



**GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT  
BOARD OF EDUCATION  
December 15, 2014  
6:30 p.m.**

**AGENDA**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. President's Welcome**
- 4. Roll Call**

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

- 5. Commendations**

**Granville High School Girls' Soccer Team Members:** The Seniors and the Junior Captain from the girls' soccer team will be recognized for their outstanding season which enabled them to qualify and compete in the Division II State Semifinals and back to back state final four appearances.

**Honorees:**

Tatum Brogan  
Taylor Drumm  
Olivia Simon  
Nikki Cox

**Recognition of Retirement:**

**Honoree:**

Todd Rogers

- 6. Staff Reports**
  - Fundraising Criteria
- 7. Board Discussion**
  - Economic Sustainability
- 8. Public Comments**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

See Board Policy No. 0169.1 – Public Participation at Board Meetings.

**9. Board Reports**

Dr. Jennifer Cornman  
Dr. Katie Rentel  
Thomas Miller

C-TEC Board, Legislative Liaison  
Newark-Granville Community Authority  
Granville Education Foundation

**10. Action Agenda**

**10.01 Granville Education Foundation Grant Recipients for 2014-2015**

*Recommended by Superintendent:*

Motion:

Approval of the following grants for 2014-2015 school year from the Granville Education Foundation and the Licking County Foundation:

- Global Greatness; Jeremy Hopping and Sally Gummere, GHS, \$3850.
- Science Olympiad; Josh Grischow, GMS, \$1500.
- Word Processing Keyboards; Beth Wait, GIS, \$2667.
- Learn Pads; Robin Massey, GES, \$1800 (balance of grant without learn pads).
- 3-D Printer; Christian Reinke, GHS/GMS, \$3000.
- Counting Steps; Meredith Ervin, GIS, \$2640.
- DIY Book Scanner; Glenn Welker, GHS, \$1663.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

**10.02 2015 OSBA Membership**

*Recommended by Superintendent:*

Motion:

Approval to join the Ohio School Board Association for the 2015 calendar year.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

**10.03 2015 Legal Assistance Fund Membership**

*Recommended by Superintendent:*

Motion:

Approval to join the Ohio School Boards Association Legal Assistance Fund for the 2015 calendar year.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

#### 10.04 Unpaid Leaves of Absence

*Recommended by Superintendent:*

Motion:

To approve the following leave of absence:

- Jeffrey Knott, February 5<sup>th</sup> and 6<sup>th</sup>, 2015.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

#### 10.05 Maternity Leave

*Recommended by Superintendent:*

Motion:

Approval of the following maternity leaves of absence:

- Jen Riley beginning at the birth of the child expected mid-March, 2015 through the remainder of the 2014-2015 school year.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

#### 10.06 Authorization for Testing Expenses

*Recommended by Superintendent:*

Motion:

Authorization for ACT/Quality Core Testing expenses not to exceed \$30,000.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

#### 10.07 Resolution to Join Ohio Purchasing Cooperative

*Recommended by Superintendent:*

Motion:

Approval of resolution authorizing Granville Exempted Village Schools to participate in the State of Ohio Cooperative Purchasing Program.  
**(Attachment)**

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

#### 10.08 Approval of a Contract with Shelly Fisher

*Recommended by Superintendent:*

Motion:

Approval to contract with Shelly Fisher for support work in the high school during the transition to a new principal's secretary at the high school. **(Attachment)**

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

## **10.08 Authorization of Payment for Excavation work at GIS**

*Recommended by Superintendent:*

Motion: Approval to pay Matt Grimm Excavating \$22,000 to complete excavation work for the GIS Land Lab.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

## **11. Consent Agenda**

### **11.01 Approval of Routine Business by Consent**

*The Superintendent recommends the acceptance of the following consent items.*

#### **A. Adoption of Minutes:**

Adopt the minutes of the regular Board of Education meeting held on November 17, 2014. **(Attachments)**

#### **B. Acceptance of Donations/Gifts:**

- A donation of \$125.00 to GHS Band from Circleville Pumpkin Show.
- A donation of \$750.00 to GIS teacher Laura Weaver for her 5<sup>th</sup> grade class from Licking Memorial Hospital.

#### **C. Employment:**

##### **1. Substitute Teachers/Secretaries/Aides for the 2014-2015 School Year**

*Superintendent recommends employment of the following substitute contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.*

- Rodger Kirkpatrick retroactive to December 1, 2014.
- Bonnie Vogelmeier

##### **2. Supplemental Contracts for 2014-2015**

*Superintendent recommends employment of the following supplemental contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.*

**Group 3**

Assistant HS Football (retroactive to August 1)

**Name**

Tony Adams

**Group 4**

MS Volleyball #2, 8<sup>th</sup> grade (retroactive to Aug. 1) Megan White

**3. Resignation**

*Superintendent recommends with appreciation of service, approval of the following resignation:*

- Richelle Fisher as GHS Secretary effective December 5, 2014.
- Robert Brown as GHS Swimming Coach effective December 9, 2014.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

**End of Consent Agenda**

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**12. Finances**

**12.01 Financial Statements**

*Treasurer recommends:*

**Motion:** Approval of the November, 2014 financial report. **(Attachment)**

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

**12.02 Authorization to Request Tax Advance**

*Treasurer recommends:*

**Motion:** Authorize the Treasurer to request advances from the County Auditor on Real Estate and Personal Property Tax revenue for a period of one year for the calendar year of 2015.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

**12.03 Resolution Adopting Cash Balance Guidelines**

*Treasurer recommends:*

**Motion:** Approval to accept the resolution to adopt cash balance guidelines effective immediately. **(Attachment)**

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

**13. Adjournment**

Motion: To adjourn.

Dr. Cornman\_\_\_\_\_Ms. Deeds \_\_\_\_\_Mr. Ginise \_\_\_\_\_Mr. Miller\_\_\_\_\_ Dr. Rentel\_\_\_\_\_

## **Public Participation at Board Meetings**

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board and shall publish rules to govern such participation in Board meetings. The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct. The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the agenda.
- B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.
- C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- D. Each statement made by a participant shall be limited to approximately three (3) minutes duration.
- E. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- F. Tape or video recordings are permitted, providing the person operating the recorder has received approval from the Superintendent prior to the Board meeting and agrees to the placement of the equipment and to abide by the following conditions: 1) no obstructions are created between the Board and the audience; 2) no interviews are conducted in the meeting room while the Board is in session; 3) no commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
- G. The presiding officer may 1) interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant; 2) request any individual to leave the meeting when that person does not observe reasonable decorum; 3) request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting; 4) call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.
- H. The portion of the meeting during which the participation of the public is invited shall be limited to approximately thirty (30) minutes at the beginning of the meeting early in the agenda.

From Granville Exempted Village Schools ByLaws and Policies No. 0169.1

## RESOLUTION

### AUTHORIZING POLITICAL SUBDIVISION TO PARTICIPATE IN THE STATE OF OHIO COOPERATIVE PURCHASING PROGRAM.

WHEREAS, Ohio's Cooperative Purchasing Act (AM. Sub H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional airport authorities or port authorities and school districts, conservancy districts, township park districts and park districts and other authorities, to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; now therefore,

### BE IT ORDAINED BY THE GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT

Section 1. That the Granville Board of Education hereby requests authority in the name of the Granville EVSD to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That the Treasurer is hereby authorized to agree in the name of the Granville EVSD to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of the Granville EVSD participation in the contract. Further, that the Treasurer does hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the Coop for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That the Treasurer is hereby authorized to agree in the name of the Granville EVSD to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract, and the Treasurer does hereby agree to directly pay the vendor.

RESOLUTION/ORDINANCE MUST BE APPROVED, DATED AND FILED WITH THE OFFICE OF COOPERATIVE PURCHASING PRIOR TO USE OF A CONTRACT. ADDITIONALLY, THE PAYMENT OF THE APPROPRIATE ANNUAL FEE MUST BE MADE PRIOR TO CONTRACT USE.

SIGNED \_\_\_\_\_ DATED \_\_\_\_\_



## CONTRACT

This is an agreement between the Board of Education of the Granville Exempted Village School District and **Richelle Fisher** effective December 8, 2014.

The Board of Education hereby agrees to pay **Richelle Fisher** \$19.04 per hour not to exceed 10 hours per week on an as needed basis for transitional work from December 8, 2014 to March 1, 2015.

### Contract Service

The personnel provided will provide the following services:

Support work in the transition to a new principal secretary in the High School.

### Time of Completion

The contract may end at any time up to March 1, 2015, once transitional support is no longer needed.

### Contract Price and Payment

The Granville Exempted Village School District will pay a sum not to exceed \$19.04 per hour. Payments for these services will be made based upon approved time sheets. Payment will be made by the 15<sup>th</sup> day of each month for services provided during the previous month.

### Other Provisions

All changes to the scope of the Contract Service shall be in writing and signed by the Granville Exempted Village School District and **Richelle Fisher**.

This Contract may be terminated by either party upon thirty (30) days written notice.

This Contract may be terminated by a non-breaching party, in addition to any other remedy, for a breach of any term of the Contract effective upon written notice to the breaching party; upon which event all rights of the breaching party shall terminate.

This Contract is the entire agreement of the parties relating to the subject matter hereof, and supersedes all prior correspondence, understandings and agreements of the parties relating to the services.

**Granville Exempted Village School District**

**Richelle Fisher**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Granville Board of Education  
MEETING MINUTES  
November 17, 2014

**Monday, November 17, 2014**

The Granville Exempted Village School District Board of Education met in regular session at the District Office on this date. The President of the Board Dr. Jennifer Cornman called the meeting to order at 6:32 p.m. Responding to roll call was: Dr. Jennifer Cornman, Mr. Russ Ginise, Mr. Thomas Miller, and Dr. Katie Rentel. Ms. Amy Deeds was absent. Also present was Jeff Brown, Superintendent, and Michael Sobul, Treasurer.

**Pledge of Allegiance**

**Commendations**

**OMEA State Qualifiers:** Two GHS students will be recognized for earning a place in the Ohio All-State Orchestra and will perform with the orchestra in Cleveland at the OMEA Conference in February, 2015. Kyle made All-State on the violin and Will on the viola.

**Honorees:**

Will Ford  
Kyle Otterstedt

**Granville High School Cross Country Team Members:** Athletes from the girls' and boys' cross country teams will be recognized for their outstanding season which enabled them to qualify and compete at the 2014 OHSA State Competition this month. The girls' team is being honored for being named State champions and the boys' team placed sixth out of 16 teams.

**Honorees:**

**Girls' Cross Country Team Members:**

Micaela DeGenero (6<sup>th</sup> place and an All Ohio Honors Recipient)  
Claire Lamb (10<sup>th</sup> place and an All Ohio Honors Recipient)  
Kylee McFarland (All Ohio Honors Recipient)  
Alyssa Atkinson  
Cassidy Carey  
Maddie Long  
Tori Flowers

**Boys' Cross Country Team Members:**

Ryan Black  
Tyler Keenan  
Jonny Lukins  
Joe Pappas  
Kyle Van Ness  
Robbie Weaver



Granville Board of Education  
MEETING MINUTES  
November 17, 2014

**Wrestling Wall:** A group of community members will be recognized for taking action to create a wall to make a dedicated space in the GHS mezzanine of the gym for the wrestling team to practice.

**Honorees:**

Steve Mendicino and Marvin Bright, Granville Wrestling Coaches  
Kevin Jarrett, Granville Athletic Director  
Frank Fahner, Granville Facilities Operations Manager  
Fred Wolf, Granville Athletic Boosters President  
Robert Warner, Granville Wrestling Club President  
Matthew Walsh, Doug Steffeny, & Tom Mangum, Granville Wrestling Club members  
Alison Terry, Wrestling parent

**Staff Reports**

- State of the Schools Report – Ryan Bernath
- Cash Balance Guidelines – Mike Sobul

**Board Discussion**

- Substance Abuse Policy Conversation
- Economic Sustainability

**Board Reports**

Dr. Jennifer Cornman	C-TEC Board, Legislative Liaison
Thomas Miller	Granville Education Foundation

**Action Agenda**

As recommended by the Superintendent:

**11.17.01 Science Olympiad Club**

Moved by Dr. Rentel, seconded by Mr. Miller, for Approval of MS Science Olympiad Club for the 2014-2015 school year.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.



Granville Board of Education  
MEETING MINUTES  
November 17, 2014

**11.17.02 Granville Board Policy Updates**

Moved by Mr. Ginise, seconded by Dr. Rentel, for Approval of the following Granville Board Policy Changes effective October 2014:

- AFC-1 (Also GCN-1), Evaluation of Professional Staff (Ohio Teacher Evaluation System)
- EB Safety Program
- EBC Emergency Management and Safety Plans
- EBC-R, Emergency Management and Safety Plans
- EFF Food Sale Standards
- GCN-1 (Also, AFC-1) Evaluation of Professional Staff (Ohio Teacher Evaluation System)
- IGAD Career-Technical Education
- IGD Co-Curricular and Extracurricular Activities
- IGDJ Interscholastic Athletics
- IGDK Interscholastic Extracurricular Eligibility
- IIA Instructional Materials
- IIAA Textbook Selection and Adoption
- IKF Graduation Requirements
- IKF-R Graduation Requirements (Opt Out)
- IKF-E Graduation Requirements (Opt Out Informed Consent Agreement)
- JEFB Released Time for Religious Instruction
- JHCD Administering Medicines to Students (Version 1)
- JHCD-R-1 Administering Medicines to Students (General Regulation)
- DFA Revenues from Investments
- DN School Properties Disposal
- GCBP Professional Staff Supplemental Contracts
- GDBB Support Staff Pupil Activity Contracts
- IF Curriculum Development
- IFD Curriculum Adoption
- IGBEA Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
- IGBEA-R Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
- JHCD-R-2 Administering Medicines to Students (Use of Asthma Inhalers)
- JHCD-R-3 Administering Medicines to Students (Use of Epinephrine Autoinjectors)
- JK Employment of Students

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.



Granville Board of Education  
MEETING MINUTES  
November 17, 2014

**11.17.03 Approval of Resolution for Purchase of School Buses**

Moved by Dr. Rentel, seconded by Mr. Ginise, for Approval of resolution authorizing lease purchase of school buses not to exceed \$195,000.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

**11.17.04 Unpaid Leaves of Absence**

Moved by Mr. Ginise, seconded by Dr. Rentel, for Approval of the following leave of absence:

- Travis Blackstone, Bus Aide, extension of leave from November 11, 2014 through November 21, 2014.
- Nimarta Roberts, ES Guidance Counselor, extension of leave beginning January 2015 for the remainder of the 2014-2015 school year.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

**11.17.05 Leave of Absence**

Moved by Dr. Rentel, seconded by Mr. Ginise for Approval of the following leave of absence:

- Amy McKenzie, ES teacher, effective Friday, November 21, 2014 through December 8, 2014.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

**11.17.06 Approval of Resolution for Cafeteria Plan**

Moved by Mr. Ginise, seconded by Dr. Rentel for Approval of resolution amending cafeteria plan including the Health flexible spending account and dependent care flexible spending account.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

**11.17.07 Approval of Resolution to Accept a Gift**

Moved by Mr. Ginise, seconded by Dr. Rentel for approval of resolution to accept the donation of the wrestling wall.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

**Consent Agenda**

**11.17.08 Approval of Routine Business by Consent**

Moved by Mr. Miller, seconded by Mr. Ginise for Approval of the following items as recommended by the Superintendent.



Granville Board of Education  
MEETING MINUTES  
November 17, 2014

**Adoption of Minutes:** Adopt the minutes of the regular Board of Education meeting held on October 20, 2014. (on file in the Treasurer's office)

**Acceptance of Donations/Gifts:**

- A donation of \$750.00 to GIS to Laura Weaver's classroom from Licking Memorial Health systems to purchase audio recordings of novels.
- A donation of \$35.00 to GHS Student Council from Whit's Pataskala.
- A donation of \$500.00 to the Class of 2015 from Promotion Services.
- A donation of \$500.00 to GHS Blue Steel from Monday Talks.
- A donation of \$1,000.00 for the Arrive Alive Program from Licking Memorial Hospital

**Employment:**

**1. Substitute Nurse for the 2014-2015 School Year**

- Mary Bickley (retroactive to 11/3/2014)

**2. Substitute Teachers/Secretaries/Aides for the 2014-2015 School Year**

*Superintendent recommends employment of the following substitute contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.*

- Glenda Vasquez-Hale (retroactive to 11/3/2014)
- Leslie O'Bryan
- Sandra Lipstreu
- Doris Caceres-Schumick

**3. Supplemental Contracts for 2014-2015**

*Superintendent recommends employment of the following supplemental contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.*

**Group 3**

HS Head Indoor Track  
Assistant Basketball – Girls

**Name**

Bob Hollen  
Rodger Kirkpatrick

**Group 4**

LPDC Committee Member  
Assistant Varsity Wrestling

Amy Mullins  
Steve Mendicino



Granville Board of Education  
MEETING MINUTES  
November 17, 2014

**4. Volunteer**

*Superintendent recommends employment of the following volunteer pending verification of all licensure requirements and BCII/FBI criminal records check.*

- Terry Perkins – Assistant Varsity Wrestling

**5. Substitute Bus Driver for the 2014-2015 School Year**

*Superintendent recommends employment of the following volunteer pending verification of all licensure requirements and BCII/FBI criminal records check.*

- Brad Hoffer

**6. Retirement**

*Superintendent recommends with appreciation of service, approval of the following retirement:*

- Denise Ciferno, ES Teacher, effective May 31, 2015.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

**End of Consent Agenda**

**Finances**

The Treasurer recommends the acceptance of the following agenda items:

**11.17.09 Approval of October 2014 Financial Report**

Moved by Dr. Rentel and seconded by Mr. Ginisel for Approval of the October 2014 Financial Report (on file in the Treasurer's office).

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

**11.17.10 Agreement with Rich & Gillis Law Group**

Moved by Mr. Ginise and seconded by Mr. Miller for Approval of the 2015 agreement with Rich & Gillis Law Group to monitor and pursue our real estate issues.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.



Granville Board of Education  
MEETING MINUTES  
November 17, 2014

**11.17.11 Adjournment**

Moved by Dr. Rentel and seconded by Mr. Ginise to adjourn the meeting at 9:16 p.m.

On vote: Dr. Cornman, aye; Ms. Deeds, absent; Mr. Ginise, aye; Mr. Miller, aye; Dr. Rentel, aye. Motion carried.

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Dr. Jennifer Cornman, President,

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Mike Sobul, Treasurer





# Monthly Financial Report

*For the F.Y. 2015 Month Ending: November*

Mike Sobul  
CFO/Treasurer  
[msobul@granvilleschools.org](mailto:msobul@granvilleschools.org)



# Table of Contents

Overview	3
Updated Forecast Trend For The Month of November, F.Y. 2015	4
Fiscal Year To Date -- Year-Over-Year Revenue Comparison	5
Fiscal Year To Date -- Year-Over-Year Expenditure Comparison	6
Month of November Actual Revenue Compared to Estimates	7
Fiscal Year To Date (July - November) Actual Revenue Compared to Estimates	8
Month of November Actual Expenditures Compared to Estimates	9
Fiscal Year To Date (July - November) Actual Expenditures Compared to Estimates	10
Fiscal Year 2015 Actual Revenue Plus Remaining Estimated	11
Fiscal Year 2015 Actual Expenditure Plus Remaining Estimated	12
Monthly Cash Balance Estimates Fiscal Years 2015 and 2016	13
Cash Reconciliation	14



## Overview

### Page

- 4 More near term revenues but higher expenses moving forward
- 5 Fiscal year 2015 actual revenue received is up 12% over the same period in fiscal year 2014
- 6 Fiscal year 2015 actual expenditures are up 7.4% over the same period in fiscal year 2014
- 7 Monthly actual revenue is in-line with estimates
- 8 Fiscal year-to-date real estate revenue is running slightly above estimates
- 9 Monthly actual expenditures were 6.6% above the month's estimates
- 10 Fiscal year-to-date expenditures through November are running about three percent above estimates
- 11 Revenue received as a percentage of the fiscal year 2015 annual total is up over last year
- 12 Expenditures as a percentage of annual total is in line with the last two years
- 13 Monthly cash flow is projected to remain above minimum cash guidelines for all but one month through Fiscal Year 2016
- 14 The current all-funds cash balance at the end of November is \$8.25 million

### Key Items

Updated health insurance counts following open enrollment increased those costs this year and moving forward. This has had an adverse impact on projected fund balances in the later years of the five-year forecast.



## Updated Forecast Trend For The Month of November, F.Y. 2015

Forecasted Revenue and Expenditures			
Updated (if applicable)			
For the interim forecast period FY 2015 through FY 2017			
	PROJECTED		
	2015	2016	2017
Total Revenue	\$26,701,595	\$26,332,373	\$26,743,009
Replace/Renew Levies	\$0	\$0	\$0
New Levies	\$0	\$0	\$0
Total Expenditures	\$25,000,673	\$25,930,090	\$27,001,051
Revenue Over/(Under) Expenditures	\$1,700,922	\$402,283	(\$258,042)
Cash Balance	\$4,437,263	\$4,839,546	\$4,581,504

### Variance between Updated and Filed Forecasts

	2015	2016	2017
<b>Total Revenues</b>			
Filed Forecast as of 10/23/2014:	\$26,514,786	\$26,330,293	\$26,770,179
Updated Forecast as of 12/10/2014:	\$26,701,595	\$26,332,373	\$26,743,009
Variance:	\$186,809	\$2,079	(\$27,170)
<b>Total Expenditures</b>			
Filed Forecast as of 10/23/2014:	\$24,874,211	\$25,820,249	\$26,884,731
Updated Forecast as of 12/10/2014:	\$25,000,673	\$25,930,090	\$27,001,051
Variance:	\$126,462	\$109,841	\$116,321
<b>Cash Balance</b>			
Filed Forecast as of 10/23/2014:	\$4,376,916	\$4,886,961	\$4,772,410
Updated Forecast as of 12/10/2014:	\$4,437,263	\$4,839,546	\$4,581,504
Variance:	\$60,347	(\$47,415)	(\$190,906)

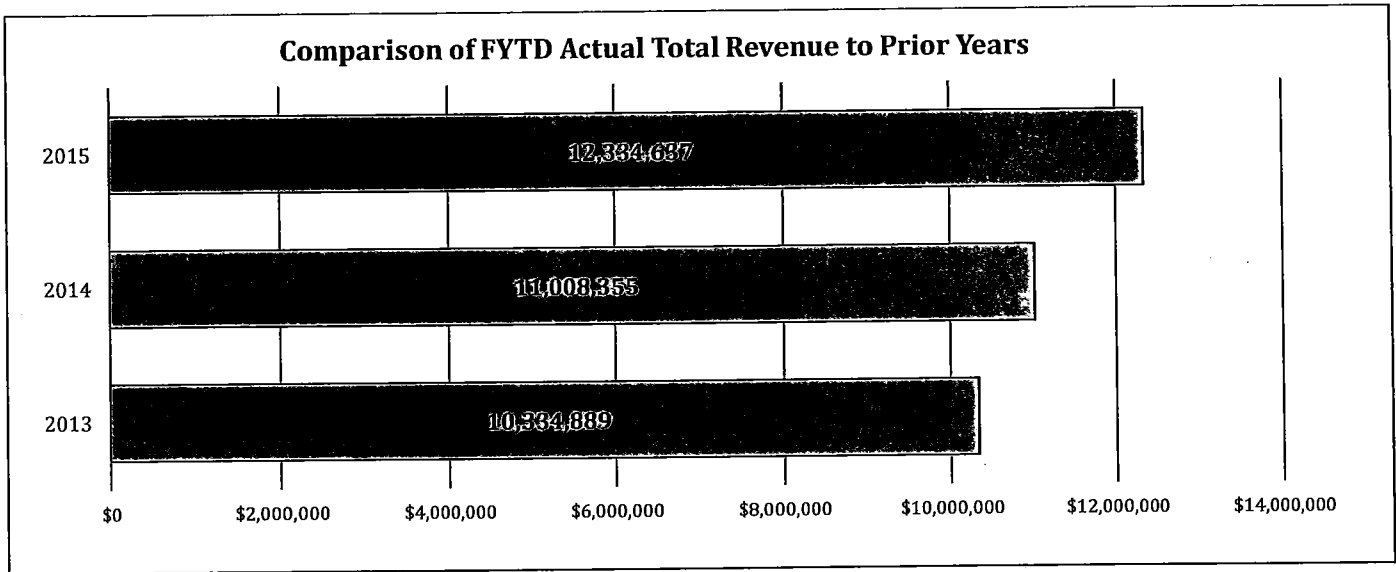
### In Perspective:

FY 2015 revenues are anticipated to be higher than in October because of higher than expected taxable values from the ending of the Kendal TIF. There has also been a recalculation of the FY 2013 state funding formula that will result in one-time payments and a higher base funding amount.



## Fiscal Year To Date -- Year-Over-Year Revenue Comparison

Analysis of actual revenue for the fiscal year period July - November.



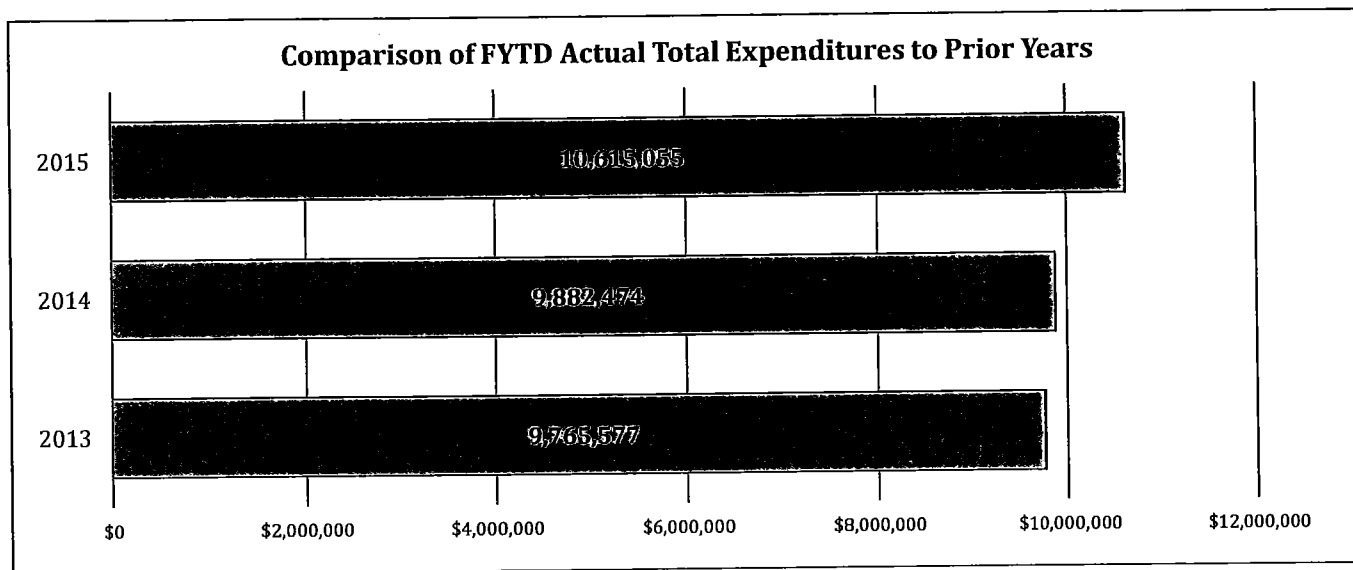
Percent of Annual Total		Actual Fiscal Year To Date Revenue, July - November			F.Y. 2015
		2013 FYTD	2014 FYTD	2015 FYTD	YOY Change
62.8%	Real Estate Taxes	6,567,568	6,885,695	7,772,601	\$ 886,906
3.0%	Public Utility PP Taxes	319,646	339,020	398,479	\$ 59,459
0.0%	Income Tax	-	-	-	\$ -
24.0%	Unrestricted State-Aid	2,143,773	2,443,505	2,654,760	\$ 211,255
0.1%	Restricted State-Aid	4,705	2,415	13,872	\$ 11,457
7.5%	State Tax Reimb.	952,266	969,029	999,256	\$ 30,227
2.0%	Other Revenue	343,716	304,031	362,838	\$ 58,807
0.5%	Other Sources	3,215	64,660	132,831	\$ 68,171
100%	<b>Total Revenue</b>	<b>10,334,889</b>	<b>11,008,355</b>	<b>12,334,637</b>	<b>\$ 1,326,282</b>
<b>Total YOY Percentage Change</b>					<b>12.0%</b>

How does revenue compare to prior years?

Revenues have grown steadily over the last two years because of the passage of the new operating levy in 2013 and the increases in state aid in 2014 and 2015.

## Fiscal Year To Date -- Year-Over-Year Expenditure Comparison

Analysis of Actual Expenditures for the fiscal year period July - November.

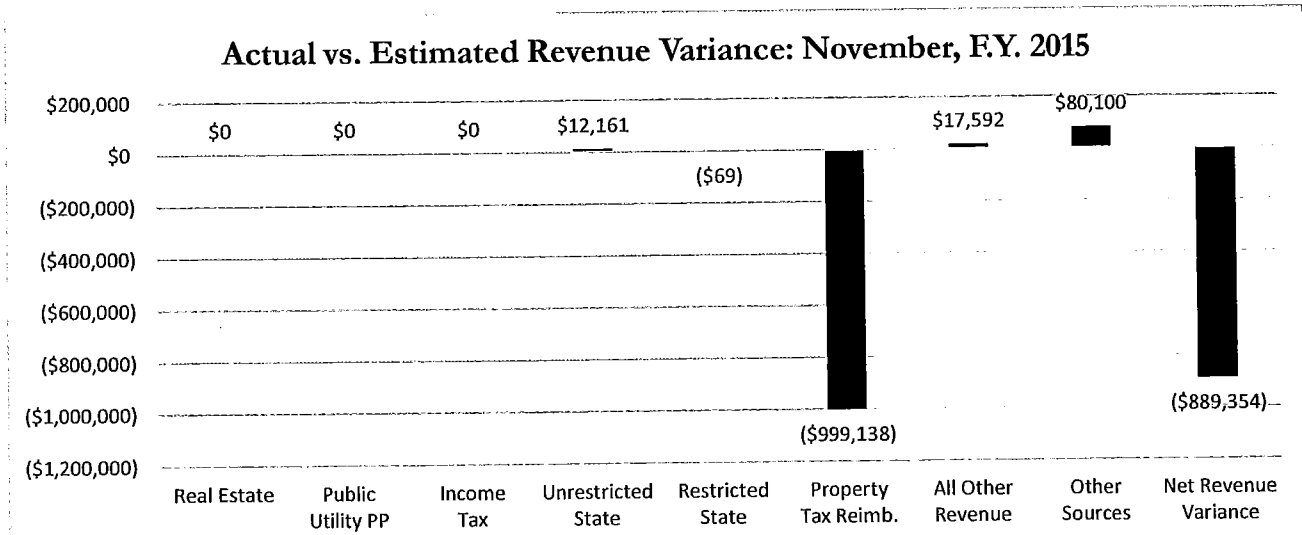


Percent of Annual Total		Actual Fiscal Year To Date Expenditures, July - November			F.Y. 2015 YOY Change	
		2013 FYTD	2014 FYTD	2015 FYTD		
54.6%	Salaries	5,618,709	5,512,712	5,643,111	\$ 130,399	2.4%
24.2%	Benefits	2,342,252	2,327,196	2,556,237	\$ 229,041	9.8%
13.7%	Purchased Services	1,258,350	1,415,976	1,505,444	\$ 89,468	6.3%
3.7%	Supplies	342,974	427,691	475,055	\$ 47,364	11.1%
0.3%	Capital	26,640	41,773	42,338	\$ 565	1.4%
1.0%	Intergov., Debt, Interest	-	-	-	\$ -	0.0%
1.4%	Other Objects	176,053	153,493	148,308	\$ (5,185)	-3.4%
1.1%	Other Uses	599	3,633	244,562	\$ 240,929	6631.7%
100%	<b>Total Revenue</b>	<b>9,765,577</b>	<b>9,882,474</b>	<b>10,615,055</b>	<b>\$ 732,581</b>	
<b>Total YOY Percentage Change</b>					<b>7.4%</b>	

### How do expenditures compare to prior years?

Overall spending is 7.4 percent ahead of last year. About a third of that growth is in Other Uses, which represents the one-time transfer of money to the permanent improvement fund for capital expenditures. Much of the spending growth in Purchased Services and Supplies is likely timing, with expenditures occurring earlier in the year this year than last. Benefit costs are being driven by the increases in health insurance costs from last year.

## Month of November Actual Revenue Compared to Estimates



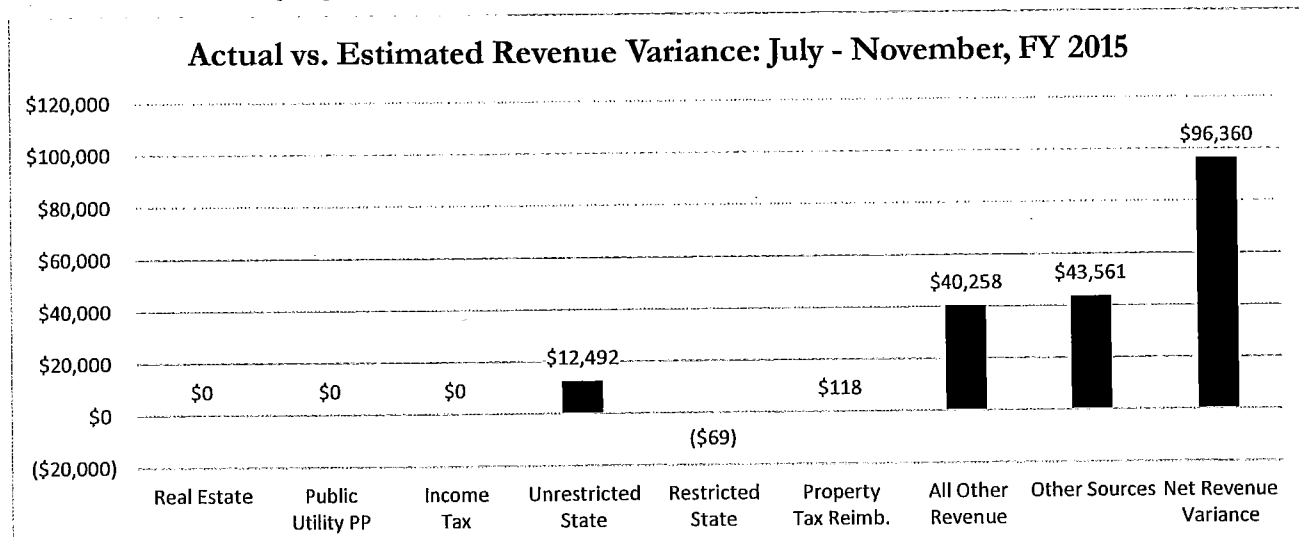
Ref	Revenue:	Actual for the Month of November	Estimated for the Month of November	Actual Over/ (Under) Estimate Variance
Row	<b>For the F.Y. 2015 Month Ending: November</b>			
A	1.010 - General Property Tax (Real Estate)	-	-	-
B	1.020 - Public Utility Personal Property	-	-	-
C	1.030 - Income Tax	-	-	-
D	1.035 - Unrestricted Grants-in-Aid	527,661	515,500	12,161
E	1.040 - 1.045 - Restricted Grants-in-Aid	631	700	(69)
F	1.050 - Property Tax Allocation	-	999,138	(999,138)
G	1.060 - All Other Operating Revenues	42,592	25,000	17,592
H	1.070 - Total Revenue	570,884	1,540,338	(969,454)
I	2.070 - Total Other Financing Sources	80,100	-	80,100
J	2.080 - Total Revenues and Other Financing Sources	650,984	1,540,338	(889,354)
				-57.7%

How do revenue cash flow estimates for the month compare to actual?

Revenues for the month are close to estimate. The large shortfall in Property Tax Allocation is because the property tax rollbacks expected in November were received October 31.



## Fiscal Year To Date (July - November) Actual Revenue Compared to Estimates



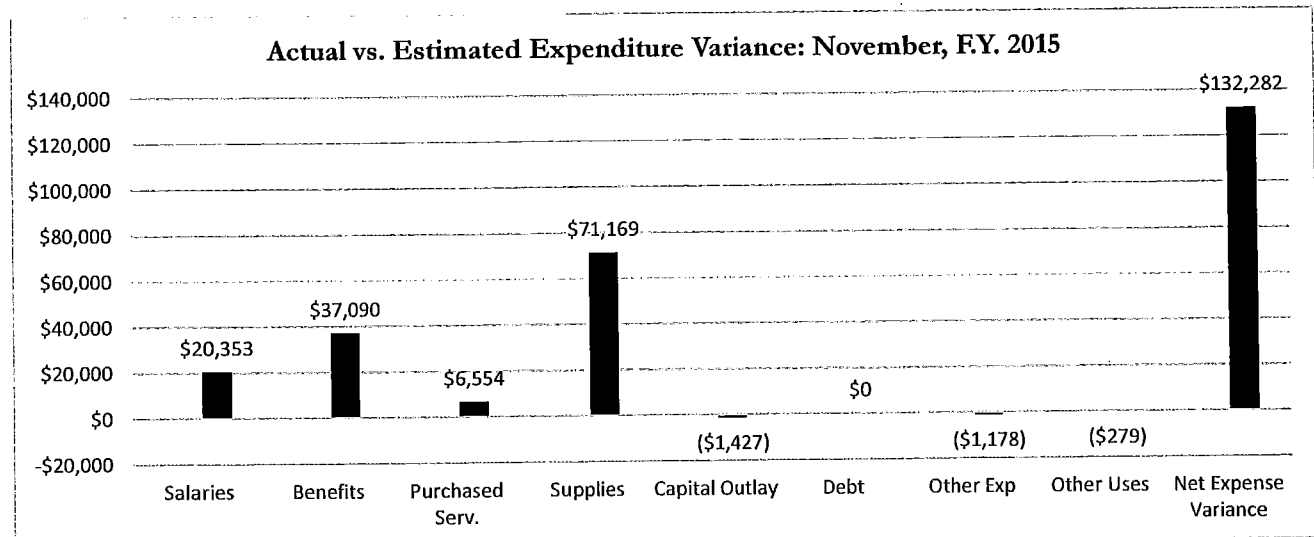
		Actual	Estimated	Actual Over/ (Under) Estimate Variance
		July - November	July - November	
Revenue:				
For the FY 2015 Period: July - November				
K	1.010 - General Property Tax (Real Estate)	7,772,601	7,772,601	-
L	1.020 - Public Utility Personal Property	398,479	398,479	-
M	1.030 - Income Tax	-	-	-
N	1.035 - Unrestricted Grants-in-Aid	2,654,760	2,642,268	12,492
O	1.040 - 1.045 - Restricted Grants-in-Aid	13,872	13,941	(69)
P	1.050 - Property Tax Allocation	999,256	999,138	118
Q	1.060 - All Other Operating Revenues	362,838	322,580	40,258
R	1.070 - Total Revenue	12,201,806	12,149,007	52,799
S	2.070 - Total Other Financing Sources	132,831	89,270	43,561
T	2.080 - Total Revenues and Other Financing Sources	12,334,637	12,238,277	96,360
				0.8%

How do revenue cash flow estimates FYTD compare to actual?

Year-to-Date revenue is slightly above where we have been expecting. Most of the excess is in miscellaneous revenue sources.



## Month of November Actual Expenditures Compared to Estimates



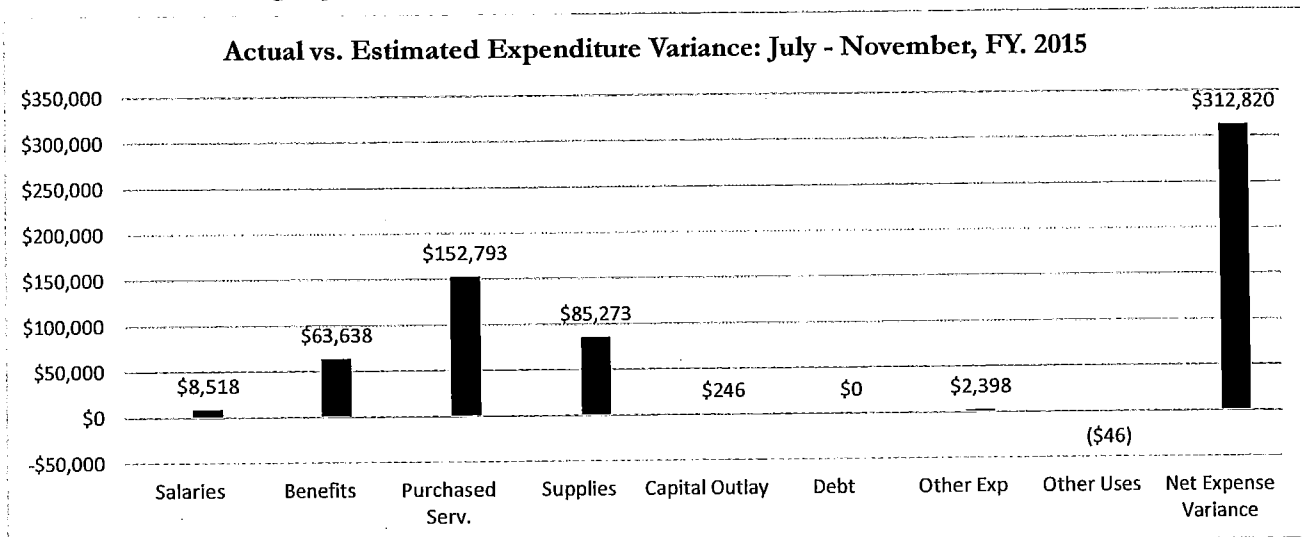
Ref	Expenditures:	Actual for the Month of November	Estimated for the Month of November	Actual Over/ (Under) Estimate Variance
Row	For the F.Y. 2015 Month Ending: November			
A	3.010 - Personnel Services	1,230,353	1,210,000	20,353
B	3.020 - Employees' Retirement/Insurance Benefits	524,090	487,000	37,090
C	3.030 - Purchased Services	269,554	263,000	6,554
D	3.040 - Supplies and Materials	98,769	27,600	71,169
E	3.050 - Capital Outlay	2,273	3,700	(1,427)
F	3.060 - 4.060 - Intergovernmental, Debt & Interest	-	-	-
G	4.300 - Other Objects	2,822	4,000	(1,178)
H	4.500 - Total Expenditures	2,127,861	1,995,300	132,561
I	5.040 - Total Other Financing Uses	1,821	2,100	(279)
J	5.050 - Total Expenditures and Other Financing Uses	2,129,682	1,997,400	132,282
				6.6%

How do expenditure cash flow estimates for the month compare to actual?

Expenditures for November were \$132,000 above estimate. Over half of that is in Supplies, which reflect timing issues. Additional costs in benefits are primarily from several additional employees going onto insurance beginning in November following open enrollment in October. A portion is also due to the estimate not properly reflecting the one-time payments to employees waiving medical insurance.



## Fiscal Year To Date (July - November) Actual Expenditures Compared to Estimates

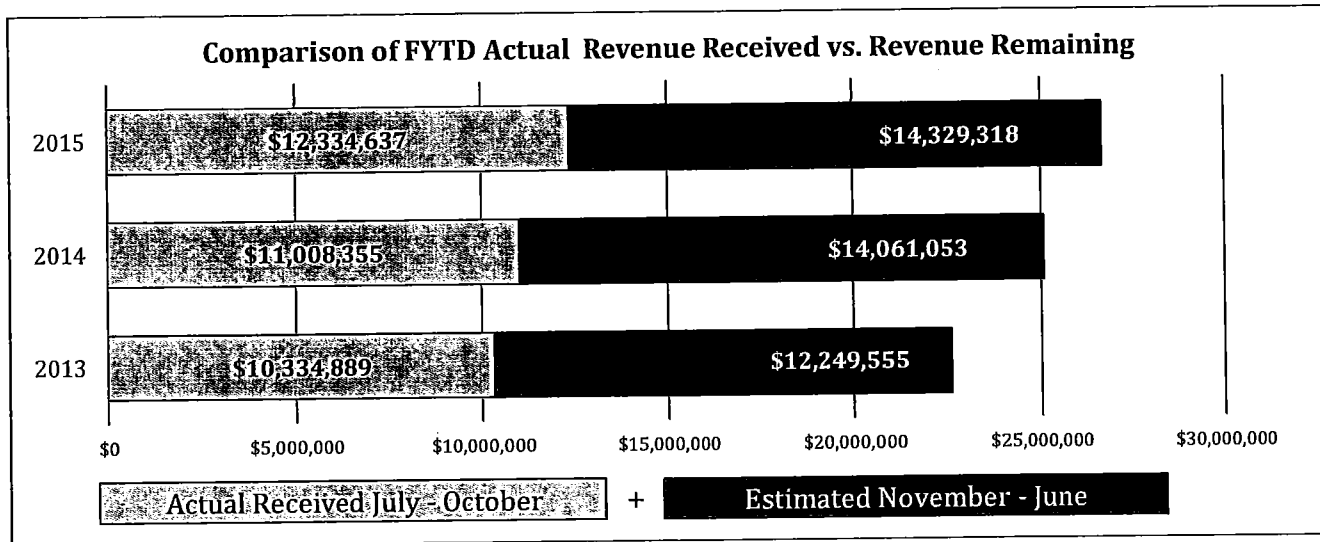


Expenditures:		Actual	Estimated	Actual Over/ (Under) Estimate Variance
For the F.Y. 2015 Period: July - November		July - November	July - November	
K	3.010 - Personnel Services	5,643,111	5,634,593	8,518
L	3.020 - Employees' Retirement/Insurance Benefits	2,556,237	2,492,599	63,638
M	3.030 - Purchased Services	1,505,444	1,352,651	152,793
N	3.040 - Supplies and Materials	475,055	389,782	85,273
O	3.050 - Capital Outlay	42,338	42,092	246
P	3.060 - 4.060 - Intergovernmental, Debt & Interest	-	-	-
Q	4.300 - Other Objects	148,308	145,910	2,398
R	4.500 - Total Expenditures	10,370,493	10,057,627	312,866
S	5.040 - Total Other Financing Uses	244,562	244,608	(46)
T	5.050 - Total Expenditures and Other Financing Uses	10,615,055	10,302,235	312,820
				3.0%

How do expenditure cash flow estimates FYTD compare to actual?

Through November, expenditures are about three percent above estimates. As explained earlier, much of this is due to timing issues.

## Fiscal Year 2015 Actual Revenue Plus Remaining Estimated



	FYTD 2015 Actual through July - November	Estimated for Remaining Months December - June	Total Annual Projected from Actual/Est. Cash Flow
<b>Revenue for FY 2015</b>			
1.010 - General Property Tax (Real Estate)	7,772,601	9,009,244	16,781,845
1.020 - Tangible Personal Property Tax	398,479	412,455	810,934
1.030 - Income Tax	-	-	-
1.035 - Unrestricted Grants-in-Aid	2,654,760	3,670,427	6,325,187
1.040 - 1.045 - Restricted Grants-in-Aid	13,872	24,480	38,352
1.050 - Property Tax Allocation	999,256	1,013,112	2,012,368
1.060 - All Other Operating Revenues	362,838	199,600	562,438
1.070 - Total Revenue	12,201,806	14,329,318	26,531,124
2.070 - Total Other Financing Sources	132,831	-	132,831
2.080 - Total Rev. and Other Financing Sources	12,334,637	14,329,318	26,663,955

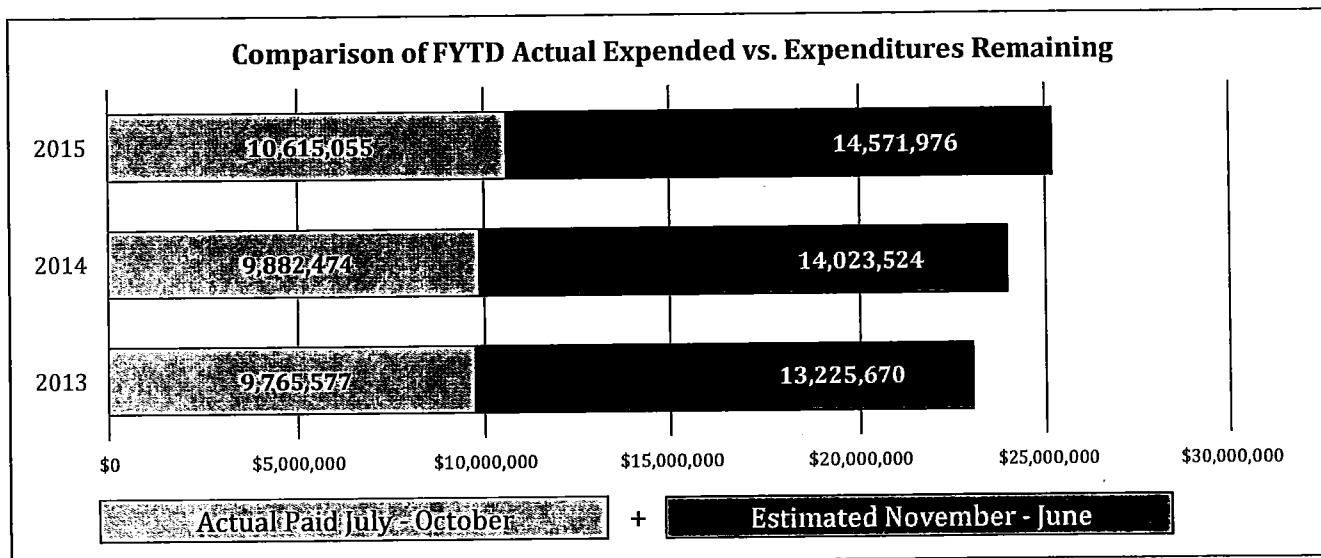
How does FYTD revenue received compare to prior years?

The percentage of annual revenue received through November this year is running ahead of the last two years. This should help insure we will receive at least the forecasted amount of money through the remainder of the fiscal year.

	% of Annual Total Received July - November	% of Annual Remaining December - June
F.Y. 2015	46.3%	53.7%
F.Y. 2014	43.9%	56.1%
F.Y. 2013	45.8%	54.2%



## Fiscal Year 2015 Actual Expenditure Plus Remaining Estimated



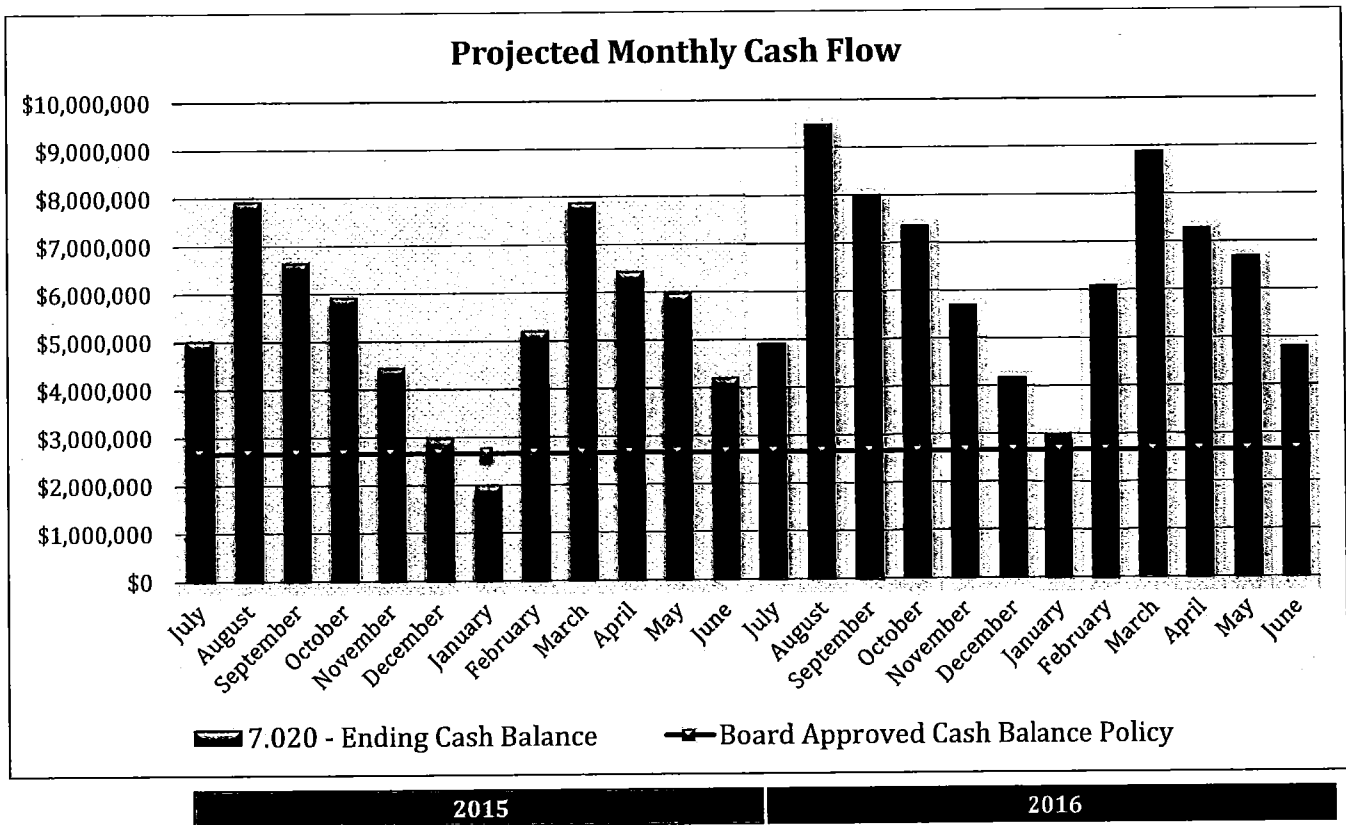
	FYTD 2015 Actual through July - November	Estimated for Remaining Months December - June	Total Annual Projected from Actual/Est. Cash Flow
<b>Expenditures for FY 2015</b>			
3.010 - Personnel Services	5,643,111	8,020,216	13,663,327
3.020 - Employees' Retirement/Insurance Benefits	2,556,237	3,467,344	6,023,581
3.030 - Purchased Services	1,505,444	2,048,322	3,553,766
3.040 - Supplies and Materials	475,055	534,175	1,009,230
3.050 - Capital Outlay	42,338	21,398	63,736
3.060 - 4.060 - Intergovernmental, Debt & Interest	-	239,740	239,740
4.300 - Other Objects	148,308	201,081	349,389
4.500 - Total Expenditures	10,370,493	14,532,276	24,902,769
5.040 - Total Other Financing Uses	244,562	39,700	284,262
5.050 - Total Expenditures and Other Financing Uses	10,615,055	14,571,976	25,187,031
<b>Percentage of Annual Total</b>	<b>42.1%</b>	<b>57.9%</b>	

How does FYTD expenditures compare to prior years?

Spending to date is in line with percentages from prior years.

	% of Annual Total Received July - November	% of Annual Remaining December - June
F.Y. 2015	42.1%	57.9%
F.Y. 2014	41.3%	58.7%
F.Y. 2013	42.5%	57.5%

## Monthly Cash Balance Estimates Fiscal Years 2015 and 2016



### In Perspective:

The green line on the cash balance graph represents the cash balance guidelines the Board will be adopting this month. The district is projected to be above the guideline amount in every month except January of 2015 through the end of fiscal year 2016.



# Cash Reconciliation

DATE: 12/02/2014  
TIME: 11:29

GRANVILLE EXEMPTED VILLAGE  
CASH RECONCILIATION AS OF 11/30/2014

PAGE: 1  
(USAEMSEOT)

	SUB-TOTALS	TOTALS
	-----	-----
<b>Gross Depository Balances:</b>		
ICS MNA	\$ 5,802,162.76	
PARK NATIONAL BANK - NEW GENERAL	250,000.00	
ICS DEMAND	1,770,953.91	
STAR OHIO PLUS - INVESTMENT ACCT	0.00	
STAR OHIO	81,656.93	
PARK NATIONAL BANK-FOOD SERVICES	135,247.75	
PARK NATIONAL BANK-FSA ACCOUNT	1,207.82	
	-----	
<b>Total Depository Balances (Gross)</b>		\$ 8,021,229.17
<b>Adjustments to Bank Balance:</b>		
Cash in Transit to Bank	\$ 11,074.79	
Outstanding Checks	54,976.45	
Adjustments	0.00	
PARK NATIONAL BANK BOND PRINCIPAL/INTERE		
STRS BOARD SHARE DEBIT		
RECONCILING ADJUSTMENT		
	-----	
<b>Total Adjustments to Bank Balance</b>		43,901.68-
<b>Investments:</b>		
Treasury Bonds and Notes	\$ 0.00	
Certificate of Deposits	250,000.00	
Other Securities	0.00	
Other Investments:		
HOBEN SCHOLARSHIP	4,003.94	
BOD FOSE MEMORIAL	1,800.77	
Eikenberry Memorial Acct.	10,016.31	
CONSOLO ACCT	2,500.00	
MARSHALL ACCOUNT	4,523.62	
	-----	
<b>Total Investments</b>		272,844.64
<b>Cash on Hand:</b>		
Petty Cash:		
Change Cash:		
Cash with Fiscal Agent	0.00	
	-----	
<b>Total Cash on Hand</b>		0.00
<b>Total Balances</b>		\$ 8,250,172.15
		=====
<b>Total Fund Balance</b>		\$ 8,250,172.15
		=====

Resolution Adopting Cash Balance  
Guidelines for the Granville Exempted  
Village School District

\_\_\_\_\_ introduced the following resolution and moved its passage:

WHEREAS, the Board of Education recognizes the need for incorporating financial stability goals into its planning the district's cash balance is one indicator and provider of financial stability.

BE IT ORDAINED BY THE GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT

Section 1. To provide the district with initial stability the Board establishes a cash balance reserve target of ten percent of annual revenues.

- Annual revenues shall be defined as the next fiscal year's total projected revenues, line 4.5.
- The treasurer shall prepare end-of-month cash balances (actual and projected) for the current and subsequent fiscal year and submit to the Board at least quarterly (October, January, April, July)
- The treasurer shall identify any months falling below the boards cash balance reserve amount.
- The treasurer shall identify for the current and subsequent fiscal year any month(s) requiring general fund borrowing (internal fund-to-fund, or external) Board authority.
- The treasurer shall report on the degree to which June 30, ending cash balances are being impacted by revenue surpluses or shortfalls (Line 6.01) for the current and subsequent four fiscal years.
- The Board shall analyze these reported trends and incorporate the information into their resource appropriating decisions and, if necessary, borrowing authorization.

Section 2. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

\_\_\_\_\_ seconded the motion and, after discussion, a roll call vote was taken and the results were:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

The Resolution Passed.

Passed: December 15, 2014

BOARD OF EDUCATION  
GRANVILLE EXEMPTED VILLAGE  
SCHOOL DISTRICT  
LICKING COUNTY, OHIO

Attest: \_\_\_\_\_  
Treasurer

By: \_\_\_\_\_  
President