



# POLICY REVIEW COMMITTEE

Mike McDonough, Deputy Superintendent  
Friday, January 17, 2020, Central Office

Hilliard City School District  
Operations Department

## COMMITTEE MEMBERS

Heather Keck, Board of Education  
Lisa Whiting, Board of Education  
Brian Wilson, Treasurer/CFO  
Mike McDonough, Deputy Superintendent  
Vicky Clark, Assistant Superintendent  
Herb Higginbotham, Director Elementary Education  
Stacie Raterman, Communications Director

Aaron Cookson, Principal Hilliard Davidson HS  
Matthew Trombitas, Principal Hilliard Heritage MS  
Lauren Schmidt, Principal Hilliard Station Sixth Grade  
Holly Meister, Principal Scioto Darby Elementary  
Stephanie Borlaza, Principal Britton Elementary  
Jamie Lennox, Special Education Coordinator

# RECOMMENDATION

**First Reading**  
**January 27, 2020**

The Policy Review Committee meets quarterly each school year. All proposed new policies, revisions of current policies or repeal of a current policy are reviewed by the Policy Review Committee before being presented to the Superintendent for submission to the Board of Education. Two readings at two separate meetings shall normally be required before a new or revised policy may be adopted. Action to adopt will take place at a subsequent third meeting. However, the Board does have the option of voting for adoption at the second meeting.

The Policy Review Committee recommends the policies listed below be revised, as noted on the following pages:

1. BCA – Board Organizational Meeting

### Revision Notes:

- Language with a ~~line drawn through~~ it is language to be removed.
- Language in **bold-type** is language to be added.

The policies are being submitted for readings and adoption at the following Board of Education meetings:

- First reading – January 27, 2020
- Second reading and adoption – February 10, 2020

## BOARD ORGANIZATIONAL MEETING

In accordance with law, the Board shall meet during the first 15 days of January of each year for the purposes of electing a president and vice president from among its membership and taking action on other matters of business.

A president pro-tem shall be elected at a meeting prior to the start of the new year. The president pro-tem shall ask for nominations for and the Board shall elect a president to serve for a term of one year or until a successor is chosen and has qualified. The newly elected president shall then preside over the remainder of the meeting.

The president shall then ask for and the Board shall elect a vice president to serve for a term of one year or until a successor is chosen and has qualified.

Method of Election. Officers shall be nominated from the floor and shall be elected by majority roll-call vote. Should an office become vacant between organizational meetings, the Board shall use this same method of election to fill the office until the ensuing organizational meeting.

The Board shall then proceed with items of annual business, such as:

1. setting the dates and time of regular Board meetings;
2. appointment of a purchasing agent for the current calendar year;
3. adoption of annual resolutions to meet legal requirements and/or to expedite business of the District throughout the year, including: annual compensation for Board members; purchase of liability insurance for Board members; authorization for the Treasurer/CFO to secure advance payment on taxes, if necessary; establishment of Board service fund;
4. renewal of liability insurance and performance bonds;
5. consideration of memberships in school board organizations
6. appointment of an individual to serve on the Tolles Career & Technical Center (JVSD/CTC) board of education of which the Board is a participating district.

### Terms of Office

The member of the JVSD/CTC board shall be appointed to serve a three year term. The member may not hold office for a period longer than two consecutive terms. Terms are considered consecutive unless separated by three or more years.

Qualification of Members

Members appointed to the JVSD/CTC board shall have experience as chief financial officers, chief executive officers, human resources managers, or as other business, industry, or career counseling professionals and be qualified to discuss the labor needs of the region with respect to the regional economy. Members shall represent the perspective of employers in the region served by the JVSD/CTC and be qualified to consider the state's workforce needs with an understanding of the skills, training, and education needed for current and future employment opportunities in the state.

Coordination of Board Composition

The Superintendent will coordinate with the superintendent of the JVSD/CTC regarding the JVSD/CTC board composition required by state law and this policy to assist the Board in selecting a qualified appointee and;

9. authorize the Superintendent and/or Board to establish advisory committees that coincide with the district's mission and vision.

[Adoption date: August 14, 2001]

[Re-adoption date: November 25, 2013]

[Re-adoption date: May 11, 2015]