

**BOARD OF SCHOOL TRUSTEES**  
**SCHOOL CORPORATION**

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**REVISED BYLAW 0151.1 – VOL. 26, NO. 1**

ORGANIZATION

0151 **Organizational Meeting**

The School Board shall organize annually on or before ~~January~~ **February** 15th at a meeting held in accordance with law. The meeting shall be called to order by

~~( )~~ ~~the Superintendent~~

**(X)** the ranking officer of the preceding Board

~~( )~~ \_\_\_\_\_

who shall serve as presiding officer until the election of a temporary chairperson, who shall in turn serve until the election of a President.

I.C. 20-26-4-1

I.C. 3-5-4-11(b) and (c)

0151.1 **Board of Finance ~~for of the~~ \_\_\_\_\_ ~~School Corporation~~ **Central Nine Career Center****

~~The School Board shall establish a Board of Finance consisting of the members of the School Board. The Board of Finance shall elect a President and a Secretary from its membership. Each January, the School Board may determine whether or not a meeting of the Board of Finance is necessary.~~ **The School Board shall establish a Board of Finance for the Corporation consisting of the members of the School Board. The Corporation's Board of Finance shall meet at least once each calendar year during the period after the first Monday and on or before the last day of ~~January.~~ February. At the first meeting in each calendar year, the Board of Finance shall elect a President and a Secretary from its membership. These officers shall hold office until their**

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In addition to its annual meeting in ~~January~~ February of each calendar year, the President of the Board of Finance shall convene the Board whenever requested to do so by one (1) of the members of the Board, and as necessary to perform the Board's statutory duties. A majority of the Board shall constitute a quorum for the transaction of the Board's business. All meetings of the Board of Finance shall be open to the public and the Secretary shall keep a record of the proceedings of the Board which shall be approved and signed by the President and attested to by the Secretary. This record of proceedings shall be a public record covered by I.C. 5-13-1.

During the annual meeting of the Board of Finance in ~~January~~ February of each calendar year, the Corporation's investment officer shall make a written report to the Board summarizing the Corporation's investments during the preceding calendar year and naming each institution or entity in which the Corporation's money was deposited in the preceding year. The Board of Finance shall receive and review the report and the overall investment policy of the Corporation.

The Board of Finance shall designate and commission one or more financial institution(s) meeting the statutory standards for a depository of Corporation funds to serve as a depository for these funds. The Board is authorized to revoke the commission of a depository for Corporation funds. In its consideration of a proposal to revoke the commission of a depository to receive and hold Corporation funds, the Board of Finance shall apply the statutory standards and follow the statutory procedure for its consideration of this decision.

~~The function of the Finance Board will be twofold. Its first responsibility will be to designate the depositories for the safekeeping of Corporation funds. Such depositories must be designated as public depositories by the State Board of Depositories and be located within the Corporation's boundaries except in circumstances outlined in State law.~~

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~~The second function of the Board will be to review the Corporation's investment policy, practices, and portfolio. The Corporation's Treasurer shall provide the Board with a copy of the policy and practices as well as a written report that summarizes the investment activities during the previous year.~~

I.C. 5-13-7-5, 5-13-7-6, 5-13-8-9

**State Board of Accounts Public Schools Part 14**

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**Officers**

The Board shall elect from its members a President, Vice-President, and a Secretary all of whom are separate members.

The Board shall also appoint a Treasurer of the Board and of the Corporation who is not the Superintendent or a Board member.

Election of officers shall be by a majority of the full Board. Where no such majority exists on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes.

I.C. 20-26-4-1

Officers shall serve for one (1) year and until their respective successors are elected and shall qualify. An officer may be removed for cause by a majority vote of the full Board. The Board shall fill a vacancy in either office within thirty (30) days of the occurrence of the vacancy.

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**Motions**

The Board shall, at the organizational meeting:

- (X) designate a day, place, and time for regular meetings which shall be held at least once every month\_\_\_\_\_;
- (X) designate those persons authorized to use the safe deposit box;

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- ~~(+)~~ ~~designate a day for regular study sessions of the Board;~~
- (X) adopt existing bylaws and policies for its own operation and for operations conducted through the Corporation;
- ~~(+)~~ ~~authorize the President of the Board to appoint individual Board members to any necessary committees or as representatives to various organizations;~~
- (X) appoint a legal counsel;
- (X) appoint a Board member as legislative liaison to the Indiana School Boards Association.

~~(+)~~ \_\_\_\_\_

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**Committees**

Committees appointed directly by the Board or the President shall constitute a "governing body" as defined in the Open Door Law. When specifically charged to do so by the Board or President, a committee shall conduct studies, receive information, make recommendations to the Board, and act in an advisory capacity, but shall not take action on behalf of the Board.

Meetings of committees appointed directly by the Board or its President and given authority to take official action upon public business are subject to the Open Door Law and shall give notice of meetings and hold public meetings as required by that statute. "Official action" includes receiving information, deliberating, and making recommendations. A committee subject to the Open Door Law shall keep minutes of its meetings.

- [ ] Meetings of committees appointed by the ~~Superintendent~~ **Director** that report to the ~~Superintendent~~ **Director** shall not be subject to the Open Door Law, but records of committees appointed by the ~~Superintendent~~ **Director** shall be subject to the Access to Public Records Act.

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~~(+) members of the Board to standing committees where they shall serve a term of one (1) year.~~

Ad hoc committees may be created and changed at any time by the President

~~(+) or a majority of the members present at any meeting at which the need for a committee becomes evident.~~

or the ~~Superintendent~~ **Director** with the approval of the Board.

Members of ad hoc committees shall serve until the committee is discharged.

A member may request (or refuse) appointment to a committee.

Refusal to serve on any one committee shall not be grounds for failure to appoint a member to another committee.

~~{+} Each Board committee shall be convened by a chairperson who shall report for the committee.~~

~~(+) and shall be appointed by the President.~~

~~(+) and shall be chosen by the committee from among its members.~~