

Fremont City Schools  
SUGGESTED PROCEDURE FOR ORGANIZATIONAL MEETING  
Fremont Middle School  
1250 North Street  
January 13, 2020  
Board Meeting 6:00 P.M.

**Call to Order**

**Pledge of Allegiance**

**Oath of Office – Newly Elected Board Members**

**Roll Call**

**Nomination(s) and Election of President (3313.14)**

- a. Nomination(s)
- b. Motion to close nomination(s)
- c. Vote on President  
Declaration of the President of the Board of Education for 2020
- d. President sworn in by Treasurer

**Nomination(s) and Election of Vice President (3313.14)**

- a. Nomination(s)
- b. Motion to close nomination(s)
- c. Vote on Vice President  
Declaration of the Vice President of the Board of Education for 2020
- d. Vice President sworn in by Treasurer

- ITEM 1. Fixing Time and Place of Meeting (3313.15)
- ITEM 2. Resolution Establishing Service Fund for 2020
- ITEM 3. Consider Appointment of Legislative Liaison
- ITEM 4. Consider Appointment of Delegate to OSBA Annual Conference
- ITEM 5. Consider Appointment of Alternate Delegate to OSBA Annual Conference
- ITEM 6. Consider Appointment of Trustee for Learning & Liberty Foundation of FCS
- ITEM 7. Consider Payment of Annual Membership Dues – OSBA
- ITEM 8. Consider Appointment of Treasurer’s Committee Members
- ITEM 9. Consider Appointment of Superintendent’s Committee Members
- ITEM 10. Consider Approval of Business Advisory Council Meetings
- ITEM 11. Authorization for Superintendent to Act as Representative for Grants
- ITEM 12. Participation in State and Federal Programs
- ITEM 13. Consider Appointment of Purchasing Agent
- ITEM 14. Consider Appointment of Public Records Training Designee
- ITEM 15. Consider Authorization for Investment of Funds
- ITEM 16. Consider Approval to Request Available Monies
- ITEM 17. Petty Cash Authorization
- ITEM 18. Authorization to Issue Warrants
- ITEM 19. Authorization to Pay Mileage
- ITEM 20. Consider approval for Superintendent to employ temporary personnel as needed
- ITEM 21. Consider Approval of Bricker and Eckler, LLP to be retained as the Board’s Legal Council
- ITEM 22. Consider Approval of Brindza McIntyre & Seed, LLP to be retained as Legal Council

ITEM 23. Adjournment

**ORGANIZATIONAL MEETING**

**Nominations for President**

1. \_\_\_\_\_ nominated by \_\_\_\_\_

2. \_\_\_\_\_ nominated by \_\_\_\_\_

3. \_\_\_\_\_ nominated by \_\_\_\_\_

**Motion to Close Nominations for President**

Made by \_\_\_\_\_ seconded by \_\_\_\_\_

**Roll Call**

Mrs. Espiritu _____	Mr. Gorobetz _____	Ms. Laird _____	App _____
Mr. Price _____	Mrs. Rhea _____		Disa _____
			Other _____

**Vote on Presidency**

Mrs. Espiritu voted for: \_\_\_\_\_

Mr. Gorobetz voted for: \_\_\_\_\_

Ms. Laird voted for: \_\_\_\_\_

Mr. Price voted for: \_\_\_\_\_

Mrs. Rhea voted for: \_\_\_\_\_

**Oath of Office of President**

Administered to \_\_\_\_\_ by \_\_\_\_\_

**Nominations for Vice President**

1. \_\_\_\_\_ nominated by \_\_\_\_\_

2. \_\_\_\_\_ nominated by \_\_\_\_\_

3. \_\_\_\_\_ nominated by \_\_\_\_\_

**Motion to Close Nominations for Vice President**

Made by \_\_\_\_\_ seconded by \_\_\_\_\_

**Roll Call**

Mrs. Espiritu _____	Mr. Gorobetz _____	Ms. Laird _____	App _____
	Mr. Price _____	Mrs. Rhea _____	Disa _____
			Other _____

**Vote on Vice Presidency**

Mrs. Espiritu voted for: \_\_\_\_\_

Mr. Gorobetz voted for: \_\_\_\_\_

Ms. Laird voted for: \_\_\_\_\_

Mr. Price voted for: \_\_\_\_\_

Mrs. Rhea voted for: \_\_\_\_\_

**Oath of Office of Vice President**

Administered to \_\_\_\_\_ by \_\_\_\_\_

**ITEM 1. Fixing Time and Place of Meeting (R.C. 3313.15)**

It is recommended that the Board sets the date, time and place for the 2020 Board of Education meetings at 6:00 p.m. on the second and fourth Mondays of the month (see attached).

**ITEM 2. Resolution Establishing Service Fund for 2020 (ORC 3315.15)**

It is recommended that the following resolution establishing the Service Fund for 2020 be approved:

**WHEREAS**, Section 3315.15 of the Revised Code of the State of Ohio provides for the setting aside from the general fund a sum not to exceed Two Dollars for each child enrolled, or Twenty Thousand Dollars, whichever is the greater, except that in the case of a county board of education, the fund shall not exceed Twenty Thousand Dollars, such sum of money to be known as the "Service Fund," to be used only in paying the expenses of members of such boards of education actually incurred in the performance of their duties, or in paying the expenses of members-elect of such boards of education actually incurred in training and orientation to the performance of their duties from the date of election to the date of administration of the oath of office, such payments shall be made only in such amount as may be approved by the Board of Education on statement of the general members, or members-elect, furnished at the next succeeding regular meeting of such board of education; and

**WHEREAS**, no school district shall appropriate to expend a sum greater than sixty thousand dollars in any one school year from such service fund.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Fremont City School District does hereby establish a service fund, such fund to be set aside as an account within the general fund, and there is hereby appropriated for the purpose of said service fund the sum of Two Dollars per enrolled student which amount shall be incorporated into the appropriations for this school district for 2020.

**ITEM 3. Legislative Liaison Appointment**

It is recommended that Violetta Rhea be appointed Legislative Liaison to OSBA.

**ITEM 4. Delegate to OSBA Annual Conference Appointment**

It is recommended that Thomas Price be appointed Delegate to OSBA Annual Conference.

**ITEM 5. Alternate Delegate to OSBA Annual Conference**

It is recommended that Violetta R. Rhea be appointed Alternate Delegate to OSBA Annual Conference.

**ITEM 6. Trustee for Learning and Liberty Foundation of Fremont City Schools**

It is recommended that Violetta R. Rhea be appointed as a trustee to serve on the Learning and Liberty Foundation of Fremont City Schools.

**ITEM 7. Payment of Annual Membership Dues – OSBA**

It is recommended that annual membership dues (\$8,011.00) to OSBA for 2020 and the 2020 Briefcase subscription be approved.

**ITEM 8. Treasurer’s Committee Appointments**

It is recommended that the following Committee appointments be approved:

Audit/Records Committee (2)	Alex Gorobetz
	Thomas Price

**ITEM 9. Superintendent’s Committee Appointments**

It is recommended that the following Committee appointments be approved:

Policy Committee (1)	Alex Gorobetz
Curriculum Quality Control Council (2)	Alex Gorobetz
	Mary Alice Espiritu
Health/Wellness (1)	Thomas Price

**ITEM 10. Business Advisory Council (BAC) Meeting Dates/Times/Location:**

It is recommended that the Superintendent attend Quarterly North Point ESC Business Advisory Council Meetings on dates/time/location to be set by North Point ESC Business Advisory Council.

**ITEM 11. Authorization for Superintendent to Act as Representative for Grants**

It is recommended that the Superintendent be appointed as the authorized representative and grants officer for all local, state and federal grants for 2020.

**ITEM 12. Participation in State and Federal Programs**

It is recommended that approval be granted for Fremont City Schools to participate in all state and federal programs for 2020.

**ITEM 13. Appointment of Purchasing Agent**

It is recommended that the Superintendent or his designee be appointed Purchasing Agent for 2020.

**ITEM 14. Appointment for Public Records Training**

It is recommended that the Treasurer be appointed as the Board's designee for public records training.

**ITEM 15. Authorization for Investment of Funds**

It is recommended that the Treasurer be authorized to invest all available funds in securities as permitted by law and Board policy.

**ITEM 16. Request for Available Monies**

It is recommended that the Treasurer be authorized to request tax advances from the county auditor as monies become available, and the Board further requests the County Auditor to advance 90% of all funds available at any time as required by law.

**ITEM 17. Petty Cash Authorization**

It is recommended that the Treasurer be authorized to establish Petty Cash funds on an as-needed basis up to \$7,000.00.

**ITEM 18. Authorization to Issue Warrants**

It is recommended that the Treasurer be authorized to issue warrants in payment of bills and contractual obligations in 2020 with the exception when special action should be considered by the Board.

**ITEM 19. Authorization to Pay Mileage**

It is recommended that the Treasurer be authorized to pay mileage at the IRS rate.

**ITEM 20. Authorize Superintendent to Hire Staff**

It is recommended that the Board authorize the Superintendent to employ such temporary personnel as needed for emergency situations; such employment to be presented for approval at the next regular meeting.

**ITEM 21. Consider Approval of Bricker and Eckler, LLP to be retained as the Board’s Legal Council**

It is recommended that Bricker and Eckler, LLP be retained as the Board’s Legal Council.

**ITEM 22. Consider Approval of Brindza McIntyre & Seed, LLP to be retained as Legal Council**

It is recommended that Brindza McIntyre & Seed, LLP be retained as Legal Council for property tax representation

Mrs. Espiritu _____	Mr. Gorobetz _____	Ms. Laird _____	App _____
	Mr. Price _____	Mrs. Rhea _____	Disa _____
			Other _____

**ITEM 23. Adjournment of Organizational Meeting**

\_\_\_\_\_ moved and seconded by \_\_\_\_\_ to adjourn the Organizational Meeting at \_\_\_\_\_ p.m.

Ms. Espiritu _____	Mr. Gorobetz _____	Ms. Laird _____	App _____
	Mr. Price _____	Mrs. Rhea _____	Disa _____
			Other _____

**Note:** All FCS Board of Education Members have received the most recent editions of the Sunshine Law for Schools and The Ohio School Ethics Guide.



**Attachment**

**Fremont City Schools**

Board of Education Meeting Dates/Time

Time 6:00 p.m.

First Meeting of the Month will be held at FMS

Second Meeting of the Month will be held at FCS District Office

**BOARD OF EDUCATION MEETING DATES**

January 13, 2020 Fremont Middle School	April 13, 2020 Fremont Middle School	July 13, 2020 Fremont Middle School	October 12, 2020 Fremont Middle School
January 27, 2020 District Office	April 27, 2020 District Office	July 27, 2020 District Office	October 26, 2020 District Office
February 10, 2020 Fremont Middle School	May 11, 2020 Fremont Middle School	August 10, 2020 Fremont Middle School	November 16, 2020 Fremont Middle School
February 24, 2020 District Office	May 26, 2020 (Tuesday) District Office	August 24, 2020 District Office	November 30, 2020 District Office
March 09, 2020 Fremont Middle School	June 08, 2020 Fremont Middle School	September 14, 2020 Fremont Middle School	December 14, 2020 Fremont Middle School
March 23, 2020 District Office	June 22, 2020 District Office	September 28, 2020 District Office	December 28, 2020 District Office

## ALTERNATIVE TAX BUDGET INFORMATION

Name of School District: Fremont City School District

For the Fiscal Year Commencing July 1, 2020 and Ending June 30, 2021

Fiscal Officer Signature *Jim D. Hamman* Date: January 13, 2020

# COUNTY OF sandusky

### **Background**

Substitute House Bill No. 129 (HB129) effective June 3, 2002, was enacted by the 124th General Assembly in part to allow a county budget commission to waive the requirement that a taxing authority adopt a tax budget for a political subdivision or other taxing unit, pursuant to Ohio Revised Code (ORC) Section 5705.281.

Under the law in effect prior to June 3, 2002, the budget commission could only waive the tax budget for a subdivision or other taxing unit that was receiving a share of the county undivided local government fund or the county undivided local government revenue assistance fund under an alternative method or formula pursuant to ORC Sections 5747.53 and 5747.63. Thus, tax budgets could be waived only for counties, municipalities, townships, and park districts. This restriction is now removed.

### **Ohio Revised Code Section 5705.281**

Under the amended version of this section pursuant to HB 129, a county budget commission, by an affirmative vote of a majority of the commission, including an affirmative vote by the county auditor, may waive the tax budget for any subdivision or other taxing unit. However, the commission may require the taxing authority to provide any information needed by the commission to perform its duties, including the division of the tax rates as provided under ORC Section 5705.04.

### **County Budget Commission Duties**

The county budget commission must still certify tax rates to each subdivision or other taxing unit, by March 1 for school districts and by September 1 for all other taxing authorities under ORC Section 5705.35, even when a tax budget is waived. Also, the commission is still required to issue an official certificate of estimated resources under ORC Section 5705.35 and amended official certificates of estimated resources under ORC Section 5705.36.

Therefore, when a budget commission is setting tax rates based on a taxing unit's need, for purposes of ORC Sections 5705.32, 5705.34, and 5705.341, its determination must be based on that other information the commission asked the taxing authority to provide under ORC Section 5705.281, when the tax budget was waived. Also, an official certificate must be based on that other information the commission asked the taxing authority to provide.

### **Alternative Tax Budget Information Filing Deadline**

The fiscal officer for each school district must file one copy of this document with the County Auditor on or before January 31, 2012.

[Note: The traditional deadline for submission of the tax budget has been January 20. There is the potential for flexibility on this date as a result of HB 129 depending on the needs of the Budget Commission, but in order for them to be on track with the certificate of available resources, the date may need to be very close to January 20].



# STATEMENT OF FUND ACTIVITY

Fiscal Year 2021

## FREMONT CITY SCHOOLS

### SCHEDULE 2

#### FUND: 001 - GENERAL FUND

	II	III	IV	V	VI
DESCRIPTION	Prior Fiscal Year 2019 ACTUAL	Current FY 2020 ESTIMATE	Budgeted FY July 1-June 30 2021 ESTIMATE		
Beginning Unencumbered Fund Balance	\$8,288,765.00	\$6,867,306.00	\$4,775,688.00		
Revenues: Property Taxes Includes Homestead/Rollback	\$13,765,878.00	\$13,891,358.00	\$13,949,287.00		
Income Tax	\$8,053,316.00	\$8,922,600.00	\$9,101,052.00		
Other Receipts	\$20,756,627.00	\$20,733,241.00	\$20,764,708.00		
Transfers In	\$0.00	\$0.00	\$0.00		
<b>Total Resources</b>	<b>\$42,575,821.00</b>	<b>\$43,547,199.00</b>	<b>\$43,815,047.00</b>		
<b>Total Expenditures &amp; Encumbrances</b>	<b>\$43,997,280.00</b>	<b>\$45,638,817.00</b>	<b>\$45,653,585.00</b>		
<b>Ending Unencumbered Fund Balance</b>	<b>\$6,867,306.00</b>	<b>\$4,775,688.00</b>	<b>\$2,937,150.00</b>		

#### FUND: 002 - Bond Retirement Fund

	II	III	IV	V	VI
DESCRIPTION	Prior Fiscal Year 2019 ACTUAL	Current FY 2020 ESTIMATE	Budgeted FY July 1-June 30 2021 ESTIMATE		
Beginning Unencumbered Fund Balance	\$7,059,317.00	\$5,501,452.00	\$3,945,076.00		
Revenues: Property Taxes Includes Homestead/Rollback	\$4,134,624.00	\$4,134,624.00	\$4,134,624.00		
Income Tax	\$0.00	\$0.00	\$0.00		
Other Receipts	\$18,973.00	\$20,000.00	\$20,000.00		
Transfers In	\$0.00	\$0.00	\$0.00		
<b>Total Resources</b>	<b>\$4,153,597.00</b>	<b>\$4,154,624.00</b>	<b>\$4,154,624.00</b>		
<b>Total Expenditures &amp; Encumbrances</b>	<b>\$5,711,462.00</b>	<b>\$5,711,000.00</b>	<b>\$5,711,000.00</b>		
<b>Ending Unencumbered Fund Balance</b>	<b>\$5,501,452.00</b>	<b>\$3,945,076.00</b>	<b>\$2,388,700.00</b>		

#### FUND: 003 - Permanent Improvement Fund

	II	III	IV	V	VI
DESCRIPTION	Prior Fiscal Year 2019 ACTUAL	Current FY 2020 ESTIMATE	Budgeted FY July 1-June 30 2021 ESTIMATE		
Beginning Unencumbered Fund Balance	\$6,064,570.00	\$5,566,577.00	\$1,466,577.00		
Revenues: Property Taxes Includes Homestead/Rollback	\$816,480.00	\$700,000.00	\$700,000.00		
Income Tax	\$0.00	\$0.00	\$0.00		
Other Receipts	\$0.00	\$0.00	\$0.00		
Transfers In	\$0.00	\$0.00	\$0.00		
<b>Total Resources</b>	<b>\$816,480.00</b>	<b>\$700,000.00</b>	<b>\$700,000.00</b>		
<b>Total Expenditures &amp; Encumbrances</b>	<b>\$1,314,473.00</b>	<b>\$4,800,000.00</b>	<b>\$1,850,000.00</b>		
<b>Ending Unencumbered Fund Balance</b>	<b>\$5,566,577.00</b>	<b>\$1,466,577.00</b>	<b>\$316,577.00</b>		

# STATEMENT OF FUND ACTIVITY

Funds with Revenue Other Than Local Taxes

### SCHEDULE 3

Fund BY Type	II Beginning Estimated Unencumbered Fund Balance	III Total Estimated Receipts	IV Total Resources Available For Expenditures	V Total Estimated Expenditures & Encumbrances	VI Ending Estimated Unencumbered Balance
Special Revenue Funds					
Debt Service Funds					
Capital Project Funds	0.00	0.00	0.00	0.00	0.00
Expendable Trust Funds					
Enterprise Funds					
Internal Service Funds					
Non-Expendable Trust Funds					
Agency Funds					
<p>Note: Additional detail may be required by your County Auditor. Consider reports such as financial summaries, revenue summaries, and expenditure summaries as attachments to the tax budget document. Such reports could be computer generated from your accounting database and will provide individual fund activity (both actual and projected).</p>					



# TAX ANTICIPATION NOTES

Fiscal Year 2021

SCHEDULE 5

Tax anticipation notes are issued in anticipation of the collection of the proceeds of a property tax levy. The amount of money required to cover debt service must be deposited into a bond retirement fund, from collections and distribution of the tax levy, in the amounts and at the times required to pay those debt charges as provided in the legislation authorizing the tax anticipation notes. (ORC Section 133.24)

The appropriation to the fund which normally receives the tax levy proceeds is limited to the balance available after deducting the amounts to be applied to debt service.

After the issuance of general obligation securities or of securities to which section 133.24 of the ORC applies, the taxing authority of the subdivision shall include in its annual tax budget, and levy a property tax in a sufficient amount, with any other monies available for the purpose, to pay the debt charges on the securities payable from property tax. (ORC Section 133.25)

	Name Of Tax Anticipation Note Issue	Name Of Tax Anticipation Note Issue
	N/A	N/A
<b>Amount Required To Meet Budget Year Principal &amp; Interest Payments:</b>		
Principal Due		
Principal Due Date		
Interest Due		
Interest Due Date		
Interest Due		
Interest Due Date		
Total		
Name Of The Special Debt Service Fund		
<b>Amount Of Debt Service To Be Apportioned To The Following Settlements:</b>		
February Real		
August Real		
June Tangible		
October Tangible		
Total		
Name Of Fund To Be Charged		