



**BOARD OF EDUCATION ORGANIZATIONAL MEETING**

**Monday, January 12, 2026**

**6:45 PM**

**Hillsdale Board Office Entryway**

***Mission:*** Hillsdale: focused on success through innovation, empowerment, and collaboration.

***Vision:*** The Hillsdale Local Schools, in partnership with the community, will build character and expect excellence by providing a safe and challenging environment that prepares students to be successful in life.

**Tentative Agenda**

**Organizational Meeting**

- I. Call to Order by President Pro Tempore Mr. Keith Yeater.
- II. Oath of Office of newly elected and returning Board Member/s (Mr. Smith, Mr. Hoffman, Mr. Yeater) administered by Treasurer, Lesa Deter.

**Board Member Oath of Office**

*“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 members of the Board of Education of the Hillsdale Local School District, Ashland County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereafter to be enacted, during your continuance in said office, and until your successor is elected and qualified.” The answer is “I do.”*

II. Roll Call of Members

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman, \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

III. 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 2026.

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman, \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

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 2026.

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman, \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

IV. Business Procedure

- A. May I have a motion to Recommend the Proposed Tax Budget be approved for the period of July 1, 2026 through June 30, 2027. (The public hearing was held on January 12, 2026 at 6:30 PM).

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

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman , \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

- B. May I have a motion to approve board meeting dates, times and locations for 2026 -(3rd Monday of each month with the exception of September and January):

February 16, 2026	7:00 PM	Board Office Entryway
March 16, 2026	7:00 PM	Board Office Entryway
April 20, 2026	7:00 PM	Board Office Entryway
May 18, 2026	7:00 PM	Board Office Entryway
June 15, 2026	7:00 PM	Board Office Entryway
July 20, 2026	7:00 PM	Board Office Entryway
August 17, 2026	7:00 PM	Board Office Entryway
September 28, 2026*	7:00 PM	Board Office Entryway
October 19, 2026	7:00 PM	Board Office Entryway
November 16, 2026	7:00 PM	Board Office Entryway
December 21, 2026	7:00 PM	Board Office Entryway
January 11, 2027 *	6:30 PM	Board Office Conference Room (BudgetHearing)
	6:45 PM	Board Office Entryway (Organizational Mtg.)
	7:00 PM	Board Office Entryway

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

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman, \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

- C. May I have a motion to approve all Standing Authorization for Fiscal Year 2026:

**Standing Authorizations for the Fiscal Year 2026**

The Hillsdale Local Board of Education hereby adopts the following standing authorizations for the Superintendent and Treasurer for the current fiscal/school year.

**I. Treasurer Authorizations**

The Treasurer is authorized to:

**Advance on Tax Settlements:** Secure advances from the County Auditor when funds are available and payable to the District (R.C. 321.34).

**Investment of Funds:** Invest interim and inactive funds per R.C. 135.14 and Board policy, not to exceed \$20,000,000.

**Interest calculation & posting for fund 035 & 006:** Interest will be calculated using the STAR Ohio daily rate and the fund's positive month-end balance.

**Depositories:** Approve and maintain depository banks covered by FDIC.

**Payment of Obligations:** Pay all payrolls, utilities, contractual obligations, and other routine expenses within approved appropriations.

**Blanket and Super Blanket Purchase Orders:** Approve the use of Blanket and Super Blanket purchase orders for amounts not to exceed \$400,000.

**Certification of Funds:** Certify the availability of funds on all purchase orders and contracts.

**Appropriation Adjustments:** Board authorizes the Treasurer to adjust appropriations per fund, not to exceed \$ 5,000.00, without requiring specific Board approval.

**Borrowing Authority:** Request tax advances and borrow funds in anticipation of tax receipts as permitted by law.

**Financial Reporting:** Prepare all required financial statements, reports, and filings for the Board, ODEW, and the Auditor of State.

**Tuition Rates:** Approve annual tuition rates as established by ODEW.

**Student Activity Balances:** Reconcile and balance all student activity accounts within approved appropriations.

**Public Records Officer:** Serve as the custodian of District fiscal and public records and ensure compliance with the Records Retention Schedule.

## **II. Superintendent Authorizations**

The Superintendent is authorized to:

**Personnel:** Employ temporary and substitute personnel as needed, subject to Board approval at the next meeting.

Make offers of employment and accept resignations during periods when the Board is not in session, subject to later ratification.

**Purchasing and Contracts:** Serve as purchasing agent for the District, approving purchases up to \$50,000 without further Board action.

Execute routine contracts, service agreements, and MOU renewals within budgeted appropriations.

Approve facility use requests consistent with Board Policy KG.

**Student Services:** Approve payment in lieu of transportation when applicable.

Assign students to virtual or alternative programs when in the best interest of the student (R.C. 3313.6012).

Approve attendance at special schools or programs for students with disabilities (R.C. 3323.04).

Approve Open Enrollment students per Board Policy JECBB.

**Curriculum and Programs:** Apply for and manage participation in federal, state, and private grant programs.

Authorize staff attendance at professional development, workshops, and conferences.

Oversee compliance with state academic mandates, including the Science of Reading, Third Grade Reading Guarantee, and retention form procedures.

**Operations:** Close or delay school due to weather or emergencies, and adjust calendars accordingly.

Implement field trip and safety procedures in accordance with current state requirements.

Demonstrate staff appreciation through Board-approved recognition activities.

Maintain authority in all positions requiring an annual Board appointment, unless otherwise delegated.

**Community & Legislative:** Represent the District in community, governmental, and interagency matters.

Ensure compliance with the Civil Rights Act, Title IX, ADA, and other applicable laws.

### **III. Joint Authorizations**

The Superintendent and Treasurer are jointly authorized to:

Execute Board-approved contracts and documents.

Advertise for and receive bids as required by law.

Manage budgetary amendments within the limits of the appropriations resolution.

Participate in OSBA programs, including the Legal Assistance Fund and policy services.

Obtain memberships in professional organizations and participate in conferences and workshops.

Oversee levy filings, ballot language, and tax budget submissions.

Approve district credit cards and purchasing card reconciliations.

**IV. Board Service Fund:** A Board Service Fund (Fund 022-9025) is established pursuant to R.C. 3315.15 to provide for the training and development of Board members.

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

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman, \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

D. Appointment of Board Members to Committees and External Organizations.

The Board will consider appointing members to the following committees and organizations for calendar year 2026.

May I have a motion to approve Board committee and organizational appointments as listed:

1. Records Commission \_\_\_\_\_
2. Business Advisory Council \_\_\_\_\_
3. OSBA Delegate \_\_\_\_\_
4. OSBA Alternate Delegate \_\_\_\_\_

5. OSBA Small School District Advisory Network Delegate

\_\_\_\_\_

6. Other District or Regional Committees (as applicable)

\_\_\_\_\_

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

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

- E. May I have a motion to Appoint \_\_\_\_\_ as the representative to the Heartland Technical Education Center Board of Education effective January 1, 2026 - December 31, 2028 (3 year term).

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

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.

V. Discussion/Information Items

- A. 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 at \_\_\_\_\_ PM.

\_\_\_\_\_ Mr. Burkholder, \_\_\_\_\_ Mr. Hoffman, \_\_\_\_\_ Mr. Smith,  
\_\_\_\_\_ Ms. Turk, \_\_\_\_\_ Mr. Yeater.