

MINUTES OF THE REGULAR MEETING OF THE ST. BERNARD-ELMWOOD PLACE  
BOARD OF EDUCATION ON NOVEMBER 21, 2016

The St. Bernard-Elmwood Place Board of Education met in regular session on November 21, 2016, 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, Dr. Jason McMullan, Micki Spears, and Joe Wheeler  
Absent: Tinette Underwood

Also present: Dr. Mimi Webb, Superintendent, Emily Hauser, Treasurer,  
Bruce Helwagen, Director of Technology/Business Affairs

Visitors (who signed in): None

Presentation by Heather Arling from William Blair & Company

Heather Arling from William Blair & Company, the district's underwriting firm, gave a presentation regarding the building project finance plan.

Public Participation

None

16-156 Executive Session

Mrs. Spears made a motion, seconded by Mr. Wheeler, to enter into Executive Session at 6:03 p.m. to discuss personnel issues.

The motion passed by the following roll call vote:

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

Regular session reconvened at 6:23 p.m.

16-157 Approve Minutes of Regular Meeting on October 24, 2016

Mrs. Wheeler made a motion, seconded by Dr. McMullan, to approve minutes of the Regular Meeting on October 24, 2016.

The motion passed by the following roll call vote:

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

16-158 Amend Minutes of Regular Meeting on March 22, 2016

Mrs. Spears made a motion, seconded by Dr. McMullan, to amend the minutes of the Regular Meeting on March 22, 2016 to reflect approval of the Amended Certificate and Transfer of Funds as approved by the Board of Education.

The motion passed by the following roll call vote:  
Yes – Mrs. Radtke, Dr. McMullan, Mrs. Spears, and Mr. Wheeler  
Absent – Mrs. Underwood

- Mrs. Underwood arrived.

16-159 Financial Report and Report of Treasurer

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

Financial Report for October 2016

Investments for October 2016

Investments

|  |              |
|--|--------------|
| Star Plus  | \$ 770.36    |
| Star Ohio  | 5,006,922.19 |
| Fifth Third Securities                               | 500,000.00   |
| Investment in Transit from<br>Star Plus to Star Ohio | 2,343,154.37 |

Investment Interest

|                        |          |
|------------------------|----------|
| Star Plus              | 770.26   |
| Star Ohio              | 2,662.46 |
| Fifth Third Securities | 184.93   |

Bank Interest

|         |       |
|---------|-------|
| US Bank | 89.84 |
|---------|-------|

Donations

| <u>Source</u>         | <u>Amount</u> | <u>Fund</u> | <u>School/Club</u> |
|-----------------------|---------------|-------------|--------------------|
| First State Bank      | \$450.00      | 300 9301    | Athletics          |
| Jason & Kate McMullan | 50.00         | 300 9302    | Music              |

Invoices with Then and Now Certificates in Excess of \$3,000 or Invoices More than 31 Days older than the Purchase Order

|  |           |
|--|-----------|
| Donna Brigger                              | 6,225.00  |
| Capital Varsity                            | 907.08    |
| Express Graphics                           | 210.00    |
| Fifth Third Bank                           | 2,826.30  |
| Hamilton County Educational Service Center | 20,936.96 |
| Healthcare Billing Services                | 1,385.99  |
| Klinge Lock & Safe, LLC                    | 64.20     |
| Ride Right, LLC                            | 7,200.00  |
| School Databooks                           | 1,254.40  |
| Tech 24                                    | 100.33    |
| The Children's Home of Cincinnati          | 7,990.00  |
| Therapy Learning Center                    | 8,281.38  |
| The Rehab Continuum                        | 1,372.56  |
| Universal Transportation                   | 4,233.00  |
| Universal Transportation                   | 8,262.00  |
| Valley Janitor Supply Co                   | 254.11    |

Requesting Authority from the Hamilton County Budget Commission to File a Modified Tax Budget for the 2017-2018 Fiscal Year

**WHEREAS**, Section 5705.28 of the Ohio Revised Code requires a board of education to adopt an annual tax budget on or before January 15<sup>th</sup> for the next succeeding fiscal year; and

**WHEREAS**, Section 5705.281 of the Ohio Revised Code authorizes the county budget commission to waive the requirement that a school district adopt a tax budget as provided under Section 5705.28 of the Ohio Revised Code, and instead authorize the board of education to provide such information to the county budget commission as may be required by the commission to perform its duties under Chapter 5705 of the Ohio Revised Code; and

**WHEREAS**, the Hamilton County Auditor has informed the Board of Education of the St. Bernard-Elmwood Place City School District (the “Board of Education”) that it is required to pass a Resolution authorizing the Treasurer of the Board of Education to make a request to waive the requirement of the adoption of a tax budget, and instead request to file a modified tax budget in accordance with Section 5705.281 of the Ohio Revised Code; and

**WHEREAS**, the Board of Education has utilized a modified tax budget in prior years and believes that its continued use is advantageous since it provides additional information on the long-term financial plan of the District and utilizes a format that has become familiar to the Board of Education and its community.

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

**SECTION I**

The Treasurer of the Board of Education is hereby authorized and directed to request the ability to file a modified tax budget for the 2017-2018 fiscal year. The Treasurer shall make said request by sending a letter addressed to the Hamilton County Budget Commission and including a copy of this Resolution with his letter.

**SECTION II**

The Treasurer of the Board of Education is hereby authorized and directed to do all things necessary to ensure the Board of Education may utilize the modified tax budget for the 2017/2018 fiscal year.

**SECTION III**

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.

Permanent Appropriations and Amended Certificate

Transfer

| <u>Amount</u> | <u>From</u>      | <u>To</u>                      |
|---------------|------------------|--------------------------------|
| \$150,000     | 001 General Fund | 003 Permanent Improvement Fund |

Resolution Authorizing the Board President and/or Treasurer to Enter into an Agreement with the Ohio Facilities Construction Commission and/or the Ohio School Facilities Commission for the Construction of a Project Consisting of Certain Classroom Facilities as part of the Classroom Facilities Assistance Program

**WHEREAS**, pursuant to Sections 3318.01 to 3318.20, inclusive, of the Revised Code of Ohio, an agreement with the Ohio Facilities Construction Commission and/or the Ohio School Facilities Commission for the construction of a project, consisting of certain classroom facilities as part of the Classroom Facilities Assistance Program (hereinafter called the "Agreement") has been proposed by the Ohio Facilities Construction Commission/Ohio School Facilities Commission and such Agreement has been or will be presented in draft form to the Board of Education of St. Bernard-Elmwood Place City School District, County of Hamilton (the "Board of Education").

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

**SECTION 1.** That, after presentation of the Agreement to this Board of Education for review and comment, the Board President and/or Treasurer of the Board of Education, collectively or individually, be and the same hereby are authorized to execute, on behalf of this Board of Education, the Agreement, for the construction of the project therein referred to and consisting of the classroom facilities listed and described in the Classroom Facilities Assistance Program - Certification of Conditional Approval issued by the Ohio Facilities Construction Commission heretofore certified to this Board of Education. The President and/or Treasurer of this Board of Education, collectively or individually, are hereby authorized to execute the Agreement on behalf of the Board of Education with such changes not substantially adverse to the Board of Education as the officials executing the same may approve and to which bond and/or construction counsel of the Board of Education may approve as to legal form.

**SECTION 2.** That 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 Section 121.22, ORC.

**SECTION 3.** This resolution shall be in full force and effect from and immediately after its adoption.

Resolution Designating Fifth Third Securities, Inc. as the Investment Firm for St. Bernard-Elmwood Place City School District

**WHEREAS**, the Board of Education of the St. Bernard-Elmwood Place City School District, of Hamilton County, Ohio, have submitted to the electors of the St. Bernard-Elmwood Place City School District the question of issuing bonds for the purpose of providing certain capital improvements for the School District (as defined herein), which bond issue was approved by a majority of the electors of the School District at the election held on November 8, 2016 (the “Bond Issue”); and

**WHEREAS**, in order to assist with providing investment options, as such options relate to the proceeds the Bond Issue and other general investment matters of the School District, this Board of Education desires to appoint a municipal investment firm for such purposes;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education (the “Board of Education”) of the St. Bernard-Elmwood Place City School District (the “School District”), of the County of Hamilton, Ohio:

**SECTION 1.** That in order to assist with providing investment options, as such options relate to the proceeds of the Bond Issue and other general investment matters of the School District, this Board of Education hereby declares it necessary to designate and appoint a municipal investment firm for the School District. This Board of Education hereby designates Fifth Third Securities, Inc. (or a related entity or affiliate) (the “Municipal Investment Firm”) to serve as the municipal investment firm for the School District for purposes of providing

investment options with respect to the proceeds of the Bond Issue and other general investment matters of the School District.

**SECTION 2.** That the President and the Treasurer of this Board of Education are hereby authorized, individually and/or collectively, to take such further action or actions necessary to effectuate any and all necessary documentation with the Municipal Investment Firm in order to engage the Municipal Investment Firm and to provide for the retention of the Municipal Investment Firm to carry-out the purposes set forth in this resolution.

**SECTION 3.** That it is found and determined that all formal actions of the Board of Education concerning and relating to the passage of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Resolution Certifying to the County Auditor the Amount of Voted Property Tax to be Levied and Collected for the Purposes of Paying Debt Charges and Levying a Half-Mill Maintenance Tax for 23 Years

**WHEREAS**, pursuant to resolutions heretofore duly adopted by this board of education (the “*Board*”) of the St. Bernard-Elmwood Place City School District (inclusive of this Board, the “*District*”), an election was held on November 8, 2016 upon the questions of (a) issuing bonds in the principal sum of \$8,880,000 in order to pay the local share of school construction under the State of Ohio Classroom Facilities Assistance Program and the cost of other improvements to school facilities (known as locally funded initiatives), together with, as applicable, new construction, improvements, renovations, and other additions to school facilities, as well as equipment, furnishings, site improvements, and all necessary appurtenances therefor, including, without limitation, technology, safety and security improvements, capitalized interest, and a portion of the costs of a natatorium, and the levying of a tax outside of the ten-mill limitation to pay the principal of and interest on such bonds (and/or bond anticipation notes issued in anticipation of such bonds) over a period of 37 years (the “*Bond Issue*”) and (b) levying a tax outside the ten-mill limitation for a period of 23 years in order to maintain classroom facilities (the “*Maintenance Tax*”), of which election due notice was given according to law and at which election at least a majority of the electors voting on said proposition voted in favor thereof; and

**WHEREAS**, in connection with the Bond Issue, this Board anticipates issuing bond anticipation notes and/or bonds (or a combination of bond anticipation notes and bonds) in an aggregate principal amount not to exceed: (a) \$5,940,560 in the December 2016 and/or sometime in the first quarter of calendar year 2017, which bond anticipation notes and/or bonds are expected to require principal and/or interest payments in May or June of calendar year 2017 and in November or December 2017 and (b) \$2,939,440 in May or June 2017, which bond anticipation notes and/or bonds are expected to require principal and/or interest payments in November or December 2017, and as a consequence, this Board desires to certify the necessary ad valorem property taxes to the tax list and duplicate in calendar year 2016 for first collection in calendar year 2017 in order to provide for the payment of principal and interest on the Bond Issue over a 37-year period of time in a timely manner; and

**WHEREAS**, in connection with the Maintenance Tax, this Board desires to provide for the certification of the requisite ad valorem property taxes to the tax list and duplicate in calendar year 2016 for first collection in calendar year 2017 in order to provide for the levy and collection of the Maintenance Tax in a timely manner; and

**WHEREAS**, it is necessary for this Board to certify to the County Auditor of Hamilton County the amount of ad valorem property taxes to be levied and collected for the purposes of paying debt charges on the Bond Issue (inclusive of any bond anticipation notes) and the Maintenance Tax; and

**WHEREAS**, the fiscal officer of this District has heretofore certified to this Board the estimated life or period of usefulness of the permanent improvements to be acquired in connection with the Bond Issue to be at least five (5) years and has further certified the weighted average maximum maturity of the Bond Issue as thirty-seven (37) years and the maximum maturity of notes issued in anticipation of bonds is twenty (20) years; and

**WHEREAS**, Ohio law requires the Maintenance Tax to be levied for a period of 23-years, and a majority of the electors of the District approved the levy and collection of an ad valorem property tax for the purpose of levying a maintenance tax at the rate of one-half mill for a period of 23 years;

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

**SECTION 1.** That pursuant to Section 133.18(H) of the Ohio Revised Code, this Board hereby requests that the amount of the voted property tax levy required to pay estimated debt charges on the Bond Issue (inclusive of bond anticipation notes) in the principal amount of \$8,880,000, in calendar year 2016, be included in the property taxes levied for collection in calendar year 2016 by the County Auditor of Hamilton County under Section 319.30 of the Ohio Revised Code at the millage rate submitted to the electors of the District, specifically, four and forty-nine hundredths (4.49) mills (or the current millage equivalent).

**SECTION 2.** That the District also requests that the amount of voted property tax required as a result of levying one-half mill in connection with the District's recently approved Maintenance Tax be included in the property taxes levied for collection in calendar year 2016 by the County Auditor of Hamilton County in order to provide collections for the Maintenance Tax in calendar year 2017 and for twenty-two (22) years thereafter for a total collection period of twenty-three (23) years, commencing in 2017.

**SECTION 3.** That either the President of this Board or the Treasurer of the Board, or both, or their respective designees, are hereby authorized to take any and all necessary actions to effectuate the purposes and intent of this resolution, as provided for in Section 1 and 2 herein.

**SECTION 4.** That it is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

The motion passed by the following roll call vote:

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

16-160 Resignations

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

Michael Osborne, 7<sup>th</sup> Grade Girls Basketball Coach, effective the 2016-2017 school year.

Patricia Dee Held, Tutor at Elmwood Place Elementary, effective November 7, 2016

The motion passed by the following roll call vote:

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

16-161 Secretarial Employment Contract

Mrs. Underwood made a motion, seconded by Dr. McMullan, to change Crystal Brinck's employment contract as a school secretary to reflect 260 days rather than 214 contracted days, effective January 1, 2017.

The motion passed by the following roll call vote:

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

16-162 Tutor

Dr. McMullan made a motion, seconded by Mrs. Spears, to approve the employment of Barbara Telecsan as a tutor at Elmwood Place Elementary, for the 2016-2017 school year, up to 29 hours per week.

The motion passed by the following roll call vote:

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

16-163 Resolution and Supplemental Athletic Contracts for 2016-2017

Mrs. Spears made a motion, seconded by Mr. Wheeler, 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 license 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 openings in appropriate local media, and at this time no such individuals 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> |
|----------------|--|-------------|
| Kelsey Barnett | Jr. High Basketball Cheerleading           | 1           |
| Tyler Foley    | Freshman Boys Basketball<br>(*1/2 stipend) | 1*          |

The motion passed by the following roll call vote:

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

16-164 Retirement

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve Joyce Wheeler’s retirement as Assistant to Treasurer/Payroll & Benefits, effective May 1, 2017.

The motion passed by the following roll call vote:

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

Miscellaneous

The following representatives gave reports:

1. Curriculum Council Representative – Joe Wheeler
2. Student Achievement Representative – Dr. Jason McMullan & Micki Spears (no report)
3. Business Liaison – Tinette Underwood (no report)
4. Great Oaks Institute of Technology & Career Representative – Joe Wheeler (no report)
5. Legislative Liaison – Dr. Jason McMullan
6. President’s Report – Linda Radtke
7. Superintendent’s Report - Dr. Mimi Webb

16-165 Motion to Present Titan Salutes

Mrs. Radtke made a motion, seconded by Mr. Wheeler, to present the following with Titan Salutes at the December Board of Education Meeting: Tinette Underwood, Mindy Miller, Amy Fleak, and Susie Steiner.

The motion passed by the following roll call vote:

Yes – Mrs. Radtke, Dr. McMullan, Mrs. Spears, and Mr. Wheeler

Abstain – Mrs. Underwood

16-166 Motion to Change December 12, 2016 Board of Education Meeting Date and Time

Dr. McMullan made a motion, seconded by Mrs. Spears, to move the December 12, 2016 Board of Education meeting date to December 13, 2016, and move the time from 5:45 p.m. to 6:00 p.m.

The motion passed by the following roll call vote:

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

16-167 Adjournment

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

The motion passed by the following roll call vote:

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

Meeting adjourned at 7:19 p.m.

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

\_\_\_\_\_  
Treasurer Date

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