

Assistant Treasurer Search for Cincinnati Public Schools



PREPARING STUDENTS
FOR LIFE

Through Academic Achievement · Personal Well-Being · Career Readiness

Assisted by OASBO & K-12 Business Consulting

Mission Statement

We educate all students with rigor and care in a culture of excellence to develop engaged citizens who are prepared for life.

The District

Serving 37,000 students in preschool to 12th grade in 64 schools spread across a 91-square-mile district in southwest Ohio, Cincinnati Public Schools is Ohio's fastest-growing urban district, as well as Greater Cincinnati's largest school district.

Cincinnati Public Schools offers families more high-quality school choices and academic programs than any Greater Cincinnati district. CPS' innovation approach to education, investment in effective and caring teachers, and vast array of collaborative partnerships have accelerated student achievement.

IN August 2019, the district launched a three-year strategic plan- **A Roadmap to Destination Cincinnati Public Schools**- which outlines measures to increase student achievement and ensure that all students graduate with a plan for what comes next, and ready to become community leaders and world influencers.

For more information about Cincinnati Public Schools, visit our website: cps-k12.org

District Profile

School Buildings	64
High Schools (Grades 7-12)	12
Elementary Schools (Grades K-6 & K-8)	42
Combination (Grades K-12)	5
Preschool Only	5
Student Enrollment (PreK-12th)	36,700
Employees	
Administrators- Schools & Central Office	584
Certificated	2,457
Civil Service (includes some admin.)	2,444
Treasurer's Office Staff	53

Qualifications/Responsibilities:

The Assistant Treasurer of the district is responsible for helping the Treasurer/CFO to oversee the entire financial operation, ensuring the accuracy and timeliness of all state and federal reporting, assist in the development of the annual district operating budget and providing oversight to Treasurer's Office staff in daily functions. The applicant must possess or be eligible for a valid Ohio Treasurer's license. Successful experience as a School Treasurer or Assistant Treasurer is preferred. The Assistant Treasurer must maintain integrity and high standards of ethics in all matters.

The successful candidate will demonstrate the following:

- Proven ability to work with others and be a team player.
- Demonstrated excellent inter-personal and communication skills.
- Demonstrated knowledge of the job functions in a Treasurer's Office and ability to supervise staff and workflows.
- Supervise monthly bank reconciliations with district fund balances.
- Experience in effective management of banking relations and investments.
- Demonstrated knowledge of state and local funding issues along with Ohio laws and regulations pertaining to public schools.
- Possess knowledge of, and the ability to supervise, fiscal responsibilities associated with federal funds and grants.
- Demonstrated experience in preparation of GAAP financial statements and CAFR preparation.
- Work with auditors during examination of cash basis and GAAP records.
- Willingness to learn and assist in implementing new financial system enhancements.
- Ability to prepare and work independently in preparation of special project reports as requested by the Treasurer.
- Expertise in developing and communicating business office procedures and establishing internal control procedures.

Compensation and Terms of Employment

The CPS Board of Education intends to offer the successful candidate a contract, as per law. Base salary range is expected to be \$122,149 to \$137,080 but salary is negotiable, and commensurate with experience and qualifications.

Cincinnati Public Schools Board of Education is an Equal Opportunity Employer.

Employment is offered without regard to race, age, color, national origin, gender or disability.

CPS Treasurer/CFO

Mrs. Jennifer Wagner, CPA became the Treasurer/CFO of the District on February 9, 2015. She joined the district in October 1993 and has led various district business operations during her tenure. Most recently, she served as Chief Information Officer. Prior to that she was Assistant Treasurer.

Financial Data

Inside MillageTY18	4.19
Gross Operating Voted TY18	67.42
Total Valuation	\$6,428,781,610

Appropriations

General Fund FY20	\$657,412,576
Other Funds FY20	\$575,404,851
Total - All Funds FY20	\$1,232,817,426

General Fund Revenue

Local Taxes FY19	53.5%
State Funds FY19	36.4%
Other FY19	10.1%

Application Process

Qualified individuals are encouraged to apply. Please submit:

- A cover letter emphasizing qualifications, recent achievements & reasons for interest.
- An up-to-date resume.
- A copy of a valid Ohio Treasurer's license if held.
- A copy of other professional license(s) held.
- References from three (3) individuals who can speak to candidates' qualifications.

Application materials should be sent to:

cmohr@k12consulting.net

Questions regarding the position may be directed to:

- Chris Mohr at 614.580.8544 or cmohr@k12consulting.net
- Jenni Logan at 513.518.8786 or jlogan@k12consulting.net

Strategic Plan Goals

Student-Centered Decision Making — We put students first. We will ensure students are at the center of all decision making to create equitable educational opportunities and unmatched experiences that deliver results.

Health and Safety — We focus on personal well-being. We will commit to putting the safety, physical, social, and emotional health of our students, staff, and partners at the forefront of everything we do.

Community Engagement and Influence — We are empowered by our communities. We will create unmatched opportunities for meaningful student, family, and community engagement that positively impact student outcomes and inspire collaboration.

Optimized Capabilities — We get better. We will intentionally design data-informed, customer-focused, and user-friendly processes to create efficient and effective systems.

Growth — We are our communities' first choice for education. We celebrate the diversity of our communities and will deliver exceptional educational experiences in all neighborhoods, expanding the CPS footprint and empowering families to choose CPS as their destination school District.

Tentative Timeline

Announce Vacancy	11.08.2019
Application Materials Due	01.03.2020
Initial Interviews	01.13 & 15.2020
Final Interviews	01.22.2020
Action to Employ	February
Est. Begin Employment	TBD in March

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

**Deadline for applications is
January 03, 2020**

