

**MINUTES OF HILLSDALE LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION**

ANNUAL ORGANIZATIONAL BOARD MEETING

MONDAY, JANUARY 12, 2026

HILLSDALE BOARD OFFICE ENTRYWAY

6:45 PM

HILLSDALE LOCAL BOARD OF EDUCATION — January 12, 2026 at 6:45 P.M. The Hillsdale Local Board of Education Annual Organizational Board Meeting was called to order by President Pro Tempore Mr. Keith Yeater at 6:45 P.M. in the Hillsdale Board Office Entryway. Roll call was taken by Treasurer Lesa Deter with the following Board members present: Jon Burkholder, Mark Hoffman, Steve Smith, Melinda Turk and Keith Yeater.

The annual tax budget hearing was held in the Central Office Board Conference Room at 6:30 P.M. The tax budget was presented for fiscal year 2027.

The Oath of Office was administered by Treasurer, Lesa Deter to the newly elected Board Members, Mr. Steve Smith, Mr. Mark Hoffman and Mr. Keith Yeater.

26-00 ELECTION OF BOARD PRESIDENT FOR 2026

Nominations were opened for Board President with Melinda Turk and Jon Burkholder nominating Keith Yeater. It was recommended that nominations be closed by Steve Smith and seconded by Mark Hoffman.

Moved by Smith, and seconded by Hoffman to elect Keith Yeater as Board President for the Hillsdale Board of Education for calendar year 2026

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.

26-01 ELECTION OF BOARD VICE-PRESIDENT FOR 2026

Nominations were opened for Board Vice-President with Keith Yeater nominating Melinda Turk. It was recommended that nominations be closed by Steve Smith and seconded by Mark Hoffman.

Moved by Smith, and seconded by Hoffman to elect Melinda Turk as Board Vice-President for the Hillsdale Board of Education for calendar year 2026.

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.

26-02 PROPOSED TAX BUDGET

Moved by Smith, seconded by Turk to approve the Proposed Tax Budget be approved for the period July 1, 2026 through June 30,2027. (The public hearing was held on January 12th, 2024 at 6:30 PM)

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.

26-03 SET DATES FOR THE 2026 REGULAR BOARD MEETINGS

Moved by Hoffman, seconded by Burkholder 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

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.

26-04 STANDING AUTHORIZATIONS 2026

Moved by Yeater, Seconded by Smith 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.

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.

26-05 DISTRICT REPRESENTATIVES

Moved by Yeater and seconded by Burkholder to approve Board committee and organizational appointments as listed

Records Commission - Melinda Turk

Business Advisory Council - External at Tri-County

OSBA Delegate - Jon Burkholder

OSBA Alternate Delegate - Mark Hoffman

OSBA Small School District Advisory Network Delegate - Jon Burkholder and Mark Hoffman

Other District or Regional Committees - will fill as needed

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.

26-06 DISTRICT REPRESENTATIVE TO THE HEARTLAND TECHNICAL EDUCATION CENTER BOARD OF EDUCATION

Moved by Yeater, seconded by Turk to appoint Steve Smith to be the District Representative to the Heartland Technical Education Center Board of Education

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.

INFORMATION ITEMS

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.

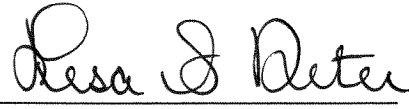
26-07 ADJOURNMENT OF ORGANIZATIONAL MEETING

Moved by Hoffman, seconded by Yeater to adjourn the Organizational Meeting at 7:02 P.M.

Burkholder, aye; Hoffman, aye, Smith, aye; Turk, aye; Yeater, aye. Motion passes 5-0.



BOARD PRESIDENT



TREASURER