

HILLSDALE SCHOOLS  
485 TR 1902, Jeromesville, Ohio

BOARD OF EDUCATION ANNUAL ORGANIZATIONAL MEETING  
Tuesday, January 9, 2018  
6:45 PM

Hillsdale High School Media Center

Organizational Meeting

- I. Call to Order by President Pro Tempore Mrs. Vella King.
- II. Oath of Office of newly elected/appointed Board Members (Mr. Anderson, Mr. Chio, Mrs. Hoffman, Mrs. King) administered by Treasurer.

I, \_\_\_\_\_, being duly sworn, say that I will support the Constitution and that I will faithfully perform and discharge the duty of my office as a Member of the Board of Education of the Hillsdale Local Schools.

III. Roll Call of Members

\_\_\_\_\_ Mr. Anderson, \_\_\_\_\_ Mr. Atterholt, \_\_\_\_\_ Mr. Chio,  
\_\_\_\_\_ Mrs. Hoffman, \_\_\_\_\_ Mrs. King.

IV. Election of Board President and Vice President

A. Nomination/s for Board President:

\_\_\_\_\_ nominated \_\_\_\_\_ for Board President

\_\_\_\_\_ nominated \_\_\_\_\_ for Board President

Recommendation that nominations for Board President be closed.

1. \_\_\_\_\_ 2. \_\_\_\_\_

Recommendation to elect \_\_\_\_\_  
as President of the Hillsdale Local Board of Education for 2018.

B. Nomination/s for Board Vice President:

\_\_\_\_\_ nominated \_\_\_\_\_ for Vice President

\_\_\_\_\_ nominated \_\_\_\_\_ for Vice President

Recommendation that nominations for Board Vice President be closed.

1. \_\_\_\_\_ 2. \_\_\_\_\_

Recommendation to elect \_\_\_\_\_  
As Vice President of the Hillsdale Local Board of Education for 2018.

\_\_\_\_\_ Mr. Anderson, \_\_\_\_\_ Mr. Atterholt, \_\_\_\_\_ Mr. Chio,  
\_\_\_\_\_ Mrs. Hoffman, \_\_\_\_\_ Mrs. King.

V. Business Procedure

A. Recommendation to approve board meeting dates, times and locations for 2018:

|                    |         |   |
|--------------------|---------|---|
| January 9, 2018    | 7:00 PM | High School Media Center                  |
| February 13, 2018  | 7:00 PM | High School Media Center                  |
| March 13, 2018     | 7:00 PM | Middle School Cafeteria                   |
| April 10, 2018     | 7:00 PM | Elementary School Cafeteria               |
| May 8, 2018        | 7:00 PM | High School Media Center                  |
| June 12, 2018      | 7:00 PM | High School Media Center                  |
| July 10, 2018      | 7:00 PM | High School Media Center                  |
| August 14, 2018    | 7:00 PM | Middle School Cafeteria                   |
| September 11, 2018 | 7:00 PM | Elementary School Cafeteria               |
| October 9, 2018    | 7:00 PM | High School Media Center                  |
| November 6, 2018   | 7:00 PM | Middle School Cafeteria                   |
| December 11, 2018  | 7:00 PM | Elementary School Cafeteria               |
| January 8, 2019    | 6:30 PM | High School Media Center (Budget Hearing) |
|                    | 6:45 PM | (Organizational Mtg.)                     |
|                    | 7:00 PM | (Regular Board Meeting)                   |

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ Mr. Anderson, \_\_\_\_\_ Mr. Atterholt, \_\_\_\_\_ Mr. Chio,  
\_\_\_\_\_ Mrs. Hoffman, \_\_\_\_\_ Mrs. King.

- B. Approval of all Standing Authorizations for 2018:

**STANDING AUTHORIZATIONS - 2018**

1. Advance on Tax Settlements – authorization for the Treasurer to secure advances from the Auditor when funds are available and payable to the school district.
2. Investment of Inactive Funds – authorization for the Treasurer to invest inactive funds at the most productive interest rate whenever inactive funds are available.
3. Payment of Bills – authorize the Treasurer to pay all contractual obligations, payrolls of all kinds, utilities, freight and expense bills, postage, auto expenses and bond retirement and interest. This is for ease of operation, to make prompt payment of obligations. All payments are to be within the adopted appropriations.
4. Employment of Temporary Personnel – authorization for the Superintendent to employ personnel as needed for emergency situations. Such employments to be presented for approval by the Board at the next regular meeting.
5. Appointment of Purchasing Agent – authorize the Superintendent to serve as the purchasing agent for the school district and authorizes the purchasing agent to approve purchases up to \$50,000 without further Board action.
6. Service Fund – establish a service fund in the amount of \$2,600.00 to be a part of the general fund for fiscal year 2018 (2017-18 school year), in accordance with section 3315.15 of the Ohio Revised Code.
7. The Superintendent and/or Treasurer be permitted to attend seminars, meetings, and conferences that constitute informative and professional growth for the benefit of the school district without further Board of Education action and that reasonable expenses in connection therewith be allowed. It is also recommended that the Superintendent be authorized to approve staff attendance at professional conferences and workshops.
8. Compliance with the Civil Rights Act – said Board in the expenditure of federal funds continues to comply with the Civil Rights act of 1965 and with all other appropriate state and federal statutes, standards and regulations.
9. Participation in State or Federal Projects – authorization for the Superintendent, without further action by said Board, to apply on behalf of said district to participate in any federal or state project or program for which approval by said Board is required. Authorize the Treasurer to pay stipends in the amount specified to Community Members/Staff Members when authorized by grant applications, i.e. Local Professional Development Committee, etc.

10. Virtual Learning Academy – The Superintendent has the authority to assign student to the Virtual Learning Academy as an Education Option and approve teachers to be compensated at the rate of \$250.00 for a full credit class and \$125.00 for a half credit class.
11. Unless otherwise delegated by the Superintendent, the Superintendent shall serve in all capacities that require an annual Board of Education appointment to implement adopted Board policies.
12. Appropriation Adjustments – authorization for the Treasurer to adjust any appropriation in the amount not to exceed \$5,000.00 per any one appropriation over its original Board approved amount, without needing specific Board approval. The preceding authority is for appropriation shifts within a fund only. If the overall appropriation total for any fund is to be increased or decreased, it must be approved by the Board for any amount.
13. The Board believes it is important to demonstrate appreciation to its employees. The Board authorizes the Superintendent to identify unique means of demonstrating the Board’s appreciation. The following are examples of forms of this appreciation, but is not limited to: refreshments, small gifts, plaques, awards, flowers.
14. Authorize the Treasurer to annually balance all Student Activity Accounts within the parameters of Board approved appropriations.
15. Authorize the approval of Tri-County Educational Service Center monthly revisions to the Substitute Teacher List for the calendar year and the Tri-County Educational Service Center Tutor Directory for the current school year.
16. Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching 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.
17. 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, such resignations shall be deemed effective as of the date and time of the Superintendent’s acceptance.
18. Authorize the Treasurer to approve the tuition rate annually, as set by the Ohio Department of Education.
19. Authorize the attendance at special schools outside the district as needed; i.e. physically handicapped students for the upcoming school year.
20. Authorize the Superintendent, on behalf of this Board to accept Open Enrollment students per the Board adopted Open Enrollment Policy #JECBB.
21. Authorize the Superintendent, or designee, on behalf of this Board, to approve Facility Use Applications.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ Mr. Anderson, \_\_\_\_\_ Mr. Atterholt, \_\_\_\_\_ Mr. Chio,  
\_\_\_\_\_ Mrs. Hoffman, \_\_\_\_\_ Mrs. King.

- C. Appointment of \_\_\_\_\_ to act as a Legislative Liaison Representative between the Board and Ohio School Boards Association for legislative updates.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ Mr. Anderson, \_\_\_\_\_ Mr. Atterholt, \_\_\_\_\_ Mr. Chio,  
\_\_\_\_\_ Mrs. Hoffman, \_\_\_\_\_ Mrs. King.

- D. Appointment of \_\_\_\_\_ to act as a Student Achievement Liaison Representative between the Board and Ohio School Boards Association for student achievement updates.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ Mr. Anderson, \_\_\_\_\_ Mr. Atterholt, \_\_\_\_\_ Mr. Chio,  
\_\_\_\_\_ Mrs. Hoffman, \_\_\_\_\_ Mrs. King.

- E. Per Ohio Revised Code 3313.202, Board Members may elect to be covered by the school district health insurance plan at no cost to the Board.

VI. Adjournment of Organizational Meeting

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn the Organizational Meeting.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ Mr. Anderson, \_\_\_\_\_ Mr. Atterholt, \_\_\_\_\_ Mr. Chio,  
\_\_\_\_\_ Mrs. Hoffman, \_\_\_\_\_ Mrs. King.