

REGULAR SESSION  
OCTOBER 20, 2009

LITTLE MIAMI LOCAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
October 20, 2009  
7:00 P.M.

The Little Miami Board of Education of the Little Miami Local School District, Warren County, Ohio met in regular session on October 20, 2009 at 7:00 p.m. at the Little Miami High School Media Center, 3001 U.S. 22 & 3, Morrow, Ohio.

Call to Order and Roll Call

Mr. Cremeans called the meeting to order at 7:00 p.m.

ROLL CALL:

Mrs. Grice	Present
Mr. Cremeans	Present
Mr. Stern	Present
Mrs. Dunbar	Present
Mrs. Hamburg	Present

Others in attendance were: Mr. Daniel Bennett, Mr. Shaun Bevan, Gina Woods, Maryann Duffy, Deb Haisley, Scott Kravetsky, Wayne Lyke, Rick Lovins, Dawn Gasper, Sally Lockhart, Eileen Frederick, Steve Goodstein, Katie Baldner, Donna Chilcote, Belle Allen, Amy Aspenwall, Bobbi Allen.

Resolution 09-118 Adopt the Agenda as Amended

Mrs. Grice moved and Mrs. Dunbar seconded a motion to adopt the agenda as amended.

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

Resolution 09-119 Reading of Minutes

Mrs. Dunbar moved and Mrs. Hamburg seconded a motion to approve the minutes of the September 15, 2009 regular session and October 12, 2009 special session.

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Abstained due to absence at October 12, 2009 meeting.

MOTION CARRIED.

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Communications and/or Visitors to the Board

1. Superintendent recognized Rebecca Doughty as a finalist as a National Merit Scholar
2. Business Advisory Council representatives, Mr. Jim Dunbar and Mr. Brian Ihnat, updated the members of the Board on the progress of the committee.
3. Superintendent updated the members of the Board on the use of the district's facilities and transportation.
4. Treasurer presented key parts of the 5-year financial forecast, how the district arrived here and what the future may hold for Little Miami.

Resolution 09-120 Financial Reports

Mrs. Grice moved and Mrs. Hamburg seconded a motion to approve the financial reports for April 2009.

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

Resolution 09-121 Contracts

Mrs. Hamburg moved and Mr. Stern seconded a motion to approve the following contracts:

<u>Company</u>	<u>Amount</u>	<u>Period</u>	<u>Type</u>	<u>Purpose</u>
Tri-Health	no cost	2009-2010 SY	Sports Medicine	Event & Practice Coverage
Hunter Consulting Co.	\$3,708.64	11/1/09-11/1/10	Service	Workers' Compensation
Milliman, Inc.	no cost	9/25/09/until terminated	Service	Insurance Consulting
The Utilities Group	per contract	9/15/09-9/15/13	Service	Bid District's Gas & Electric needs
ThyssenKrupp Elevator	Hourly	Until Terminated	Service	Elevator Maintenance

ROLL CALL VOTE:

Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

Resolution 09-122 Five Year Forecast

Mrs. Grice moved and Mrs. Dunbar seconded a motion to adopt the five-year forecast as presented:

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**Five Year Forecast Footnotes/Assumptions**  
**General Fund Only**  
**Little Miami Local SD**  
**Updated 10/15/09**

The attached General Fund forecast is based upon years of historical data and a list of assumptions for revenues and expenditures for the five-year period July 1, 2009 through June 30, 2014. This forecast is adopted with the knowledge that it is a work-in progress and with the understanding that it has been adjusted for all relevant factors that the Board is aware of as of 10/15/09. The following revenue and expenditure assumptions are critical to the reader's understanding and use of this five-year forecast.

A series of assumptions were developed in order to arrive at the individual income and expense amounts presented. **These assumptions are based upon information known at the time the projections were developed and will lose some of their validity as we project further into the future.** Extra caution is urged when analyzing the out years of these fiscal projections. Because we are attempting to look four years into the future, several significant assumptions were made that have a significant impact on the bottom line. For example, we assumed a base salary raises for all certified staff at 0% in year 1, 1% in year 2, and 2% per year in years 3 through 5. There were also revenue assumptions made regarding state funding. Little Miami received approximately 36% of its total revenues from the state's basic aid formula in FY2009.

The current state budget was adopted in HB1 in July 2009 and runs through 6/30/11. Significant changes were made to the school funding formula in this bill. However, the next 2 years call for a 1% decrease and 2% decrease respectively in state funding.

In addition, assumptions are made with regard to changes in assessed property value (both real and personal tangible). The assumptions made with regard to state funding and property values significantly affect this forecast, and are made based on information known to the best of the district's knowledge as of 10/15/09.

As we look into the future and try to successfully manage the district's budget, we try to do so while knowing that some items in a school district's budget are controllable, while others are not. For example:

Non-Controllable Budget Variables:

- Inflation
- Student Enrollment
- Judicial Actions
- Legislative Actions
- Other (Natural Disaster, etc.)

Controllable Budget Variables:

- Staffing Levels (Some Legislative Restrictions)
- Salaries (Some Legislative Restrictions)

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- Program Offerings (Some Legislative Restrictions)
- Transportation Services (Some Legislative Restrictions)
- Discretionary Spending (Approximately 5% of Budget)

**REVENUE ASSUMPTIONS:**

**REAL ESTATE VALUE ASSUMPTIONS:**

Property values are established each year by the County Auditor based on new construction and property value reappraisals or updates. Due to the Triennial Update/Reappraisal, property values are reappraised every 6 years, with a valuation update being performed in the third year between each reappraisal. The Little Miami Local School District encompasses parts of two counties; Warren and Clermont, with the lion share of value coming from Warren County. Of the total property valuation of the district, Warren County property values account for approximately 99%.

The current economy is having a significant impact on the anticipated local tax revenues for the district. Historical property valuation increases are extremely different than what the district is projecting going forward. This difference is due to the downturn in economic climate from one or two years ago to today. A triennial update is currently taking place in Warren County in calendar year 2009 for collection in calendar year 2010, and is anticipated to result in a 12% *decrease* in property valuation (compared with the last triennial update at a 13.7% *increase* in 2003). A property value reappraisal took place in Warren County in calendar year 2006 for collection in calendar year 2007 and will take place again in 2012. The 2012 reappraisal is anticipated to result in a 3% increase in property valuation (the last 2 reappraisals in 2000 and 2006 resulted in an average increase of 16.45%). In addition, new construction is anticipated to add only 1% per year into the future. This is down from the 9.42% average annual increase over the past 10 years. These expected valuation changes have been factored into the projection for district property values and the related property tax revenues.

For collection year 2009, Little Miami Local SD has full voted operating revenue millage of 31.74 mills on residential/agricultural and commercial/industrial property. However, due to the rollback effects of H.B. 920, the district is collecting property taxes for operating revenue at an effective rate of 20 mills, which is the floor/minimum in Ohio.

**INCOME OR EARNINGS TAX:**

Little Miami Local School District does not collect any income or earnings taxes.

**OTHER LOCAL REVENUES:**

The district receives other revenue from local sources, including interest income.

Interest income will increase and decrease as the cash position of the General Fund fluctuates over the forecast period and as market interest rates change. Funds are

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invested in low-risk investments. Predominately, the district's investments consist of government agency bonds, commercial paper that receives the highest rating possible, and certificates of deposit and interest bearing sweep accounts. Security of the public funds collected by the district is the top priority of the treasurer's office.

**STATE REVENUE ESTIMATES:**

**State Foundation Revenue PASS Form:**

As noted above, the state foundation aid calculation for schools changed significantly with the passage of HB1 in July 2009. The previous form, the SF-3, calculated funding on a per-pupil basis. The new formula is derived from the Governor's Evidenced Based Model (EBM) of funding and utilizes a form referred to as the PASS (PATHway to Student Success) form. This new model calls for the use of inputs/factors based on the number of students in various grade levels. For example, the formula suggests certain "optimal" levels of number of students per "organizational unit" or building. The factors include variables such as number of core teachers, counselors, administrators, secretaries, etc. amongst many other variables. It then multiplies each of those factors by a certain funding amount to determine the state aid for each school district.

As calculated per the provisions set forth in HB1, Little Miami Local SD's Unrestricted State Grants revenue is primarily driven by four factors:

1. Student Enrollment
2. The variables including those mentioned above and more
3. Property Valuation
4. Operating on the funding "formula" vs. the funding "guarantee"

Another new provision in the PASS form is the use of caps. Districts cannot increase in revenue more than 0.75%, and they cannot decrease in revenue more than 1% in FY2010 and more than 2% in FY2011. Current versions of the PASS form show that Little Miami will decrease in state funding at the maximum allowable, 1% in FY2010 and 2% in FY2011. These estimates have been factored into the current 5 year forecast.

Up until the current 2009-2010 school year, the district's Student Enrollment had been growing at a varied rate between 4.67% and 8.02% per year over the past 6 years. With the loss of services and a couple neighboring districts moving to Open Enrollment, the district's enrollment growth is currently flat for FY2010. Beyond FY'10, the district is projecting 5% growth per year in enrollment for future years due to the projected passage of an operating levy and the return of some services to the students.

The Property Valuation of the district has been projected based on data currently known, such as impact of the 2009 Triennial Update and future estimates of new construction. See the Real Estate Value Assumptions section above for more discussion.

With the continued troubles/shortfalls in the State of Ohio budget, the burden of funding is expected to continue shifting more toward the local taxpayer. Little Miami is collecting taxes at an effective rate of 20 mills, which is the floor or minimum.

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Again, it is very important to note that the projections in this 5 year forecast are based on **estimates and assumptions** that are made to the best of the district's knowledge as of 10/15/09. It is impossible to predict with certainty what the district's financial picture will look like 3-5 years out.

Bottom line: Many in the education community have applauded the new funding formula being used by the Ohio legislature and ODE. The formula appears to have created a vision of what it takes to provide funding for Ohio school districts that will support excellent educational opportunities for the next generation of Ohioans. At the same time, the challenge appears to be coming up with the revenues needed at the state level to provide enough dollars to fund the new formula. This is yet to be seen and only time will tell if there will be enough dollars available at the state level to fund this new formula in the next biennium, which begins July 1, 2011.

All of these factors will influence Little Miami's State Foundation revenue in the future. The district's State Foundation formulas and information can be found on the ODE website.

**OTHER REVENUES:**

The district anticipates multiple sources of other revenue in this forecast. The first source comes from the state and is in the form of reimbursement for property tax exemptions and rollbacks. This includes the Homestead exemption and the 10% rollback and 2.5% rollback that local taxpayers receive as a "discount" on their property taxes that the state then picks up the tab and reimburses local school districts for this loss. This is anticipated to amount to approx. \$2.4 million in FY'10 and will change as district property valuations change. The next source of other revenues is from investment earnings. The district anticipates receiving investment earnings based upon the amount of cash the district has on hand over the next 5 years.

**EXPENDITURE ASSUMPTIONS**

Little Miami Local School District is in the finishing stages of a locally funded construction project after a \$62.5 million bond issue was passed in May 2006. This project includes a new Junior High School, new Intermediate School, additions to the existing High School, and renovations to other Elementary buildings within the district. The renovations began in FY2008 and are anticipated to continue through FY2011. The High School addition opened in August 2008 (adding 64,499 sq. ft), while the new Junior High School (114,200 sq. ft) and Intermediate School (109,148 sq. ft) opened in September 2009. These new buildings are expected to have an effect on the district's operating expenses beginning in FY2008 and beyond. These anticipated effects have been factored into this 5 year forecast.

In addition, the operating tax levies that were on the ballot in November 2008 and May 2009 did not pass. As a result, the district further reduced operating expenses to the

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general fund for the 2009-2010 school year. These savings include reductions in staff, transportation services, building closures (Morrow ES and Butlerville ES), and pay to participate fees for extra curricular activities. Expense reductions will be expanded on below.

**WAGES:**

The district employs 3 groups of employees; certified, classified, and exempted employees. The certified staff is represented by LMTA, the classified staff are represented by OASPE Local 516, and the exempted staff do not work with a labor union.

The labor employment contract with the classified staff (OAPSE) runs through the current fiscal year 2010. The contract for the certified staff (LMTA) expired 6/30/09. As of this writing, contract negotiations had not yet been finalized.

Annual base salary increases for FY'10 are assumed to be 0%. Commitments for FY2011 and beyond will be negotiated between the Board and labor unions. A 1% base salary increase is assumed for FY11, and a 2% base salary is assumed for FY'12 - FY'14 for LMTA, OAPSE, and Exempted staff.

In addition to these base salary increases, the district also pays step increases, which have been calculated at approximately 2.43%. As of this writing, the Exempted and OAPSE staff have agreed to forego step increases in wages for FY'10. As noted above, contract negotiations with the LMTA staff have not yet been finalized.

As noted above, the district is growing at a relatively rapid pace up until the current FY'10, increasing enrollment by between 4.67% and 8.02% over the past 6 years up. Along with this growth comes a need for additional teaching, classroom, and administrative staff. However, with the current financial condition, no additional teaching or administrative staff have been budgeted for the next 2 years.

All of the above factors play into the anticipated wage increases in this 5 year forecast. The staffing additions/deletions assumptions included in this forecast are as follows:

**Additions:**

- 0 new teachers per year for FY'10 and FY'11
- 8 new teachers per year for FY'12 – FY'14
- 2 new bus drivers per year for FY'11 – FY'14
- 1.5 new special education aides per year for FY'10 – FY'14

**Subtractions:**

- 1 Intermediate School Principal retired and was not replaced at the end of FY'09
- The Transportation Supervisor retired 12/31/09 and an office position was not replaced

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**Reductions in Force (RIF) and future Subtractions after May 2009 Levy failure:**

- Certified Staff:
  - Eliminate 8 new teaching staff for FY2010
  - Eliminate 8 new teaching staff for FY2011
  - Eliminate 34 existing teaching staff positions effective summer 2009 for FY2010
  
- Administrative/Exempted Staff:
  - 1 Central Office Secretary
  - 1 Instructional Technology staff
  - 1 Community Relations Coordinator
  - 1 Technology support staff position was eliminated in December 2008 through attrition
  - 1 Treasurer's Office staff
  - 1 Central Registrar/EMIS
  
- Classified/Support Staff:
  - 1 District/Facilities Scheduler
  - 4 Building/Department Secretaries
  - 9 Instructional Aides
  - 6 Bus Drivers and a decrease in insurances for 16 additional drivers due to their move to part time status (all due to elimination of HS busing and busing within 2 miles)
  - 2.5 Custodial positions have been eliminated effective 1/1/09 through attrition and an every other day cleaning schedule at some buildings
  - 2 Maintenance positions have been eliminated effective 8/1/09 through attrition

Furthermore, the district underwent a Performance Audit by the Ohio Auditor of State's office over the past few months, and the audit is currently nearing completion. Preliminary reports suggest that the district is currently operating at state minimum in most areas. So, significant additional staff cuts may not be possible.

**FRINGE BENEFITS:**

The two primary components of fringe benefits are medical insurance and retirement costs. The district provides full or partial coverage for medical, dental, vision, and life insurance.

STRS/SERS and Medicare costs are calculated as a flat percentage of wages. Medical insurance costs and increases vary year to year as a result of various factors (claims, changes in coverage, etc.).

The reductions in medical insurances, STRS/SERS charges, and Medicare charges that resulted from the staff reductions identified above have all been factored into the forecast.



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Effective January 1, 2007, the certified staff changed insurance plans from a traditional fully insured plan to a High Deductible Health Plan (HDHP) with a Health Savings Account (HSA). This change has made a positive impact on lowering the district's health insurance premiums not only for 2007 but also for years to come. The Certified, Administrative, and Exempted staff plan has a \$4,000 deductible for the family plan and a \$2,300 deductible for the single plan.

Effective March 1, 2009, the OAPSE Local 516 also changed insurance plans from a fully insured plan to a High Deductible Health Plan (HDHP) with a Health Savings Account (HSA). This change also is anticipated to make a positive impact on lowering premiums for years to come. The Classified/OAPSE staff plan has a \$3,000 deductible for the family plan and a \$1,500 deductible for the single plan.

The district's medical insurance renews on January 1<sup>st</sup> each year. Effective 1/1/09, the district changed insurance carriers from Humana to Anthem. This move, in conjunction with the OAPSE staff moving to the HSA plan, enabled the district to realize a *decrease* of 1% in health insurance premiums.

After the premium rates were introduced by Anthem, they came back to the district and noted an error in their premium rate calculations had occurred. This error by Anthem, in addition to high medical claims in 2009, has resulted in the anticipation of a high premium rate increase for calendar year 2010. Preliminary reports suggest an increase of 50% or more for calendar year 2010. Once the district gets beyond this error and increase, annual premium increases are expected to return to trend at 13% per year.

The previous LMTA contract included Board contributions to the certified staff's Health Savings Accounts. The previous contributions are being carried forward until a new contract is settled. These contributions are as follows:

<u>Type</u>	<u>2009</u>
Family	\$1,000
Single	\$700

The OAPSE contract includes Board contributions to the certified staff's Health Savings Accounts, and was only a 1 year contract. These contributions are as follows:

<u>Type</u>	<u>2009</u>
Family	\$2,000
Single	\$1,100

These contributions have been factored into the total cost of health insurances in this forecast as well.

Per STRS/SERS guidelines, Little Miami pays 14% of each employee's wages into the applicable retirement system (STRS or SERS), and pays the employee share (10%) for some exempted employees as well. This percentage has been projected to remain the

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same for the upcoming years for purposes of this forecast. Medicare is calculated at 1.45% of wages and has been projected to continue at that rate. In addition, worker's compensation premiums have been estimated at 0.55% (.0055) to 1% of wages.

**PURCHASED SERVICES:**

Purchased services include services such as utilities, repairs, tuition and many others. The district estimates spending \$4.7 million in FY'10 and \$8.4 million in FY'11. These estimates include annual increases of 5%.

As stated above, the district opened 2 new buildings (LMJH and LMIS) for the 2009-2010 school-year and closed 2 older buildings (Morrow ES and Butlerville ES). Utility cost estimates have been included for the new buildings and cost savings have been included from closing the older buildings.

Tuition is paid to other districts for LM students that desire to attend elsewhere through open enrollment or to Community Schools. Little Miami does not allow students to attend the district via open enrollment, and therefore, only loses revenues and does not gain them due to open enrollment. The district paid out \$161K for open enrollment and \$649K for Community School tuition in FY'09 (last year). Historically, these costs have grown annually, but preliminary reports show that the increase for FY'10 appears to be a larger than usual increase. The total cost between the 2 for FY'10 appears to be in excess of \$1.3 million. This cost increase is reflected in the forecast.

The district received an energy conservation loan in FY'08 to construct and implement permanent improvements throughout the district. These proceeds must be spent within 3 years. These improvements include roof replacements, the implementation of new heating/cooling units, and replacement of windows in the district's older facilities at Maineville ES and the Welch Road building, which is now Salem Township ES. The large increase in costs from FY'10 to FY'11 is due to the fact that the district will expend the dollars on these improvements in FY'11, which is within the required 3 year period.

**SUPPLIES & MATERIALS:**

Supplies and materials include teacher resources, student supplies, maintenance supplies, fuel and many other items. Little Miami expects to spend approximately \$862K in FY'10 and \$996K FY'11. Part of the increase in FY'11 costs is due to the assumption that a levy will pass and fuel costs will increase when busing is returned to all students. Beyond these changes, the district expects inflationary increases in expenses of 5% per year through FY'14.

**CAPITAL OUTLAY:**

Capital outlay expenses include expenses for any item that has a useful life of 5 years or greater, including equipment, technology, school buses, etc. The district is required to spend a minimum amount on capital outlay each year. This minimum is calculated by

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ODE based on the requirements of S.B. 345. The minimum amount required for Little Miami for FY'10 is approximately \$664,000 and is expected to increase slightly each year going forward. If this amount is not met, the district carries either a balance or deficit from year to year. However, the district also has a Permanent Improvements Fund and anticipates that these amounts will be met and spent out of the P/I Fund rather than the General Fund. Therefore, these expenses are not included in this forecast as the forecast does not include P/I expenditures.

**INTEREST AND FISCAL CHARGES:**

Little Miami anticipates paying interest on borrowings for short term cash needs annually in FY2010 – FY2014. These borrowings will take place at current market interest rates at the time of the borrowing, and interest charges have been included in this forecast.

**TRANSFERS/ADVANCES:**

Transfers and advances are needed from time to time to cover any other funds that may have a cash need. These transfers and advances vary from year to year and each one is approved by the Board of Education.

**ENCUMBRANCES:**

These are outstanding purchase orders that have not been approved for payment as goods or services were not received in the fiscal year in which they were ordered. These items are expected to be paid in the next fiscal year.

**ENDING UNENCUMBERED CASH BALANCE:**

This amount must not go below \$-0- or the district General Fund will violate all Ohio Budgetary Laws. Any multi-year contract which is knowingly signed which will cause a negative unencumbered cash balance is a violation of 5705.412, ORC, punishable by personal liability of \$10,000.

**FUTURE LEVIES:**

Due to the multiple factors over recent years, including reduced state funding, reductions in local property values, and growth in student population, the district continues to be in need of additional revenues to fund safe and quality educational programs.

Operating tax levies in November 2008 (a 1% earnings tax) and May 2009 (a 9.95 mill emergency levy) did not pass. Therefore, the district has placed a 7.95 mill, 5 year incremental levy on the November, 2009 ballot.

The forecast assumes the 7.95 mill, incremental emergency levy will pass in November 2009 and be in effect for 5 years. The increments would be approximately 1.25 mills per year.

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The current forecast includes recall of some basic services, but does not include a full recall of all items that were eliminated. The recalls includes things such as teachers for specials (art, music, P/E) at the elementary school level, busing for HS students and students within 2 miles of the school building, a reduction in the pay to participate fees for extra-curricular activities, and using the school buildings for the grade level of students that they were designed and built for, including the possibility of re-opening of Morrow ES. All of these recalls are reflected in the applicable line items in this forecast. The current forecast assumptions reflect our best estimate of how key factors will “most likely” turn out, but there is also the possibility the financial situation could turn out better or worse than this forecast.

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Little Miami Local Schools  
SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES  
ACTUAL AND FORECASTED OPERATING FUND

	Actual			Forecasted				
	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009	Fiscal Year 2010	Fiscal Year 2011	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014
<b>Revenue:</b>								
1.010 General Property Tax (Real Estate)	13,462,300	13,592,803	14,384,275	14,567,276	14,641,435	14,785,134	14,951,360	15,272,556
1.020 Tangible Personal Property Tax	664,416	419,633	233,073	190,961	180,867	171,114	171,114	171,114
1.030 Income Tax	0	0	0	0	0	0	0	0
1.035 Unrestricted Grants-in-Aid	8,209,519	8,372,756	10,441,939	9,492,631	8,969,543	10,022,321	10,097,107	10,172,638
1.040 Restricted Grants-in-Aid	112,388	97,300	149,960	710,294	1,030,643	52,372	52,651	52,748
1.050 Property Tax Allocation	1,984,805	2,080,930	2,280,450	2,415,202	2,505,539	2,520,518	2,541,231	2,584,706
1.060 All Other Revenues	2,374,008	3,016,930	1,371,331	801,331	151,331	151,331	151,331	151,331
<b>1.070 Total Revenues</b>	<b>26,607,437</b>	<b>27,590,352</b>	<b>28,861,028</b>	<b>26,177,694</b>	<b>27,479,480</b>	<b>27,702,790</b>	<b>27,964,794</b>	<b>28,403,093</b>
<b>Other Financing Sources:</b>								
2.010 Proceeds from Sale of Notes	2,500,000	4,840,000	0	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
2.020 State Emergency Loans and Advancements	0	0	0	0	0	0	0	0
2.040 Operating Transfers-In	0	0	3,259	0	0	0	0	0
2.050 Advances-In	88,681	77,945	146,317	200,000	200,000	200,000	200,000	200,000
2.060 All Other Financing Sources	24,315	14,788	1,667	0	0	0	0	0
2.070 Total Other Financing Sources	2,612,996	4,932,733	151,243	2,700,000	2,700,000	2,700,000	2,700,000	2,700,000
<b>2.080 Total Revenues and Other Financing Sources</b>	<b>29,420,433</b>	<b>32,523,085</b>	<b>29,012,271</b>	<b>30,877,694</b>	<b>30,179,480</b>	<b>30,402,790</b>	<b>30,664,794</b>	<b>31,103,093</b>
<b>Expenditures:</b>								
3.010 Personal Services	16,007,992	17,419,875	18,328,610	17,046,905	18,465,535	20,616,736	20,993,401	22,278,105
3.020 Employees' Retirement/Insurance Benefits	6,050,157	6,687,378	6,627,300	7,175,782	8,732,204	9,996,189	10,634,692	12,335,744
3.030 Purchased Services	2,989,407	3,454,438	3,553,072	4,741,411	8,432,634	4,866,174	5,092,373	5,329,881
3.040 Supplies and Materials	880,108	1,059,329	947,471	861,845	995,837	1,045,734	1,098,020	1,152,921
3.050 Capital Outlay	6,017	5,781	2,449	2,449	2,449	2,449	2,449	2,449
3.060 Intergovernmental	0	0	0	0	0	0	0	0
Debt Service:								
4.010 Principal-All (History Only)	2,568,750	1,016,750	0	0	0	0	0	0
4.020 Principal-Notes	0	0	0	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
4.030 Principal-State Loans	0	0	0	0	0	0	0	0
4.040 Principal-State Advancements	0	0	0	0	0	0	0	0
4.050 Principal-HB 264 Loans	0	0	0	0	0	0	0	0
4.055 Principal-Other	0	0	0	0	0	0	0	0
4.060 Interest and Fiscal Charges	66,535	12,853	0	67,250	67,250	67,250	67,250	67,250
4.300 Other Objects	463,295	461,859	492,878	502,738	512,790	523,046	533,607	544,177
<b>4.500 Total Expenditures</b>	<b>29,041,281</b>	<b>30,100,263</b>	<b>29,951,780</b>	<b>32,698,377</b>	<b>39,708,799</b>	<b>39,617,577</b>	<b>41,221,663</b>	<b>44,210,527</b>
<b>Other Financing Uses</b>								
5.010 Operating Transfers-Out	98,315	113,668	110,000	0	0	0	0	0
5.020 Advances-Out	80,025	146,317	68,526	200,000	200,000	200,000	200,000	200,000
5.030 All Other Financing Uses	0	49,000	4,324	0	0	0	0	0
5.040 Total Other Financing Uses	178,340	299,985	182,850	200,000	200,000	200,000	200,000	200,000
<b>5.050 Total Expenditures and Other Financing Uses</b>	<b>29,219,601</b>	<b>30,400,248</b>	<b>30,134,630</b>	<b>33,098,377</b>	<b>39,908,799</b>	<b>39,817,577</b>	<b>41,421,663</b>	<b>44,410,527</b>
<b>Excess of Rev &amp; Other Financing Sources over (under) Expenditures and Other Financing Uses</b>	<b>200,831</b>	<b>2,122,837</b>	<b>-1,122,359</b>	<b>-2,220,683</b>	<b>-9,729,319</b>	<b>-9,414,788</b>	<b>-10,756,868</b>	<b>-13,305,435</b>
Cash Balance July 1 - Excl Proposed Renewal/Replacement and New Levies	868,509	1,069,340	3,192,177	2,069,818	-150,865	-9,880,184	-19,294,972	-30,051,860
<b>7.020 Cash Balance June 30</b>	<b>1,069,340</b>	<b>3,192,177</b>	<b>2,069,818</b>	<b>-150,865</b>	<b>-9,880,184</b>	<b>-19,294,972</b>	<b>-30,051,860</b>	<b>-43,357,295</b>
8.010 Estimated Encumbrances June 30	80,327	95,759	380,129	100,000	100,000	100,000	100,000	100,000
<b>Reservation of Fund Balance</b>								
9.010 Textbooks and Instructional Materials	0	0	0	0	0	0	0	0
9.020 Capital Improvements	0	0	0	0	0	0	0	0
9.030 Budget Reserve	0	0	0	0	0	0	0	0
9.040 DPIA	0	0	0	0	0	0	0	0
9.050 Debt Service	0	0	0	0	0	0	0	0
9.060 Property Tax Advances	0	0	0	0	0	0	0	0
9.070 Bus Purchases	0	0	0	0	0	0	0	0
9.080 Subtotal	0	0	0	0	0	0	0	0
<b>Fund Balance June 30 for Certification of Appropriations</b>	<b>989,013</b>	<b>3,096,418</b>	<b>1,689,689</b>	<b>-250,865</b>	<b>-9,980,184</b>	<b>-19,394,972</b>	<b>-30,151,860</b>	<b>-43,457,295</b>
<b>Rev from Replacement/Renewal Levies</b>								
11.010 Income Tax - Renewal	0	0	0	0	0	0	0	0
11.020 Property Tax - Renewal or Replacement	0	0	0	0	0	0	0	0
11.030 Cumulative Balance of Replacement/Renewal Levies	0	0	0	0	0	0	0	0
<b>Fund Balance June 30 for Certification of Contracts, Salary and Other Obligations</b>	<b>989,013</b>	<b>3,096,418</b>	<b>1,689,689</b>	<b>-250,865</b>	<b>-9,980,184</b>	<b>-19,394,972</b>	<b>-30,151,860</b>	<b>-43,457,295</b>
<b>Revenue from New Levies</b>								
13.010 Income Tax - New	0	0	0	0	0	0	0	0
13.020 Property Tax - New	3,218,794	6,568,993	7,521,856	3,218,794	6,568,993	7,521,856	8,471,892	9,423,546
13.030 Cumulative Balance of New Levies	0	0	0	3,218,794	9,787,387	17,309,243	25,781,135	35,204,682
14.010 Revenue from Future State Advancements	0	0	0	0	0	0	0	0
<b>15.010 Unreserved Fund Balance June 30</b>	<b>989,013</b>	<b>3,096,418</b>	<b>1,689,689</b>	<b>2,967,929</b>	<b>-192,797</b>	<b>-2,085,729</b>	<b>-4,370,725</b>	<b>-8,262,613</b>
<b>ADM Forecasts</b>								
20.010 Kindergarten - October Count	0	0	0	0	0	0	0	0
20.015 Grades 1-12 - October Count	0	0	0	0	0	0	0	0
20.02 Kindergarten - February Count	0	0	0	0	0	0	0	0
20.025 Grades 1-12 - February Count	0	0	0	0	0	0	0	0

11/9/2009, 3:54 PM

f  
ROLL CALL VOTE:  
Mrs. Hamburg  
Mrs. Grice  
Mr. Cremeans  
Mr. Stern  
Mrs. Dunbar

Yes  
Yes  
Yes  
Yes  
Yes

REGULAR SESSION

OCTOBER 20, 2009

MOTION CARRIED.

Resolution 09-123 Donation

Mr. Stern moved and Mrs. Grice seconded a motion to accept the \$50.00 donation from Dr. Hyo Sang Kim for the Robotics Program.

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

Resolution 09-124 Personnel

Mrs. Hamburg moved and Mrs. Dunbar seconded a motion to approve the following personnel issues as submitted for the 2009-2010 school year. Employment is contingent upon the school system receiving the results of the mandated criminal records background check as required by O.R.C. 3319.311 which indicates that no conviction or pleas of guilty were entered into by any persons being employed:

**CERTIFIED PERSONNEL – LEAVE OF ABSENCE REQUEST**

Whitney Sagraves – requests a maternity leave of absence effective 11/12/09 for approximately 6 weeks

Stephanie Baur – requests a maternity leave of absence for the remainder of the 2009-2010 school year

Jennifer Horvath – requests a maternity leave of absence from approximately 12/9/09 for approximately 6 weeks

Jody Metz – requests a medical leave of absence effective 10/29/09 for approximately 4 weeks.

**SUBSTITUTE CERTIFIED STAFF**

ABDALLAH, KATHARINE	INTEGRATED LANGUAGE ARTS 7-12
ALISHAUSKAS, CYNTHIA	EARLY CHILDHOOD P-3
BALL, TYLER	VISUAL ART P-12
BARNES, MORIAH	GENERAL EDUCATION
BIANCO, ANNA	GENERAL EDUCATION
BONFIGLIO, BARBARA	CAREER TECHNICAL/FAMILY & CONSUMER SCIENCE
BUNCE, KATIE	EARLY CHILDHOOD P-3
BYRON, THOMAS	CAREER TECHNICAL 4-12/TECHNOLOGY ED
CALEVICH, AIMEE	INTERVENTION SPECIALIST K-12
CREAMER, DONALD	GENERAL EDUCATION
CRITES, JOHN	EARLY CHILDHOOD P-3
CROUCH, GARY	INTEGRATED LANGUAGE ARTS 7-12
CUSICK, MICHAEL	CAREER TECHNICAL 4-12/BUSINESS ADM
DAVIS, DEBORAH	GENERAL EDUCATION
DOUGHERTY, CARDINAL	EARLY CHILDHOOD P-3
DUNN, BRENDA	GENERAL EDUCATION
ETTENSohn, KATHRYN	INTEGRATED LANGUAGE ARTS 7-12
FINN, JENNIFER	LA & READING 4-9/SOCIAL STUDIES 4-9
FOX, LINDSAY	EARLY CHILDHOOD P-3
GRISMER, BRIAN	GENERAL EDUCATION
HENDRICKSON, SHARON	ED OF HANDICAPPED

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JOHNSON, ALLISON  
KECK, JENNIFER  
LEMPNER, WENDY  
LONG, SAIRA  
LORD, SARAH  
LUNSFORD, DIANA  
NELSON, YVONNE  
PAYNE, LAUREN  
RESSLER, COURTNEY  
ROMANO, JOSHUA  
SANKER, KAY  
SHEPHERD, DANIELLE  
SPANGLER, AUBRIE  
TEMPLE, DANIELLE  
TIBBS, JEREMY  
URLAGE, SUSAN  
WARFEL, ANTHONY  
WAUGH, LISA  
WEICK, MAREN

EARLY CHILDHOOD P-3  
EARLY CHILDHOOD/READING P-3  
GENERAL EDUCATION  
EARLY CHILDHOOD/READING P-3  
EARTH SCIENCES 7-12  
EARLY CHILDHOOD P-3  
ENGLISH 7-12/FRENCH K-12  
EARLY CHILDHOOD P-3/READING P-3  
EARLY CHILDHOOD P-3  
GENERAL EDUCATION  
ELEMENTARY 1-8  
GENERAL EDUCATION  
EARLY CHILDHOOD P-3  
EARLY CHILDHOOD P-3  
INTEGRATED SCIENCE 7-12  
ENGLISH 7-12/READING K-12  
GENERAL EDUCATION  
GENERAL EDUCATION  
GENERAL EDUCATION

**CERTIFIED STAFF RECALLED**

Sara Harris – recalled effective 10/12/09 to replace Stephanie Baur at Maineville Elementary for the remainder of the 2009-2010 school year due to Ms. Baur is on a maternity leave of absence for the 2009-2010 school year.

**LONG TERM SUBSTITUTE TEACHER**

Stephanie Gebele – replacing Jody Metz during her medical leave of absence effective 10/29/09

**CLASSIFIED STAFF – RECALLED**

Dana Kilgore – recalled as a full-time special education aide effective 9/30/09

**CLASSIFIED STAFF – SUBSTITUTES**

Cheri Lyn Burkett – substitute nurse  
Heather Raisor-Shepherd – substitute nurse  
Louis Terino – substitute custodian, maintenance  
Dawn Shank – substitute cook, secretary

**CLASSIFIED STAFF – RESIGNATIONS/RETIREMENTS**

Kim Bischoff – resigns as special education aide effective 9/21/09

**CLASSIFIED STAFF – EMPLOYMENT**

Connie Tackett – bus driver for route #6 for 2.7 hours/day effective 10/19/09 at step 0 of the bus driver salary schedule.

**EXEMPTED EMPLOYEES - EMPLOYMENT**

Mr. Terry F. Gonda II as Accountant/Assistant Treasurer with a 2 year contract on the submitted salary schedule at step 0. Employment is a replacement due to a retirement is effective November 16, 2009.

**SUPPLEMENTAL CONTRACT POSITIONS – EMPLOYMENT/RESIGNATIONS**

For the 2009-2010 school year, no increase in steps were given to the supplemental contracts. All available supplemental contract positions have been offered and advertised and that no qualified licensed individual has accepted the position or that a person holding a license is not qualified to serve in the designated position and the position may be offered to a non-licensed person.

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Andrea Wall – Junior High School National Honor Society Advisor  
Sarah Richardson – substitute teacher scheduler  
Justine Zawodny/Amy Aspenwall – Senior Class Advisors (stipend to be split)

Louise Hewitt – resigns as Junior High School National Honor Society Advisor

**VOLUNTEERS**

BEELER, CYNTHIA	ALLEN, JAMES
BEERSE, LISA	ANDERSON, GLEN
BERTSCH, KENNETH	CHAPMAN, BRENDA
CAMPBELL, AMY	COLE, RAYMOND
COLE, RAYMOND	DONAHUE, STEVEN
CURCIO, CORINNE	FLOSS, WENDY
DEMUTH, JEFFREY	GENTRY, KARRIE
DOZIER, TAWNIA	HALL, NICOLE
FLOSS, KENNETH	HOFFMAN, ANGELA
FRIEDMAN, DAVID (SWIM COACH)	HOUNSHELL, ERIC
GLEESON, DENISE	HUBBARD, MELINDA
GOODWIN, TEKLA	LAIRD, JOSIE
JORDAN, PATRICK	LAWRENCE, ERNEST
JORDAN, SUSAN	LIMBACHER, ANDREA
KIPER, LISA	MANOCCHIO, ASHLEY
KNAPP, OKSANA	MENON, RASHMI
LUNSFORD, DIANA	ONAN, BETHANY
MENON, RASHMI	POWELL, MARK
RADER, STEPHANIE	SIGNOR, ALEXANDER
SCHMIDT, SEAN	SPRANGLER, WANMARIE
SENSEMAN, MARK	
SPRINGER, SCOTT	
TACKETT, CONNIE	
THUNHORST, CHERIE	
TITUS, DUANE	
TOP, AMY	
WALKER, STEPHEN	
WOOD, CHRISTOPHER	
WUENNEMANN, PATRICIA	

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes

MOTION CARRIED.

Resolution 09-125 Camp Joy Field Trip

Mr. Stern moved and Mrs. Grice seconded a motion to approve the request for 4<sup>th</sup> grade students to attend Camp Joy on October 13 and 14, 2009, October 27 and 28, 2009 and November 2 and 3, 2009 be approved with no cost to the district.



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ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

Resolution 09-126 Job Descriptions

Mrs. Dunbar moved and Mrs. Hamburg seconded a motion to adopt the following job descriptions as submitted:

**LITTLE MIAMI LOCAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
JOB DESCRIPTION**

**Position:** Accounts Payable Accounting Clerk

**Reports to:** Treasurer

**Employment Status:** Full-time

**FLSA Status:** Non-Exempt

**Description:** Functions as Accounting Clerk to assist Treasurer with processing purchase orders, invoices, vendor checks and other related items/tasks.

**NOTE:** The below lists are not ranked in order of importance

**Essential Functions:**

- Processes the flow of requisitions and purchase orders presented to the office from other departments/buildings. Encumbers all purchase orders.
- Processes and monitors approved open orders for specific vendors and amounts, including travel vouchers.
- Verifies with the appropriate personnel the receipt of shipments and corresponds with vendors concerning payments and deliveries; reviews monthly vendor statements to ensure accuracy of district accounts.
- Completes computer entry to pay all vendor bills. Verifies check register to calculator tape listing of bills, prints and mails checks. Maintains filing system for purchasing.
- Creates and distributes invoices for services rendered to other entities by the District.
- Prepares and distributes 1099 Forms.
- Assists Treasurer in administering letters as needed (i.e. special education non-resident students, contracted drivers, transportation releases, etc.).
- Serve as a backup to the Central Office Secretary when needed
- Respond to routine questions and requests in an appropriate manner.
- Attend meetings and in-services as required.
- Interact in a positive manner with staff, students and parents.
- Maintain respect at all times for confidential information (e.g., staff information, etc.).
- Make contacts with the public with tact and diplomacy.
- Promote good public relations by personal appearance, attitude and conversation.

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**Other Duties and Responsibilities:**

- Assist the Treasurer or other Central Office staff as needed.
- Displays professional appearance and demeanor.
- Demonstrates regular and predictable attendance.
- Perform other duties as assigned

**Qualifications:**

- High school diploma or equivalent.
- It is preferred that an applicant have two (2) years experience and/or training which evidences a basic knowledge of bookkeeping, office practices and procedures, and demonstrate ability to operate a computer and other office equipment.
- Dependable and detail oriented with strong organizational and time management skills.
- Person of integrity.
- Ability to work effectively with other employees and with minimal supervision
- Ability to be bonded.
- Must pass criminal background check.
- Such alternative to the above qualifications as Treasurer and/or Superintendent may find appropriate.

**Required Knowledge, Skills, and Abilities:**

- Ability to work effectively with others and with minimal supervision
- Ability to communicate ideas and directives clearly and effectively both orally and in writing with office and district staff and others
- Effective, active listening skills
- Excellent computer skills
- Proficiency in math and finance skills
- Knowledge of public school policies and practices
- Excellent attention to detail
- Ability to be flexible and adapt to changing situations
- Ability to prioritize and meet deadlines
- Ability to work as a self starter
- Organizational and problem solving skills
- Ability to operate various office equipment

**Equipment Operated:**

- Computer/printer and related software
- Calculator
- Copy machine
- Check signer
- Postage machine
- Fax machine
- Duplicating machine
- Telephone

**Additional Working Conditions:**

- Occasional operation of a vehicle under inclement weather conditions, i.e., being prepared to come to school on all scheduled work days except calamity days
- Occasional requirement to travel
- Occasional evening/weekend work as directed by the Treasurer
- Frequent repetitive hand motion, e.g., computer keyboard, typing
- Occasional overtime work may be requested and expected of the employee

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the incumbent. The incumbent will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority.

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Superintendent or designee

Date

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Adoption date: October 20, 2009

\*\*\*\*\*

**LITTLE MIAMI LOCAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
JOB DESCRIPTION**

**Position:** Payroll Accounting Clerk

**Reports to:** Treasurer

**Employment Status:** Full-time

**FLSA Status:** Non-Exempt

**Description:** Processes payroll, including wages, deductions, purchase orders and checks. Works with the Treasurer to meet all office requirements and deadlines and performs other duties as needed or assigned.

**NOTE:** The below lists are not ranked in order of importance

**Essential Functions:**

- Prepares bi-weekly payroll, including direct deposits, substitutes, etc. and balances payroll. Processes and pays all deduction checks (credit union, garnishments, union dues, etc.), payment of taxes and retirement. Electronically submits payment for taxes and Medicare
- Prepares and maintains all necessary earning and deduction records
- Generates all necessary monthly, quarter and year-end payroll reports (including QRTRPT, ERNREG, YTDRPT, EMPMST, W-2, OBES, 941, etc.)
- Compiles leave and absences for each employee
- Processes all supplemental pay.
- File monthly reports with SERS and STRS, prepare refund requests. Verify service credit for former employees
- Provides payroll information to and assists new employees with all necessary payroll related paperwork.
- Works with Accountant/Assistant Treasurer on all health insurance related matters. Including:
  - Explains health insurance options to new employees, handles initial application for insurance. Initiates COBRA continuation notices.
  - Serves as District contact person for health insurances (i.e., medical, dental, life). Maintains records for insurances and processes changes as needed.
  - Verifies, posts and pays health and life insurance bills
  - Handles health insurance discrepancies between insurance company and claimant
- Assist new substitute teachers with required paperwork to work in the district (along with Central Office secretary)
- Prepares W-2's
- Assists with balancing payroll systems monthly
- Prepares correspondence, including employment verifications and other documents.

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- Maintains personnel records as they relate to payroll, absences and employee benefits
- Maintains and protects confidentiality of private information and records
- Make contact with the public with tact and diplomacy
- Maintain respect at all times for confidential information, e.g., personnel records
- Interact in a positive manner with staff, students and parents
- Attend meetings and in-services as required
- Stays abreast of changes in pertinent state/federal laws as they relate to payroll
- Stays up to date on changes/upgrades in software/computer programs (i.e., State Software, etc.)

**Other Duties and Responsibilities:**

- Assist Superintendent/Treasurer and other Central Office staff as needed
- Displays professional appearance and demeanor
- Perform other duties as assigned

**Qualifications:**

- High School diploma or equivalent.
- It is preferred that an applicant have two (2) years experience and/or training which evidences a basic knowledge of bookkeeping, office practices and procedures, and demonstrate ability to operate a computer and other office equipment
- Dependable and detail oriented with strong organizational and time management skills
- Person of integrity
- Ability to work effectively with other employees and with minimal supervision
- Ability to be bonded
- Must pass criminal background check
- Such alternative to the above qualifications as the Treasurer and/or Superintendent may find appropriate

**Required Knowledge, Skills, and Abilities:**

- Ability to work effectively with others and with minimal supervision
- Ability to communicate ideas and directives clearly and effectively both orally and in writing with office and district staff and others
- Effective, active listening skills
- Organizational and problem solving skills
- Excellent computer skills
- Proficiency in math
- Knowledge of accounting practices and procedures
- Ability to be flexible and adapt to changing situations
- Ability to prioritize and meet deadlines
- Excellent attention to detail
- Ability to work as a self starter

**Equipment Operated:**

- Computer/printer and related software
- Calculator
- Copy machine
- Check signer
- Postage machine
- Fax machine
- Duplicating machine
- Telephone

**Additional Working Conditions:**

- Occasional operation of a vehicle under inclement weather conditions, i.e., being prepared to come to school on all scheduled work days except calamity days
- Occasional requirement to travel
- Occasional evening/weekend work as directed by the Treasurer

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- Frequent repetitive hand motion, e.g., computer keyboard, typing
- Occasional overtime work may be requested and expected of the employee

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the incumbent. The incumbent will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority.

\_\_\_\_\_  
Treasurer or designee

\_\_\_\_\_  
Date

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Adoption date: October 20, 2009

ROLL CALL VOTE:

Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED

New Business

Warren County Career Center Board Report was given by Mrs. Grice.

Information Items

None at this time.

Community Comments

No one spoke.

Resolution 09-127 Executive Session

Mrs. Grice moved and Mr. Stern seconded a motion to enter executive session for the purpose of discussing employment of public employees.

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes

MOTION CARRIED.

REGULAR SESSION  
OCTOBER 20, 2009

The Board entered executive session at 8:06 p.m.

Resolution 09-128 Return to Regular Session

Mrs. Dunbar moved and Mrs. Hamburg seconded a motion to return to regular session.

ROLL CALL VOTE:

Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

The Board returned to regular session at 8:50 p.m.

Resolution 09-129 Adjournment

Mrs. Grice moved and Mr. Stern seconded a motion to adjourn the meeting.

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes

MOTION CARRIED.

The meeting adjourned at 8:51 p.m.

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Mike Cremeans, President

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Shaun Bevan, Treasurer