

GREENE COUNTY VOCATIONAL SCHOOL DISTRICT

532 Innovation Drive, Xenia, Ohio 45385-9545

Board of Education

Organizational Meeting

January 14, 2026

5:30 p.m.

MEETING TO BE HELD IN THE
Media Center

1. Call to Order

2. Roll Call

| | | | | | | | |
|--------------------------|-------------------------|--------------------------------------|-----------------------|-----------------------|----------------------|----------------------|--|
| Mrs. Arthur President | Mrs. Gillaugh Member | Mr. Leightenheimer Vice-President | Mr. McCoart Member | Mr. McQueen Member | Mr. Remaly Member | Mr. Taylor Member | |
|--------------------------|-------------------------|--------------------------------------|-----------------------|-----------------------|----------------------|----------------------|--|

3. Pledge of Allegiance

4. Administer Oath of Office for Newly Elected Board of Education Members

January 1, 2026 - December 31, 2028

- Suzanne Arthur
- Adam Remaly
- Steve McQueen

5. Election of President of Board of Education

1. Nomination(s) for President _____

2. Vote on nomination(s) for President

| Moved: | Seconded: | President Declared the Motion: |
|-------------|---------------|--------------------------------|
| Mrs. Arthur | Mrs. Gillaugh | Mr. Leightenheimer |

6. Election of Vice President of Board of Education

1. Nomination(s) for Vice President _____

2. Vote on nomination(s) for Vice President

| Moved: | Seconded: | President Declared the Motion: |
|-------------|---------------|--------------------------------|
| Mrs. Arthur | Mrs. Gillaugh | Mr. Leightenheimer |

7. The Treasurer recommends approval of the cancellation of the Tax Budget Hearing due to the Budget Commission waiving the required filing.

| Moved: | Seconded: | President Declared the Motion: |
|-------------|---------------|--------------------------------|
| Mrs. Arthur | Mrs. Gillaugh | Mr. Leightenheimer |

8. Authorize performance bonds to be secured as follows:

- A. Treasurer \$100,000
- B. Superintendent \$40,000
- C. President \$20,000
- D. Blanket bond on all other personnel \$40,000 aggregate

| Moved: | Seconded: | President Declared the Motion: |
|-------------|---------------|--------------------------------|
| Mrs. Arthur | Mrs. Gillaugh | Mr. Leightenheimer |

**9. Establish regular Board of Education meeting dates on the second Wednesday of each month
at 5:30 p.m. for 2026**

(February 11, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, November 11, and December 9)

| Moved: | Seconded: | President Declared the Motion: |
|-------------|---------------|--------------------------------|
| Mrs. Arthur | Mrs. Gillaugh | Mr. Leightenheimer |

10. Appointments

- A. Public Records Training Designee _____
- B. HLMC Committee _____
- C. Comprehensive Local Needs Assessment _____
- D. Greene County Tax Incentive Review Council _____

11. **The Superintendent recommends approval of the following annual business items:**

- A. Designate the Superintendent as representative for all federal programs
- B. Designate the Superintendent as the drug-free workplace representative
- C. Designate the Supervisor of Satellite Operations (Jason Miller) and the Supervisor of Student Services (Jill Anon) as the Title IX, Section 504 Coordinators and Grievance Officers
- D. Authorize the Treasurer to request advance draws via ACH or in check form from the County Auditor
- E. Authorize the Treasurer to borrow against anticipated receipts in accordance with the Ohio Revised Code 1333.10C
- F. Authorize the Treasurer to pay approved bills within the appropriations
- G. Authorize Board members, Superintendent and Treasurer to attend business meetings within continental USA, as necessary
- H. Authorize the Treasurer to use facsimile signature
- I. Waive reading of minutes
- J. Authorize the Treasurer to invest funds
- K. Authorize the Superintendent or designee to approve professional meetings within continental USA for staff
- L. Authorize the Treasurer to accept and open bids upon official receipt
- M. Designate the Xenia Daily Gazette as the official newspaper of the District
- N. Appoint the Director of Secondary Education or designee to serve as the suspension appeals hearing officer
- O. Employ Bricker Graydon LLP as the District's legal counsel
- P. Establish Board member mileage at the rate approved by the IRS
- Q. Authorize the Superintendent and Treasurer to approve registration, lodging, and travel expenses, as determined by the Superintendent, for qualifying students and designated chaperones for approved career-technical student organization (CTSO) state and national competitive events/conventions. These CTSOs include: Business Professionals of America; Distributive Clubs of America; Skills USA; Health Occupations Students of America; Family, Career and Community Leaders of America; Technical Student Association; and FFA
- R. Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for 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 satisfied any other prerequisite to employment created by law or Board policy
- S. 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
- T. Authorize the Treasurer to attend professional meetings as deemed necessary
- U. Appoint the Superintendent or designee to serve as the expulsion hearing officer and designate a representative from the law firm of Bricker Graydon LLP to be the hearing officer to hear necessary expulsion appeals and issue a written decision with finding of fact and conclusions of law on behalf of the Board regarding said appeals
- V. Authorize the Superintendent or Treasurer to enter into contracts that are less than \$75,000 subject to appropriations and without further action by the Board
- W. Authorize the Treasurer to establish a Petty Cash Fund per Board Policy 6620. One fund will be established in the amount of \$175. A single expenditure not to exceed \$100. The accounting specialist will be the custodian of the fund.

X. Authorize the Superintendent to approve the following memberships at the approximate costs:

Fairborn Area Chamber of Commerce - \$500

Yellow Springs Area Chamber of Commerce - \$450

Xenia Area Chamber of Commerce - \$800

Bellbrook-Sugarcreek Area Chamber of Commerce - \$175

Ohio School Boards Association - \$4736

Beavercreek Area Chamber of Commerce - \$750

Cedarville Area Chamber of Commerce - \$50

Jamestown Area Chamber of Commerce - \$75

| <i>Moved:</i> | <i>Seconded:</i> | <i>President Declared the Motion:</i> | | | | |
|--------------------|----------------------|---------------------------------------|--------------------|--------------------|-------------------|-------------------|
| <i>Mrs. Arthur</i> | <i>Mrs. Gillaugh</i> | <i>Mr. Leightenheimer</i> | <i>Mr. McCoart</i> | <i>Mr. McQueen</i> | <i>Mr. Remaly</i> | <i>Mr. Taylor</i> |

12. Conclusion of Organizational Meeting

This meeting is a meeting of the Board of Education in public 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.

In accordance with State and Federal law, the District will provide reasonable accommodations to persons with disabilities who wish to attend and/or participate in school events. Such individuals should notify the Director if they require a reasonable accommodation.