

**Winton Woods Board of Education
Minutes
Regular Meeting – December 11, 2023**

The Winton Woods Board of Education met in Regular Session on Monday, December 11, 2023 at Winton Woods North Campus, Room 1656, 1231 West Kemper Road, Cincinnati, Ohio. President Kuhn called the meeting to order at 6:30 p.m.

ROLL CALL AND PLEDGE OF ALLEGIANCE

On the roll call the following members were present: Ms. Debra Bryant, Dr. Viola Johnson, Mr. Brandon Smith, Mr. Jeff Berte, Mrs. Paula Kuhn. Also present were Mr. Anthony Smith, Superintendent and Mr. Randy Seymour, Treasurer.

DISTRICT HONORS, RECOGNITIONS, GIFTS, AND INTRODUCTIONS

Kiwanis Character is Key Award - Caring

Winton Woods Intermediate School - Layla Robertson

Kiwanis Student of the Month Award

Winton Woods High School - Amira Adams

Skyline Student Athlete of the Month Award

Winton Woods High School - Eryn Suesberry

Skyline Teacher of the Month Award

Winton Woods Elementary School - Ms. Megan Weaver

PublicSchoolWORKS Champion Showcase

Winton Woods Alternative School - Ms. Kelly Rozelle, Interim Director
Ms. Rozelle was selected as a PublicSchoolWORKS Champion in October.

Community Spirit Award

Mrs. Paula Kuhn, President, Board of Education

Mr. Jeff Berte, Board of Education Member

(This award is presented to an organization or individual to recognize their significant contribution(s) to the Winton Woods City School District over a period of many years.)

PUBLIC COMMENTS

COMMENTS TO THE BOARD OF EDUCATION FROM THE ASSOCIATIONS

WWTA REPRESENTATIVE – Absent

OAPSE REPRESENTATIVE Present

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APPROVAL OF MINUTES

On a motion by Ms. Bryant, seconded by Dr. Johnson to approve the following Board Meeting Minutes:

Regular Meeting – November 20, 2023

Vote: Ms. Bryant, Aye; Dr. Johnson, Aye; Mr. B. Smith, Aye; Mr. Berte, Abstain;
Mrs. Kuhn, Aye

President Kuhn declared the motion carried.

TREASURER'S REPORT

The Financial Statements for the month of November, 2023 were approved and filed for audit.

TREASURER'S RECOMMENDATIONS

Investments – November, 2023

12-128-23 On a motion by Mr. Berte, seconded by Dr. Johnson to approve the Investment Report for November, 2023.

Vote: Ms. Bryant, Aye; Dr. Johnson, Aye; Mr. B. Smith, Aye; Mr. Berte, Aye;
Mrs. Kuhn, Aye

President Kuhn declared the motion carried.

REPORTS OF THE SUPERINTENDENT

- Report of Reunification Plan if an Emergency Event Occurred
- Facilities Update presented by Mr. Steve Denny, Executive Director of Business Affairs

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SUPERINTENDENT’S RECOMMENDATIONS

Personnel Schedules

12-129-23 On a motion by Dr. Johnson, seconded by Ms. Bryant to approve the personnel schedules as presented.

Schedule A – Resignations/Retirements

Resignations:

Calesha Schuler, Bus Driver, effective 11/30/23
Creed Perdue, Special Ed. Assistant, SCES, effective 12/08/23
Heather Evans, Teacher, SCES, effective 11/10/23

Schedule B – Personnel Employment – Certificated

Educational Advancement:

Julie Helton, Teacher, SCES, \$91,506, effective 08/10/23

Schedule C – Personnel Employment – Support Staff

New Hires:

Octavia Belser, Food Service, WWNC, \$14.97/hr, effective 12/04/23
Lakesha Hunter, Lunch Monitor, NCMS, \$22.91/hr, effective 12/04/23

Schedule D – Personnel Employment Certificated and Uncertificated (Including Extra Duties)

Food Service Attendance Incentive: \$100

Ann Beiting	Sarah Billiter	Ashley Freeland
Marcus Johnson	Cynthia Lathan	Katie Lauter
Denise Maddox	Mila Rahe	Susan Songer
Stephanie Stacey		

Change in Teaching Assignment: Per WWTA Contract: 14 hrs. at \$29/hr

Jeremy Rogers, \$406.00
Isabella Rozzi, \$406.00

Schedule E – Leaves

Asia Morton, Secretary, SCIS, 02/14/24 – 04/24/24, F.M.L.A.
Aaron Thurmond, Bus Driver, 11/01/23 – 12/29/23, F.M.L.A.
Brian Gelter, Teacher, NCHS, 01/02/24 – 01/26/24, F.M.L.A.
Kristin Langworthy, Teacher, ECCC, 10/09/23- 11/15/23, F.M.L.A.
Ryan Martini, Teacher, NCHS, Intermittent, 11/16/23 – 01/11/24, F.M.L.A.

Vote: Ms. Bryant, Aye; Dr. Johnson, Aye; Mr. B. Smith, Aye; Mr. Berte, Aye;
Mrs. Kuhn, Aye

President Kuhn declared the motion carried.

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BOARD OF EDUCATION REPORTS

- Legislative Report
- Great Oaks Report

BOARD ITEMS

Organizational Meeting 2024

12-130-23 On a motion by Mrs. Kuhn, seconded by Ms. Bryant to set the Organizational Meeting for 2024 on Monday, January 8, 2024 at 6:30 p.m. at the Winton Woods North Campus, Room 1656, 1231 West Kemper Road, Cincinnati, Ohio.

Vote: Ms. Bryant, Aye; Dr. Johnson, Aye; Mr. B. Smith, Aye; Mr. Berte, Aye;
Mrs. Kuhn, Aye

President Kuhn declared the motion carried.

Appointment of a President Pro – Tempore

12-131-23 On a motion by Mrs. Kuhn, seconded by Mr. B. Smith to appoint Dr. Viola Johnson as the President Pro – Tempore until a new president is elected at the Organizational Meeting for 2024.

Vote: Ms. Bryant, Aye; Dr. Johnson, Aye; Mr. B. Smith, Aye; Mr. Berte, Aye;
Mrs. Kuhn, Aye

President Kuhn declared the motion carried.

Special Meeting, January 9, 2024

12-132-23 On a motion by Mrs. Kuhn, seconded by Mr. B. Smith to set a Special Meeting on Tuesday, January 9, 2024 at 6:30 p.m. at the Winton Woods Community Building, Room 105, 8 Enfield Street, Cincinnati, Ohio. The purpose of the meeting is to meet with the Ohio School Boards Consultant concerning the “Superintendent Search”.

Vote: Ms. Bryant, Aye; Dr. Johnson, Aye; Mr. B. Smith, Aye; Mr. Berte, Aye;
Mrs. Kuhn, Aye

President Kuhn declared the motion carried.

COMMENTS FROM MEMBERS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

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EXECUTIVE SESSION

12-133-23 On a motion by Mr. Berte, seconded by Mr. B. Smith to move into Executive Session at 7:56 p.m. for the following purpose: "Evaluation of a Public Employee".

Vote: Ms. Bryant, Abstain; Dr. Johnson, Abstain; Mr. B. Smith, Aye; Mr. Berte, Aye;
Mrs. Kuhn, Aye

President Kuhn declared the motion carried.

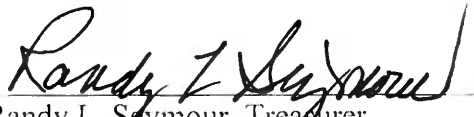
At 8:15 p.m. President Kuhn declared the Executive Session concluded for the following purpose: " Evaluation a Public Employee".

On the roll call the following members were present: Ms. Debra Bryant, Dr. Viola Johnson, Mr. Brandon Smith, Mr. Jeff Berte, Mrs. Paula Kuhn.

ADJOURNMENT

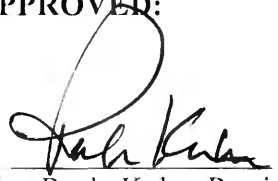
There being no further business, President Kuhn declared the meeting adjourned at 8:16 p.m.

ATTEST:



Randy L. Seymour, Treasurer

APPROVED:



Mrs. Paula Kuhn, President

WINTON WOODS CITY SCHOOLS
Bank Reconciliation Statement
November 2023 (Year to Date)

	Fund Balance	Book Balance		Bank Balance		
001	General Fund	\$20,052,292.47	Beginning Balance	\$32,315,431.18	Fifth Third Bank	\$780,972.99
002	Bond Retirement	3,150,517.27			Petty Cash	500.00
003	Permanent Improvement	4,538,856.40	Plus: Receipts	34,439,742.43	Food Service-Drawer	250.00
004	Building	176,879.47	Less: Expenditures	(32,454,381.42)	Athletic-Gate	2,000.00
006	Lunchroom	1,122,658.57				
007	Special Trust	172,453.45				
010	Classroom Facilities	3,169,004.87				
018	Public School Support	107,328.23	Ending Balance	34,300,792.19	Total	783,722.99
019	Local Grants	116,895.13				
022	District Agency	0.00				
034	Classroom Facilities Maintenance	1,539,340.59	Outstanding Warrants.			
200	Activity Fund	23,282.19				
300	Athletic Fund	161,743.58	Fifth Third Bank	246,278.29	Investments.	
401-9022	Auxiliary Services - JP11	0.00			Star Ohio	21,688,662.84
401-9024	Auxiliary Services - JP11	160,288.27			Star Ohio - Building Local	2,742,098.16
439-9024	Early Childhood Education	2,082.99			Star Ohio - Building State	428,277.60
451-9024	Connectivity	5,676.60			Meeder Investments	8,904,099.64
461-9024	HSTW	0.00			Meeder Invest (Building)	0.00
499-9023	School Safety Grant	0.00				33,763,138.24
499-9323	EPA Grant	0.00				
507-9023	ARPESSER III	(10,056.18)				
507-9222	ARP Homeless	264.04				
516-9023	IDEA-B FY23	(48,536.49)	Total	246,278.29		
516-9023	IDEA-B FY24	5,704.42				
516-9222	ARP IDEA	(30,633.46)				
536-9023	Title I Non-Competitive School Improv FY23	(25,839.35)				
536-9024	Title I Non-Competitive School Improv FY24	0.00	Book Adjustments		Bank Adjustments	
551-9023	Title III LEP FY23	(4,006.92)			Pay School Accounts	
551-9024	Title III LEP FY24	3,824.96			Food Service	209.25
551-9223	Title III Immigrant	(8,820.21)			General Acct	0.00
572-9023	Title I FY23	(77,128.90)			Pay School In-Transit	209.25
572-9024	Title I FY24	7,619.16				
572-9222	SOI	0.00				
572-9323	EEOC	0.00				
572-9324	EEOC	(53.98)				
584-9023	Title IV-A FY23	(1,342.05)				
584-9024	Title IV-A FY24	398.15	Total	0.00	Total	209.25
587-9023	ESCE IDEA-B FY23	(494.80)				
590-9024	ESCE IDEA-B FY24	(12.28)				
590-9023	Title II-A FY23	(6,971.28)				
590-9024	Title II-A FY24	(2,422.72)				
Total Fund Balance		34,300,792.19	Book Balance	34,300,792.19	Bank Balance	783,722.99
	Plus: outstanding warrants	246,278.29	Plus: outstanding warrants	246,278.29	Plus: investments	33,763,138.24
		0.00	Plus: book adjustments	0.00	Plus: bank adjustments	209.25
Adjusted Fund Balance	\$34,547,070.48	Adjusted Book Balance	\$34,547,070.48	Adjusted Bank Balance	\$34,547,070.48	

I hereby certify the foregoing to be correct to the best of my knowledge and belief


Randy L. Seymour, Treasurer

WINTON WOODS CITY SCHOOLS
General Fund Receipts
November 30, 2023

	<u>Estimated Revenue</u>	<u>% of Revenue</u>	<u>Revenue MTD</u>	<u>Revenue FYTD</u>	<u>Percentage Received</u>
Local:					
Real Estate Taxes	\$25,280,000	46.25%	\$0	10,620,567	42.01%
Public Utility Personal Property	0	0.00%	0	1,052,172	0.00%
Tuition (1)	1,030,000	1.88%	1,280	368,489	35.78%
Interest	850,000	1.56%	136,307	625,052	73.54%
Student Fees	20,000	0.04%	316	2,891	14.46%
Rental Fees	50,000	0.09%	6,528	18,706	37.41%
Other (2)	355,300	0.65%	8,732	143,881	40.50%
Total Local Revenue	<u>27,585,300</u>	<u>50.47%</u>	<u>153,163</u>	<u>12,831,759</u>	<u>46.52%</u>
State:					
Foundation Fund	20,362,110	37.25%	2,080,122	9,543,514	46.87%
Homestead & Rollback	2,700,000	4.94%	0	1,363,166	50.49%
Other (3)	3,408,750	6.24%	306,206	1,598,547	46.90%
Total State Revenue	<u>26,470,860</u>	<u>48.43%</u>	<u>2,386,328</u>	<u>12,505,227</u>	<u>47.24%</u>
Federal:					
Other (4)	600,000	1.10%	2,183	13,895	2.32%
Total Federal Revenue	<u>600,000</u>	<u>1.10%</u>	<u>2,183</u>	<u>13,895</u>	<u>2.32%</u>
GRAND TOTAL	<u><u>\$54,656,160</u></u>	<u><u>100.00%</u></u>	<u><u>\$2,541,674</u></u>	<u><u>25,350,880</u></u>	<u><u>46.38%</u></u>

(1) Includes summer school, special education, regular classes, and open enrollment

(2) Includes all other receipts not otherwise classified

(3) Includes catastrophic and tangible reimbursement

(4) Includes Medicaid and e-rate reimbursement

WINTON WOODS CITY SCHOOLS
General Fund Expenditures by Object
November, 2023

	Appropriation + Carry Over	% Total Appr.	Expended MTD	Expended FYTD	Encumbered FYTD	Balance	% Spent
Personal Services (100)	\$33,252,000	55.79%	\$2,758,777	\$13,083,659	\$0	\$20,168,341	39.35%
Fringe Benefits (200)	11,838,445	19.86%	908,213	4,635,352	320,670	\$6,882,423	41.86%
Purchased Services (400)	10,593,873	17.78%	804,815	3,196,874	5,700,618	\$1,696,380	83.99%
Materials & Supplies (500)	2,501,547	4.20%	71,109	1,045,207	512,669	\$943,670	62.28%
Capital Outlay (600)	218,000	0.37%	9,350	91,620	106,479	\$19,901	90.87%
Other (800)	815,900	1.37%	13,350	377,572	50,524	\$387,804	52.47%
Transfers/Advances (900)	380,000	0.64%	0	0	0	\$380,000	0.00%
Total	\$59,599,764	100.00%	\$4,565,614	\$22,430,284	\$6,690,960	\$30,478,520	48.86%

Object Numbers:

- 100 - Employees' salaries and wages - includes payment for sick leave, personal business leave, holiday pay, etc.
- 200 - Retirement, Insurance coverage, workers' comp., fringe benefits
- 400 - Purchased services - utilities, postage, repairs, insurance, lease/purchase, mileage reimbursement, etc.
- 500 - Instructional supplies and materials, office supplies, textbooks, library books and materials
- 600 - Capital outlay - purchase of new equipment and vehicles
- 800 - Other - election expense, auditor and treasurer fees, audit cost, membership dues, liability insurance
- 900 Temporary advances to other funds and transfer of funds

Appropriation Summary:

FY24 Appropriations	\$59,386,795	
FY23 Carryover Encumbrances	212,969	
Total Appropriations	\$59,599,764	6.013

WINTON WOODS CITY SCHOOLS
General Fund Expenditures by Function
November 30, 2023

	<u>Appropriation</u> <u>+ Carry Over</u>	<u>% Total</u> <u>Appr.</u>	<u>Expended</u> <u>MTD</u>	<u>Expended</u> <u>FYTD</u>	<u>Encumbered</u> <u>FYTD</u>	<u>Balance</u>	<u>% Spent</u>
Regular (1100)	\$21,803,052	36.58%	\$1,670,769	\$8,533,094	\$524,684	\$12,745,274	41.54%
Special (1200)	13,474,000	22.61%	1,119,716	4,539,576	2,303,806	6,630,618	50.79%
Pupils (2100)	4,255,950	7.14%	333,576	1,431,541	762,329	2,062,080	51.55%
Instructional Staff (2200)	2,335,366	3.92%	161,092	886,662	161,699	1,287,004	44.89%
Board of Education (2300)	329,964	0.55%	9,828	189,738	63,617	76,609	76.78%
School Adm. (2400)	4,514,350	7.57%	370,941	1,905,789	120,580	2,487,981	44.89%
Fiscal Services (2500)	1,702,379	2.86%	95,534	676,661	86,573	939,146	44.83%
Business Services (2600)	336,900	0.57%	27,069	136,966	17,780	182,154	45.93%
Oper. of Plant (2700)	5,175,050	8.68%	264,055	1,909,382	1,970,146	1,295,522	74.97%
Pupil Trans. (2800)	3,281,842	5.51%	324,894	1,326,886	562,113	1,392,843	57.56%
Central Support Services (2900)	829,092	1.39%	63,283	345,815	22,086	461,190	44.37%
Community Services (3000)	42,500	0.07%	48	21,473	6,397	14,631	65.57%
Extracurricular (4000)	1,004,320	1.69%	117,403	470,280	16,823	517,218	48.50%
Capital Outlay (5000)	135,000	0.23%	7,406	56,421	72,328	6,252	95.37%
Contingencies and Transfers (7000)	380,000	0.64%	0	0	0	380,000	0.00%
Total	\$59,599,764	100.00%	\$4,565,614	\$22,430,284	\$6,690,960	\$30,478,520	48.86%

Functions:

Instruction (1100 – 1200): Instruction includes the activities directly dealing with the teaching of pupils or the interaction between teacher and pupil. Teaching may be provided for pupils in a school, in a classroom, in another location, such as in a home or hospital, and through other approved media such as television, radio, telephone and correspondence.

Pupils (2100): Activities which are designed to assess and improve the well-being of pupils and to supplement the teaching process. e.g., Pupil personnel, guidance, health, psychological, speech and audiology, attendance, graduation and student assembly services.

Instructional Staff (2200): Activities associated with assisting the instructional staff with the content and process of providing learning experiences for pupils. e.g., Curriculum development, staff training, ed. aides and media services.

Board of Education (2300): Activities concerned with establishing policy in connection with operating the District.

School Administration (2400): Activities concerned with administrative responsibility e.g., Supt. & Principal offices.

Fiscal (2500): Activities associated with the financial operations of the District. e.g., Treasurer's office.

Business (2600): Activities concerned with directing & managing service areas. e.g., Business Manager's office.

Operation of Plant (2700): Activities concerned with keeping the physical plant open, comfortable and safe for use and keeping buildings and equipment in an efficient working condition. e.g., Maintenance & custodial areas.

Transportation (2800): Activities concerned with the conveyance of students to and from school and to activities.

Statistical Services (2900): Activities, other than general administration, which support each of the other instructional and supporting services programs. e.g., Personnel and technology.

Community Services (3200): Payments made by the District to support activities that do not directly relate to providing education for pupils in the District.

Extracurricular Activities (4000): Subject matter and/or activities not provided in regular classes. Generally, participation is not required and credit is not given.

Capital Outlay (5000): Improvements to the District buildings & land

Contingencies (7000): To be used for unanticipated emergencies.

Appropriation Summary:

FY24 Appropriations	\$59,386,795
FY23 Carryover Encumbrances	212,969
Total Appropriations	<u>\$59,599,764</u>

WINTON WOODS CITY SCHOOLS
Year To Date Summary as of
November 30, 2023

FUND	Beginning Balance	FYTD Revenues	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001 General	\$17,131,696	\$25,350,880	\$22,430,284	\$20,052,292	\$6,690,960	\$13,361,332
Special Revenue Funds:						
018 Public School Support	88,837	31,681	13,190	107,328	19,731	87,597
019 Other Grants	121,216	22,667	26,988	116,895	6,141	110,754
034 Classroom Facilities Maint.	1,569,640	105,878	136,178	1,539,341	40,669	1,498,672
300 District Managed Activity	140,919	131,534	110,709	161,744	65,779	95,965
401 Auxiliary Services	57,725	189,913	87,350	160,288	251,977	(91,689)
439 Preschool Education	0	35,135	33,052	2,083	363	1,720
451 Data Communication	0	5,677	0	5,677	0	5,677
499 Miscellaneous State Grants	21,027	0	21,027	0	0	0
507 ESSER	7,637	2,603,214	2,620,643	(9,792)	1,732,959	(1,742,751)
516 IDEA	15,315	260,878	349,658	(73,466)	138,832	(212,297)
536 Title I School Improvement	857	83,712	110,409	(25,839)	0	(25,839)
551 Limited English Proficiency	3,290	77,368	89,660	(9,002)	7,532	(16,534)
572 Title I, SQI and EOE	13,596	535,108	618,268	(69,564)	54,723	(124,287)
584 Title IV-A	1,903	41,015	43,862	(944)	26,335	(27,279)
587 IDEA Early	895	5,086	6,488	(507)	61	(568)
590 Title II-A	411	98,539	108,345	(9,394)	22,158	(31,552)
599 Miscellaneous Federal Grants	0	0	0	0	0	0
Debt Service Funds:						
002 Bond Retirement	3,675,532	1,618,000	2,143,015	3,150,517	1,085,078	2,065,440
Capital Projects Funds:						
003 Permanent Improvement	2,410,515	2,510,675	382,334	4,538,856	3,629,505	909,352
004 Building	178,614	1,882	3,616	176,879	141,691	35,188
010 Classroom Facilities	5,078,394	101,911	2,011,300	3,169,005	1,317,836	1,851,169
007 Special Trust	118,798	72,979	19,324	172,453	20,485	151,968
Agency Funds:						
200 Student Activity	21,157	7,193	5,068	23,282	335	22,947
022 District Agency	0	0	0	0	0	0
Enterprise Funds:						
006 Food Services	1,657,458	548,816	1,083,616	1,122,659	453,932	668,727
Total	\$32,315,431	\$34,439,742	\$32,454,381	\$34,300,792	\$15,707,082	\$18,593,710



WINTON WOODS
CITY SCHOOL DISTRICT

TO: WWCSB Board of Education
 FROM: Randy Seymour, Treasurer
 DATE: November 30, 2023
 SUBJECT: November Investments

The Treasurer requests official approval of the following investments of interim funds made November 30, 2023

	<u>Investments</u>	<u>Interest</u>	<u>Interest Rate</u>	
General Fund:				
Money Markets				
Star Ohio	\$21,688,663	\$94,957	5.74%	
Meeder Investments	8,904,100	40,559	various	
5th/3rd	780,973	1,429	0.50%	Includes earnings credit
	<u>31,373,735</u>	<u>136,945</u>		
Building Fund:				
Local Share:				
Money Markets:				
Star Ohio	2,742,098	12,709	5.74%	
	<u>2,742,098</u>	<u>12,709</u>		
Building Fund:				
State Share:				
Money Markets:				
Star Ohio	428,278	1,952	5.74%	
	<u>428,278</u>	<u>1,952</u>		
Total	<u>\$34,544,111</u>	<u>\$151,606</u>		