

**Held at Bristol****Organizational Meeting****January 8, 2025**

The President Pro Tem Kristina Stephens called the organizational meeting to order at 5:30 p.m. on January 8, 2025.

The roll call was as follows:

Bilas-Present

Chapman-Present

Mickel-Present

Vondrasek-Present

Stephens-Present

**Board President**

Motion by Mr. Chapman, seconded by Mrs. Vondrasek to open and place nominations for the office of Board President.

Roll Call: Chapman, Vondrasek, Bilas, Mickel, Stephens-Ayes—Motion carried

Nominations: Scott Chapman (Motion by Stephens, seconded by Mickel)

Motion by Mr. Mickel, seconded by Mr. Bilas, to close nominations for the office of Board President.

Roll Call: Mickel, Bilas, Chapman, Vondrasek, Stephens-Ayes-Motion carried

Vote:	Bilas:	Chapman
	Chapman:	Abstain
	Mickel :	Chapman
	Stephens:	Chapman
	Vondrasek:	Chapman

Motion by Mr. Bilas, seconded by Mrs. Vondrasek to appoint Scott Chapman as Board President.

Roll Call: Bilas, Vondrasek-Ayes, Chapman-Abstain, Mickel, Stephens-Ayes—Motion carried

The newly appointed President, Scott Chapman, presided over the remainder of the meeting.

**Board Vice-President**

Motion by Mr. Mickel, seconded by Mrs. Vondrasek to open and place nominations for the office of Board Vice-President.

Roll Call: Mickel, Vondrasek, Bilas, Stephens, Chapman-Ayes-Motion carried

Nominations: Kristina Stephens (Motion by Chapman, seconded by Mickel)

Motion by Mr. Bilas, seconded by Mrs. Vondrasek to close nominations for the office of Board Vice-President.

Roll Call: Bilas, Vondrasek, Mickel, Stephens, Chapman-Ayes-Motion carried

Vote:	Bilas:	Stephens
	Chapman:	Stephens
	Mickel:	Stephens
	Stephens:	Abstain
	Vondrasek:	Stephens

Motion by Mr. Mickel, seconded by Mrs. Vondrasek, to appoint Kristina Stephens as Board Vice-President.

Roll Call: Mickel, Vondrasek, Bilas-Ayes, Stephens-Abstain, Chapman-Aye—Motion carried

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**Board Meeting Dates**

Motion by Mrs. Stephens, seconded by Mr. Bilas, to establish the dates and times for regular meetings as the 2<sup>nd</sup> Wednesday of the month at 6:00 p.m. for January through December in the Bristol Elementary Building.

Roll Call: Stephens, Bilas, Mickel, Vondrasek, Chapman-Ayes-Motion carried

**Board Member Compensation**

Motion by Mr. Bilas, seconded by Mrs. Stephens, to authorize board member compensation at \$100.00 per meeting to a maximum of 12 meetings in calendar year 2025.

Roll Call: Bilas, Stephens, Mickel, Vondrasek, Chapman-Ayes-Motion carried

**Purchasing Agent**

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens to appoint the Superintendent as purchasing agent for the district.

Roll Call: Vondrasek, Stephens, Bilas, Mickel, Chapman-Ayes-Motion carried

**Federal Programs**

Motion by Mr. Mickel, seconded by Mrs. Vondrasek, to authorize the Superintendent or designee to administer all federal programs in compliance with local, state, and federal regulations.

Roll Call: Mickel, Vondrasek, Bilas, Stephens, Chapman-Ayes-Motion carried

**Bills**

Motion by Mr. Bilas, seconded by Mrs. Vondrasek, to approve the Treasurer to pay bills when due.

Roll Call: Bilas, Vondrasek, Mickel, Stephens, Chapman-Ayes-Motion carried

**Payroll**

Motion by Mrs. Stephens, seconded by Mr. Bilas, to approve the Treasurer to sign payroll checks in the calendar year 2025.

Roll Call: Stephens, Bilas, Mickel, Vondrasek, Chapman-Ayes-Motion carried

**Allocate Appropriations**

Motion by Mrs. Stephens, seconded by Mr. Mickel, to authorize the Superintendent and Treasurer to allocate appropriations at the function and object level as necessary during the year not to exceed the legal level of controls and not to exceed the last certificate of estimated resources.

Roll Call: Stephens, Mickel, Bilas, Vondrasek, Chapman-Ayes-Motion carried

**Professional Meetings**

Motion by Mrs. Vondrasek, seconded by Mr. Bilas, to authorize the Superintendent and Treasurer to attend professional meetings.

Roll Call: Vondrasek, Bilas, Mickel, Stephens, Chapman-Ayes-Motion carried

**OSBA**

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to approve the Board to join Ohio School Boards Association and OSBA Legal Assistance Fund and for the Treasurer to pay for the following:

- |                                     |   |            |
|-------------------------------------|---|------------|
| 1. OSBA Membership Dues             | - | \$4,287.00 |
| 2. Briefcase (online)               | - | Free       |
| 3. School Management News (on-line) | - | \$150.00   |
| 4. OSBA Legal Assistance Fund       | - | \$250.00   |

Roll Call: Stephens, Vondrasek, Bilas, Mickel, Chapman-Ayes-Motion carried

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**Emergency Personnel**

Motion by Mrs. Vondrasek, seconded by Mr. Mickel, to approve the following:

“To authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching 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 authorization shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board Policy.

“The authorization provided by this resolution shall commence on the date of the Organizational Meeting, January 8, 2025, and remain in effect through the Organizational Meeting in January of 2026.”

Roll Call: Vondrasek, Mickel, Bilas, Stephens, Chapman-Ayes-Motion carried

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to approve the following:

“To 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 commence on the date of the Organizational Meeting, January 8, 2025, and remain in effect through the Organizational Meeting in January of 2026.”

Roll Call: Stephens, Vondrasek, Bilas, Mickel, Chapman-Ayes-Motion carried

**Tax Advances**

Motion by Mr. Mickel, seconded by Mrs. Stephens, to approve the Treasurer to seek tax advances from the Trumbull County Auditor for all collections in 2025.

Roll Call: Mickel, Stephens, Bilas, Vondrasek, Chapman-Ayes-Motion carried

**Mileage Reimbursement Rate**

Motion by Mr. Bilas, seconded by Mrs. Stephens, to set the mileage reimbursement rate for 2025 at the IRS approved rate.

Roll Call: Bilas, Stephens, Mickel, Vondrasek, Chapman-Ayes-Motion carried

**Public Records Training-Designee**

Motion by Mr. Bilas, seconded by Mr. Mickel, to appoint the Treasurer to attend an Attorney General approved public records training session as a designee on behalf of the board of education members.

Roll Call: Bilas, Mickel, Stephens, Vondrasek, Chapman-Ayes-Motion carried

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## Legal Counsel

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to authorize Weston Hurd LLP and Squire Patton Boggs to act as legal counsel for opinions and general litigation.

Roll Call: Stephens, Vondrasek, Bilas, Mickel, Chapman-Ayes-Motion carried

## Inventory

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to discard or sell all textbooks, library books, and equipment at schools due to age, condition, and/or being beyond repair.

Roll Call: Stephens, Vondrasek, Bilas, Mickel, Chapman-Ayes-Motion carried

## Committees

Committee appointments were made as follows:

Bilas: Finance, Technical  
Mickel: Grounds, Safety & Security  
Stephens: Student Liaison, Extra Curricular  
Vondrasek: TCTC, Public Relations  
Chapman: Athletics, Audit, Legislative

Motion by Mrs. Stephens, seconded by Mr. Mickel, to adjourn this organizational meeting at 5:51 p.m.

Roll Call: Stephens, Mickel, Bilas, Vondrasek, Chapman-Ayes-Motion carried

SIGNED: \_\_\_\_\_  
President

\_\_\_\_\_  
Date Approved

ATTESTED: \_\_\_\_\_  
Treasurer