

**MINUTES OF THE BUDGET HEARING AND ORGANIZATIONAL  
MEETING OF THE ST. BERNARD-ELMWOOD PLACE  
BOARD OF EDUCATION ON JANUARY 11, 2011**

The St. Bernard-Elmwood Place Board of Education held the Budget Hearing at 6:00 p.m. on Tuesday, January 11, 2011, followed by the Organizational Meeting at 6:15 p.m. in the Board of Education Office, 105 Washington Avenue, St. Bernard, Ohio 45217.

11-1 Election of President *pro tempore*

Mrs. Radtke made a motion, seconded by Mr. Sanders, to elect Mr. Rutemueller as President *pro tempore*. The motion passed by the following roll call vote:

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

The meeting was called to order by the President *pro tempore*, Mr. Steven Rutemueller, and opened with the Pledge to the Flag.

Roll Call

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

Also present: Dr. Mimi Webb, Bruce Helwagen, and Michael Mays

Visitors (who signed in): Janet Haarman

11-2 Election of President

Mr. Rutemueller called for nominations for President of the Board of Education. Mr. Sanders nominated Mr. Rutemueller. Mr. Sanders made a motion, seconded by Mrs. Radtke, 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.

11-3 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 Mrs. Steidel, 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.

11-4 Regular Board Meeting Dates for 2011

Mrs. Radtke made a motion, seconded by Mrs. Steidel, 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 2010 in the Board Room on the fourth Monday of each month, with exceptions as noted\*. All meetings begin at 6:30 p.m.

January 24	July 25
February 21	August 22
March 21	September 26
April 25	October 24
May 23	November 28
June 27	December 19, 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

11-5 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

11-6 Payment of District Bills

Mrs. Radtke 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

11-7 Adoption of Tax Budget

Mrs. Steidel made a motion, seconded by Mrs. Hackney, to adopt the tax budget for 2011-2012 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

11-8 Authorization of Fund Signature

Mr. Sanders 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

11-9 Appointment of Purchasing Agent

Mrs. Steidel made a motion, seconded by Mrs. Hackney, 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 2011,

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

11-10 Service Fund

Mrs. Radtke made a motion, seconded by Mrs. Steidel, 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

11-11 Authorization for Treasurer to Invest Interim Funds, Resolution to Request Advances on Local Taxes, as Needed, Employment of Temporary Personnel, Superintendent and Treasurer to Attend Essential and Beneficial Meetings, and Pay Expenses for Board Member Meetings

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

Authorization for Treasurer to Invest Interim Funds

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

Resolution to Request Advances on Local Taxes, as Needed

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.

Employment of Temporary Personnel

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.

Superintendent and Treasurer to Attend Essential and Beneficial Meetings

Authorize the Superintendent and Treasurer to attend meetings that are considered essential or beneficial in carrying out their responsibilities

Expenses for Board Member Meetings

Attendance and 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

11-12 Appointment to Great Oaks Institute of Technology & Career Development Representative

Mr. Sanders made a motion, seconded by Mrs. Steidel, to appoint Tricia Hackney as the Great Oaks Institute of Technology & Career Development Representative for 2011. The motion passed by the following roll call vote:

Yes - Mr. Rutemueller, Mr. Sanders, and Mrs. Steidel

Abstain – Mrs. Hackney and Mrs. Radtke

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

11-13 Adjournment

Mrs. Radtke made a motion, seconded by Mr. Sanders, to adjourn the meeting. Meeting adjourned at 6:42 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.