

***ANNUAL ORGANIZATIONAL MEETING
OF THE BOARD OF EDUCATION
CARDINAL LOCAL SCHOOLS***

January 10, 2018 - 5:30 p.m.

Board Office

AGENDA:

- I. President Pro Tempore - Call to Order
- II. Roll Call
- III. Oath of Office – New Members
- IV. Nominations for President
- V. Nominations for Vice-President
- VI. Officer's Oath of Office
- VII. Authorization and Business
- VIII. Adjournment

I. Call to Order

By President Pro Tempore, **Ken Klima** Time _____ P.M.

II. Roll Call

___ Mr. Klima ___ Mrs. Anderson ___ Mrs. Rayburn ___ Mrs. Smallwood ___ Mrs. Thomas

III. Oath of Office –New Member

Sworn in by Treasurer, Merry Lou Knuckles

Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully and impartially discharge your duties as a member of the Board of Education of the Cardinal Local School District, Geauga County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereby to be enacted during your continuance in said office, and until your successor is elected and qualified:

The answer is “I do”.

THE NEW BOARD MEMBER(S) TAKE THEIR POSITION AT THE BOARD TABLE.

IV. Nominations for President

The President Pro Tempore will call for nominations for President of the Cardinal Local School Board of Education for the year 2018 (second not required).

_____ Made the Nomination

President Nomination _____ Close Nominations- President _____

Motion _____ Second _____ Vote _____

Motion to approve _____ for Board President.

___ Mrs. Anderson ___ Mrs. Rayburn ___ Mrs. Smallwood ___ Mrs. Thomas ___ Mr. Klima

V. Nominations for Vice-President

The President Pro Tempore will call for nominations for Vice-President of the Cardinal Local School Board of Education for the year 2018 (second not required).

_____ Made the Nomination

Vice-President Nomination _____ Close Nominations-Vice President _____

Motion _____ Second _____ Vote _____

Motion to approve _____ for Board Vice-President.

___ Mrs. Rayburn ___ Mrs. Smallwood ___ Mrs. Thomas ___ Mr. Klima ___ Mrs. Anderson

VI. Officer’s Oath of Office

Sworn in by Treasurer Merry Lou Knuckles.

PRESIDENT/VICE PRESIDENT

Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully and impartially discharge your duties as President/Vice-President of the Board of Education of the Cardinal Local School District, Geauga County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereby to be enacted during your continuance in said office, and until your successor is elected and qualified:

The answer is “I do”.

NEW OFFICERS TAKE ELECTED POSITIONS.

VII. Authorization and Business

It is recommended that the Board of Education approve:

A. REGULAR MEETINGS for 2018

That the regular meetings of the Cardinal Local School Board of Education be held as follows: (Attachment A)

_____ Moved, _____ Seconded, _____ Vote

Calendar Adopted _____

Roll call vote:

___ Mrs. Smallwood ___ Mrs. Thomas ___ Mr. Klima ___ Mrs. Anderson ___ Mrs. Rayburn

B. OPERATIONAL PROCEDURES

_____ Moved, _____ Seconded, _____ Vote

All of the following items which appear in this portion of the agenda are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the list and voted upon separately.

1. TAX ADVANCE and FUND-to-FUND ADVANCES

To authorize the Treasurer of the Cardinal Local School District to request the Geauga County Auditor to advance taxes from the proceeds of the tax levies to meet current expenses, as

needed, from the period of January 1, 2018, through December 31, 2018, pursuant to ORC 321.34.

For the purposes of closing a month or a fiscal year, the Treasurer is authorized to make fund-to-fund advances in anticipation of collection of outstanding revenues. Fund-to-fund transfers shall be made by the Treasurer pending Board approval at the next regular meeting of the Board.

2. PERMIT PAYMENT OF PURCHASES

To dispense with the adoption of individual, separate, monthly, or regular resolutions authorizing the purchase or sale of property (except real estate) or personal property valued in excess of \$10,000, the payment of debts or claims, and the salaries of the Superintendent, teachers or other employees; or approving warrants for the payment of any claim from school funds when provisions therefore are made in the annual appropriations resolution, pursuant to ORC 3313.18.

3. PERMIT NECESSARY BORROWING

To authorize the Treasurer and the President of the Board to borrow necessary money, including borrowing between funds on a temporary basis, prior to the next regularly scheduled Board meeting, pursuant to the provisions of law.

4. INVESTMENT OF FUNDS

To authorize the Treasurer to invest interim funds not needed to meet current expenditures at the most productive interest rate, pursuant to Board Policy 6144.

5. PURCHASING AGENT

To authorize the Superintendent or designee to serve as the purchasing agent for the school district, pursuant to Administrative Guidelines 6320A.

6. ADVISORY COMMITTEES

To authorize the following committees: Curriculum Committee, Facilities Committee, Financial Committee, Public Relations Committee, and the District Records Commission during 2018, as necessary; and to authorize the Board President or designee to make such adjustments in their membership as may be required to fill vacancies or to fulfill the obligations of the committee.

7. LEGAL COUNSEL

To authorize the Superintendent to secure necessary legal assistance as conditions require, pursuant to ORC 309.10, 33313.35 and 3313.18.

8. SPECIAL EDUCATION SERVICES

To authorize the Superintendent to secure Special Education Support Services as individual student needs require.

9. BOARD MEMBER COMPENSATION

To authorize compensation of the Board members, pursuant to ORC 3313.12 and Board policy 0147. Board members will receive \$125.00 per meeting, limited to twenty-four meetings annually. Other compensation is approved as written in policy 0147.

10. DISPENSE WITH READING BOARD MINUTES

To waive the reading of the minutes of the Board, as authorized and governed by ORC 3313.26.

11. AUTHORITY TO FILE APPLICATIONS FOR PROJECTS

To grant the Superintendent or designee authority to file applications for all projects considered desirable for the Cardinal Local School District, pursuant to Board policy 6111A.

12. HIRING AUTHORITY

To authorize the Superintendent to employ personnel/accept resignations between meetings and employ temporary personnel, pursuant to ORC 3313.18, 3313.47 and 3319.01.

13. PROFESSIONAL MEETINGS

To permit the Board Members, Superintendent and Treasurer to attend necessary local, state and national meetings within available appropriations, pursuant to ORC 3313.18 and Board policy 0147.

14. REAFFIRM POLICIES

To reaffirm that all Board policies in effect at the date of this meeting are continued in full force and effect unless modified by subsequent action of the Board, pursuant to OAC 3301-35-02 and 3301-35-03.

15. ROBERT'S RULES OF ORDER

To adopt Robert's Rules of Order, Newly Revised, as the parliamentary procedure guidelines for Board meetings and meetings of its committees.

16. HOMEBOUND INSTRUCTION

To authorize homebound instruction for all qualified handicapped students, pursuant to ORC 3323.01. The rate of compensation for tutoring shall be \$24.00 per hour.

17. OPEN AND TABULATE BIDS

To authorize the Treasurer of the School District to be empowered to open and tabulate bids for the Board’s consideration at the next scheduled meeting, pursuant to Ohio Revised Code 3314.46.

18. ELECTRONIC FUNDS TRANSFER

To authorize the electronic transfer of tax revenues as follows:

Treasurer of Geauga County, is hereby designated agent and Fiduciary for the Cardinal Board of Education for the limited and specific purpose of receiving tax advance warrants from the Geauga County Auditor and the immediate transfer of tax advances directly to the Board’s depository account, towit: Middlefield Banking Company.

19. POSITION BONDS

To set the position bonds for Board President, Treasurer and Superintendent at \$20,000 effective January 1, 2018, to comply with HB412.

20. LEGAL LEVEL OF APPROPRIATIONS

To authorize the legal level of appropriation to be the Fund, major object level for the General Fund and “Fund Level” for all other Board Funds.

Roll call vote:

___ Mrs. Thomas ___ Mr. Klima ___ Mrs. Anderson ___ Mrs. Rayburn ___ Mrs. Smallwood

C. STUDENT ACHIEVEMENT LIAISON

___ Moved, ___ Seconded, ___ Vote

To appoint _____ as the student achievement liaison to the Ohio School Boards Association.

Roll call vote:

___ Mr. Klima ___ Mrs. Anderson ___ Mrs. Rayburn ___ Mrs. Smallwood ___ Mrs. Thomas

D. LEGISLATIVE LIAISON

___ Moved, ___ Seconded, ___ Vote

To appoint _____ as the legislative liaison to the Ohio School Boards Association.

Roll call vote:

___ Mrs. Anderson ___ Mrs. Rayburn ___ Mrs. Smallwood ___ Mrs. Thomas ___ Mr. Klima

E. AUBURN CAREER REPRESENTATIVE

Motion _____ Second _____ Vote _____

Motion to approve a resolution in accordance with the requirements of House Bill 59 regarding the make-up of the board of education at career centers in the state of Ohio, that the Cardinal

Local School Board of Education, has done its due diligence in gaining an understanding of the requirements of the bill.

Be it resolved that, effective January 10, 2018, that the Cardinal Local School Board of Education, has voted and agrees that Cardinal Local School Board member _____, will serve as a board member for the **Auburn Career Center**.

Roll call vote:

___ Mrs. Rayburn ___ Mrs. Smallwood ___ Mrs. Thomas ___ Mr. Klima ___ Mrs. Anderson

F. OPEN MEETING

___ Moved, ___ Seconded, ___ Vote

It is recommended that the Board of Education establish that all actions and meetings of the Board will be as directed and in compliance with the requirement of law. (ORC 121.22)

Roll call vote:

___ Mrs. Smallwood ___ Mrs. Thomas ___ Mr. Klima ___ Mrs. Anderson ___ Mrs. Rayburn

G. BUDGET HEARING-PUBLIC - 5:45 p.m.

In accordance with the published notice of the proposed budget for the period July 1, 2018, through June 30, 2019, this document is open for hearing of said public. No action required. Public comments accepted.

VIII. Adjournment

Motion___ Second___ Vote___

Meeting adjourned at _____ P.M.