The Winton Woods Board of Education met in Regular Session on Monday, February 22, 2021 in the Cafeteria of Winton Woods High School, 1231 W. Kemper Road, Cincinnati, Ohio. President Rugless 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: Dr. John Cuppoletti (Via Zoom), Dr. Viola Johnson (Via Zoom), Mr. Jeff Berte, Mrs. Katrina Rugless. Absent Mr. Gino McGowens. Also present were: Mr. Anthony Smith, Superintendent and Mr. Randy Seymour, Treasurer.

PUBLIC COMMENTS

COMMENTS TO THE BOARD OF EDUCATION FROM THE ASSOCIATIONS
WWTA REPRESENTATIVE – Absent
OAPSE REPRESENTATIVE – Present

APPROVAL OF MINUTES
Regular Meeting – January 25, 2021
Special Meeting – February 8, 2021

TREASURER’S REPORT
The Financial Statements for the month of January, 2021 were approved and filed for audit.

TREASURER’S RECOMMENDATIONS
Investments – January, 2021
02-20-21 On a motion by Mr. Berte, seconded by Dr. Cuppoletti to approve the Investment report for January, 2021.

Vote: Dr. Cuppoletti, Aye; Dr. Johnson, Aye; Mr. Berte, Aye; Mrs. Rugless, Aye
President Rugless declared the motion carried.
TREASURER’S RECOMMENDATIONS – (Cont.)

Resolution – Resolution Requesting Authority to Transfer Interest Earnings on Fund 010 Classroom Facilities
02-21-21 On a motion by Dr. Cuppoletti, seconded by Dr. Johnson to approve the resolution “Requesting Authority to Transfer Interest Earnings on Fund 010 Classroom Facilities”. (Attached)

Vote: Dr. Cuppoletti, Aye; Dr. Johnson, Aye; Mr. Berte, Aye; Mrs. Rugless, Aye

President Rugless declared the motion carried.

Transfer of Interest Earnings
02-22-21 On a motion by Mr. Berte, seconded by Dr. Cuppoletti to approve the transfer of $500,000.00 interest earnings from Fund 010 Classroom Facilities to Fund 004 Building Fund.

Vote: Dr. Cuppoletti, Aye; Dr. Johnson, Aye; Mr. Berte, Aye; Mrs. Rugless, Aye

President Rugless declared the motion carried.

REPORTS OF THE SUPERINTENDENT
(a) School Reports – Update on Staff COVID-19 Vaccination Program
(b) Facilities Update

SUPERINTENDENT’S RECOMMENDATIONS

Job Description – Plant Operator
02-23-21 On a motion by Mr. Berte, seconded by Dr. Johnson to approve the job description for Plant Operator as presented. (Attached)

Vote: Dr. Cuppoletti, Aye; Dr. Johnson, Aye; Mr. Berte, Aye; Mrs. Rugless, Aye

President Rugless declared the motion carried.
SUPERINTENDENT’S RECOMMENDATIONS – (Cont.)

Personnel Schedules
02-24-21 On a motion by Mr. Berte, seconded by Dr. Johnson to approve the personnel schedules as presented.

Schedule A – Resignations
Robyn Oliver, Special Education Assistant, WWHS, effective 01/25/21
Kevin Davis, Bus Driver, effective 01/28/21
Art Wilson, Tutor, WWHS, effective 02/12/21

Schedule B – Personnel Employment - Certificated Staff
Evelyn Suesberry, Long-Term Sub., WWHS, $100/day, effective 11/01/20
Evelyn Suesberry, Long-Term Sub., WWHS, $41,900, effective 12/08/20 – 05/24/21

Schedule C – Personnel Employment – Support Staff
Nesrine Aouadi-Cook, Special Ed. Assistant, WWPN, $16.41/hr, effective 02/01/21

Schedule D – Personnel Employment – Certificated and Non-Certificated
Janine Hunsche, Resident Educator Mentor, $1,500

Schedule E – Leaves
Dona Black, Bus Assistant, 01/15/21 – 05/31/21, F.M.L.A.
Corina Denny, Community Engagement Coordinator, Intermittent 01/28/21 – 03/11/21, F.M.L.A.
Diana Deweese, Special Ed. Asst., WWPN, 02/05/21 – 03/05/21, F.M.L.A.
Jordan Habel, Teacher, WWMS and WWHS, 01/14/21 – 02/04/21, F.M.L.A.
Sunita Jakkula, Tutor, WWPN, 01/07/21 – 02/05/21, F.M.L.A.
Xenia Mena, Teacher, WWIS, 02/01/21 – 05/24/21, F.M.L.A.
Brandi Miller, Teacher, WWHS, 01/13/21 – 05/05/21 Intermittent, F.M.L.A.
Janet Shoup, Teacher WWPN, 02/17/21 – 03/22/21, F.M.L.A.
Kimberly Walker, Secretary, Transportation, 01/18/21 – 01/18/22 Intermittent, F.M.L.A.
Ronald Wright, Security, WWHS, 12/07/20 – 05/24/21 Intermittent, F.M.L.A.

Schedule M – Termination
Randrea Billings, Transportation, effective 02/02/21

Vote: Dr. Cuppoletti, Aye; Dr. Johnson, Aye; Mr. Berte, Aye; Mrs. Rugless, Aye

President Rugless declared the motion carried.
Winton Woods Board of Education
Minutes
Regular Meeting – February 22, 2021

BOARD OF EDUCATION REPORTS

• Legislative Report
• Great Oaks Report

BOARD MOTIONS/RECOMMENDATIONS

COMMENTS FROM MEMBERS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

ADJOURNMENT

There being no further business, President Rugless declared the meeting adjourned at 7:27 p.m.

ATTEST: Approve:

Randy L. Seymour, Treasurer
Katrina Rugless, President
## WINTON WOODS CITY SCHOOLS
### Bank Reconciliation Statement
#### January 2021 (Year to Date)

<table>
<thead>
<tr>
<th>Fund Balance</th>
<th>Book Balance</th>
<th>Bank Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>001 General Fund</td>
<td>$14,580,818.62</td>
<td>Beginning Balance</td>
</tr>
<tr>
<td>002 Bond Retirement</td>
<td>2,471,252.30</td>
<td>Plus: Receipts</td>
</tr>
<tr>
<td>003 Permanent Improvement</td>
<td>721,802.01</td>
<td>Less: Expenditures</td>
</tr>
<tr>
<td>004 Building</td>
<td>2,535,883.71</td>
<td>Ending Balance</td>
</tr>
<tr>
<td>006 Lunchroom</td>
<td>893,674.47</td>
<td></td>
</tr>
<tr>
<td>007 Special Trust</td>
<td>110,427.95</td>
<td></td>
</tr>
<tr>
<td>010 Classroom Facilities</td>
<td>18,741,023.04</td>
<td></td>
</tr>
<tr>
<td>018 Local Grants</td>
<td>41,867.56</td>
<td></td>
</tr>
<tr>
<td>019 Building lunchroom</td>
<td>162,519.87</td>
<td></td>
</tr>
<tr>
<td>022 District Agency</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>034 Classroom Facilities Maintenance</td>
<td>1,043,730.42</td>
<td>Outstanding Warrants:</td>
</tr>
<tr>
<td>200 Activity Fund</td>
<td>30,023.33</td>
<td></td>
</tr>
<tr>
<td>300 Athletic Fund</td>
<td>103,564.73</td>
<td>Total</td>
</tr>
<tr>
<td>401-9020</td>
<td>130,952.05</td>
<td></td>
</tr>
<tr>
<td>439-9021</td>
<td>461.45</td>
<td></td>
</tr>
<tr>
<td>451-9021</td>
<td>5,400.00</td>
<td></td>
</tr>
<tr>
<td>451-9021</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>457-9021</td>
<td>38,797.77</td>
<td></td>
</tr>
<tr>
<td>459-9021</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>499-9021</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>507-9021</td>
<td>169,902.81</td>
<td></td>
</tr>
<tr>
<td>510-9021</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>516-9021</td>
<td>5,148.03</td>
<td>Total</td>
</tr>
<tr>
<td>536-9020</td>
<td>(299.30)</td>
<td></td>
</tr>
<tr>
<td>551-9021</td>
<td>893.05</td>
<td></td>
</tr>
<tr>
<td>551-9021</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>572-9021</td>
<td>356.67</td>
<td></td>
</tr>
<tr>
<td>572-9021</td>
<td>(4,080.05)</td>
<td>Book Adjustments</td>
</tr>
<tr>
<td>581-9021</td>
<td>(38.44)</td>
<td></td>
</tr>
<tr>
<td>599-9021</td>
<td>13,385.53</td>
<td>Pay School Accounts</td>
</tr>
<tr>
<td>599-9021</td>
<td>0.00</td>
<td>Food Service</td>
</tr>
<tr>
<td>599-9220</td>
<td>0.00</td>
<td>General Acct</td>
</tr>
<tr>
<td>599-9220</td>
<td>(17,105.67)</td>
<td>Pay School In-Transit</td>
</tr>
</tbody>
</table>

| | Total | D.00 | Total | 5.00 |
| | Total Fund Balance | 41,682,624.57 | Book Balance | 41,682,624.57 | Bank Balance | 1,527,908.09 |
| | Plus: outstanding warrants | 324,083.26 | Plus: outstanding warrants | 324,083.26 | Plus: investments | 40,478,794.74 |
| | | 0.00 | Plus: book adjustments | 0.00 | Plus: bank adjustments | 5.00 |
| | Adjusted Fund Balance | $42,006,707.83 | Adjusted Book Balance | $42,006,707.83 | Adjusted Bank Balance | $42,006,707.83 |

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

[Signature]

Randy L. Seymour, Treasurer

6.011
### WINTON WOODS CITY SCHOOLS

**General Fund Receipts**

**January 31, 2021**

<table>
<thead>
<tr>
<th></th>
<th>Estimated Revenue</th>
<th>% of Revenue</th>
<th>Revenue MTD</th>
<th>Revenue FYTD</th>
<th>Percentage Received</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Real Estate Taxes</td>
<td>$22,215,000</td>
<td>45.45%</td>
<td>$425,000</td>
<td>11,583,105</td>
<td>52.14%</td>
</tr>
<tr>
<td>Personal Property</td>
<td>0</td>
<td>0.00%</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Tuition (1)</td>
<td>2,255,000</td>
<td>4.61%</td>
<td>127,400</td>
<td>1,184,946</td>
<td>52.55%</td>
</tr>
<tr>
<td>Interest</td>
<td>350,000</td>
<td>0.72%</td>
<td>8,658</td>
<td>100,443</td>
<td>28.70%</td>
</tr>
<tr>
<td>Student Fees</td>
<td>5,000</td>
<td>0.01%</td>
<td>1,688</td>
<td>2,269</td>
<td>45.38%</td>
</tr>
<tr>
<td>Rental Fees</td>
<td>100,000</td>
<td>0.20%</td>
<td>14,180</td>
<td>114,885</td>
<td>114.89%</td>
</tr>
<tr>
<td>Other (2)</td>
<td>672,000</td>
<td>1.37%</td>
<td>21,600</td>
<td>1,342,667</td>
<td>199.80%</td>
</tr>
<tr>
<td><strong>Total Local Revenue</strong></td>
<td>$25,597,000</td>
<td>52.37%</td>
<td>598,526</td>
<td>14,328,314</td>
<td>55.98%</td>
</tr>
<tr>
<td><strong>State:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foundation Fund</td>
<td>18,910,000</td>
<td>38.69%</td>
<td>1,565,433</td>
<td>11,108,334</td>
<td>58.74%</td>
</tr>
<tr>
<td>Homestead &amp; Rollback</td>
<td>2,800,000</td>
<td>5.73%</td>
<td>0</td>
<td>1,399,829</td>
<td>49.99%</td>
</tr>
<tr>
<td>Other (3)</td>
<td>1,117,000</td>
<td>2.29%</td>
<td>185,101</td>
<td>694,558</td>
<td>62.18%</td>
</tr>
<tr>
<td><strong>Total State Revenue</strong></td>
<td>22,827,000</td>
<td>46.71%</td>
<td>1,750,534</td>
<td>13,202,721</td>
<td>57.84%</td>
</tr>
<tr>
<td><strong>Federal:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (4)</td>
<td>450,000</td>
<td>0.92%</td>
<td>13,359</td>
<td>47,980</td>
<td>10.66%</td>
</tr>
<tr>
<td><strong>Total Federal Revenue</strong></td>
<td>450,000</td>
<td>0.92%</td>
<td>13,359</td>
<td>47,980</td>
<td>10.66%</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$48,874,000</td>
<td>100.00%</td>
<td>$2,362,418</td>
<td>27,579,016</td>
<td>56.43%</td>
</tr>
</tbody>
</table>

*(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
#### January 31, 2021

<table>
<thead>
<tr>
<th>Object Numbers</th>
<th>Appropriation</th>
<th>% Total</th>
<th>Expended</th>
<th>Expended</th>
<th>Encumbered</th>
<th>Balance</th>
<th>% Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ Carry Over</td>
<td>Appr.</td>
<td>MTD</td>
<td>FYTD</td>
<td>FYTD</td>
<td>Balance</td>
<td>% Spent</td>
<td></td>
</tr>
<tr>
<td>Personal Services (100)</td>
<td>$29,932,000</td>
<td>52.92%</td>
<td>$2,425,736</td>
<td>$16,702,681</td>
<td>$0</td>
<td>$13,229,319</td>
<td>55.80%</td>
</tr>
<tr>
<td>Fringe Benefits (200)</td>
<td>11,145,888</td>
<td>19.70%</td>
<td>1,361,880</td>
<td>6,310,876</td>
<td>123,878</td>
<td>$4,710,934</td>
<td>57.73%</td>
</tr>
<tr>
<td>Purchased Services (400)</td>
<td>12,978,328</td>
<td>22.94%</td>
<td>925,119</td>
<td>5,730,154</td>
<td>3,474,051</td>
<td>$3,774,124</td>
<td>70.92%</td>
</tr>
<tr>
<td>Materials &amp; Supplies (500)</td>
<td>1,571,488</td>
<td>2.78%</td>
<td>34,244</td>
<td>663,731</td>
<td>266,077</td>
<td>$641,679</td>
<td>59.17%</td>
</tr>
<tr>
<td>Capital Outlay (600)</td>
<td>164,475</td>
<td>0.29%</td>
<td>0</td>
<td>47,231</td>
<td>39,734</td>
<td>$77,509</td>
<td>52.87%</td>
</tr>
<tr>
<td>Other (800)</td>
<td>741,000</td>
<td>1.31%</td>
<td>(12,995)</td>
<td>258,526</td>
<td>7,558</td>
<td>$474,915</td>
<td>35.91%</td>
</tr>
<tr>
<td>Transfers/Advances (900)</td>
<td>30,500</td>
<td>0.05%</td>
<td>0</td>
<td>20,000</td>
<td>0</td>
<td>$10,500</td>
<td>65.57%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$56,563,478</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>$4,733,784</strong></td>
<td><strong>$29,733,200</strong></td>
<td><strong>$3,911,298</strong></td>
<td><strong>$22,918,980</strong></td>
<td><strong>59.48%</strong></td>
</tr>
</tbody>
</table>

### 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:
- **FY21 Appropriations** $56,444,850
- **FY20 Carryover Encumbrances** 118,628
- **Total Appropriations** $56,563,478

1.013
WINTON WOODS CITY SCHOOLS

General Fund Expenditures by Function
January 31, 2021

<table>
<thead>
<tr>
<th>Function</th>
<th>Appropriation</th>
<th>% Total</th>
<th>Expended MTD</th>
<th>Expended FYTD</th>
<th>Encumbered FYTD</th>
<th>Balance FYTD</th>
<th>% Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular (1100)</td>
<td>$23,755,376</td>
<td>42.00%</td>
<td>$1,681,412</td>
<td>$12,774,571</td>
<td>$443,657</td>
<td>$10,537,147</td>
<td>55.64%</td>
</tr>
<tr>
<td>Special (1200)</td>
<td>11,835,800</td>
<td>21.10%</td>
<td>938,076</td>
<td>6,232,996</td>
<td>1,145,997</td>
<td>4,556,807</td>
<td>61.82%</td>
</tr>
<tr>
<td>Pupils (2100)</td>
<td>3,082,900</td>
<td>5.45%</td>
<td>206,836</td>
<td>1,427,467</td>
<td>171,813</td>
<td>1,483,819</td>
<td>51.88%</td>
</tr>
<tr>
<td>Instructional Staff (2200)</td>
<td>3,258,830</td>
<td>5.76%</td>
<td>380,771</td>
<td>1,674,039</td>
<td>575,206</td>
<td>1,009,585</td>
<td>69.02%</td>
</tr>
<tr>
<td>Board of Education (2300)</td>
<td>168,400</td>
<td>0.30%</td>
<td>7,590</td>
<td>83,452</td>
<td>21,394</td>
<td>63,554</td>
<td>62.26%</td>
</tr>
<tr>
<td>School Adm. (2400)</td>
<td>4,328,300</td>
<td>7.65%</td>
<td>350,354</td>
<td>2,410,812</td>
<td>131,873</td>
<td>1,785,615</td>
<td>58.75%</td>
</tr>
<tr>
<td>Fiscal Services (2500)</td>
<td>1,504,550</td>
<td>2.66%</td>
<td>111,478</td>
<td>613,991</td>
<td>62,745</td>
<td>627,815</td>
<td>58.27%</td>
</tr>
<tr>
<td>Business Services (2600)</td>
<td>316,739</td>
<td>0.56%</td>
<td>19,336</td>
<td>143,709</td>
<td>27,804</td>
<td>145,226</td>
<td>54.15%</td>
</tr>
<tr>
<td>Oper. of Plant (2700)</td>
<td>3,684,600</td>
<td>6.51%</td>
<td>224,608</td>
<td>1,891,952</td>
<td>982,811</td>
<td>809,836</td>
<td>78.02%</td>
</tr>
<tr>
<td>Pupil Trans. (2800)</td>
<td>2,598,000</td>
<td>4.56%</td>
<td>190,860</td>
<td>1,186,809</td>
<td>200,109</td>
<td>1,131,082</td>
<td>56.46%</td>
</tr>
<tr>
<td>Central Support Services (2900)</td>
<td>760,000</td>
<td>1.34%</td>
<td>61,262</td>
<td>426,558</td>
<td>15,106</td>
<td>318,336</td>
<td>58.11%</td>
</tr>
<tr>
<td>Community Services (3000)</td>
<td>38,000</td>
<td>0.07%</td>
<td>0</td>
<td>11,821</td>
<td>200</td>
<td>25,979</td>
<td>31.64%</td>
</tr>
<tr>
<td>Extracurricular (4000)</td>
<td>1,006,484</td>
<td>1.76%</td>
<td>82,276</td>
<td>585,391</td>
<td>14,903</td>
<td>406,191</td>
<td>59.64%</td>
</tr>
<tr>
<td>Capital Outlay (5000)</td>
<td>95,000</td>
<td>0.17%</td>
<td>8,576</td>
<td>49,832</td>
<td>37,880</td>
<td>7,688</td>
<td>91.91%</td>
</tr>
<tr>
<td>Contingencies and Transfers (7000)</td>
<td>30,500</td>
<td>0.05%</td>
<td>0</td>
<td>20,000</td>
<td>0</td>
<td>10,500</td>
<td>65.57%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$56,563,478</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>$4,263,287</strong></td>
<td><strong>$29,733,200</strong></td>
<td><strong>$3,911,298</strong></td>
<td><strong>$22,918,980</strong></td>
<td><strong>59.48%</strong></td>
</tr>
</tbody>
</table>

**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 service 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:**

- FY20 Appropriations: $56,444,850
- FY19 Carryover Encumbrances: 118,628
- Total Appropriations: $56,563,478

6.014
## WINTON WOODS CITY SCHOOLS

### Year To Date Summary as of January 31, 2021

**Beginning Balance** | **FYTD Revenues** | **FYTD Expenditures** | **Current Encumbrances** | **Unencumbered Fund Balance**
---|---|---|---|---
001 General Special Revenue Funds: | | | | |
018 Public School Support | 38,414 | 4,837 | 1,383 | 41,868 | 1,700 | 40,168 |
019 Other Grants | 148,356 | 18,304 | 4,141 | 162,520 | 2,075 | 160,444 |
034 Classroom Facilities Maint. | 949,673 | 106,127 | 12,070 | 1,043,730 | 4,020 | 1,039,710 |
300 District Managed Activity | 66,771 | 104,863 | 68,079 | 103,555 | 48,130 | 55,425 |
401 Auxiliary Services | 65,883 | 180,903 | 115,834 | 130,952 | 218,045 | (87,093) |
439 Preschool Education | 0 | 53,006 | 52,444 | 0 | 561 |
451 Data Communication | 0 | 5,400 | 0 | 5,400 |
461 Vocational Ed Enchancements | 0 | 1,170 | 1,170 |
467 Student Wellness and Success | 0 | 552,138 | 590,936 | 38,798 | 104,188 | (142,986) |
499 School Bus Purchase Program | 0 | 0 | 0 | 0 | 0 |
507 ESSER | (58,824) | 646,722 | 417,996 | 169,903 | 288,019 | (118,116) |
510 Coronavirus Relief | 0 | 225,063 | 225,063 | 0 | 0 |
516 IDEA | (28,792) | 500,318 | 466,378 | 5,148 | 104,582 | (99,434) |
536 Title I School Improvement | (2,489) | 19,265 | 17,075 | (299) | 0 |
551 Limited English Proficiency | (8,498) | 90,002 | 80,621 | 0 | 723 | 160 |
572 Title I & SQI | (71,070) | 938,364 | 871,018 | (3,724) | 126,345 | (130,069) |
587 IDEA Early | 234 | 8,699 | 8,971 | (38) | 300 |
590 Title II-A | (6,177) | 126,688 | 107,146 | 13,366 | 300 |
599 Miscellaneous Federal Grants | (43,813) | 143,039 | 116,333 | (17,107) | 14,155 | (31,262) |

**Debt Service Funds:**
002 Bond Retirement | 2,594,575 | 1,600,464 | 1,723,787 | 2,471,252 | 1,135,128 | 1,336,125 |

**Capital Projects Funds:**
003 Permanent Improvement | 887,173 | 324,832 | 490,203 | 721,802 | 30,000 | 691,802 |
004 Building | 4,969,184 | 66,731 | 2,500,031 | 2,535,884 | 2,210,273 | 325,611 |
010 Classroom Facilities | 26,134,741 | 11,774,357 | 19,168,075 | 18,741,023 | 18,786,563 | (45,540) |

**Agency Funds:**
007 Special Trust | 113,472 | 3,743 | 6,787 | 110,428 | 2,765 | 107,663 |
200 Student Activity | 31,635 | 0 | 1,612 | 30,023 | 80 | 29,943 |
022 District Agency | 0 | 0 | 0 | 0 |

**Enterprise Funds:**
006 Food Services | 649,776 | 1,379,387 | 1,135,489 | 893,674 | 329,751 | 563,923 |

**Total** | **$53,145,027** | **$46,453,437** | **$57,915,840** | **$41,682,624** | **$27,383,394** | **$14,299,230**

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6.015
The Treasurer requests official approval of the following investments of interim funds made January 31, 2021

<table>
<thead>
<tr>
<th>Investments</th>
<th>Interest</th>
<th>Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Fund:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Money Markets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Star Ohio</td>
<td>$4,056,779</td>
<td>$352</td>
</tr>
<tr>
<td>Meeder Investments</td>
<td>10,855,377</td>
<td>7,731</td>
</tr>
<tr>
<td>5th/3rd</td>
<td>1,525,408</td>
<td>576</td>
</tr>
<tr>
<td>Total</td>
<td>16,437,564</td>
<td>8,658</td>
</tr>
<tr>
<td><strong>Building Fund:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Share:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Money Markets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Star Ohio</td>
<td>17,362,291</td>
<td>1,492</td>
</tr>
<tr>
<td>Meeder Investments</td>
<td>5,400,078</td>
<td>(108)</td>
</tr>
<tr>
<td>Total</td>
<td>22,762,369</td>
<td>1,384</td>
</tr>
<tr>
<td><strong>Building Fund:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Share:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Money Markets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Star Ohio</td>
<td>2,804,270</td>
<td>93</td>
</tr>
<tr>
<td>Total</td>
<td>2,804,270</td>
<td>93</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$42,004,203</td>
<td>$10,135</td>
</tr>
</tbody>
</table>
Resolution Requesting Authority
To Transfer Interest Earnings on
Fund 010 Classroom Facilities

WHEREAS, the School District executed a Project Agreement with the Ohio Facilities
Construction Commission (OFCC) and pursuant thereto deposited funds representing the
School District’s local share of the project costs in USAS Fund 010 (Classroom
Facilities);

WHEREAS, the project has been bid and interest earned on the School District’s local
share is not anticipated to be needed for project costs;

WHEREAS, R.C. Section 3318.12 permits the Board to transfer all or a portion of
interest earnings on the School District’s local share from USAS Fund 010 (Classroom
Facilities) to USAS Fund 004 Building Fund for portions or components of classroom
facilities that are not included in the project costs but are related to the School District’s
project;

WHEREAS, the Board acknowledges if the cost of the project exceeds the amount in
the project construction fund, the Board shall restore to the project construction fund the
full amount of the interest earnings transferred by this resolution from USAS Fund 004
Building Fund before any additional state moneys shall be released for the project.

THEREFORE BE IT RESOLVED, by the Board of Education of the Winton Woods
City School District that:

Section 1. On behalf of the Board, the Treasurer is hereby directed and
authorized to transfer the interest earnings on the local share of the project costs
from USAS Fund 010 (Classroom Facilities) to USAS 004 Building Fund.

Section 2. A copy of this resolution shall be certified by the Treasurer to the
OFCC’s Finance Department in accordance with OFCC policy.

Upon roll call and the adoption of the Resolution, the vote was as follows:

Yeas:  Dr. Cuppoletti, Dr. Johnson, Mr. Berte, Mrs. Rugless
ADOPTED this 8th day of February, 2021.

WINTON WOODS CITY SCHOOL
DISTRICT BOARD OF EDUCATION

Katrina Roy
Board President

Treasurer

CERTIFICATE

The undersigned hereby certifies that the foregoing is a true and correct copy of a Resolution adopted at a meeting held on the 8th day of February, 2021, together with a true and correct extract from the minutes of said meeting to the extent pertinent to consideration and adoption of said Resolution.

Treasurer
Winton Woods City Schools

Position Description

Position Title: Plant Operator
Department: Buildings & Grounds
Reports To: Buildings and Grounds Supervisor
Board Approved: February 22, 2021

SUMMARY: Maintains the physical school plant and operates the building automation system (BAS) of the assigned school campus, its auxiliary buildings and all grounds in excellent and functional condition so that full use may be made at all times.

ESSENTIAL DUTIES AND RESPONSIBILITIES. Other duties may be assigned.

- Ensures functionality of entire physical plant & digital controls systems at peak efficiency
- Ensures occupant comfort and safety for assigned site and monitors the BAS dashboard daily, including but not limited to power consumption meters and sensors for temperature, carbon dioxide & humidity as well as operating indicators for pressure levels, dampers, valves and switches
- Responds to system notifications, alerts & alarms and resolves these issues, contacting district-level maintenance staff and/or the district business office and/or outside contractors as required to resolve
- Responds to real-time notifications from security and intrusion systems, including but not limited to resolving door ajar messages and after-hours intrusion alarm calls from the alarm monitoring center
- Performs general and preventative maintenance (PM) work both inside and outside the physical plant such as ceiling, roof, electrical, plumbing, carpentry, HVAC, concrete, masonry, glazing, insulation, tile, welding, and pump and fan repair
- Handle all maintenance work orders originating from assigned site, calling in added support as needed from district-level maintenance staff and/or the district business office in the event of required outside contractor work
- Coordinates with technology department & contractor to ensure updates for BAS take place timely
- Handles the movement and delivery of furniture, equipment and supplies within assigned site
- Performs regular PM for heat pumps, water-to-water heat pumps, compressors, RTU’s (roof top units), VAV boxes (variable air volume), VFD units (variable frequency drives), AHU’s (air handling units), mini-split systems, cooling tower, DOAS units (dedicated outside air service), water softener systems & condensing boilers
- Coordinates with outside contractors to perform specialized HVAC system PM such as cooling tower component servicing or RTU coil cleaning, etc.
- Coordinates with outside contractors to perform other specialized system services and PM including but not limited to food service equipment, grease interceptor system, chemical or particulate interceptor systems, fire suppression system, fire alarm system, carbon monoxide sensors & water softeners
- Completes roof PM per schedule for the site (e.g., cleaning roof drains and clearing scuppers)
- Assists all inspectors with site visits, inspections and satisfactorily resolving any recommendations, violations or findings; forwards all reports to district business office
- Performs all filter changes for HVAC system and drinking water systems
- Handles all service requests above the reach of a six-foot step ladder (LEDs & bulb changes)
- Performs grounds maintenance work for assigned site such as plowing, salting, field marking, additional grass cutting (as needed), weed eating and maintenance of grounds equipment
- Assists custodial staff as needed in responding to cleaning needs, ensuring the site is safe & appealing
- Follows all federal, state, local and Board of Education safety and code requirements
- Recommends supplies and equipment for purchase and maintains the inventory of assigned district-owned hand tools, equipment, hardware and supplies
- Accounts for material and labor relative to assignments
- Attends in-service, training classes and professional meetings when required
SUPERVISORY RESPONSIBILITIES:
None

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:
High school diploma or general education degree (GED) is preferred. Experience with and/or training in digital building control systems and software is preferred.

CERTIFICATES, LICENSES, REGISTRATIONS:
Valid driver’s license with good driving record. May be required to be certified for asbestos removal.

LANGUAGE SKILLS:
Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals. Ability to write routine reports and correspondence. Ability to communicate ideas clearly and effectively, both orally and in writing.

MATHEMATICAL SKILLS:
Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY:
Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form. Ability to solve practical problems and deal with a variety of variables in situations that may arise as well as troubleshooting integrated mechanical and building controls systems.

OTHER SKILLS and ABILITIES:
Ability to establish and maintain effective working relationships with students, staff and the community. Maintains a neat personal appearance. Ability to perform duties with awareness of all requirements and Board of Education policies.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, talk, hear, and use hands and fingers to handle or feel objects, tools or controls. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception and the ability to adjust focus. The employee is required to reach with hands and arms. The employee is occasionally required to sit. The employee frequently must squat, stoop or kneel, reach and lift items above the head and reach forward. The employee continuously uses hand strength to grasp tools and climb onto step and extension ladders. The employee will frequently bend or twist at the neck and trunk more than the average person while performing the duties of this job.

The employee must frequently lift and/or move up to 50 pounds such as a tool box and while unloading trucks. Occasionally the employee will lift and/or move up to 90 lbs. such as motors, salt and jack hammers. Sometimes an employee will lift and/or move items more than 90 lbs. with several other employees. The employee will sometimes push/pull items such as tables, scaffolds and cabinets.
WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works indoors and will occasionally work outdoors during all seasons. The employee will regularly use technology devices and monitor digital interfaces while discharging his or her duties. The employee will work near or with moving mechanical equipment. The employee may occasionally work with toxic or caustic chemicals such as petroleum products, degreasers, sprays and non-household dust. The employee must be able to meet deadlines with severe time constraints. Frequently the employee will work alone and occasionally will work irregular or extended hours. The noise level in the environment is usually moderate and occasionally will be extreme.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.