

**MINUTES OF THE BUDGET HEARING AND ORGANIZATIONAL
MEETING OF THE ST. BERNARD-ELMWOOD PLACE
BOARD OF EDUCATION ON JANUARY 9, 2017**

The St. Bernard-Elmwood Place Board of Education held the Budget Hearing at 5:30 p.m. on Monday, January 9, 2017, followed by the Organizational 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 the President *pro tempore*, Dr. Jason McMullan, and opened with the Pledge to the Flag.

Roll Call

Present: Linda Radtke, Dr. Jason McMullan, and Micki Spears

Absent: Tinette Underwood and Joe Wheeler

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

Visitors (who signed in): None

17-1 Election of President

Dr. McMullan called for nominations for President of the Board of Education. Mrs. Spears nominated Mrs. Radtke. There being no further nominations, Mrs. Spears made a motion, seconded by Dr. McMullan, to close nominations and to approve by roll call.

The motion passed by the following roll call vote:

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

Absent – Mrs. Underwood and Mr. Wheeler

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

17-2 Election of Vice President

Mrs. Radtke called for nominations for Vice President of the Board of Education. Dr. McMullan nominated Mrs. Spears. There being no further nominations, Dr. McMullan made a motion, seconded by Mrs. Radtke, to close nominations and to approve by roll call.

The motion passed by the following roll call vote:

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

Absent – Mrs. Underwood and Mr. Wheeler

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

17-3 Regular Board Meeting Dates for 2017

Mrs. Spears made a motion, seconded by Dr. McMullan, 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 2017 in the Board Room at 5:45 p.m.

January 23	July 24
February 27	August 28
March 27	September 25
April 24	October 23
May 22	November 20
June 26	December 11

The motion passed by the following roll call vote:

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

17-4 Set Treasurer and Board President Bond

Dr. McMullan made a motion, seconded by Mrs. Spears, 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, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-5 Payment of District Bills

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

17-6 Adoption of Modified 2017-2018 Tax Budget as Presented at Budget Hearing

Mrs. Spears made a motion, seconded by Dr. McMullan, to adopt the tax budget for Fiscal Year 2018 as presented at the budget hearing.

The motion passed by the following roll call vote:

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

17-7 Authorization of Fund Signature

Dr. McMullan 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, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-8 Appointment of Purchasing Agent

Dr. McMullan 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 2018,

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, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-9 Service Fund

Mrs. Spears made a motion, seconded by Dr. McMullan, 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 \$5,000.00 (Ohio Revised Code 3315.15 permits Boards of Education to appropriate \$2.00 per child or \$20,000, to establish a service fund). The Treasurer will monitor expenses and report to the Board of Education.

The motion passed by the following roll call vote:

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

Absent – Mrs. Underwood and Mr. Wheeler

17-10 Authorization for Treasurer to Invest Interim Funds

Dr. McMullan made a motion, seconded by Mrs. Spears, 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, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-11 Authorization for Superintendent to Employ Temporary Personnel in Order to Cover Emergency Situations

Mrs. Spears made a motion, seconded by Dr. McMullan, 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 – Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-12 Authorization for Superintendent and Treasurer to Attend Essential and Beneficial Meetings

Dr. McMullan made a motion, seconded by Mrs. Spears, 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, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-13 Authorization to Pay Expenses for Board Related Meetings

Mrs. Spears made a motion, seconded by Dr. McMullan, to authorize payment of expenses (i.e. meals, registration, and mileage) incurred by Board members at various related meetings held throughout the year. The Treasurer will monitor expenses and report to the Board of Education.

The motion passed by the following roll call vote:

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

Absent – Mrs. Underwood and Mr. Wheeler

Appointments

The following appointments were made:

Curriculum Council – to be appointed at January 23, 2017 meeting

Student Achievement & Student Affairs – to be appointed at January 23, 2017 meeting

Education Hall of Fame Committee – Dr. Jason McMullan and Micki Spears

Alumni Association – Micki Spears

Great Oaks Institute of Technology & Career Development Representative – Joe Wheeler, third year of a three-year term (appointed at December 13, 2016 meeting)

Legislative Liaison – Dr. Jason McMullan

Tax Incentive Review Council Member – to be appointed at January 23, 2017 meeting

Finance Advisors – to be appointed at January 23, 2017 meeting

Audit Representatives – to be appointed at January 23, 2017 meeting

Business Liaison – to be appointed at January 23, 2017 meeting

17-14 Adjournment

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

Meeting adjourned at 6:00 p.m. The motion passed by the following roll call vote:

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

Absent – Mrs. Underwood and Mr. Wheeler

The Records Retention Commission met immediately after the Board meeting.

Commission consists of Board President, Superintendent, and Treasurer.

Minutes approved by the Board of Education: _____

Treasurer

Date

Board President

Date