

Windham Board of Education  
Organizational/Budget Hearing Meeting  
January 4, 2024  
7:00 a.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. MOMENT OF SILENCE
- IV. At the December 2023 Regular Meeting, Ted St. John was appointed President Pro-Tem for the Organizational Meeting.
- V. Oaths of Office for:
  - I. Ted St. John
  - II. Megan Fisher
- VI. Motion to elect Mandy Minnick as President of the Windham Exempted Village Board of Education.  
  
Motion: Ms. Grant  
Second: Mr. St. John  
Comment: N/A  
Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y
- VII. Motion to elect Melissa Knight as Vice-President of the Windham Exempted Village Board of Education.  
  
Motion: Ms. Grant  
Second: Ms. Minnick  
Comment: N/A  
Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y
- VIII. Motion to consolidate and approve the following organizational items as listed:
  - Approve the minutes from the Regular Meeting on December 19, 2023.
  - Adopt a resolution to continue to compensate Board Members at the maximum amount authorized by Ohio Revised Code with no limitations on the number of meetings per year. Board members will also be compensated for attendance at professional development meetings at a rate of \$60 per day for meetings less than 3 hours and at a rate of \$125 per day for meetings of three hours or more.
  - Establish a \$7,500.00 service fund amount for expenses incurred by the Windham Board of Education.

Windham Board of Education  
Organizational/Budget Hearing Meeting  
January 4, 2024  
7:00 a.m.

- Establish legal counsel for 2024: Pepple and Waggoner being primary legal consultant for the Board of Education and the firms of Roetzel & Andress, Reitz, Paul and Shorr, and Harpst Becker LLC as secondary consultants along with Portage County Prosecutor's Office.
- Authorize the Treasurer to secure advances from the County Auditor when funds are available & payable to the District.
- Authorize the Treasurer to invest inactive funds at the most productive interest rate whenever inactive funds are available.
- Authorize the Treasurer to pay all bills within the limits of the appropriation resolution as invoices are received & when merchandise has been received in good condition & payment duly authorized and to report monthly to the Board those bills that were paid.
- Authorize the Superintendent to employ such personnel as needed for emergency situations; such employment to be presented for approval by the Board at the next regular meeting.
- Authorize the Superintendent or her designated employee(s) to serve as the purchasing agent for the school district.
- Appoint the Superintendent as the primary representative to the Portage Area Schools Consortium and the Treasurer as the alternate.
- Appoint the Superintendent as the representative to the Tax Incentive Review Council.
- Appoint Leigh Ann Hankins as the Board designee for Ohio Public Records Training and open meetings laws.

Motion: Ms. Grant

Second: Ms. Knight

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

- IX. Motion to adopt the proposed Annual Tax Budget for 2024 (FY2025).

Motion: Mr. St. John

Second: Ms. Grant

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

- X. Motion to set the time and place for the 2024 regular meetings of the Windham Board of Education as the 3rd Tuesday of every month at 6:00 pm in the cafeteria in Windham Jr./Sr. High School.

Motion: Ms. Grant

Second: Ms. Knight

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

Windham Board of Education  
Organizational/Budget Hearing Meeting  
January 4, 2024  
7:00 a.m.

- XI. Motion to set the time and place for the FY2024 fiscal year-end meeting of the Windham Board of Education on Wednesday June 26th at 7:00am in the board conference room in Windham Jr./Sr. High School.

Motion: Ms. Knight

Second: Mr. St. John

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

- XII. Motion to appoint Ms. Knight as the Legislative Liaison for a one-year term beginning January 1, 2024 through December 31, 2024.

Motion: Ms. Grant

Second: Ms. Fisher

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

- XIII. Motion to appoint Ms. Grant as the Student Achievement Liaison for a one-year term beginning January 1, 2024 through December 31, 2024.

Motion: Ms. Knight

Second: Mr. St. John

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

- XIV. Motion that the Board approve the annual membership with OSBA, School Management News and Virtual Transportation Supervisor.

Motion: Mr. St. John

Second: Ms. Grant

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

- XV. Motion that the Board participate as a member of the Ohio Schools Council.

Motion: Ms. Grant

Second: Mr. St. John

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

Windham Board of Education  
Organizational/Budget Hearing Meeting  
January 4, 2024  
7:00 a.m.

XVI: Appoint Superintendent Committees for 2024 - Previous year appointments listed:

Policy Committee - All Board Members

Buildings and Grounds Committee - All Board Members

Athletic Council - All Board Members

Levy Committee - All Board Members

Transportation Committee - All Board Members

Goal Setting and Implementation Committee - All Board Members

Personnel Committee - All Board Members

Finance Committee - All Board Members

OAPSE Negotiations - Participant: Mandy Minnick, Observer: Ted St. John

WTA Negotiations - Participant: Mandy Minnick, Observer: Ted St. John

Motion: Ms. Grant

Second: Ms. Knight

Comment: N/A

Ms. Fisher Y Ms. Grant Y Ms. Knight Y Ms. Minnick Y Mr. St. John Y

XVII. Review of the IDEA-B funds for fiscal year 2024.

VI. Adjourn 7:28 AM

  
Mandy Minnick, Board President

  
Andrew Pizzulo, Treasurer