

**MINUTES OF THE BUDGET HEARING AND ORGANIZATIONAL
MEETING OF THE ST. BERNARD-ELMWOOD PLACE
BOARD OF EDUCATION ON JANUARY 9, 2012**

The St. Bernard-Elmwood Place Board of Education held the Budget Hearing at 6:00 p.m. on Monday, January 9, 2012, followed by the Organizational Meeting at 6:15 p.m. in the Board of Education Office, 105 Washington Avenue, St. Bernard, Ohio 45217. The meeting was called to order by the President *pro tempore*, Mr. Steven Rutemueller, and opened with the Pledge to the Flag.

Administer Oath of Office to New Board Members

Michael Mays administered the Oath of Office to the newly elected Board members, Linda Radtke and Deborah Steidel.

Roll Call

Present: Steven Rutemueller, Tricia Hackney, Gabe Sanders, Linda Radtke, and Deborah Steidel

Also present: Mimi Webb, Mike Mays, and Bruce Helwagen

Visitors (who signed in): Janet Haarman

12-1 Election of President

Mr. Rutemueller called for nominations for President of the Board of Education. Mrs. Hackney nominated Mr. Rutemueller. Mrs. Hackney made a motion, seconded by Mr. Sanders, to close nominations and to approve by vote of acclamation. The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

Mr. Rutemueller was elected as President of the Board of Education and assumed the chair.

12-2 Election of Vice President

Mr. Rutemueller called for nominations for Vice President of the Board of Education. Mr. Sanders nominated Mrs. Radtke. Mr. Sanders made a motion, seconded by Mr. Rutemueller to close nominations and to approve by vote of acclamation. The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

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

12-3 Regular Board Meeting Dates for 2012

Mrs. Radtke made a motion, seconded by Mrs. Hackney, 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 2012 in the Board Room on the fourth Monday of each month at 6:30 p.m., with exceptions as noted.

January 23	July 23
February 27	August 27
March 26	September 24
April 23	October 22
May 21	November 26
June 25	December 17, 5:30 p.m.

The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-4 Set Treasurer and Board President Bond

Mr. Sanders made a motion, seconded by Mrs. Hackney, 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 – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-5 Payment of District Bills

Mr. Sanders made a motion, seconded by Mrs. Steidel, 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 – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-6 Adoption of Tax Budget

Mrs. Radtke made a motion, seconded by Mrs. Steidel, to adopt the tax budget for 2012-2013 as presented at the budget hearing. The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-7 Authorization of Fund Signature

Mrs. Hackney made a motion, seconded by Mrs. Radtke, that the Treasurer be signatory as required for the disbursement of district funds. The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-8 Appointment of Purchasing Agent

Mr. Sanders made a motion, seconded by Mrs. Steidel, 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 2013,

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 – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-9 Service Fund

Mr. Sanders made a motion, seconded by Mrs. Hackney to establish a service fund in accordance with Ohio Revised Code 3315.15, a service fund 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 may be established. (Ohio Revised Code 3315.15 permits Boards of Education to appropriate \$2.00 per child or \$20,000, to establish a service fund.) It is recommended that this be set at \$5,000.00. The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-10 Authorization for Treasurer to Invest Interim Funds

Mrs. Radtke made a motion, seconded by Mr. Sanders, to approve the following:

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 – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-11 Resolution to Request Advances on Local Taxes, as Needed

Mrs. Steidel made a motion, seconded by Mrs. Radtke, to approve the following resolution:

BE IT RESOLVED by the St. Bernard-Elmwood Place Board of Education of St. Bernard, Ohio

SECTION 1. That the Auditor and Treasurer of Hamilton County, Ohio, be requested respectively to draw and pay to the Treasurer of the St. Bernard-Elmwood Place School District,

In accordance with Section 321.34 of the Ohio Revised Code, money derived from taxes or other sources payable by law to the County Treasurer, to the account of St. Bernard-Elmwood Place School District and lawfully applicable for the purpose of the current fiscal year of funds due in any settlement of 2010.

SECTION 2. That the Treasurer of St. Bernard-Elmwood Place School District forward to the County Auditor a certified copy of this resolution.

The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-12 Employment of Temporary Personnel

Mrs. Radtke made a motion, seconded by Mrs. Hackney, to approve the following resolution:

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 – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-13 Authorization for Superintendent and Treasurer to Attend Essential and Beneficial Meetings

Mrs. Steidel made a motion, seconded by Mrs. Radtke, 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 – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

12-14 Authorization to Pay Expenses for Board Member Meetings

Mr. Sanders made a motion, seconded by Mrs. Hackney, to authorize payment of expenses (i.e. meals, registration, and mileage) incurred by Board members at various committee meetings held throughout the year

The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

Appointments

The following appointments were made:

Curriculum Council Representative – Deborah Steidel

Student Achievement Representative – Deborah Steidel

Education Hall of Fame Committee Representative – Tricia Hackney and Gabe Sanders

Alumni Association Representative – Steven Rutemueller

12-15 Appointment to Great Oaks Institute of Technology & Career Development Representative

Mr. Sanders made a motion, seconded by Mrs. Hackney, to appoint Steven Rutemueller as the Great Oaks Institute of Technology & Career Development Representative for 2012. The motion passed by the following roll call vote:

Yes - Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

Abstain – Mr. Rutemueller

Continuation of Appointments

Legislative Liaison Representative – Linda Radtke

Tax Incentive Review Council Member – Gabe Sanders

Finance Advisors – Linda Radtke and Gabe Sanders

St. Bernard Chamber of Commerce – Gabe Sanders

Audit Representatives – Linda Radtke and Gabe Sanders

12-16 Adjournment

Mr. Sanders made a motion, seconded by Mrs. Radtke, to adjourn the meeting. Meeting adjourned at 6:37 p.m. The motion passed by the following roll call vote:

Yes – Mr. Rutemueller, Mrs. Hackney, Mrs. Radtke, Mr. Sanders, and Mrs. Steidel

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