

TREASURER SEARCH PROFILE

Olmsted Falls City School District

Olmsted Falls, Ohio

October 1, 2020



Prepared for the Board of Education

By

K-12

Business Consulting, Inc.

Dolores Cramer, Search Consultant
937-243-2922 ~ Fax 614-656-7526
dramer@k12consulting.net

Matt Feasel, Search Consultant
419-680-9240 ~ Fax 614-656-7526
mfeasel@k12consulting.net

TREASURER SEARCH PROFILE REPORT

October 1, 2020

This report presents the summary of findings from the Treasurer Search Profile Development Questionnaire utilized by K-12 Business Consulting during the period September 23, 2020 through September 29, 2020. The profile development questionnaire form was used to provide a framework for reporting the information compiled in this report. In accumulating the data used in this report the K-12 Business Consulting team sought from respondents, their opinions, recommendations and general comments with respect to preferred candidate characteristics, traits, qualifications and personal demeanor, as well as district strengths, weaknesses, issues and concerns which may have a bearing on future financial leadership strengths for your next Treasurer/CFO.

K-12 Business Consulting sought input from the Board of Education, District Administration, Union Representatives (District staff), and Fiscal Staff through a survey that was sent out in an e-mail request. There were 23 submitted profile questionnaires which are the basis of this report.

Broad themes were highlighted in each question area into four (4) response groups (Board of Education, District Administration, District Staff, and Treasurer office staff). Under each question in the report the response group's common themes were identified. The first category titled as "Consistent" are comments which were frequently heard from all or nearly all response groups. Comments heard less frequently or only heard in a specific response group are listed under that response group.

It is important to note that the data is not a scientific sampling, nor should they necessarily be viewed as representing a majority opinion of those interviewed in the response group. These comments are provided to help inform prospective candidates about information that should interest them about the district and the Treasurer's position.

K-12 Business Consulting would like to commend the Board of Education for its efforts to include many key stakeholders in the development of the Treasurer Search Profile. The respondent's views are vital in helping to shape the framework for the characteristics desired in the next Treasurer for the Olmsted Falls City School District. We would also like to thank Jim Lloyd, Superintendent for assisting with the disbursement of the profile surveys.

STRENGTHS OF THE DISTRICT

Question #1: What do you consider to be the two or three most significant strengths of the district?

CONSISTENT

- Strong community involvement and support
- Dedicated, hardworking, passionate staff
 - Focus on the “whole” child
- Small town feel with many external opportunities

BOARD OF EDUCATION

- Strong, dedicated building and central office leadership
- Collaborative and respectful work between administration and union
- Families, businesses, and the community have a lot of pride in the district and events the students are involved in

DISTRICT ADMINISTRATION

- Family atmosphere
- Tradition of Excellence
- Ability to manage and maneuver through budget pitfalls
- Student involvement and participation
- Focus on staff development
- Comprehensive strategic plan

DISTRICT STAFF

- All included in Consistent

TREASURER OFFICE STAFF

- District has a reputation as educational leader

IMPORTANT ISSUES FACING DISTRICT

Question #2: What do you consider to be the two or three most important issues facing the district?

CONSISTENT

- Dealing with COVID-19 in all aspects
 - Transition between learning models
 - Additional costs and resources needed to recover
- Fiscal stability, accountability, and accuracy
 - Tax burden on residents
 - Taxpayer trust
 - Cash flow/reserves
- Continued improvement with communications in all areas
 - Public trust

BOARD OF EDUCATION

- How to be everything to everybody and stay in budget

DISTRICT ADMINISTRATORS

- Negotiations
- Short staffed in several departments
- Infrastructure upkeep and improvements
- Competition to public education
- Need for technology revenue stream

DISTRICT STAFF

- Changing community needs
- Potential staff layoffs
- Curriculum and content delivery methods
- Student staff ratios

TREASURER OFFICE STAFF

- Student preparedness

CHARACTERISTICS OF NEW TREASURER

Question #3: Please tell us your two or three characteristics that you think the Board should look for in a new Treasurer.

CONSISTENT

- Experience and knowledgeable about school finance
 - Precision and accuracy in projections
- Excellent communication skills in layman terms
 - Portray confidence
- Team player/ Collaborator
 - With Board, Superintendent, staff, community,
- Demonstrates honesty, integrity and fiscal responsibility
 - Transparency
 - Trust

BOARD OF EDUCATION

- Professionalism
- Ability to understand and explain taking calculated risks
- Organized and timely

DISTRICT ADMINISTRATION

- Approachable, demonstrate patience when working with staff and community
- Responsive to requests
- Support, and encourage development of others
- Have roots in the district and be a resident
- Implement a new technology revenue stream for daily needs of students and staff
- Understand the vision and mission of the district

DISTRICT STAFF

- All included in Consistent

TREASURER OFFICE STAFF

- Approachable
- Leadership/ big picture thinker

TREASURER CHARACTERISTICS BY RANKING

CRITERIA	BOE	DISTRICT ADMIN	TREASURER STAFF	DISTRICT STAFF	COMBINED
Ability and willingness to deal fairly with admin, staff, and other stakeholders	3	2	3	7	4
Expertise in using operating system software	8	7	9	9	8
Expertise in design and implementing business office procedures	9	9	7	10	9
Effective at communicating district finances in both written and verbal form	2	4	2	5	2
Successful experience as a Treasurer/CFO or assistant treasurer	1	1	1	1	1
Experience with school levies and financial forecasting	4	3	5	2	3
Knowledge of Ohio laws and legislation that concern school districts	7	8	8	3	7
Organizational and management skills	5	5	6	8	6
Knowledge of school facility construction and bond financing	10	10	10	4	10
Experience in state and federal financial reporting	6	6	4	6	5

1= MOST IMPORTANT

10=LEAST IMPORTANT

RANKING OF TOP AND BOTTOM FIVE (5) IMPORTANT CHARACTERISTICS ALL GROUPS

RANK - TOP 5 CHARACTERISTICS

- 1 Successful experience as a Treasurer/CFO or assistant Treasurer
- 2 Effective at communicating district finances in both written and verbal form
- 3 Experience with school levies and financial forecasting
- 4 Ability and willingness to deal fairly with administration, staff, and other stakeholders
- 5 Experience in state and federal financial reporting

RANK – BOTTOM 5 CHARACTERISTICS

6	Organizational and management skills
7	Knowledge of Ohio laws and legislation that concern school districts
8	Experience in using operating system software
9	Expertise in design and implementation of business office procedures
10	Knowledge of school facility construction and bond financing

It should be noted that regardless of the rankings all of the items represented by the characteristics on the previous page, each of these characteristics are important to the long-term success of the new Treasurer/CFO of the district. The ranking helps identify the most important characteristics desired at the time of the survey.

SUMMARY

The information gathered from the surveys reflect a fairly consistent picture of the strengths, important issues facing the district, as well as the characteristics desired of the new Treasurer/CFO for the Olmsted Falls City School District. The respondents were clear that this is a very important person to the overall health of the district serving an integral role in the day-to-day operations of its schools as well as a key player in long term strategic planning and problem solving.

It was reflected in the responses that the Olmsted Falls City Schools are dedicated, committed and care for the students. The district has exceptional leadership and stability in the board and administration and that the district has exceptional community support. Respondents also noted that there is a family type feel of the community and district that they have education the “whole” student as their number one priority.

The next treasurer/CFO will need to have outstanding communication skills and have the ability to communicate the district finances in ways that the staff, administration, and community can understand with transparency and clarity. This person needs to be accessible, approachable and open to new ideas, team oriented, and have knowledge of school finance, law, economic resources, and policies. It is indicated that the number one priority is someone with experience as a CFO/Treasurer.

The successful candidate will need to have experience in communicating in layman’s terms. With this type of experience, the individual must have the knowledge and be able to communicate the information in presentations that are understandable by many different groups whether it be the administrators, teaching staff, community members, or students.

The respondents said it best, the next candidate should be someone that can articulate the district finances in an understandable way for the public. The successful candidate should be approachable, collaborative, and team oriented. The main challenges, to the district, will be dealing with the effects of the COVID-19 mandates and funding of those requirements, as well as being able to provide fiscal stability, accountability, and accuracy. It is vital for the district to maintain and improve fiscal trust within the community.

It was difficult to capture all the characteristics that respondents were looking for in a new Treasurer/CFO. It is certain that no one person could possibly embody all that was mentioned for every

attribute. However, in reconciling the many concerns and characteristics sought in a Treasurer/CFO for Olmsted Falls City School District, in addition to the major areas noted above, the respondents recognize the need for a person who is knowledgeable, approachable as well as being transparent and fiscally responsible. The successful candidate should be committed to be a long-term hire.

The district is experiencing many of the same challenges faced by most Ohio school districts; however, they are the challenges that will be of interest to the right Treasurer/CFO candidate. We believe we will find the right candidate(s) who has the attributes outlined above, possesses the skills and energy needed to address the issues and concerns expressed by respondents, and, who will be eager to be a part of Olmsted Falls City School District for many years.

Respectfully submitted
K-12 Business Consulting, Inc.