

**Perrysburg Exempted Village School District
Regular Board Meeting
Monday, August 20, 2007
7:00 p.m. at the Junior High School Library
550 East South Boundary
Perrysburg, Ohio 43551**

Reception to welcome Thomas Hosler, Superintendent – 6:30 to 7:00 p.m.

Meeting Started at 7:00 p.m.

Call to Order – Roll Call

The President called the meeting to order with the following members present; Mrs. Downs, Dr. Edinger, Mrs. Hovland, Mr. Schoenlein and Mr. Van Hoozen.

FY08-08-007 – Adopt the Proposed Agenda

Mrs. Downs moved, seconded by Mr. Van Hoozen the Board adopt the proposed agenda. The President called for the vote. Voting yes; Mrs. Downs, Mr. Van Hoozen, Dr. Edinger, Mrs. Hovland and Mr. Schoenlein. Motion carried.

Board Recognition and Awards

Toth Walking Track – Dr. Beth Christoff

Public Participation

None

Board Committee Reports and Discussion

Support Services – Mr. Van Hoozen

- a. Transportation Update
 1. Routes, Staffing, Bus Maintenance
 2. Crisis Booklet on Buses
- b. Building Security
 1. Camera's Installed
 2. Monitoring of all Building Entrances
- c. Permanent Improvement – Summer Projects
 1. HS Parking Lot
 2. HS Athletic Field Grading
 3. Frank Roof Replacement
 4. JH Athletic Field Renovations
 5. JH Boiler Replacement
 6. JH Track Replacement
 7. HS Auditorium Lighting
- d. Food Service – No price increase for fifth straight year
- e. Portable Classroom Installation at the JH – Possible finish by September 17th.

Pupil Services – Mrs. Hovland

Finance Committee – Mr. Schoenlein

- a. Levis Commons TIF
- b. District Income Tax

FY08-08-008 – Approval of Minutes, Treasurer's Report, Depository Agreement, Personnel Items and Other Items for Consideration

Mr. Van Hoozen moved, seconded by Mrs. Downs that the Board approves the following Items;

1. **APPROVAL OF MINUTES** – June 2, 2007 (Special Meeting), June 5, 2007 (Special Meeting), June 18, 2007 (Regular Meeting), June 22, 2007 (Special Meeting) and July 17, 2007 (Special Meeting)
2. **TREASURER'S FINANCIAL REPORTS** – June 2007 and July 2007
3. **Depository Agreement – First Merit Bank**
4. **PERSONNEL**
 - a. **Certified Personnel**
 1. **Resignations:**

Cindy Nutter – Math Department Chair – ONLY
Deb Dom – JH Club Advisor – TV Coordinator – ONLY
 2. **Appointments: One-Year Limited Contracts for the 2007-08 school year, pending verification of experience, proper certification/licensure and successful passing of the BCII:**

Justin Fanhcke – CBI – Jr. High – BS/ 0 years (replaces Keith Limes) - \$32,518
Amy Gutkoski – Intervention Specialist Teacher – JH – BS / 3 years - \$37,883
Martha Bair – Part-time contract (48%) – Reading Teacher – Ft. Meigs – BS+30/15 years - \$30,203
Molly Haschak – Part-time contract (48%) - Reading Teacher – Woodland – M/8 years - \$25,052
Diann Toffler – Part-time contract (79%) – HS – Intervention Specialist Teacher– M/11years - \$45,470
Elizabeth Snow – Part-time contract (48%) – Reading Teacher – Jr. High – M+ 10 / 5 years - \$23,335
Candra Boggs – Part-time contract (48%) – Art – High School – BS / 1 year - \$16,467
Rita Phipps – Part-time contract (48%) – Kindergarten Teacher – Toth – BS /4 years - \$19,043
Gretchen Olszewski – Part-time contract (48%) – Kindergarten Teacher – Woodland – BS/5 - \$19,901
 3. **Part-time Intervention Tutors, each one up to 17 hours per week at \$25.48 per hour:**

Ft. Meigs: Suzanne Johnson, Katie Ganss and Shari Browder
Frank: Marlene Bierlein and Lynn Sarno
Toth: Karen Wells and Sherry Shaffer
Woodland: Carol Rudisill and Molly Haschak

4. Extended School Year – ESY Tutors at \$22.37 for summer 2007

Tammi Haigh Carrie Shook Virginia Kenworthy
Lauren Miller Tammy Mansfield

5. Supplemental Contracts for the 2007-08 school year:

Kelisa Boden – JH Math Department Chair (9+ Teachers/Dept) - \$2,814
Cynthia Blubaugh – JH Club Advisor – TV Coordinator - \$1,029
Elizabeth Lawrence – Orchestra Director – Assistant - \$2,230
Mike Jarrett – JH 7th grade Assistant Football Coach - \$2,007 (Non-PEA rate).

Extra Class Periods for the 2007-08 school year:

High School

Beverly Zuchowski – Two Semesters Science - \$4,804
Ryan DeLauter – Two Semesters Science - \$4,804
Susan Garn – Two Semesters Science - \$4,804
Kris Harvey – Two Semesters Math - \$4,804
Jo Okenka – Two Semesters Math - \$4,804
Jim Hentges – Two Semesters Math - \$4,804
Vern Kiehl – Two Semesters Math - \$4,804
Lynn Barefoot – Two Semesters Art - \$4,804
Don Griffith – Two Semesters Art - \$4,804
Michelle St. John – Two Semesters Art - \$4,804
Nancy Gates – Two Semesters Work & Family - \$4,804

Jr. High School

Deb Snow – Two Semesters Science - \$4,804
Sara Picking – Two Semesters Science - \$4,804
Kathryn Philabaum – Two Semesters Music - \$4,804
Jason Jordan – Two Semesters Music - \$4,804
Bradley Jayne – Two Semesters Music - \$4,804

District

Michael Smith – Two Semesters Music - \$4,804
Elizabeth Lawrence – Two Semesters Music - \$4,804

6. Supplemental Contract Correction:

JH Yearbook – should be SPLIT- Laura Franck - \$858 and Stephanie Tanner - \$772
Justin Fahncke – should receive the PEA Supplemental rate for 7th grade Head Football coach \$3,432

7. Substitute Teachers - for the 2007-08 school year, pending proper certification/licensure and passing of the BCII:

Mary Ann Abke	Martha Amstutz	Megan Ault
Marti Bair	William Baker	Nicole Barber
Theodore Barnes	Amy Bartholomew	Marlene Bierlein
Allison Binz	Nancy Borer	Judy Bowerman
Gwendolyn Boylan	Michael Braddock	Julie Brenizer-Klosterman
Patrice Brock	Shari Browder	Alisa Buchanan
Jan Cellio	Dana Chapman	Marquita Collingwood
Lisa Conklin	Joshua Comes	Samuel Cotterman
Matthew Davis	Mary Davisson	Kathleen Dewar
Joann DiNardo	Amy Doyle	Sandi Dulay
Bruce Dunlavy	Laura Egli	Carole Espinoza
Ronald Everett	Patti Jo Fantozz	Angela Finney
Marge Gallagher	Katie Ganss	Otto Geggus
Joseph Gerber	Patrick Gill	Lynn Granatir
Lynn Guitteau	Ginger Guzdanski	Jayne Hayward
Abby Hoelter	Jan Hoelter	Adrienne Holmes
Janet Jacobs	Faye Jaeger	Cynthia Janowiecki
Dana Kasel	Debra Kemp	Alisa Konczal
Sharon Knitt	Chad Krukemyer	Nicole LaClair
Jeri Lathrop	Renee Lewis	Amanda Limbird
Arica Lodge	Bert Lucas	Stacy Marino
Stacey McClary	Sue Meilander	Jennifer Mettert
Victor Meyer	Joshua Mockensturm	Nancy Modene
Susan Nahhas	Joyce Norman	Marie Obrock
Sara North	Sally Palmer	Carol Panzero
Gilbert Parker	Stephanie Petro	Carol Phillips
Rita Phipps	William Poznanski	Robin Radcliffe
Christopher Rieman	Rebecca Roe	Richard Rogers
Elizabeth Rohrbacher	Carol Rudisill	Leslie Ruehle
Kim Rupley	Tom St. Meyers	Lynn Sarno
Sharon Schadek	Donna Schweitzer	Kim Shanahan
Julie Sharkey	Amanda Sheets	Laura Short
Roger Short	Susan Short	Sarilyn Sintobin
Tom Slayton	Thomas Statum	Carol Sternsher
Megan Stewart	Sandra Streichert Lovejoy	Lynn Tearney
Linda Teen	Carolyn Thacker	Mary Tudor
Melissa Valadez	Jason Weaver	Jill Weinstein
Karen Wells	Cindy Wheelless	Cheryl Windisch
Lisa Woolstrum		

b. Classified Personnel:

8. Resignations:

Ellen Moser – Transportation Dispatcher effective August 1, 2007 – Reason – another position in district.
Lisa Conklin – ADK Monitor at Toth – effective August 7, 2007 – Reason – personal
Jill Morse – Monitor at Woodland – effective August 8, 2007 – Reason – personal
Jennifer Hooper - ADK Monitor at Toth – effective August 8, 2007 – Reason – personal
Sherri Dauer – Monitor at Toth – effective August 12, 2007 – Reason – personal
Julie Carnicom – Frank Food Service – Effective August 8, 2007 – Reason – personal

9. One-Year Limited Contracts for 2007-08 school year as follows, pending successful passing of the BCII:

Patricia Haar – 10 month Secretary – Technology – effective August 13, 2007 - \$19,011
Andrea Whiting – Monitor JH – 3 hours per day - effective August 29, 2007 - \$6,601
Andrea Petrie – 10 month Secretary – Woodland Elementary – effective August 13, 2007 - \$19,011
Fred Strayer – Bus Driver – Effective August 28, 2007 - \$13,258
Karen Burkart – Bus Driver – Effective August 28, 2007 - \$13,258

10. Mid-day Bus Routes – two hours each at each of the following drivers' current hourly rate effective September 4, 2007.

These contracts will automatically be non-renewed at the end of the 2007-08 school year per the OAPSE agreement.

Mary Jo Gniewkowski	Pam Addy	Carol Frost
Becky McKinney	Carol Whitaker	Lynn Kruse
Linda Eckel	Jackie Bell	Mike Heider

11. Classified Substitutes – for the 2007-08 school year (pending BCII Check and appropriate paperwork):

Elaine Anctil	Anneliese Angelotti	Diana Ball
Jill Bandy	David Bartlett	Rebecca Barney
Amy Bartholomew	Janet Biederman	Terry Bossert
Rick Bourbina	Deanna Brown	Kay Brunswick
Alisa Buchanan	Karen Burkart	James Chiapetta
Robbin Click	Thomas Cook	James D'Amato Sr.
Sherri Dauer	Louise Davis	Mary Davisson
Laura Dennison	Kathleen Dewar	Martha Donahue
John Doyle	Joe Drago	Elizabeth Ecklund
John Elden	Carole Espinoza	Jeanette Faylor
Rochelle Fox	Lynn Franck	Jay Friess
Herbert Gatewood	Otto Geggus	Jeff Gillmore
Lynn Granatir	Diane Grudzinski	Dan Gusman
Vera Hair	Rodney Haugh	Jan Hoelter
Jennifer Hood	Tracie Hunt	Carlton Jensen
Marguerite Jensen	Floyd Johnson	Cheryl Kern
Susan Kidd	Perry King	Eric Klemm
Ron Koke	Justin Korb	Laurie Kreager
Sue Libbe	Marge Lochbihler	Christine Martishius
Joan Mikesell	Mary Ann Milne	Nancy Modene
Jackie Mohler	Tyson Moore	Ben Murphy
Marcia Myers	Jodi Newman	Larry O'Brien
Gerald Obee	Adriana Ocana	Sally Palmer
Sandra Parham	Carol Panzero	James Phillips
Chris Quinn	Bonnie Ramsden	Paula Ray
Rick Rettig	Stacy Rodriguez	Carol Rogowski
Jackie Romanski	Mary Pat Sattler	Marsha Schettine
Sharon Schadek	Cathie Schramm	Vicki Sedlak
Sonal Shah	Tonya Shank	Christopher Snyder
Judy Sobanski	Becky Spoerl	Fred Strayer
Lynn Tearney	Kathy Ward	Michael Wehrle
Larry Whitaker	Andrea Whiting	Debra Wissinger
Laura Wott	MaryLeigh Wurth	Jim Yost
James Chiapetta	James Scott	

b. Administrative Personnel:

12. Appointment: One Year Contract – August 1, 2007 – July 31, 2008

Kevin Gorman - Executive Director of Pupil Services - effective August 1, 2007 at \$87,032

5. ITEMS FOR CONSIDERATION / APPROVAL

A. Impracticality of Transporting Students to the Public and Non Public State Chartered Schools – Attachment #1

B. Designated Supervisor for Bus Transfer

Approve to have the Transportation Supervisor designate bus drivers as the supervisors at any transfer point where students are transferring from one bus to another bus on the designated bus routes or during unusual circumstances such as a bus break down.

C. Cooperative Transportation Agreement

Enter into a cooperative agreement with other area school districts for transportation purposes for the 2007 - 2008 school year.

D. Arrival Time after Dismissal

Advise that students may arrive at home or at a designated drop off point as soon as the dismissal bell rings or an authorized dismissal is enacted.

E. Release of Students for Transportation Purposes only to Toledo Public

Lauren North	Victoria Messer	Sara Spencer	Kyle Gray
Anya Kress	Magdalena Kress	Henryk Kress	Alfred Burkhardt

Drake Grinonneau

F. Bus Stops/Bus Routes

Approve the bus stops and routes as established for the 2007-2008 school year.

G. NOECA Constitution – Attachment #2

The President called for the vote. Voting yes; Mr. Van Hoozen, Mrs. Downs, Dr. Edinger, Mrs. Hovland and Mr. Schoenlein. Motion carried.

FY08-08-009 – Substitute Teachers

Mrs. Downs moved, seconded by Mr. Schoenlein the Board approve Susan Edinger as a substitute teacher for the 2007-08 school year, pending proper certification/licensure and passing of the BCII. The President called for the vote. Voting yes; Mrs. Downs, Mr. Schoenlein, Mr. Van Hoozen and Mrs. Hovland. Dr. Edinger abstained. Motion carried.

FY08-08-010 – Classified Substitutes

Mrs. Downs moved, seconded by Mr. Van Hoozen the Board approve Meg Schoenlein as a classified substitute for the 2007-08 school year (pending BCII Check and appropriate paperwork).The President called for the vote. Voting yes; Mrs. Downs, Mr. Van Hoozen, Dr. Edinger and Mrs. Hovland. Mr. Schoenlein abstained. Motion carried.

Superintendent's Report

Strategic Plan Update

Public Participation

Robin Laird – Complimented Tom Metz and the entire custodial staff on all of the summer projects

Dean Printy – New Resident – Enrollment process – Very easy, pleased with the process. Concerns: Transportation – Daughter is getting on the bus at 6:20 am; this is too early. Wanted to bring it to the Board's attention, child is on the bus for over an hour

Chris Vogel – Blade Article – Growth statistics on Perrysburg are in error, City boundaries have not been updated since 2000

FY08-08-011 – Executive Session

Mrs. Downs moved, seconded by Mr. Van Hoozen the Board go into executive session for the purpose of employment of personnel and sale of property. The President called for the vote. Voting yes; Mrs. Downs, Mr. Van Hoozen, Dr. Edinger, Mrs. Hovland and Mr. Schoenlein. Motion carried.

The Board went into executive session at 9:16 p.m. and returned at 11:10 p.m.

Board Discussion

September Work Session

FY08-08-012 – Adjournment

Mrs. Downs moved, seconded by Mr. Van Hoozen the Board adjourn. The President called for the vote. Voting yes; Mrs. Downs, Mr. Van Hoozen, Dr. Edinger, Mrs. Hovland and Mr. Schoenlein. Motion carried.

The meeting adjourned at 11:15 p.m.

President

Treasurer

Resolution – Public Charter Schools

The Perrysburg Board of Education having established that certain district pupils are eligible for transportation in accordance with Section 327.01 of the Ohio Revised code, State Board of Standards and District Board Policy, and after considering the availability of facilities and district to the school; time and distance required to provide such transportation; the cost of providing such transportation in terms of equipment, maintenance, personnel and administration, the number of pupils to be transported to public charter schools; whether the Board provides similar or equivalent service to public school pupils; whether and to what extent the additional service to public charter school pupils unavoidably disrupts current transportation and school schedules; the availability of State Board of Education approved alternatives to board-owned and operated school buses, including contractor-owned and operated school buses, public utility conveyances, board-owned vehicles other than school buses and privately-owned vehicles other than school buses; existing school bus routes; the availability of school buses; whether or not public school pupils would be transporting in similar circumstances, the highest per-pupil cost incurred in transporting public school pupils excluding handicapped; the standard of services provided by the school district; and whether or not pupils involved present unique transportation circumstances. I would pose the following resolution to wit:

RESOLVED, that the Perrysburg Board of Education finds that the aforesaid factors have not materially changed since the board's consideration of the same during the previous school year and as a result thereof, the board reaffirms its previous resolution that the transportation of district pupils attending the following public charter school is unnecessary, unreasonable or impractical for the 2006-2007 school year. Said public charter schools are as follows:

Autism Academy of Learning (Springfield)
Autism Academy of Learning (Maumee)
Toledo School for the Arts

Performing Arts School (Maumee, Ohio)
Performing Arts (Toledo)
Meadows Choice (Oregon)

In lieu of providing transportation by school conveyance, the board hereby agrees to pay the parent or guardian of said pupil the amount determined by the State Board of Education pursuant to Section 3317.124(k) of the Ohio Revised Code, which amount shall in no event exceed the average transportation cost per public said average cost being based on the cost of transportation of children by all boards of education in Ohio during the next preceding year.

Resolution – Non-Public Charter Schools

The Perrysburg Board of Education having established that certain district pupils are eligible for transportation in accordance with Section 327.01 of the Ohio Revised code, State Board of Standards and District Board Policy, and after considering the availability of facilities and district to the school; time and distance required to provide such transportation; the cost of providing such transportation in term so equipment, maintenance, personnel and administration; the number of pupils to be transported to non-public schools; whether the Board provides similar or equivalent service to public school pupils; whether and to what extent the additional service to non-public schools pupils unavoidably disrupts current transportation and school schedules; the availability of State Board of Education approved alternatives to board-owned and operated school buses, including contractor-owned and operated school buses, public utility conveyance, board-owned vehicles other than school buses and privately-owned vehicles other than school buses; existing school bus routes; the availability of school buses; whether or not public school pupils would be transported in similar circumstances, the highest per-pupil cost incurred in transporting public school pupils excluding the handicapped; the standard of services provided by the school district; and whether or not the pupils involved present unique transportation circumstances, I would pose the following resolution, to wit:

RESOLVED, that the Perrysburg Board of Education finds that the aforesaid factors have not materially changed since the board's consideration of the same during the previous school year and as a result thereof, the board reaffirms its previous resolution that the transportation of district pupils attending the following non-public school is unnecessary, unreasonable or impractical for 2006-2007 school year. Said non-public schools are as follows:

Bowling Green Christian Academy
Calvary Christian
St. Thomas Aquinas
St. Joan of Arc
West Side Montessori
Maumee Bay Academy
Mary Immaculate
Monclova Christian Academy

St. Jude
Toledo Junior Academy
Gesu
Montessori Academy of Bowling Green
Sylvania Franciscan Academy
Cardinal Stritch
CRC

St. Mary's
Emmanuel Baptist
Hebrew Academy
OLPH
St. Jerome
Toledo Islamic Academy
Glass City Academy

In lieu of providing transportation by school conveyance, the board hereby agrees to pay the parent or guardian of said pupil the amount determined by the State Board of Education pursuant to Section 3317.124(k) of the Ohio Revised Code, which amount shall in no event exceed the average transportation cost per public said average cost being based on the cost of transportation of children by all boards of education in Ohio during the next preceding year.

**CONSTITUTION FOR
NORTHERN OHIO EDUCATIONAL
COMPUTER ASSOCIATION**

ARTICLE I – NAME

The name of this Cooperative Group shall be NORTHERN OHIO EDUCATIONAL COMPUTER ASSOCIATION.

ARTICLE II - PURPOSE

The purpose of the Association is to develop and implement a computer system efficiently and effectively for the needs of the member Boards of Education.

The areas into which the computer system will be deployed shall be by approval of the membership as set out in the Constitution.

ARTICLE III – MEMBERSHIP

- A. The Northern Ohio Educational Computer Association may be limited to any public school district within the geographic area of Erie, Ottawa, Huron, Sandusky, Seneca, Wood and Crawford Counties and to districts in any area established in future law, by the Ohio Department of Education or by action of this association and successors to the presently established Boards of those school districts.
- B. Those districts subscribing to at least the financial accounting services may become members upon resolution of their Board of Education and a majority vote of the Assembly.
- C. Any new members admitted pursuant to inauguration of the Constitution or who are presently eligible but do not subscribe may be assessed an initiation fee at least equal to their per pupil assessment and may be required to pay an additional amount established by majority vote of the assembly to offset any modifications of equipment necessary to provide services to them. Any new member admitted after July 2006, will share in the following proportions upon dissolution; 0-3 years – 30%, 4years and after – 66%.
- D. A member may be disqualified of membership by a vote of two-thirds of the membership and such disqualification from membership and the benefits furnished by the Association shall be effective within 180 days after notification. A disqualified member shall be liable for all obligations incurred during the period unless the disqualified member elects to have the disqualification effective sooner.
- E. One year notice to all other Association members must be given prior to withdrawal of the Fiscal Agent Board of Education or any other member Board of Education and the withdrawing member shall be liable for all obligations during the one year period.
- F. The Fiscal Agent shall be the Erie-Huron-Ottawa Educational Service Center and shall be the entity which shall purchase, own equipment, fixtures and hold in trust for the member districts; employ independent contractor and services; be obligated to perform all duties necessary to implement the functions of the Association; and shall ultimately be responsible for the receipt and expenditure of funds.
- G. The Fiscal Agent shall be held harmless for any liabilities, obligations, claims, damages, penalties, causes of actions, cost or expenses relating to the operation and activities of the Northern Ohio Educational Computer Association, including but not limited to claims by agents, students, employees and anyone seeking a claim through a member for damages resulting from the use of the computer services. Any amounts to paid in settlement of any such claims or damages, including attorney's fees and costs and expenses, as well as the cost of defending the Fiscal Agent and Association, shall be apportioned among all consortium member districts to the extent permitted by law and/or decided by the Board of Directors.
- H. The Fiscal Agent may be disqualified by a vote of two-thirds of the Association Assembly. If disqualified, the Fiscal Agent shall cooperate with the newly elected Fiscal Agent in

transferring equipment and fixtures, as well as all Association fiscal records. A successor Fiscal Agent shall be that public school district which receives two-thirds of the vote of the Association Assembly.

ARTICLE IV – AMENDMENT OF CONSTITUTION

At any meeting called by any member, or at any regular meeting of the members, provided there is notice of at least seven (7) work days in writing, the within Constitution may be amended by a two-thirds (2/3rds) majority of all members of the Assembly. For a quorum at such a meeting, at least two-thirds (2/3rds) majority of all members of the Assembly must be present. Resolutions for such amendments and changes shall be presented in writing to the Chairman of the Board of Directors at least forty-five (45) calendar days before the Assembly meeting is held and the chairman shall circulate same to all Assembly members at least thirty (30) calendar days prior to the meeting.

ARTICLE V – THE ASSOCIATION ASSEMBLY

Section 1 – Membership

The Assembly shall consist of the superintendent of each member school district or his designate. All charter or community schools receiving services will collectively designate a single representative to the assembly with one vote.

Section 2 – Powers and Duties of Assembly

- A. Elect the Board of Directors at its June meeting;
- B. Approve the annual Association budget, upon recommendation from the Board of Directors;
- C. Approve fees to be charged for services, development expenses and purchases of equipment, upon recommendation from the Board of Directors; and
- D. Review current and/or new programs and services provided.

Section 3 – Quorum

- A. Majority of Assembly membership shall constitute a quorum.

Section 4 – Meetings

The Assembly shall meet during the month of June and at such other times as the Board of Directors require action on its recommendation. A member may designate a proxy at any meeting of the Assembly upon written notification to the Chairman.

ARTICLE VI – The Board of Directors/Fiscal Agent

Section 1 – Membership

- A. The Board of Directors shall consist of superintendents of member districts, as follows:
 1. The Superintendent of the Fiscal Agent District shall be a permanent member of the Board and shall also be the chairman of the Board of Directors.
 2. Two superintendents from each county elected by Assembly members from that county, with no individual holding more than one seat on the Board of Directors. Any vacancies during the term of office shall be filled by this same process. Joint vocational school districts shall be considered for representation from the county where the main campus is located.

Section 2 – Terms of Office

The Fiscal Agent's Superintendent shall be a permanent member of the Board of Directors. Other directors from counties with two directors shall be elected to two year terms, except that initially one board member from each county shall be for one year, so as to result in staggering term of office for each county. The regular term of office shall commence with the first meeting following election.

Section 3 – Quorum

A quorum shall consist of a majority of the Board Members.

Section 4 – Meetings

The Board shall meet on the first Monday of August, November, February and May. Additional meetings may be called as necessary by the Chairman or by the majority of the board members, the fiscal agent or the assembly. Any member of the Association may appear in the person of the Superintendent or by their representative at the Board meetings and such representative may petition to be heard. Members of the Board may designate by a written proxy another to represent them at the meeting.

Section 5 – Powers and Duties of the Board of Directors and/or Fiscal Agent.

- A. To oversee and supervise the overall operation and employ a Director to manage the daily functions of the Association consistent with the policies and procedures of the Fiscal Agent.
- B. To establish policy consistent with the policies of the Fiscal Agent.
- C. To appoint an Operating Committee
- D. To promote publicity
- E. To make recommendations to the Assembly on the following:
 1. Amendments to Constitution
 2. Budgets
 3. Fees, assessments and charges to members or contracting agencies for services, expansion of services, purchases of new equipment.
 4. Disqualification of members for not cooperating in the programs, not abiding by the rules and regulations of the Assembly, Board or Operating Committee, or of not meeting financial obligations as incurred.
- F. The Board shall have the authority to call a meeting of either the membership or the assembly as it sees a need.
- G. To do all as directed by the Assembly as shown in its minutes.
- H. To assist the Fiscal Agent in resolving any district complaints concerning monies owed and/or fees that are due.
- I. To assist the Director and/or the Fiscal Agent in resolving non-financial school district complaints.
- J. To employ persons; discipline; establish work rules, compensation, regulations and any other matter relating to employees, consistent with the policies and procedures of the Fiscal Agent
- K. The Board shall have the authority for expansion of facilities, services to be rendered, or promotion of new ventures in computer assistance to Boards.
- L. To appoint ad-hoc committees.
- M. To abide by and to incorporate the duties and responsibilities under ORC Section 3301.075 and 3313.92 (copies attached hereto).

Section 6 – Officers and Staff

- A. Chairman-

The Board of Directors shall have a Chairman of the Board and the Chairman shall be the Superintendent of the Fiscal Agent.

The Chairman shall:

 - preside at all meeting of the Board and the meetings of the Assembly;
 - in conjunction with the Director, see that agendas for the above meetings are sent one week in advance of the meeting;
 - in conjunction with the Director, see to preparation of an annual report on activities of the Association's cooperative ventures, present it at the annual Assembly meeting and distribute it to the Boards of member districts; and
 - in conjunction with the Director, provide liaison between the Assembly and the Board of Directors concerning operation of the computer center in the interim between Board meetings.
- B. Vice Chairman
The Board shall elect one of its members as Vice Chairman to serve a term of one year.
The Vice Chairman shall:
 - Preside in the absence of the chairman;
 - Assist the chairman in the discharge of his duties.
- C. Secretary
The Board shall elect a secretary for a term of one year.
The Secretary, in conjunction with the Director shall:
 - Keep and distribute to all members of the Association, a full and accurate record of proceedings and transactions of meetings of the Assembly and Board of Directors; and
 - Perform other duties assigned by the Chairman or the Board.
- D. Controller
Since Section 3313.92 of the Ohio Revised Code makes it mandatory for one Board of Education to administer the financial transaction of any joining agreement among Boards, the Treasurer of the Fiscal Agent shall be appointed Controller.
The Controller shall:
 - Receive and disburse all funds;

- Undertake all other financial transactions necessary to the work of the Association; and
- Prepare all necessary fiscal reports for the Board and Association
- Follow rules and guidelines as developed by the Auditor of State and the Ohio Revised Code.

E. Other Employees

The Association may employ other employees in accordance with the policies of the Fiscal Agent as deemed necessary by the Board of Directors. All employees of the Association shall be hired by the Fiscal Agent's Board of Education and shall be hired in accordance with the Ohio Revised Code.

F. Director:

The Board of Directors shall make a recommendation to the Fiscal Agent's Board of Education concerning the employment of a Director. The Director shall report to the Board of Director. The Director shall upon initial hiring be given a two year limited contract under ORC § 3319.02. Upon further renewal of employment, the Director shall be entitled to a three year limited contract. The Board of Director's has the authority once to recommend a one-year limited contract for performance issues. Evaluation of the Director shall be in accordance with the evaluation policy of the Fiscal Agent's Board of Education. The Director's employment maybe terminated pursuant to ORC § 3319.16.

ARTICE VII – OPERATING COMMITTEE

Section 1 – Membership

- A. The Operating Committee shall consist of superintendents and treasurers as well as a representative of the Fiscal Agent Board, who shall be appointed by the Chairman and who shall be selected in such a way as to provide three from Association members in each county but not to exceed one for each member district in said County. The membership will be appointed as to result in staggering term of office for each county. The regular term of office shall commence with the first meeting following the annual assembly meeting.
- B. The Fiscal Agent representative, who shall be a permanent member, and all other members shall serve at the will of the Board of Directors.

Section 2 – Quorum

A quorum shall consist of a majority of the Operating Committee members.

Section 3 – Meetings

The Operating Committee shall meet at least four times per year to review operations and discharge the duties shown below. Other meetings may be called at the discretion of the Chairman of the Board of Directors. Any superintendent of a district to which the Association is providing services may petition by letter in advance to the Chairman for a hearing at any regular monthly meeting.

Section 4 – Powers and Duties

- A. To carry out responsibilities as directed by Board of Directors.
- B. To make recommendations to either the Board of Directors or the Assembly.
- C. To establish any organizational structure they deem necessary to efficiently manage the enterprise.
- D. To assist the Director in the development and control of an operating budget, including expenditures for capital improvements. This budget must be approved by the Board of Directors and the Assembly. All capital improvements shall be subject to the provisions of Ohio law.
- E. To recommend to the Board operating procedures and to ensure that any operating procedure is not in conflict with the Fiscal Agent's policies and procedures.
- F. To assist the fiscal agent in resolving any district complaints concerning fees and/or financial obligations.
- G. To assist the Director and/or the Fiscal Agent in resolving any non-fiscal complaint.
- H. To recommend to the Board participation of private and parochial schools, institutions of higher education, or city, county and federal groups in any particular venture and recommend the terms and conditions as well as initiation and assessment fees for entrance into the Association.

Section 5 – Chairman of the Operating Committee

The Chairman of the Board of Directors shall serve as the Chairman of the Operating Committee.

The Chairman shall:

- Preside at all committee meetings; and

- Prepare the agenda for each in conjunction with the Director.

Section 6 – Vice Chairman of Operating Committee

The Operating Committee shall elect one of its members as Vice Chairman to serve a term of one year.

The Vice Chairman shall:

- Preside in the absence of the chairman;
- Assist the chairman in the discharge of his duties.

ARTICLE VIII- FISCAL, OWNERSHIP AND RULES OF MEETINGS

Section 1.

The Operating Committee shall recommend for Board of Directors' approval charges for services rendered.

Section 2.

The fiscal year of the Association shall correspond with that of the fiscal agent board.

Section 3.

Title to any and all equipment, buildings, furniture, and other goods purchased for NOECA shall be held in trust for the member districts by the Association's Fiscal Agent. Any school district withdrawing from the cooperative shall forfeit their claim to the Association's assets. In event of dissolution of the organization, all current members will share in net obligations or assets liquidations in a ration proportionate to their last twelve months financial contributions and likewise shall participate in proceeds from sale of assets upon liquidation. Any new member admitted after July 2006, will share in the following proportions upon dissolution; 0-3 years – 30%, 4years or more – 66%.

Section 4.

All meeting provided for in the Constitution shall be conducted in accordance with the latest edition of Robert's Rules for conducting meetings at the time of the meeting unless specifically amended or abridged by this constitution or by resolution of any entity as described in the constitution.

The chairperson of each entity shall be the parliamentary procedure officer and his decisions shall be final when rendered.

Section 5.

All members shall enter into an agreement for services and therein obligate itself to the following:

1. Pay all fees, charges and assessments as invoiced;
2. Assume on behalf of and hold the Fiscal Agent harmless from any and all claims by agents, students, employees and anyone seeking a claim through a member for damages resulting from the use of the computer services, as well as defend the Fiscal Agent on any claim.
3. Cooperate with the Fiscal Agent on setting or litigating any such claim;
4. Promptly, efficiently and effectively cooperate in the implementation of a program which a member elects to join and assist in the operation of said programs.

ARTICLE IX – DISSOLUTION OF THE COOPERATIVE

A dissolution of the organization shall occur when the members, at a regular Assembly meeting or one called specifically for such purpose, vote by a two-thirds favorable vote of all Assembly members to dissolve this Association.

The Fiscal Agent, by withdrawing, shall affect a dissolution of the Association, unless a member district elects and chooses to be the permanent member.

Each school district's board of education shall submit a copy to the fiscal agent of the resolution authorizing the school district and superintendent's participation in the Northern Ohio Educational Computer Association.