

## **Straight A Program Governing Board Bylaws**

[Adoption date: September 11, 2013]

### **Article I: Name of the organization and its governing authority**

1. The name of this organization is the Straight A Program Governing Board (“Board”).
2. The Board is established by section 263.325 of Am. Sub. House Bill 59 of the 130<sup>th</sup> Ohio General Assembly.

### **Article II: Purpose**

It is the mission of the Board to award grants to city, local, exempted village, and joint vocational school districts, educational service centers, community schools, STEM schools, college-preparatory boarding schools, individual school buildings, education consortia (which may represent a partnership among school districts, school buildings, community schools, or STEM schools), institutions of higher education, and private entities partnering with one or more of the educational entities identified above for projects that aim to achieve significant advancement in one or more of the following goals:

1. Student achievement;
2. Spending reduction in the five-year fiscal forecast required under section 5705.391 of the Ohio Revised Code; and/or
3. Utilization of a greater share of resources in the classroom.

### **Article III: Membership**

#### *Section A: Composition*

All members of the Board shall be appointed in accordance with section 263.325 of Am. Sub. House Bill 59 of the 130<sup>th</sup> Ohio General Assembly.

1. The Board shall consist of the following nine members:
  - a. The Superintendent of Public Instruction or his designee
  - b. Four members appointed by the Governor
  - c. Two members appointed by the Speaker of the House of Representatives
  - d. Two members appointed by the President of the Senate

A roster of the Board Members is attached hereto as Attachment “A” and incorporated herein by reference.

2. The Ohio Department of Education shall provide administrative support to the Board.

#### *Section B: Duration of membership*

Each appointed Board Member shall serve on the Board as follows:

1. Superintendent of Public Instruction – as long as he or she holds the position of Superintendent of Public Instruction
  - a. Superintendent of Public Instruction’s designee – as long as he or she is designated as such at the discretion of the Superintendent of Public Instruction
2. Four members appointed by the Governor – as long as they hold the position at the discretion of the Governor or for the term of the legislative authority for the grant (July 1, 2013 through June 30, 2015).
3. Two members appointed by the Speaker of the House of Representatives – as long as they hold the position at the discretion of the Speaker of the House of Representatives.



In the event a vacancy of a member(s) occurs at any time, the vacant seat shall be filled by the Speaker of the House of Representatives.

4. Two members appointed by the President of the Senate – as long as they hold the position at the discretion of the President of the Senate. In the event a vacancy of a member(s) occurs at any time, the vacant seat shall be filled by the President of the Senate.

*Section C: Good faith service*

1. Each Board Member must, at all times, abide by protections to the public embodied in Ohio ethics law, as found in chapter 102 and section 2921 of the Ohio Revised Code, and as interpreted by the Ohio Ethics Commission and Ohio courts.
2. A copy of these laws was provided to each Board member, and receipt acknowledged as required by section 102.09(D) of the Ohio Revised Code during the first meeting of the Board.

**Article IV: Officers**

*Section A: Officers*

The officers of the Board shall be Chairperson and Vice-Chairperson. Election of officers shall be conducted at the first Board meeting by the majority vote of the Board members present and voting.

*Section B: Vacancies*

If the position of Chairperson is vacant, the Vice-Chairperson shall immediately assume the position of Chairperson.

If a vacancy occurs in the position of Vice-Chairperson, the Chairperson shall appoint a replacement from among the remaining members of the Board.

*Section C: Duties of officers*

1. Chairperson: the Chairperson shall set the agenda for and preside over all meetings of the Board.  
The Chairperson shall schedule Board meetings, as needed, to review and approve Straight A Program grant applications, ensuring a decision of each submitted application within seventy-five days (75) of receiving the application in accordance with Section 263.325 of Am. Sub. House Bill 59 of the 130<sup>th</sup> Ohio General Assembly.
2. Vice-Chairperson: The Vice-Chair person shall handle all duties of the Chairperson in the absence of the Chairperson.

**Article V: Meetings of the Governing Board.**

*Section A: Open meetings.*

1. The Board shall meet, as necessary and when scheduled by the Chairperson, to review and issue decisions on grant applications within seventy-five days of receiving the application in accordance with Section 263.325 of Am. Sub. House Bill 59 of the 130<sup>th</sup> Ohio General Assembly.
2. All meetings of the Board are considered public meetings in accordance with Section 121.22 of the Revised Code.
3. Except in cases of emergency, seven (7) days advance notice shall be given to each member of all meetings of the Board. Notice of meetings shall be provided in writing via



electronic mail. Notice of meetings shall also be provided to the media in accordance with law.

4. The Ohio Department of Education staff is responsible for taking minutes at all meetings of the Board.

*Section B: Attendance and quorum*

1. Board members are expected to attend all meetings of the Board. Attendance is not transferable. All members shall notify the Chairperson or Vice-Chairperson in advance if they are unable to attend.
2. A quorum shall be necessary to conduct all business of the Board. A quorum of the Board shall consist of a majority of the voting members for the transaction of business. For the purposes of quorum, vacant seats will be included when calculating a majority of voting members for the transaction of business.

*Section C: Voting*

1. Each Board Member shall have one (1) vote. Unless otherwise specified, all decisions shall be made by a simple majority of members present and voting.
2. Certain items of business may be approved by voice vote as deemed appropriate by the Chairperson.
3. Members may abstain from voting by not expressing a vote.

*Section D: Parliamentary procedures*

All matters of procedure not otherwise specifically covered in law or these policies shall be subject to the rules of parliamentary procedure set forth in the most recent edition of *Robert's Rules of Order*.

*Section E: Public records*

The Board is subject to Section 149.43 of the Revised Code.

**Article VII: Amendments to bylaws.**

1. These bylaws can be amended at any meeting of the Board by a two-thirds (2/3) vote of the members present and voting.

**Article VIII: Executive director of the Straight A Fund Program**

The Executive Director of the Straight A Fund Program serves as the liaison between the Board members and Ohio Department of Education staff and responds to requests for information and assistance from Board members.

*Section A: Executive Director of the Straight A Fund Program Services*

The Executive Director serves Board members in a variety of ways. These services include, but are not limited to:

1. Researching information about specific education-related data, programs or issues;
2. Preparing talking points and assisting with responses to constituent letters;





3. Preparing and emailing communications for Board members on the events of a Governing Board meeting.

The Executive Director of the Straight A Fund Program also works with the Superintendent of Public Instruction to communicate major Straight A Fund Program updates and initiatives.

*Section B: Contact Information*

Brittney Cousins, Program Administrator - [brittney.cousins@education.ohio.gov](mailto:brittney.cousins@education.ohio.gov)

