

Treasurer/CFO Search for Bellbrook-Sugarcreek Local Schools



Assisted by K-12 Business Consulting, Inc.

Mission Statement

At Bellbrook-Sugarcreek Local schools, we will Do the right thing, Soar together, and Pursue excellence.

The Community

The Bellbrook-Sugarcreek Township community is a residential suburb located southeast of Dayton. Scenic hills, public parks combined of 35 acres, and proximity to Interstate 675 make the community ideal for Miami Valley living while maintaining an aura of country charm.

Sugarcreek is approximately twenty minutes from both downtown Dayton and Wright Patterson Air Force Base. It is centrally located (approximately 10-15 minutes each) between three major shopping malls.

The City of Bellbrook, situated in the center of Sugarcreek Township, has a rich history dating back to the early nineteenth century. The City holds a Sugar Maple Festival every April and the Lions Club Festival every August.

School Buildings

High School (9-12)	1
Middle School (6-8)	1
Elementary Schools (K-2)	1
Elementary Schools (3-5)	1
Pre-School	1
Student Enrollment	2,515

Number of Employees

Administrative	17
Certified Staff	165
Classified Staff	115
Treasurer's Staff	3

Qualifications/Responsibilities

The Bellbrook-Sugarcreek School District Board of Education has identified the following qualifications as having particular importance for the position of treasurer. The Treasurer/CFO is responsible for overseeing the entire financial operations of the organization, the accuracy and timeliness of all state and federal reporting, the development of the annual district operating budget and the Five-Year Forecast. The Treasurer/CFO is an active participant on the senior leadership team and will provide leadership for the district in areas including finance, strategic planning, program development, and is a resource for business and human resource functions. The applicant must possess a valid Ohio Treasurer's license. Successful experience as a school treasurer is preferred. The Treasurer/CFO must maintain integrity and high standards of ethics in all matters. The successful candidate will demonstrate the following financial leadership characteristics:

- Strong financial and detail-oriented reporting skills;
- Ability to facilitate educational discussions/decisions through a financial lens;
- Demonstrated excellent inter-personal and effective communication skills;
- Demonstrated knowledge of state and local funding issues, Ohio laws and regulations pertaining to public schools;
- Experience in effective process management and organizational skills;
- Leadership skills for staff and various finance committees;
- Experience with and understanding of operating software and procedures;
- Expertise in developing, communicating, and managing business office procedures.

Compensation and Terms of Employment

The Board intends to offer the successful candidate a contract, as per law. The base salary range is expected to be \$100,000-\$130,000 but is negotiable and commensurate with experience and qualifications.

The Bellbrook-Sugarcreek Local Schools Board of Education is an Equal Opportunity Employer.
Employment is offered without regard to race, age, color, national origin, gender or disability.

Bellbrook-Sugarcreek Local Schools

Mr. Mike Kinsey, President	3 years
Mrs. Audra Dorn, Vice President	4 years
Mrs. Heidi Anderson	3 years
Dr. Anne Pryor	1 years
Mr. Kevin Price	5 years

Financial Data- Tax Year 2023

Operating Millage	
Inside	4.5
Voted/Assessed-Class I	63.87/34.38
Total Valuation	\$878,746,780
Bonds (Assessed) Voted	3.40

Appropriations

General Fund FY23	\$31,367,955
Total - All Funds FY23	\$40,932,173

General Fund Revenue

Local Taxes FY23	75.00%
State Funds FY23	24.00%
Other FY23	1.00%
Bond Rating	AA
Expenditure per Pupil (EFM)	\$11,596

Application Process

Qualified individuals are encouraged to apply. Please submit:

- A cover letter emphasizing qualifications and reasons for interest;
- An up-to-date resume;
- List three (3) references from associates or board members who can speak to the candidate's qualifications and work experience;
- A copy of the current Ohio Treasurer Certificate/License;
- K-12 CFO screening form that will be provided upon application

Note: Applicants should not make personal contact with any Board of Education members.

All application material can be emailed or mailed to the following:

email materials to:

cjritter@k12consulting.net

azink@k12consulting.net

Direct Questions concerning the position to:

Cindy Ritter 740-412-9526

Adam Zink 937-763-0746

The School District

The Bellbrook-Sugarcreek Local Schools is an award-winning district that keeps students soaring toward excellence by maintaining high standards for personal and academic success. The district consistently ranks at the top of public schools in Ohio, earning 5 stars in all categories including the overall category. This ranked the district 8th out of approximately 610 districts on the 2023 state report card.

During the 2023-2024 school-year, the district embarked on a 3-year District Goals plan focusing on positive culture and climate, systems and processes, facilities, and finances. This plan is reviewed and updated yearly. Driving our District Plan is our vision statement of *"Better today than yesterday, Better tomorrow than today"* and our mission statement *"At Bellbrook-Sugarcreek Local Schools, we will Do the right thing, Soar together and Pursue excellence."*

The district is located in Greene and Warren Counties in Southwestern Ohio, and comprises approximately 30 square miles with 99.9% located in Greene County. According to the 2022 Census data the district has a population of 17,434 within its 29.1 square miles. The median household income is \$128,269 with total households of 6,668 and the median value of owner-occupied housing units of \$320,300.

In May of 2021 the District passed a 7-mill Emergency levy with collection beginning in calendar (CY) 2022. The district has a HB264 Energy Project that is slated to be paid off in FY 25.

Tentative Timeline

Announce Vacancy	08.26.2024
Application Materials Due	09.13.2024
Initial Interviews	09.23&24.2024
Final Interviews	10.02.2024
Action to Employ	10.10.2024
Begin Treasurer Employment	On 01.01.2025

These dates are approximate times. Applicants are reminded that application materials are subject to public records law.

**Deadline for applications
is September 13, 2024**

