

**MINUTES OF THE BUDGET HEARING, ORGANIZATIONAL,
AND REGULAR MEETING
ST. BERNARD-ELMWOOD PLACE CITY SCHOOLS
BOARD OF EDUCATION ON JANUARY 8, 2024**

The St. Bernard-Elmwood Place Board of Education held the Budget Hearing at 5:30 p.m. on Monday, January 8, 2024, followed by the Organizational and Regular Meeting 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 *pro tempore*, Marc Fleak and opened with the Pledge to the Flag.

Treasurer Nick Hendricks administered the Oath of Office to re-elected Board member, Linda Radtke, and newly elected Board Member, Becky Blevins.

Roll Call

Present: Linda Radtke, Becky Blevins, Marc Fleak, and Micki Spears

Absent: Dr. Jason McMullan

Also present: Dr. Mimi Webb, Nick Hendricks, Bruce Helwagen, and Kathy McFadden

Visitors (who signed in): Gabrielle Fleak

24-1 Election of President

Mr. Fleak called for nominations for President of the Board of Education. Mrs. Spears made a motion to nominate Mrs. Radtke, seconded by Mrs. Blevins. 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 – Mrs. Blevins, Mr. Fleak, and Mrs. Spears

Abstain – Mrs. Radtke

Absent – Dr. McMullan

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

24-2 Election of Vice President

Mrs. Radtke called for nominations for Vice President of the Board of Education. Mr. Fleak made a motion to nominate Mrs. Spears, seconded by Mrs. Blevins. 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, Mrs. Blevins, and Mr. Fleak

Abstain – Mrs. Spears

Absent – Dr. McMullan

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

24-3 Regular Board Meeting Dates for 2024

Mr. Fleak made a motion, seconded by Mrs. Spears, 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 2024 in the Board Room at 5:45 p.m. on the following dates:

January 22	July 22
February 26	August 26
March 25	September 23
April 22	October 28
May 20	November 25
June 24	December 16

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-4 Authorization for Treasurer to 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

Mrs. Spears made a motion, seconded by Mrs. Blevins 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, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-5 Adoption of Modified 2024-2025 Tax Budget as Presented at Budget Hearing

Mrs. Spears made a motion, seconded by Mr. Fleak, to adopt the tax budget for Fiscal Year 2024 as presented at the budget hearing.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-6 Authorization of Fund Signature

Mr. Fleak made a motion, seconded by Mrs. Spears, 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, Mrs. Blevins, Mr. Fleak, and Mrs. Spears

Absent - Dr. McMullan

24-7 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 2025.

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, Mrs. Blevins, Mr. Fleak, and Mrs. Spears

Absent - Dr. McMullan

24-8 Establish a Service Fund

Mrs. Spears made a motion, seconded by Mrs. Blevins, 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, Mrs. Blevins, Mr. Fleak, and Mrs. Spears

Absent - Dr. McMullan

24-9 Authorization for Treasurer to Invest Interim Funds

Mr. Fleak made a motion, seconded by Mrs. Blevins, to authorize the 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.

The motion passed by the following roll call vote:

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

Absent - Dr. McMullan

24-10 Authorization for Superintendent to Employ Temporary Personnel in Order to Cover Emergency Situations

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

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.

The motion passed by the following roll call vote:

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

Absent - Dr. McMullan

24-11 Authorization for Superintendent and Treasurer to Attend Meetings that are Considered Essential or Beneficial in Carrying out Their Responsibilities

Mr. Fleak made a motion, seconded by Mrs. Blevins, to authorize the Superintendent and Treasurer to attend meetings that are considered essential or beneficial in carrying out their responsibilities.

The motion passed by the following roll call vote:

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

Absent - Dr. McMullan

24-12 Authorization to Pay Expenses for Board Member Meetings

Mrs. Spears made a motion, seconded by Mrs. Blevins, to approve the attendance and payment of expenses (i.e. meals, registration, and mileage) incurred by Board members at various related meetings held throughout the year.

The motion passed by the following roll call vote:

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

Absent - Dr. McMullan

24-13 Authorization to Compensate Board of Education Members for Approved Training Programs

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

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, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

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. Blevins
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. Radtke and Mrs. Spears
Business Liaison – Mrs. Blevins

Public Participation

None

24-14 Motion to Wave Reading of and Approval of the Regular Meeting Minutes on December 14, 2023

Mr. Fleak made a motion, seconded by Mrs. Radtke, to wave reading of and approval of the regular meeting minutes on December 14, 2023.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mr. Fleak, and Mrs. Spears
Abstain – Mrs. Blevins
Absent - Dr. McMullan

24-15 Resignation of Custodian/Flex Bus Driver

Mrs. Spears made a motion, seconded by Mrs. Blevins, to approve Debi Byrd's resignation as a custodian/flex bus driver, effective January 3, 2024, pending employment as a bus driver.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-16 Resignation of Tutor

Mr. Fleak made a motion, seconded by Mrs. Blevins, to approve Maranda Busemeyer's resignation as a tutor, effective January 3, 2024, pending employment as an elementary teacher.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-17 Employment of Bus Driver

Mrs. Spears made a motion, seconded by Mr. Fleak, to employ Debi Byrd as a bus driver, 6 hours per day, Step 18, effective January 4, 2024.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-18 Employment of Teacher

Mrs. Spears made a motion, seconded by Mrs. Blevins, to employ Maranda Busemeyer as a full-time elementary teacher, Bachelor's Degree, Step 1, effective January 4, 2024.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-19 Employment of Bus Driver

Mr. Fleak made a motion, seconded by Mrs. Spears, to employ Beverly Hodge as a bus driver, 6 hours per day, Step 6, effective January 4, 2024.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Mrs. Blevins, Mr. Fleak, and Mrs. Spears
Absent - Dr. McMullan

24-20 Adjournment

Mr. Fleak made a motion, seconded by Mrs. Spears, to adjourn the meeting. Meeting adjourned at 6:21 p.m.

The motion passed by the following roll call vote:

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

Absent - Dr. McMullan

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