion to close  
nominations.

- All in favor:
- L. Bush
  - L. Campbell
  - R. Reese
  - M. Schwartz
  - D. Steinmetz

## VI. Business Items

Recommendation to set regular board meetings for 2022 and the Organizational, Budget and Regular Meetings for 2023, for the second Thursday of each month, at 6:00 p.m., at the East Knox Elementary Library, as follows, ***unless otherwise noted***:

February 10th, 6 p.m.

March 10th, 6 p.m.

April 14th, 6 p.m.

May 12th, 6 p.m.

June 23rd, 6 p.m., ***Board Office – (4<sup>th</sup> Thursday) FY End***

July 14th, 6 p.m., ***Board Office***

August 11th, 6 p.m., ***Board Office***

September 8th, 6 p.m.

October 13th, 6 p.m.

November 10th, 6 p.m.

December 8th, 6 p.m.

January 12th, 2023, 6 p.m.

Recommendation to appoint the Superintendent as Agent/Chief Executive Officer to conduct the Boards' business as deemed necessary by the Superintendent.

Recommendation to authorize the Superintendent to employ personnel as needed; such employment to be presented for approval at the next regular Board meeting.

Recommendation to authorize the Superintendent as the designee for suspension appeal hearings in accordance with Board Policy 5611.

Recommendation to designate the Mount Vernon News as the source to provide the public with official notices regarding meetings, dates, time, etc.

Recommendation to authorize the Treasurer to pay properly authorized bills within the limits of merchandise/services have been received in good condition and are within approved appropriations and to report monthly to the board a summary of paid bills.

Recommendation to grant authority to the Superintendent and Treasurer to receive, expend, and account for State and Federal Funds.

Recommendation to designate the Superintendent as the official purchasing agent for the East Knox Local School District for 2022.

Recommendation to authorize the Treasurer to temporarily invest funds as allowed by law.

Recommendation to authorize the Treasurer to make within fund transfers, out of fund advances and appropriation modifications as they become necessary and report to the board on a regular basis.

Recommendation to authorize the Treasurer to make advance draws against the current tax collection.

Recommendation to authorize the Treasurer to credit investment earnings on all funds to the East Knox Local School District's General Fund, Food Service Fund, and/or Athletic Fund.

Recommendation to authorize the Board President, Superintendent, and/or Treasurer to engage any appropriate legal counsel, as needed, and that the Board continue to use the firms of Scott, Scriven and Bricker & Eckler for legal services.

Recommendation to waive the reading of the previous meeting minutes providing copies of the minutes have been distributed to the Board at least 24 hours prior to the date of the next succeeding meeting.

Recommendation to establish a Board of Education Service Fund of \$2,000 to meet expenses of professional meetings and other expenditures as appropriate.

Recommendation to participate in acquisition of surplus property and/or federal programs.

Recommendation to authorize the Treasurer to make employee salary adjustments for the purpose of annuities.

Recommendation to appoint Jessica Busenburg as Board Designee to attend Public Records Training as provided by the Ohio Attorney General.

Recommendation to authorize the Superintendent to accept resignations on the boards' behalf; resignations will be presented for approval at the next regular board meeting.

Recommendation to approve the petty cash amounts at the following locations for 2022 with the appropriate designated custodian of funds:

Board Office-Jessi Busenburg	\$100
JH/HS Office-Fawnda Bible-Stahl	40
Elementary-Amanda Wilson	40

Recommendation to approve the change fund amounts at the following locations for 2022 with the appropriate designated custodian of funds:

Board Office-Jessi Busenburg	\$ 100
JH/HS Cafeteria-Crystal Gallwitz	20
Elementary Cafeteria-Jessica Claggett	30
Athletics-Scott Brickner	1,200
Elementary School Store-Keri Campbell	20

\_\_\_\_L. Bush  
\_\_\_\_L. Campbell  
\_\_\_\_R. Reese  
\_\_\_\_M. Schwartz  
\_\_\_\_D. Steinmetz

**VII. Nomination of KCCC Board Meeting Observer**

Recommendation to nominate the KCCC Board Meeting Observer (read as follows):

\_\_\_\_\_ nominated \_\_\_\_\_ for Knox  
County Career Center Board Meeting observer. \_\_\_\_\_  
seconded the nomination. \_\_\_\_\_ motioned to close  
nominations. \_\_\_\_\_ seconded the motion to close  
nominations.

All in favor:

- \_\_\_\_ L. Bush
- \_\_\_\_ L. Campbell
- \_\_\_\_ R. Reese
- \_\_\_\_ M. Schwartz
- \_\_\_\_ D. Steinmetz

**VIII. Adjournment**

Recommendation to adjourn the meeting.

Time: \_\_\_\_\_

- \_\_\_\_ L. Bush
- \_\_\_\_ L. Campbell
- \_\_\_\_ R. Reese
- \_\_\_\_ M. Schwartz
- \_\_\_\_ D. Steinmetz

*The records commission will meet at the conclusion of the 01/13/22 regular board meeting in order to comply with annual meeting requirements. The records commission consists of the Board President, Superintendent Larcomb, and Treasurer Busenburg. The commission recommends to approve the certificate of records disposal (RC-3).*