

**Williamsburg Board of Education  
Organizational Meeting - AGENDA  
Wednesday, January 3, 2024 @ 6:00 p.m.**

1. OATH OF OFFICE TO NEW AND NEWLY RE-ELECTED MEMBERS:  
A. Oath administered by Treasurer to our new and newly re-elected members: Charlie Maklem and R. Josh Clifton by reading and affirming the Oath of Office.

2. MEETING CALLED TO ORDER:

3. ROLL CALL:  
A. Roll Call – Charlie Maklem, Brandon Lindsey, Jeff Cummins, Daniel Knapke and R. Josh Clifton

CM   BL   JC   DK   RC

4. NOMINATIONS FOR BOARD PRESIDENT FOR THE WILLIAMSBURG BOARD OF EDUCATION FOR CALENDAR YEAR 2024.

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of Board President for calendar year 2024.

Nomination seconded by \_\_\_\_\_.

CM   BL   JC   DK   RC

5. NOMINATIONS FOR VICE PRESIDENT FOR THE WILLIAMSBURG BOARD OF EDUCATION FOR CALENDAR YEAR 2024:

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of Board Vice President for calendar year 2024.

Nomination seconded by \_\_\_\_\_.

CM   BL   JC   DK   RC

6. APPOINTMENT OF A LEGISLATIVE LIAISON FOR CALENDAR YEAR 2024:

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of Legislative Liaison for calendar year 2024.

Nomination seconded by \_\_\_\_\_.

CM   BL   JC   DK   RC

7. APPOINTMENT OF A STUDENT ACHIEVEMENT LIAISON FOR CALENDAR YEAR 2024:

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of Student Achievement Liaison for calendar year 2024.

Nomination seconded by \_\_\_\_\_.

CM   BL   JC   DK   RC

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**8. ESTABLISHMENT OF BOARD MEMBER COMPENSATION FOR THE 2024 CALENDAR YEAR:**

\_\_\_\_\_ Moves that the Board of Education resolve to establish a limit of twenty-four (24) paid meetings for regular or special meetings, not to include committee meetings with compensation for meetings at the rate approved in 2003, and Board members may be compensated for training sessions, when attended, at the current rates approved in 2003, per Board policy 0147.

Motion seconded by \_\_\_\_\_.

CM   BL   JC   DK   RC

**9. ESTABLISH MEETING DATES FOR THE WILLIAMSBURG BOARD OF EDUCATION FOR CALENDAR YEAR 2024:**

\_\_\_\_\_ Moves that the Board of Education should establish the third (3<sup>rd</sup>) Monday of the month at 6:00 pm as meeting dates with the exception of the following months: February and August will occur on the second (2<sup>nd</sup>) Monday of the month and June on the fourth (4<sup>th</sup>) Monday, as the established date and time for the Williamsburg Local School Board of Education for calendar year 2024.

Motion seconded by \_\_\_\_\_.

CM   BL   JC   DK   RC

**10. ESTABLISH DISTRICT ORGANIZATIONS FOR CALENDAR YEAR 2024:**

The Treasurer recommends the Board of Education resolve to acknowledge the following groups as approved district organizations:

Williamsburg PTA (PTA Ohio Congress Williamsburg Elementary SR PTA)  
Williamsburg Music Boosters, Inc.  
Williamsburg Wildcat Athletic Boosters

These groups have completed the documentation needed to become approved parent groups according to Board policy 9211 and Administrative Guideline 9211.1 and have completed or are working on their internal controls required by the same policy.

These are the only groups approved to fundraise and or support Williamsburg Local Schools and our students on their own as 501C3 groups. All other groups will submit funds and paperwork to the district Treasurer's office as designated by the Auditor of State.

1<sup>st</sup>   2<sup>nd</sup>   CM   BL   JC   DK   RC

**11. RECOMMENDATION TO AUTHORIZE SECURE OF ADVANCES:**

\_\_\_\_\_ Moves that the Board of Education should authorize the Treasurer to secure advances (tax revenue) from the Clermont County Auditor's Office when funds are made available.

Motion seconded by \_\_\_\_\_.

1<sup>st</sup>   2<sup>nd</sup>   CM   BL   JC   DK   RC

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**12. RECOMMENDATION TO AUTHORIZE INVESTMENT OF FUNDS:**

\_\_\_\_\_ Moves that the Board of Education should authorize the Treasurer to invest inactive/interim funds when available to achieve the greatest possible yield by law, while maintaining a balanced portfolio.

Motion seconded by \_\_\_\_\_.

\_\_\_\_\_  
1<sup>st</sup>    2<sup>nd</sup>            CM    BL    JC    DK    RC

**13. RECOMMENDATION TO AUTHORIZE PAYMENT OF BILLS:**

\_\_\_\_\_ Moves that the Board of Education should authorize the Treasurer to pay vendors who have followed the purchasing requirements established by the Ohio Department of Education.

Motion seconded by \_\_\_\_\_.

\_\_\_\_\_  
1<sup>st</sup>    2<sup>nd</sup>            CM    BL    JC    DK    RC

**14. RECOMMENDATION TO AUTHORIZE TRANSFER OF FUNDS:**

\_\_\_\_\_ Moves the Board of Education resolve to authorize the Treasurer to transfer or advance funds within the appropriations of the operating fund as necessary, with the board approval.

Motion seconded by \_\_\_\_\_.

\_\_\_\_\_  
1<sup>st</sup>    2<sup>nd</sup>            CM    BL    JC    DK    RC

**15. APPROVE RECOMMENDATION OF THE RECORDS COMMISSION:**

\_\_\_\_\_ Moves the Board of Education resolve to approve the recommendation of the records commission and to properly dispose of the necessary records.

Motion seconded by \_\_\_\_\_.

\_\_\_\_\_  
1<sup>st</sup>    2<sup>nd</sup>            CM    BL    JC    DK    RC

**16. RECOMMENDATION TO APPOINT PUBLIC RECORDS POLICY DESIGNEE:**

\_\_\_\_\_ Moves that the Board of Education resolve to approve the appointment of the district's treasurer as the board's public records policy designee for calendar year 2024.

Motion seconded by \_\_\_\_\_.

\_\_\_\_\_  
1<sup>st</sup>    2<sup>nd</sup>            CM    BL    JC    DK    RC

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**17. RECOMMENDATION TO WAIVE ADOPTION OF A TAX BUDGET:**

The Treasurer recommends the Board of Education resolve to waive the requirement to adopt a Tax Budget according to ORC 5705.21 for the current year and future years.

A Tax Budget is no longer required by the Clermont County Auditor's Office and also serves no internal purpose.

1<sup>st</sup>   2<sup>nd</sup>       CM   BL   JC   DK   RC

**18. RECOMMENDATION AUTHORIZING SUPERINTENDENT TO ACCEPT RESIGNATIONS AND OFFER EMPLOYMENT:**

\_\_\_\_\_ Moves that the Board of Education gives authority to the Superintendent to accept resignations and offer employment, on behalf of the Williamsburg Board of Education, when the Board is not in session. All matters are subject to ratification by the Board. Upon ratification by the Board, such matters shall be deemed effective the date and time of the Superintendent's acceptance.

Motion seconded by \_\_\_\_\_.

1<sup>st</sup>   2<sup>nd</sup>       CM   BL   JC   DK   RC

**19. ADJOURNMENT:**

1<sup>st</sup>   2<sup>nd</sup>       CM   BL   JC   DK   RC

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