

**Cardinal Local School District
Organizational Meeting
January 4, 2016**

The **Organizational Meeting** of the Cardinal Board of Education held at 5:45 p.m. on January 4, 2016, was attended by Ken Klima, Wendy Anderson and Katie Thomas.

The meeting was called to order by President Pro Tempore, Mr. Klima.

Oath of Office – New Member – Greg McClain

Do you solemnly swear 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”. Mr. McClain responded, “*I do*”.

The new board member took his place at the board table.

Nominations for President

The President Pro Tempore, Mr. Klima, asked for nominations for President of the Cardinal Local School Board of Education for the year 2016 (second not required).

Mrs. Thomas nominated Mr. Klima. Mrs. Anderson closed the nominations for President.

Mrs. Anderson moved and Mrs. Thomas seconded the motion to elect Mr. Klima as President of the Cardinal Local School Board of Education for the year 2016.

Roll call vote: Mr. Klima, aye Mrs. Anderson, aye Mrs. Thomas, aye Mr. McClain, aye

Nominations for Vice-President

The President Pro Tempore, Mr. Klima asked for nominations for Vice-President of the Cardinal Local School Board of Education for the year 2016 (second not required).

Mr. Klima nominated Mrs. Anderson. Mrs. Thomas closed the nominations-Vice President.

Mrs. Thomas moved and Mr. McClain seconded the motion to elect Mrs. Anderson as Vice-President of the Cardinal Local School Board of Education for the year 2016.

Roll call vote: Mrs. Anderson, aye Mrs. Thomas, aye Mr. McClain, aye Mr. Klima, aye

Officer’s Oath of Office

Mr. Klima and Mrs. Anderson were sworn in by Treasurer Merry Lou Knuckles.

PRESIDENT and VICE-PRESIDENT

Do you solemnly swear 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 of the Board of Education and as 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

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and hereby to be enacted during your continuance in said office, and until your successor is elected and qualified:

The answer is “I do”. Mr. Klima and Mrs. Anderson responded, “*I do*”.

The new officers took their elected positions and the meeting continued.

Authorization and Business:

Regular Meetings for 2016

Mr. McClain moved and Mrs. Thomas seconded a motion to approve the schedule of regular meetings of the Cardinal Local Schools Board of Education, to be held as follows:

The standard regular meeting day is the **second Wednesday of each month** with a special/work session meeting on the fourth Wednesday of each month; there are some exceptions in the following schedule. Dates may have to be adjusted due to other meeting conflicts. **All meetings will be held in the Board Office.**

January 13, 2016	5:45 p.m. Budget Hearing 6:00 p.m. Regular Meeting
January 27, 2016	5:00 p.m.
February 10, 2016	6:00 p.m.
February 22, 2016	5:00 p.m. *Monday
March 9, 2016	6:00 p.m.
March 23, 2016	5:00 p.m.
April 13, 2016	6:00 p.m.
April 27, 2016	5:00 p.m.
May 11, 2016	6:00 p.m.
May 25, 2016	5:00 p.m.
June 8, 2016	6:00 p.m.
June 22, 2016	5:00 p.m.
July 13, 2016	6:00 p.m.
July 27, 2016	5:00 p.m.
August 10, 2016	6:00 p.m.
August 24, 2016	5:00 p.m.
September 14, 2016	6:00 p.m.
September 28, 2016	5:00 p.m.
October 12, 2016	6:00 p.m.
October 26, 2016	5:00 p.m.
November 9, 2016	6:00 p.m.
December 14, 2016	6:00 p.m.
December 28, 2016	5:00 p.m.
January 11, 2017	5:30 p.m. Organizational 5:45 p.m. Budget Hearing 6:00 p.m. Regular Meeting

Roll call vote: Mrs. Thomas, aye Mr. McClain, aye Mr. Klima, aye Mrs. Anderson, aye

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Business Operations

Mrs. Thomas moved and Mr. Klima seconded a motion to adopt all of the following items 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. No such requests were made.

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, 2016, through December 31, 2016, 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 up to \$10,000.00, 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 2015, 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.

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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. Newly elected Board members, beginning a term in office in January 2004 and thereafter, 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 ORC 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 \$18.50 per hour for non-CEA members and \$24.00 per hour for CEA members.

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.

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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, Cardinal Business Account Number.

19. POSITION BONDS

To set the position bonds for Board President, Treasurer and Superintendent at \$20,000 effective January 1, 2016, 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, aye Mr. Klima, aye Mrs. Anderson, aye Mr. McClain, aye

Student Achievement Liaison

Mr. Klima complimented Mrs. Thomas on her job as Student Achievement Liaison last year and asked her to continue in that position. Mrs. Thomas accepted.

Mrs. Anderson moved and Mr. Klima seconded a motion to appoint Katie Thomas as the Student Achievement Liaison to the Ohio School Boards Association.

Roll call vote: Mr. Klima, aye Mrs. Anderson, aye Mr. McClain, aye Mrs. Thomas, aye

Legislative Liaison

Mr. Klima complimented Mrs. Anderson on her job as Legislative Liaison last year and asked her to continue in that position. Mrs. Anderson accepted.

Mrs. Thomas moved and Mr. McClain seconded a motion to appoint Mrs. Anderson as the Legislative Liaison to the Ohio School Boards Association.

Roll call vote: Mrs. Anderson, aye Mr. McClain, aye Mrs. Thomas, aye Mr. Klima, aye

Auburn Career Representative

Mrs. Thomas moved and Mr. McClain seconded a 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 4, 2016 that the Cardinal Local School Board of Education, has voted and agrees that Cardinal Local School Board member Ken Klima, will serve as a board member for the Auburn Career Center.

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Mr. Klima currently says you can only run two consecutive terms. This is a concern since all members of the board started in 2013. It would be tough to have a completely new board start at the same time. They are looking into trying to stagger the terms.

Roll call vote: Mr. McClain, aye Mrs. Thomas, aye Mr. Klima, aye Mrs. Anderson, aye

Open Meeting

Mrs. Anderson moved and Mr. Klima seconded a motion for the following recommendation - 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. Thomas, aye Mr. Klima, aye Mrs. Anderson, aye Mr. McClain, aye

Adjournment:

Mrs. Anderson moved and Mrs. Thomas seconded a motion to adjourn the meeting.

Meeting adjourned at 5:55 P.M.

Roll call vote: unanimous yes.

Kenneth Klima, President

Merry Lou Knuckles, Treasurer