

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_



Wednesday, January 11, 2023  
ORGANIZATIONAL MEETING MINUTES

BRIGHT LOCAL SCHOOLS  
Location: Whiteoak High School  
Time: 6:00 p.m.

1. Welcome/Opening

Subject	A. Welcoming
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	1. Welcome/Opening
Access	Public
Type	Procedural

The Bright Local School District Board of Education welcomes participation from the voters and taxpayers of the District. Each regular meeting has an item on the agenda that allows for "recognition of guests and visitors". The Board desires citizens of the district to attend its meetings so that they become better acquainted with the operations and programs of the schools and so that the Board may have an opportunity to hear the wishes and ideas of the public.

At this time on the regular agenda, the public may address the Board of Education. The Board of Education's adopted policy requires that any group with the same interests have a spokesperson and that a 15-minute time limit will be allowed for that group spokesperson to address the Board for this discussion. Public participation is restricted to this item on the agenda. All other items on the agenda are for discussion by the Board of Education members only, unless there has been a request to be placed on the agenda. We ask for your cooperation so that school district business may be handled efficiently and in a timely manner.

Subject	B. Announcements
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	1. Welcome/Opening
Access	Public
Type	Procedural

Prior to the meeting, the annual Tax Budget Hearing was held, where Mr. Rowley went of the current active tax levies, their rates and their terms. In attendance was Mr. Cox, Mrs. Hauke, Mr. Lucas, Mrs. Wright, Mr. Bick and Mr. Rowley.

This meeting is being digitally recorded.

Subject	C. Roll Call
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	1. Welcome/Opening

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Type Procedural

Steve Cox Board Member  
Tammy Hauke, Board Member  
Jobey Lucas, Board Member  
Angie Wright, Board Member  
Michael Bick, Superintendent  
Jeff Rowley, Treasurer  
Jason Iles, HS/JH Principal  
Whitney Gobin, Elementary Principal  
Lisa Beresford, Special Education Coordinator  
Debbie Robertson, Food Service Coordinator

Subject D. Pledge of Allegiance

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 1. Welcome/Opening

Access Public

Type Procedural

"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

2. Adoption of Agenda

Subject A. Adoptions Of Agenda

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 2. Adoption of Agenda

Access Public

Type Action

Recommended Action (Resol. #001-2023) Motion to adopt the agenda for the January 11, 2023 Board of Education organizational board meeting as presented.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox		X	X		
Mr. Gillespie					
Mrs. Hauke	X		X		
Mr. Lucas			X		
Mrs. Wright			X		

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3. Officer Nominees for 2023

Subject A. Nomination for President Board of Education

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 3. Officer Nominees for 2023

Access Public

Type Action

Recommended Action (Resol #002-2023) Motion to nominate Angie Wright for President of the Bright Local School District Board of Education for 2023.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox			X		
Mr. Gillespie					
Mrs. Hauke	X		X		
Mr. Lucas		X	X		
Mrs. Wright					X

Subject B. Nomination for Vice-President Board of Education

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 3. Officer Nominees for 2023

Access Public

Type Action

Recommended Action (Resol. #003-2023) Motion to nominate Tammy Hauke for Vice-President of the Bright Local School District Board of Education for 2023.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox	X		X		
Mrs. Hauke					X
Mr. Gillespie					
Mr. Lucas		X	X		
Mrs. Wright			X		

4. Board Appointees for 2023

Subject A. Appointment of OSBA Voting Delegate for 2023



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Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 4. Board Appointees for 2023

Access Public

Type Action, Reports

Recommended Action **(Resol. #004-2023)** Motion to appoint John Gillespie to service as the voting delegate for OSBA Annual Conference 2023.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox		X	X		
Mr. Gillespie					
Mrs. Hauke	X		X		
Mr. Lucas			X		
Mrs. Wright			X		

**Subject B. Appointment of OSBA Voting Alternate Delegate for 2023**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 4. Board Appointees for 2023

Access Public

Type Action

Recommended Action **(Resol. #005-2023)** Mr. Cox volunteered to serve as the alternate voting delegate to the OSBA 2023 Annual Conference.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox					X
Mr. Gillespie					
Mrs. Hauke			X		
Mr. Lucas			X		
Mrs. Wright			X		

**Subject C. Appoint 2023 OSBA Academic Liaison**

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Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 4. Board Appointees for 2023

Access Public

Type Action

Recommended Action **(Resol. #006-2023)** Motion to appoint John Gillespie to serve as the Academic Liaison to the OSBA for 2023.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox		X	X		
Mr. Gillespie					
Mrs. Hauke	X		X		
Mr. Lucas			X		
Mrs. Wright			X		

Subject D. Appoint 2023 Legislative Liaison

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 4. Board Appointees for 2023

Access Public

Type Action

Recommended Action **(Resol #007-2023)** Motion to appoint Steve Cox to serve as the Legislative Liaison to the OSBA for 2023.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox					X
Mr. Gillespie					
Mrs. Hauke	X		X		
Mr. Lucas		X	X		
Mrs. Wright			X		

Subject E. Appoint 2023 Small District Advisor Network Member and Delegate

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 4. Board Appointees for 2023

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Type Action

Recommended Action **(Resol. #008-2023)** Motion to approve the District's membership in OSBA's Small District Advisory Network and to appoint Board of Education members Steve Cox and John Gillespie to serve as the delegates for 2023.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox					X
Mr. Gillespie					
Mrs. Hauke	X		X		
Mr. Lucas		X	X		
Mrs. Wright			X		

Subject **F. Appointment of 2023 Public Records Training Designee**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 4. Board Appointees for 2023

Access Public

Type Action

Recommended Action **(Resol. #009-2023)** Motion to appoint the Treasurer to serve as the designee to attend public records access training as required for Board Members each term.

All elected officials in the state of Ohio, or their appropriate designees, are required to attend training approved by the Attorney General once per elected term, R.C. 109.43. The purpose of this training is to ensure that all employees of public offices are appropriately educated about their obligations under the Public Record Act. The training is intended to enhance officials' knowledge of their duty to provide access to public records, and to provide guidance in updating their offices' public records policies.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox	X		X		
Mr. Gillespie					
Mrs. Hauke			X		
Mr. Lucas		X	X		
Mrs. Wright			X		

5. Budget and Finance Matters for 2023

Subject **A. Adoption of Tax Budget**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 5. Budget and Finance Matters for 2023



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Access Public

Type Action

Recommended Action Motion to adopt the annual tax budget for Fiscal Year 2023 (CY24) as presented by the Treasurer.

This is the annual tax budget that is required to be file with the County Auditor. The County Auditor and Budget Commission use this budget as a means of determining if the established levy rates are sufficient to meet the required payments, or to determine if too much monies are being generated - thus requiring an adjustment to the effective levy rates.

File Attachments  
Tax Budget.Bright Local 2024.pdf (2,006 KB)

Admin Content

See discussion draft of tax budget attached.

**Subject B. Service Fund Appropriation**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 5. Budget and Finance Matters for 2023

Access Public

Type Action

Recommended Action Motion to authorize the Treasurer to appropriate \$7,500 to a service fund for 2023 as authorized by Section 3313.15 of the Ohio Revised Code.

**Subject C. Approve Section 125 Plan**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 5. Budget and Finance Matters for 2023

Access Public

Type Action

Recommended Action Motion to approve the Section 125 Flexible Benefit Plan as presented.

Admin Content  
See Section 125 Plan Agreement with American Fidelity.

**Subject D. Secure County Tax Advances**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 5. Budget and Finance Matters for 2023

Access Public

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Type	Action
Recommended Action	To authorize the Treasurer to secure advances form the County Auditor when funds are available and payable to District.
Subject	E. Paying of Bills
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action
Recommended Action	Motion to authorize the Treasurer to pay all bills within the appropriation resolution as bill are received and when services and/or merchandise have been received in good condition.
Subject	F. Investment of Interim Funds
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action
Recommended Action	To authorize the Treasurer to invest interim and inactive funds when available in securities approved by Ohio Revised Code.
Subject	G. Investment in Commercial Paper and Banker Acceptance
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action
Recommended Action	To authorize the Treasurer to invest in Commercial Paper and Bankers' Acceptance as permitted by Section 135.142 of the Ohio Revised Code, and subject to the restrictions therein.
Subject	H. Designate Public Depositories
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public



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Type	Action
Recommended Action	To designate the following depositories and financial institutions of the Bright Local School District for the 2023 calendar year: <ul style="list-style-type: none"><li>- Southern Hills Community Bank</li><li>- Peoples Bank</li><li>- Wilmington Savings Bank</li><li>- Star Ohio</li><li>- RedTree Investment Group</li><li>- Huntington Securities</li></ul>
Subject	I. Designation of Purchasing Agent
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action
Recommended Action	To authorize and designate the Superintendent to serve as Purchasing Agent for the District.
Subject	J. Board Representative to Highland County Tax Incentive Review Council
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action
Recommended Action	To authorize and designate the Vice President, Tammy Hauke, of the Bright Local School District Board of Education to serve as the representative on the Highland County Tax Incentive Review Council for 2023.
Subject	K. District Purchasing Card Designations
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action
Recommended Action	Motion to approve upon the recommendation of the Treasurer the following administrators/staff to have issued in their name a PNC Bank Purchasing Card with credit limits as presented:
<u>Card Holder</u>	<u>Position</u> <u>Credit Limit</u>
Michael Bick	Superintendent \$5,000
Jeff Rowley	Treasurer \$50,000
Brian Deatley	Vo AG/FFA Instructor \$10,000
Angie Bogart	Student Wellness \$5,000
Cathy Forsythe	Senior Class Adv \$5,000
Deanna Risner	Admin Assist \$10,000
Deborah Roberston	Food Service Coord \$10,000
Jason Iles	Principal \$10,000
Karie Emery	Admin Sp/Student Wellness \$5,000

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Lisa Beresford	Sp Ed Coordinator	\$10,000
Luke Stevenson	Technology Coord	\$50,000
Lynn Decker	Transportation Super.	\$10,000
Travis Bogart	Technology/Media	\$10,000
Whitney Gobin	Principal	\$10,000
Matt Risner	Facility Super.	\$50,000

Mr. Rowley noted that these purchases still have the follow the same board policy purchase procedures and prior authorization process. All of the cards are locked in the Treasurer's Office and have to be signed out by the card holder each time and returned as soon as possible back to the Treasurer's Office.

Subject	L. Appropriation Modifications
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action

Recommended Action To authorize the Treasurer to make appropriation modifications within financial accounts and at the legal level of control as needed, and to present those to the Board at the next regular meeting for approval.

Subject	M. Student Fund Activity
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action

Recommended Action To authorize the Treasurer to approve student activity policies and proposed transfers within the student activity fund to be presented to the Board at its next regular meeting.

Subject	N. State/Federal Application Approvals
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public
Type	Action

Recommended Action To authorize the Superintendent to approval all applications for Federal and State grant funds.

Subject	O. Approval of Budget and Finance matters.
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	5. Budget and Finance Matters for 2023
Access	Public

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Type Action

Recommended Action (Resol. #010-2023) Motion to approve the Budget and Finance Matters for 2023 as presented.

Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox		X	X		
Mr. Gillespie					
Mrs. Hauke	X		X		
Mr. Lucas			X		
Mrs. Wright			X		

6. Administrative/Advisor/Legal

Subject A. Board Member Compensation

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion to approve to set the per meeting compensation of the board members of the Bright Local School District at \$125 per regular meeting and \$50 per special meeting.

Subject B. Employment of Legal Counsel

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion to approve upon the recommendation of the Superintendent for the employment of Ennis-Britton to serve as legal counsel of the District for the 2023 calendar year.

Subject C. District Advertising Media

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public



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Type Action

Recommended Action To approve the advertising of District meetings, announcements and other business requiring public notice to be in the Times Gazette, Highland County Press, on C103, on WSRW, ON WVNU, on the district website, and via One Call as necessary in 2023.

Subject D. Securing of Temporary/Emergency Personnel

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion to authorize the Superintendent of the Bright Local School District to secure temporary/emergency personnel as necessary to ensure orderly operations, safety and security. Such temporary/emergency personnel will require a confirmation vote of the Board of Education at the Board's next regular meeting if they are to remain employed.

Subject E. Acceptance of Resignations

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion to authorize the Superintendent of the Bright Local School District to accept resignations as presented in the following resolution:

**Resolution**  
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. The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board, commencing on January 12, 2023 and remaining in effect until the 2024 Organizational Board Meeting.

Subject F. Hire of Staff

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion to authorize the Superintendent of Bright Local School District to hire staff between board meetings as presented in the following resolution:

**Resolution**  
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 record check satisfactory to the Board or who has not

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satisfied any other prerequisite to employment created by law or Board policy. The authorization shall remain in effect until withdrawn by formal action of this Board, commencing on January 12, 2023 and reaming in effect until the 2024 Organizational Meeting.

**Subject** **G. Open Enrollments, Transfers, and Tuition Waiver Acceptance**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion authorizing the Superintendent to take appropriate action regarding open enrollment requests, grandparent law transfer requests, and tuition waivers on the Board behalf, pursuant to Board policy and Ohio Law.

**Subject** **H. Prevailing Wage Coordinator**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion identifying the Superintendent as the Prevailing Wage Coordinator for the Bright Local School District.

**Subject** **I. Compliance Officer**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion appointing the Superintendent as Compliance Officer for all other State and Local Laws, regulations, and policies that the Bright Local School District must meet for operations and funding.

**Subject** **J. Coordinator - Title I, Title VI, Section 504**

Meeting Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category 6. Administrative/Advisor/Legal

Access Public

Type Action

Recommended Action Motion appointing Lisa Beresford as Coordinator of Title I, Title VI, and Section 504 Programs for the Bright Local School District to meet all requirements and directions of the U.S. Department of Education.

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**Subject**                      **K. EMIS Coordinator**

Meeting                      Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category                      6. Administrative/Advisor/Legal

Access                      Public

Type                      Action

Recommended Action      Motion appointing Cathy Forsythe as the Education Management Information System (EMIS) Coordinator for the Bright Local School District.

**Subject**                      **L. Records Commission for 2023**

Meeting                      Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category                      6. Administrative/Advisor/Legal

Access                      Public

Type                      Action

Recommended Action      Motion to establish the School District's Records Commission to be composed of the Board of Education President, the Treasurer of the Board of Education, and the Superintendent of Schools for the calendar year 2023, pursuant to the Ohio Revised Code. The Commission shall meet at least once every twelve months to review and establish rules for the retention and disposal of district public records.

**Subject**                      **M. Superintendents Standing Committee Appointees**

Meeting                      Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category                      6. Administrative/Advisor/Legal

Access                      Public

Type                      Action

Recommended Action      Motion to approve upon the recommendation of the Superintendent to approve the standing committees for 2023 as presented:

**Finance:** Steve Cox and Angie Wright  
**Building and Grounds:** John Gillespie and Jobey Lucas  
**Curriculum and Student Activities:** Tammy Hauke and Angie Wright  
**Policy and Procedures:** Jobey Lucas and Tammy Hauke  
**Personnel:** Steve Cox and John Gillespie

**Subject**                      **N. Approval of Administrative and Advisory.**

Meeting                      Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES

Category                      6. Administrative/Advisor/Legal

Access                      Public

Type                      Action

Recommended Action      **(Resol. #011-2023)** Motion to approve the Administrative and Advisory items as presented.



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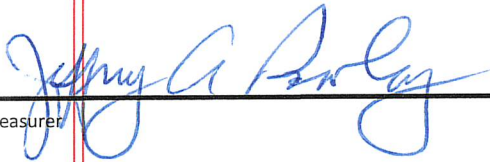
Admin Content

Member	Move	Second	Yea	Nay	Abstain
Mr. Cox	X		X		
Mr. Gillespie					
Mrs. Hauke			X		
Mr. Lucas		X	X		
Mrs. Wright			X		

7. Adjourn

Subject	A. Adjourn
Meeting	Jan 11, 2023 - ORGANIZATIONAL MEETING MINUTES
Category	7. Adjourn
Access	Public
Type	Procedural

Meeting adjourned at 6:17 PM

  
\_\_\_\_\_  
Treasurer

  
\_\_\_\_\_  
Board President