

**MINUTES OF THE REGULAR MEETING OF THE ST. BERNARD-ELMWOOD  
PLACE BOARD OF EDUCATION ON MARCH 26, 2018**

The St. Bernard-Elmwood Place Board of Education met in regular session on March 26, 2018, at 5:45 p.m. in the Board of Education Office, 105 Washington Avenue, St. Bernard, Ohio 45217. The meeting was called to order by President Linda Radtke and opened with the Pledge to the Flag.

Roll Call

Present: Linda Radtke, Katie Estep, Marc Fleak, Micki Spears, and Tinette Underwood

Also present: Dr. Mimi Webb, Emily Hauser, and Bruce Helwagen

Visitors (who signed in): Jeffrey Dunn and Emily Young

Public Participation

None

Presentation

Elevar Design Group (formerly SFA Architects) and Elford Inc.

Building Project Update

Bruce Helwagen

18-39 Resolution to Rescind Prior Resolution and to Elect Construction Under the 2011 Ohio Building Code

Mrs. Spears made a motion, seconded by Miss Estep, to approve the following resolution:

**RESOLUTION TO RESCIND PRIOR RESOLUTION AND TO ELECT  
CONSTRUCTION UNDER THE 2011 OHIO BUILDING CODE**

WHEREAS, the Board of Education of the St. Bernard-Elmwood Place City School District ("Board of Education") has determined to construct a new pre-k-12 school building (the "Project") with the Assistance of the Ohio Facilities Construction Commission ("OFCC"); and

WHEREAS, a new Ohio Building Code was adopted effective November 1, 2017; and

WHEREAS, the Board of Education had submitted certain building permit applications prior to that date; and

WHEREAS, the Board of Education accordingly had the option of constructing the Project under the prior Ohio Building Code, effective November 1, 2011; and

WHEREAS, on November 20, 2017 the Board of Education opted to utilize the Ohio Building Code which was effective on November 1, 2017; and

WHEREAS, the Board of Education wishes to change it's election regarding the choice of Building Codes.

NOW, THEREFORE, BE IT RESOLVED, by the St. Bernard-Elmwood Place City School District Board of Education as follows:

SECTION I

The Board of Education hereby rescinds its November 20, 2017 resolution adopting and approving the construction of the Project under the 2017 Ohio Building Code.

SECTION II

The Board shall proceed with construction of the Project under the 2011 Ohio Building Code along with any amendments applicable to this construction.

SECTION III

The Treasurer is hereby authorized to forward a copy of this Resolution to the appropriate OFCC official.

SECTION IV

It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-40 Resolution Approving the Design Development Documents and Authorizing the Completion of Construction Documents Related to the Board's Ohio Facilities Construction Commission Classroom Facilities Assistance Program Project

Mrs. Underwood made a motion, seconded by Mrs. Spears, to approve the following resolution:

RESOLUTION APPROVING THE DESIGN DEVELOPMENT DOCUMENTS AND  
AUTHORIZING THE COMPLETION OF CONSTRUCTION DOCUMENTS  
RELATED TO THE BOARD'S OHIO FACILITIES CONSTRUCTION COMMISSION  
CLASSROOM FACILITIES ASSISTANCE PROGRAM PROJECT

WHEREAS, the Board of Education of the St. Bernard-Elmwood Place School District (hereinafter called the "School District"), County of Hamilton, Ohio, approved the undertaking of a construction project with the Ohio Facilities Construction

Commission through its Classroom Facilities Assistance Program and, if any, locally funded initiatives, inclusive of significant school building new construction, renovations and additions (hereinafter called the “Project”);

WHEREAS, the School District’s Board of Education (hereinafter called the “Board of Education”) has entered into a Project Agreement with the Ohio Facilities Construction Commission, State of Ohio (hereinafter called the “Commission”), as authorized under Section 3318.08, ORC, pursuant to the receipt of State of Ohio’s monies for basic Project costs set aside and approved by the Ohio Controlling Board under Ohio Revised Code section 3318.04;

WHEREAS, the Board of Education, with the approval of the Commission, has contracted with a qualified professional design firm, SFA Architects (hereinafter called the “Architect”), under Ohio Revised Code sections 153.65 to 153.71, to prepare plans, specifications and estimates of cost, and such data as the Board of Education and Commission deem necessary for the Project in compliance with the Project Agreement, and Ohio Revised Code section 3318.091;

WHEREAS, the Commission has retained a qualified construction management firm, Elford Construction Company (hereinafter called the “Construction Manager at Risk”), under Ohio Revised Code sections 9.33, 9.331 and 9.332, related to the Project planning documents estimates of cost, bid packaging, bidding, contract award, administration and closeout, including but not limited to, the scheduling and coordination of multiple prime contractors;

WHEREAS, the Construction Manager at Risk has prepared a Schedule for the Project, inclusive of a Design Schedule as provided by the Architect, with the input of the Commission and Board of Education;

WHEREAS, the Board has adopted a resolution approving a Statement of Probable Construction Cost, Preliminary Project Schedule, and Schematic Design Documents for the Portion of the Project, as prepared by the Architect and the Construction Manager; and

WHEREAS, the Architect, with the input of the Board of Education and Construction Manager at Risk as to constructability, logistics, availability of materials and labor, and time requirements for construction and factors related to the Commissioner, preliminary budgets and possible economies, has prepared Design Development Documents for the Portion of the Project based on the Schematic Design Documents, the Statement of Probable Construction Cost, the Preliminary Project, which consist of architectural drawings and other documents describe the size and character of the Portion of the Project as to architectural, structural, mechanical and electrical systems, materials and other appropriate elements; and

WHEREAS, the Board of Education, Construction Manager at Risk and Commission have reviewed the Design Development Documents for the Project, and met to make, or otherwise communicated, comments or suggestions concerning the Design Development Documents to the Architect and the Architect has, as necessary, submitted

an amended set of Design Development Documents for the Project to the Board of Education for its approval; and

WHEREAS, the Construction Manager at Risk, with the assistance of the Architect and Board of Education, has prepared a Statement of Probable Construction Cost based on current area volume and other unit costs and an updated Project Schedule, and with the Architect, has reviewed any differences between the Construction Budget and the Statement of Probable Construction Cost, identified reasons for any difference, recommended means to eliminate the difference and prepared a report describing the agreed upon means and submitted said report to the Authorized Representatives and Commission; and

WHEREAS, the Board of Education now desires to approve the Design Development Documents pertaining to the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education that after careful consideration and evaluation of the information before it that:

Section 1. Subject to the approval of the Commission, the Board of Education hereby approves the Statement of Probable Construction Cost and the updated Project Schedule. The hard costs, including any costs for Locally Funded Initiatives are \$33,505,955.00, the soft costs, including Locally Funded Initiatives, are \$3,647,441.00, for a total of \$37,153,396.00.

Section 2. In conjunction with approval of the Project Schedule and Statement of Probable Construction Cost, and subject to the final review and approval of the Design Development Documents by the Commission, pursuant to Ohio Revised Code section 3318.091, in conjunction with approval of the Project Schedule and Detailed Estimate of Construction Cost for the Project, the Board of Education approves the Design Development Documents for the Project, in substantially the form presently on file with the Board of Education, subject to the final approval of the Commission. Failure of the Commission to grant its final approval to the Design Development Documents shall cause the Board of Education's approval to be null and void.

Section 3. The Board of Education authorizes the Architect, with the assistance of the Construction Manager at Risk, to complete Construction Documents for the Project based on the approved Program of Requirements, Project Schedule, Statement of Probable Construction Cost, Schematic Design Documents, and Design Development Documents.

Section 4. The Board of Education directs the Construction Manager at Risk, with the assistance of the Architect, to submit Detailed Estimates of Construction Cost and Project Schedules indicating milestone completion dates for the Project to the Board of Education for its approval. In establishing the Detailed Estimate of Construction Cost, the Construction Manager at Risk shall include reasonable contingencies for design, bidding and price escalation and determine in conjunction with the Board of Education and Architect the materials, equipment, component systems and types of construction to be included in the Contract Documents.

Section 5. This Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Education; and that all deliberations of this Board of Education and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Ohio Revised Code section 121.22.

Section 6. This resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of this Board of Education, which may be inconsistent or duplicative with the provisions of this resolution.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-41 Approval of Minutes of Regular Meeting on February 26, 2018

Mrs. Spears made a motion, seconded by Mr. Fleak, to approve the minutes of the Regular Meeting on February 26, 2018.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-42 Financial Report and Report from the Treasurer

Mrs. Underwood made a motion, seconded by Mrs. Spears to approve the following:

Financial Report for February 2018

Investments for February 2018

Investments - General

Star Ohio	\$11,391,379.53
5/3 Securities	2,234,681.94

Investment & Bank Interest - General

Star Ohio General	12,490.12
US Bank	47.07
5/3 Bank	4,284.94

Investments – Building Project

Star Ohio Bond Retirement	46,867.48
Star Ohio LFI	507,139.53
Star Ohio Local Share	589,824.88
Star Ohio State Share	1,494,663.75
5/3 Securities LFI	2,727,950.00
5/3 Securities Local Share	5,250,632.68
5/3 Securities Local Share Money Market	307.88

Investment Interest – Building Project

Star Ohio Bond Retirement	53.24
Star Ohio LFI	7,962.14
Star Ohio Local Share	20,741.56
Star Ohio State Share	1,757.98

Donations

<u>Source</u>	<u>Amount</u>	<u>Fund</u>	<u>School/Club</u>
Linda Radtke	\$ 20.00	007 9073	Student Aid Fund
Titan Fan Club	69.00	300 9301	Athletics
Titan Fan Club	200.00	300 9301	Athletics
Titan Fan Club	100.00	300 9302	Music

Invoices with Then and Now Certificates in Excess of \$3,000 or Invoices More than 30 Days older than the Purchase Order as Presented

Apple Inc.	\$8,977.00
Matthew Koenig	138.26

Amended Certificate and Appropriations

Approval of Capital One as Credit Card Vendor with Reward Program

Approval of Transfer

<u>Amount</u>	<u>From</u>	<u>To</u>
\$150,000.00	001 General Fund	003 Permanent Improvement

Approval of New Accounts

Bond Retirement – 2018 Lease-Purchase	002-9002
LFI – 2018 Lease-Purchase	004-9003

Approval of Group Rating Program for Workers Compensation

The motion passed by the following roll call vote:

Yes – Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

Abstain – Mrs. Radtke

18-43 Resignations

Mrs. Spears made a motion, seconded by Miss Estep, to approve the following resignations:

Alicia Graves, Crossing Guard at Elmwood Place Elementary, effective December 14, 2017

Patricia McLeod, Crossing Guard at St. Bernard Elementary, effective March 31, 2018

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-44 Crossing Guard

Mrs. Spears made a motion, seconded by Miss Estep, to approve the employment of William Ayers as a St. Bernard Crossing Guard, effective April 3, 2018, 2 hours per day on student days.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-45 Tutors

Mrs. Underwood made a motion, seconded by Mr. Fleak, to approve the following as after-school tutors for the 2017-2018 school year on an as-needed basis:

Natalie Cann

Suzette Doll

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-46 Special Education Coordinator Contract

Mrs. Spears made a motion, seconded by Mrs. Underwood, to approve Carter Cordes contract as Special Education Coordinator, August 1, 2018 through July 31, 2019, \$54,000.00, 120 days.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-47 Athletic Director Administrative Contract

Mrs. Spears made a motion, seconded by Mr. Fleak, to approve Matthew Koenig’s contract as Athletic Director be renewed, effective August 1, 2018 through July 31, 2020, per approved salary schedule.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

18-48 Resolution and Supplemental Athletic Contracts for 2017-2018

Mrs. Underwood made a motion, seconded by Mr. Fleak, to approve the following:

WHEREAS, the certificated employees of the St. Bernard-Elmwood Place City School District have been notified that there are openings for the positions listed below and at this time no such certificated employees with the qualifications which the Board of Education deems necessary for the positions have accepted the positions; and

WHEREAS, individuals with a teaching certificate who are not employed by the St. Bernard-Elmwood Place City School District have been notified that there are openings in the positions listed below by advertising the opening in appropriate local media, and at this time no such individual with the qualifications deemed necessary for the positions by the Board of Education have applied and accepted the positions.

NOW, THEREFORE, BE IT RESOLVED THAT the following be employed as listed:

<u>Name</u>	<u>Position</u>	<u>Step</u>
Marc Combs	Varsity Boys Baseball	5
Amy Burkhardt	Res. & Var. Asst. Girls Softball	3
Ricky Bush	Varsity Boys & Girls Track	3
Ashley Baker	Var. Boys & Girls Track Asst.	1
Jennifer Spears	Junior High Boys & Girls Track	3
Andrew Combs	Res. & Var. Asst. Boys Baseball	3

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, and Mrs. Underwood

Abstain – Mrs. Spears

18-49 Approval of Lifeguard Rate of Pay

Mrs. Underwood made a motion, seconded by Mrs. Spears, to approve the lifeguard rate of pay of \$12.17 per hour.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood



Miscellaneous - Liaison Reports

1. Curriculum Council Liaison – Micki Spears
2. Student Achievement & Student Affairs Liaisons – Katie Estep
3. Education Hall of Fame Committee Liaisons – Tinette Underwood and Marc Fleak  
(no report)
4. Alumni Association – Micki Spears and Marc Fleak
5. Great Oaks Institute of Technology & Career Liaison – Micki Spears
6. Legislative Liaison – Katie Estep
7. Business Liaison – Tinette Underwood
8. President’s Report – Linda Radtke
9. Superintendent’s Report - Dr. Mimi Webb

18-50 Executive Session

Mrs. Underwood made a motion, seconded by Mrs. Spears, to enter in Executive Session at 8:07 p.m. to consider the employment of a public employee or official.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

Regular session reconvened at 8:25 p.m.

18-51 Adjournment

Mrs. Spears made a motion, seconded by Mrs. Underwood, to adjourn the meeting.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Miss Estep, Mr. Fleak, Mrs. Spears, and Mrs. Underwood

Meeting adjourned at 8:27 p.m.

Minutes approved by the Board of Education: \_\_\_\_\_

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date