

**MINUTES OF THE BUDGET HEARING, ORGANIZATIONAL, AND REGULAR
MEETING ST. BERNARD-ELMWOOD PLACE CITY SCHOOLS
BOARD OF EDUCATION ON JANUARY 10, 2022**

The St. Bernard-Elmwood Place Board of Education held the Budget Hearing at 5:30 p.m. on Monday, January 10, 2022, followed by the Organizational Meeting at 5:45 p.m. and Regular meeting in the Board of Education Office, 105 Washington Avenue, St. Bernard, Ohio 45217. The meeting was called to order by President *pro tempore*, Marc Fleak and opened with the Pledge to the Flag.

Treasurer Nick Hendricks administered the Oath of Office to the following re-elected Board members: Mark Fleak, Dr. Jason McMullan, and Micki Spears

Roll Call

Present: Linda Radtke, Marc Fleak, Dr. Jason McMullan, Micki Spears, and Tinette Underwood

Also present: Dr. Mimi Webb, Nick Hendricks, Bruce Helwagen, and Kathy McFadden
Visitors (who signed in): None

22-1 Election of President

Mrs. Spears called for nominations for President of the Board of Education. Mrs. Spears made a motion to nominate Mrs. Radtke, seconded by Dr. McMullan. There being no further nominations, a roll call vote was taken to elect Mrs. Radtke as President.

The motion passed by the following roll call vote:

Yes – Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood
Abstain – Mrs. Radtke

Mrs. Radtke was elected as President of the Board of Education and assumed the chair.

22-2 Election of Vice President

Mrs. Underwood called for nominations for Vice President of the Board of Education. Mrs. Underwood made a motion to nominate Mrs. Spears, seconded by Dr. McMullan. There being no further nominations, a roll call vote was taken to elect Mrs. Spears as Vice President.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, and Mrs. Underwood
Abstain – Mrs. Spears

Mrs. Spears was elected as Vice President of the Board of Education.

22-3 Regular Board Meeting Dates for 2022

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

WHEREAS, the Board of Education is required to establish dates, times, and locations of its regular Board meetings, and

WHEREAS, changes or additional meetings may be made if determined necessary in addition to special meetings as provided for in Ohio Revised Code 3313.16 and governed by Ohio Revised Code 121.22.

NOW, THEREFORE, BE IT RESOLVED that under the provisions of Ohio Revised Code 3313.15, the Board of Education shall hold its regular meetings for 2022 in the Board Room at 5:45 p.m. on the following dates:

January 10 (pre-approved)	July 25
February 28	August 22
March 28	September 26
April 25	October 24
May 23	November 21
June 27	December 12

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-4 Set Treasurer and Board President Bond

Mrs. Spears made a motion, seconded by Mr. Fleak, to set the performance bond for the Treasurer in the amount of \$35,000, and for the Board President in the amount of \$20,000.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-5 Payment of District Bills

Mrs. Underwood made a motion, seconded by Mrs. Spears, that the Treasurer pay all bills as they are presented, provided that funds are available and to report monthly to the Board of Education those bills that were paid.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-6 Adoption of Modified 2022-2023 Tax Budget as Presented at Budget Hearing

Mr. Fleak made a motion, seconded by Mrs. Spears, to adopt the tax budget for Fiscal Year 2023 as presented at the budget hearing.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, and Mrs. Spears

Abstain – Dr. McMullan and Mrs. Underwood

22-7 Authorization of Fund Signature

Mrs. Spears made a motion, seconded by Mrs. Underwood, that the Treasurer be signatory as required for the disbursement of district funds.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-8 Appointment of Purchasing Agent

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

WHEREAS, the Superintendent is the Chief Executive Officer of the Board of Education;
and

WHEREAS, the acquisition of supplies, equipment, and services is centralized in the Superintendent's office and through whose offices all purchasing transactions are conducted,
and

WHEREAS, the Superintendent is authorized to employ legal, consultant, and contracted services during the year and until the organizational meeting of 2023.

NOW, THEREFORE, BE IT RESOLVED under the provisions of Ohio Revised Code 3313.47 and Ohio Revised Code 3319.01, the Board assigns the Superintendent the responsibility for the quantity and quality of purchases; and

BE IT FURTHER RESOLVED under the provisions of Ohio Revised Code 3313.47 and Ohio Revised Code 5705.41, the Superintendent or his/her designee is hereby designated purchasing agent and authorized to approve purchases within the appropriate amounts insofar as such purposes are consistent with the approved educational goals and programs of the district.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-9 Establish a Service Fund

Mrs. Underwood made a motion, seconded by Mr. Fleak, to establish a service fund in accordance with Ohio Revised Code 3315.15, for members of the Board of Education or their designated representatives to attend professional meetings or conferences in performance of their duties as representatives of the school district and that this be set at \$5,000. (Ohio Revised Code 3315.15 permits Boards of Education to appropriate \$2.00 per child or \$20,000, to establish a service fund.)

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-10 Authorization for Treasurer to Invest Interim Funds, Authorization for Superintendent to Employ Temporary Personnel in Order to Cover Emergency Situations, Authorization for Superintendent and Treasurer to Attend Meetings that are Considered Essential or Beneficial in Carrying out Their Responsibilities, Authorization to Pay Expenses for Board Member Meetings, and Authorization to Compensate Board of Education Members for Approved Training Programs

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

Authorization for Treasurer to Invest Interim Funds

Authorize Treasurer to invest interim funds at the most productive interest rate whenever interim funds are available. Said funds are to be invested only with financial institutions which have complied with collateralization requirements set forth in the Ohio Revised Code.

Authorization for Superintendent to Employ Temporary Personnel in Order to Cover Emergency Situations

WHEREAS, it may become necessary to employ personnel for emergency or unexpected situations on a short term, casual, per diem/hourly basis; and

WHEREAS, it may be inefficient to call a special board meeting to employ such persons and/or not in the best interest of the district to wait until such time that the Board might meet.

NOW, THEREFORE, BE IT RESOLVED that the Superintendent is hereby authorized to employ such certificated and classified personnel as needed, as defined in Ohio Revised Code 3313.47; and

BE IT FURTHER RESOLVED, under the provisions of Ohio Revised Code 3313.47 the Superintendent shall present such employment recommendations to the Board at the next regular meeting for formal action.

Authorization for Superintendent and Treasurer to Attend Meetings that are Considered Essential or Beneficial in Carrying out Their Responsibilities

Authorization to Pay Expenses for Board Member Meetings

It is recommended that attendance and payment of expenses (i.e. meals, registration, and mileage) incurred by Board members at various related meetings held throughout the year be approved.

Authorization to Compensate Board of Education Members for Approved Training Programs

WHEREAS, Section 3313.12 of the Ohio Revised Code provides that a board of education of any school district may provide by resolution compensation of its members for attendance at approved training programs in an amount not to exceed \$60.00 per day for training programs

three hours or less in length and \$125.00 per day for training programs longer than three hours in length; and

WHEREAS, this Board desires to set compensation levels for its members for attendance at approved training programs pursuant to Section 3313.12 of the Revised Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the St. Bernard-Elmwood Place City School District, County of Hamilton, State of Ohio, that:

Section 1. This Board hereby finds, determines, and declares that the compensation of Board of Education members for attendance at approved training programs be set at \$60.00 per day for training programs three hours or less in length and \$125.00 per day for training programs longer than three hours in length;

Section 2. A request for compensation for attendance at an approved training program shall be at the discretion of each Board Member. In order to receive compensation, the training program must be approved by the Board as a professional conference, and the Board Member seeking payment shall present to the Treasurer a request for compensation.

Section 3. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board.

Section 4. This Resolution shall be in full force and effect from and immediately upon its adoption.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

Liaison Appointments

The following appointments were made:

Curriculum Council Liaison – Mrs. Spears

Student Achievement & Student Affairs Liaison – Mr. Fleak

Education Hall of Fame Committee Liaisons – Mr. Fleak and Mrs. Underwood

Alumni Association Liaison – Mr. Fleak and Mrs. Spears

Great Oaks Institute of Technology & Career Development Liaison – In October 2019, Mrs. Spears was Board approved for a three-year term.

Legislative Liaison – Dr. McMullan

Tax Incentive Review Council Member – Mr. Hendricks

Finance Advisors – Mrs. Radtke and Dr. McMullan

Audit Liaisons – Mrs. Spears and Mrs. Underwood

Business Liaison – Mrs. Underwood

Public Participation

None

22-11 Motion to Approve Minutes of Regular Meeting on December 13, 2021

Mrs. Spears made a motion, seconded by Mr. Fleak, to approve the minutes of the regular meeting on December 13, 2021.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, and Mrs. Spears

Abstain – Dr. McMullan and Mrs. Underwood

22-12 Financial Report and Report of the Treasurer

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

Financial Report for December 2021

Investments for December 2021

Investments - General

Star Ohio \$15,875,040.51

Investment Interest - General

Star Ohio - General 1,201.85

US Bank 13.29

Investments – Building Project

Star Ohio Bond Retirement 139,785.29

Star Ohio LFI 4,246,510.23

Star Ohio Local Share 3,371,585.68

Star Ohio State Share 4,300,502.07

Investment Interest – Building Project

Star Ohio Bond Retirement 10.24

Star Ohio LFI 322.81

Star Ohio Local Share 258.66

Star Ohio State Share 325.27

Accept the Following Donations

<u>Source</u>	<u>Amount</u>	<u>Fund</u>	<u>School/Club</u>
Lisa Vanderbilt	\$250.00	007 9076	Tina Siegel Scholarship
Donald & Sharon Weston	100.00	200 9208	SBE Student Council

Approve Invoices with Then and Now Certificates in Excess of \$3,000 or Invoices

More than 31 Days older than the Purchase Order as Presented

AED Team \$ 9,904.50

Bureau of Workers Compensation 36,124.00

Hamilton County ESC 79,837.46

Ohio School Boards Association 930.00

St. Joseph Orphanage 6,373.64

The T-Shirt Company 423.75

Torbeck Auto Repair 4,556.22

Mileage Reimbursement Rate

Revise mileage reimbursement rate to the IRS standard mileage rate of 58.5 cents per miles for all business miles driven, effective January 1, 2022.

Ohio School Boards Association Membership

Approval to continue membership in the Ohio School Boards Association, the Briefcase subscription, the School Management News subscription and the Legal Assistance Fund.

Comprehensive Insurance Policy

Approve comprehensive insurance policy with Trident/Argonaut Insurance Company, effective July 1, 2022 through July 1, 2023. This policy provides coverage for the district's building contents, and vehicles.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-13 Retirement

Mrs. Spears made a motion, seconded by Mrs. Underwood, to approve Virginia Wood's retirement, effective April 1, 2022.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-14 Resignation

Mr. Fleak made a motion, seconded by Mrs. Spears, to approve Sarah Reed's resignation, effective, January 3, 2022.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-15 Employment of Paraprofessional

Mrs. Underwood made a motion, seconded by Mrs. Spears, to employ Lucas Holden as a Paraprofessional for the remainder of the 2021-2022 school year, Step 1, effective January 3, 2022.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-16 Leave of Absence Without Pay

Mr. Fleak made a motion, seconded by Mrs. Spears, to approve Brittany Coy's request for a leave of absence without pay for up to two years, effective January 11, 2022, per the OAPSE contract.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-17 Approval to Continue Open Enrollment for the 2022-2023 School Year

Mrs. Underwood made a motion, seconded by Mrs. Spears, that the district continue Open Enrollment for the 2022-2023 school year.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

22-18 Resolution Authorizing Membership in the Ohio High School Athletic Association

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

By resolution, the Board of Education of the St. Bernard-Elmwood Place City School District authorizes membership in the Ohio High School Athletic Association for schools under its jurisdiction. Schools eligible for membership are those that include one or more grades at the 7-12 level. It is agreed that these schools will conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, Interpretations, and Decisions of the Ohio High School Athletic Association. This resolution shall remain in effect for the school year 2022-2023.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, Dr. McMullan, Mrs. Spears, and Mrs. Underwood

Miscellaneous - Liaison Reports

1. Curriculum Council Liaison – Micki Spears
2. Student Achievement & Student Affairs Liaisons – Marc Fleak
3. Education Hall of Fame Liaisons – Marc Fleak and Tinette Underwood
4. Alumni Association – Marc Fleak and Micki Spears
5. Great Oaks Institute of Technology & Career Liaison – Micki Spears
6. Legislative Liaison – Dr. Jason McMullan
7. Business Liaison – Tinette Underwood
8. Transition Planning Group – Dr. Mimi Webb
9. President’s Report – Linda Radtke
10. Superintendent’s Report - Dr. Mimi Webb
11. Building Project Update – Bruce Helwagen

22-19 Adjournment

Mrs. Underwood made a motion, seconded by Mrs. Spears, to adjourn the meeting. Meeting adjourned at 6:44 p.m.

The Records Retention Commission met immediately after Board meeting. Commission consists of Board President, Superintendent, and Treasurer.

Minutes approved by the Board of Education: _____

Treasurer Date

Board President Date