

Board of Education Regular Meeting Minutes

Board of Education

Coshocton City Schools - Coshocton Elementary School, 1203 Cambridge Rd., Coshocton OH
Thursday, March 24, 2022
6:30pm

Present: Mr. David Shutt, Board Member; Mr. Sam Bennett, Vice-President; Dr. Jere Butcher, Board Member; Mr. Phil Hunt, President; Mrs. Susan Mann, Board Member; Ms. Terri Eyerman, Treasurer; Dr. David Hire, Superintendent

1 045-2022 Call to Order

President

Minutes:

The meeting was called to order at 6:30 p.m.

Resolution: 045-2022

2 Pledge of Allegiance

Minutes:

The Pledge of Allegiance was recited.

3 Mission Statement

Coshocton City Schools, in partnership with families and community, will empower individuals to become literate, respectful, responsible, and independent lifelong learners in an ever-changing global society.

Minutes:

Board President, Mr. Phil Hunt, read the Mission Statement.

4 Roll Call

Ms. Terri Eyerman, Treasurer

Minutes:

Ms. Eyerman called the Roll. All members were present.

5 046-2022 Adoption of the Agenda

It is recommended that the Board of Education adopt the agenda.

Minutes:

The following changes and addendum to the agenda are recommended for approval:

14. Business Items

- 14.2 Worksite Medtest - Prices Increased to: Physicals \$60, Drug Test \$48, and Alcohol Test \$42

- 14.8 School Bus Purchase - It is recommended that the Board of Education approve the purchase of a new 72 passenger school bus from Cardinal Bus Sales & Service, Inc. in the amount of \$98,025 to be paid from ESSER II Funds 507-9222.

15. Superintendent Report and Recommendations

- 15.2 Personnel - The unpaid leave request for Megan Crook is in May not March

The agenda was approved including the above addendum and changes.

Result: Approved

Resolution: 046-2022

Motioned: Dr. Jere Butcher

Seconded: Mrs. Susan Mann

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		
Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

6 047-2022 Approval of Meeting Minutes

It is recommended that the Board of Education approve the following meeting minutes:

Minutes:

The meeting minutes were approved.

Result: Approved

Resolution: 047-2022

Motioned: Mr. Sam Bennett

Seconded: Mr. Phil Hunt

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		
Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

6.1 047.1-2022 Meeting Minutes

- Regular Meeting - February 17, 2022

Minutes:

The vote is recorded on item 6.0.

Result: Approved

Resolution: 047.1-2022

Attachments:

[2022 Feb 17 Meeting Minutes Reg .pdf](#)

7 Ohio Auditor of State Award Presentation

Mr. Grant Davis, Liaison for Keith Faber-Ohio Auditor of State

Presentation by the Auditor of State for "Excellence in Financial Reporting" to the Board of Education

Minutes:

Mr. Grant Davis presented the Ohio Auditor of State Award to Ms. Terri Eyerman and members of the BOE Office staff including, Vikki McGinnis, Mary Beth Smalley, and Renee Hardesty. It was noted that less than 8 percent of entities the state audits receive this award.

8 Hearing of the Public

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. Each participant addressing the Board will give his/her name and shall be limited to a three-minute duration. All statements should be addressed to the presiding officer.

Minutes:

Mrs. Jennifer Spang addressed the Board regarding the substitute situation at Coshocton City Schools. Mrs. Spang thanked the Board for the action they have taken thus far to obtain substitutes for the district. She indicated that the Intervention Specialists went from having to substitute in classes one to two times a week to once every week or week and half. She was thankful that the recent job fair was a success.

Mrs. Spang raised concerns with onboarding substitutes and offering them incentives as costs for FBI/BCI Checks, ODE License, and a "How to Be a Substitute Class" tend to be a deterrent to people who would like to sub, indicating costs could be \$130 or more.

It was noted that Mrs. Sanders will be discussing Substitutes later in the meeting (Item 13.1).

9 Required Public Hearing

2022-2023 District School Calendar

Minutes:

Dr. Hire presented the two options for the 2022-2023 school calendar. He also showed the survey results from the staff indicating that about 60% of the staff preferred Option B and 40% of the staff preferred Option A.

Attachments:

[School Calendar 2022-2023 Option A.pdf](#)

[School Calendar 2022-2023 Option B.pdf](#)

[BOE Superintendent FY23 Calendar Hearing March 24 2022.pdf](#)

[FY23 Calendar Staff Survey Results.pdf](#)

10 048-2022 Board Commendations

It is recommended that the Board of Education approve the following commendations:

Minutes:

The vote for this item includes items 10.1 through 10.3.

Resolution: 048-2022

Motioned: Mrs. Susan Mann

Seconded: Dr. Jere Butcher

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		
Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

10.1 048.1-2022 CORAS Outstanding Teacher Award

- Jennifer Young - 2022 Coalition of Rural and Appalachian Schools (CORAS) Outstanding Elementary Teacher Star Polisher Award

Minutes:

The vote for this item is recorded on item 10.0.

Result: Approved

Resolution: 048.1-2022

10.2 048.2-2022 Exemplary Educator & State Teacher of the Year Nominee

The Coshocton City Schools MVESC Exemplary Educator for 2022 and the State Teacher of the Year Nominee is Leslie Croft, 2nd Grade Teacher

Minutes:

The vote for this item is recorded on item 10.0.

Result: Approved

Resolution: 048.2-2022

10.3 048.3-2022 Muskingum Valley Educational Service Center Awards

The following individuals were recognized at the 33rd Annual MVESC Student and Teacher Recognition Ceremony on March 2, 2022.

- Kavan Jackson - Nomination for Franklin B. Walter Award for Coshocton City Schools and Coshocton County Representative
- Alec Laaper - Outstanding Senior

- Barbara Snyder - Honored Teacher nominated by Alec Laaper

Minutes:

The vote for this item is recorded on item 10.0.

Result: Approved

Resolution: 048.3-2022

11 Board and Staff Reports

11.1 CES Unified Arts Department

Mrs. Michelle Woodie

Minutes:

The Coshocton Elementary School Unified Arts Department provided a presentation to the board to share student activities and progress. They took time to answer questions from the Board members. The Board expressed gratitude and appreciation for the presentation.

11.2 Parent/Community Engagement

Mr. Grant Fauver, Director of Engagement

Minutes:

Mr. Fauver provided an update to the Board on current data, actions, and planned activities to engage the students, staff, parents, and community. The Board had an opportunity to ask questions and share their thoughts and ideas before expressing their appreciation for the presentation.

12 Board Discussion Items

Minutes:

There were no Board discussion items.

13 049-2022 Treasurer's Report and Recommendations

It is recommended that the Board of Education approve the following items:

Minutes:

The vote on this item is inclusive of items 13.2 through 13.6.

Resolution: 049-2022

Motioned: Mr. Sam Bennett

Seconded: Mr. Phil Hunt

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		

Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

13.1 Updates

- District Substitutes Update

Minutes:

Ms. Eyerman introduced Mrs. Lelonie Sanders to give a report on District Substitutes. Mrs. Sanders shared handouts on the Substitute Job Fair and Current Teacher and Classified Substitute lists. The results from the job fair were that there were thirteen applicants and nine of those qualified under the SB1 Temporary Substitute Licenses that will expire on June 30, 2022. The state may continue this program but we have not heard anything definitive about it yet. Of the thirteen who attended the job fair, 6 of them are now active substitutes and there are four more pending ODE Licensure. two Individuals did not respond to attending an orientation and they are waiting on numerous documents from one. There were twelve applicants for classified positions. Five of those are active or soon will be, one indicated they might be interested next year, one did not respond to attending an orientation, 4 were deactivated for various reasons, and one was rejected.

Mrs. Sanders shared that there are currently thirty-seven active Teacher substitutes on the list and that six more will be added shortly making the total forty-three. There are currently 14 classified substitutes with four more being added shortly. Of the current substitutes, two are educational assistants, three are custodians, four are administrative assistants, and five are food service.

Mrs. Sanders then proceeded to answer questions from those in attendance.

13.2 049.1-2022 Monthly Financial Report

Minutes:

The vote for this item is recorded on item 13.0.

Ms. Eyerman provided the Board with the monthly financial report and reviewed the revenues and expenditures, explaining that the supply line reflected the E-Rate refund for the purchase of Chromebooks earlier in the year that was entered as a reduction of expenditure in the current month and explained that the district at this time is on track with the forecast. She shared a financial dashboard sheet that summarized the information for the Board members and asked for input or requested changes so it could evolve into a valuable tool for them.

Result: Approved

Resolution: 049.1-2022

Attachments:

[2022.02.28 0 Monthly Summary Report.pdf](#)

13.3 049.2-2022 Five Year Forecast

It is recommended that the Board of Education approve the corrected Five Year Forecast as submitted by Ms. Terri Eyerman, Treasurer.

Minutes:

The vote for this item is recorded on item 13.0.

Ms. Eyerman presented a corrected Five Year Forecast for approval. All revenues and expenditures remained the same, but corrections were made to the Cash Balance line - prior years had not been updated correctly.

Result: Approved

Resolution: 049.2-2022

13.4 049.3-2022 Donations

- Coshocton Presbyterian Church Board of Deacons - For CES Students (018-9001-288) - \$200

Minutes:

The vote for this item is recorded on item 13.0.

Result: Approved

Resolution: 049.3-2022

13.5 049.4-2022 Establish New Funds

It is recommended that the Board of Education approve the establishment of the following funds:

- Fund 019-922A effective February 10, 2022 for the Coshocton Foundation Grant for the Planetarium
- Fund 300-9128 effective March 16, 2022 for the Class of 2028

Minutes:

The vote for this item is recorded on item 13.0.

Result: Approved

Resolution: 049.4-2022

13.6 049.5-2022 Funds Transfer

It is recommended that the Board of Education approve the transfer of funds (\$1,000) from 008 9241 to 019 961C - Diane Olinger Swim Scholarship Fund

Minutes:

The vote for this item is recorded on item 13.0.

Ms. Eyerman explained that the change in fund number was approved previously and was recommended by our GAAP accountant due to a recent GASB change. At that time, the transfer of the funds in the account were not approved to be transferred to the new fund.

Result: Approved

Resolution: 049.5-2022

14 050-2022 Business Items

It is recommended that the Board of Education approve the following business items:

Minutes:

The vote on this item is inclusive of items 14.1 through 14.8 including the approved change to item 14.2 Worksite Medtest rates and the approved Addendum of item 14.8. School Bus Purchase.

Resolution: 050-2022

Motioned: Dr. Jere Butcher

Seconded: Mrs. Susan Mann

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		
Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

14.1 050.1-2022 Ohio High School Athletic Association

It is recommended that the Board of Education approve membership in the Ohio High School Athletic Association for the 2022-2023 school year with Membership Dues of \$50 per High School sport.

Minutes:

The vote for this item is recorded on item 14.0.

Result: Approved

Resolution: 050.1-2022

Attachments:

- [OHSSA Letter Membership Dues 2022-2023.pdf](#)
- [OHSAA Board Resolution 2022-2023 sy.pdf](#)

14.2 050.2-2022 Worksite Medtest

It is recommended that the Board of Education approve Worksite Medtest to perform drug screenings and/or physicals for bus drivers and other district personnel for the 2022-2023 school year at a cost of:

- Physical - \$55 each
- Drug Test - \$45 each
- Alcohol Test - \$40 each

Minutes:

The vote for this item is recorded on item 14.0.

Dr. Fusner from Worksite Medtest told Jennifer Andrews that the above pricing was going to be the same this year as last. However, Jennifer received correspondence from Dr. Fusner that the prices were going to increase as follows:

- Physicals - \$60 each
- Drug Test - \$48 each
- Alcohol Test - \$42 each

Result: Approved

Resolution: 050.2-2022

Attachments:

[Worksite Medtest Price Increase 3-23-22.pdf](#)

14.3 050.3-2022 Commonwealth Consulting Agency

It is recommended that the Board of Education approve the agreement with Commonwealth Consulting Agency, LLC for additional consulting services from March 18, 2022 through September 30, 2022 in the amount of \$75,000 to be paid from the School Quality Improvement Grant using carry-over funds that have to be expended by September 30, 2022.

Minutes:

The vote for this item is recorded on item 14.0.

Result: Approved

Resolution: 050.3-2022

Attachments:

[Commonwealth Consulting Agency Agreement 3-15-21 to 9-15-22.pdf](#)

14.4 050.4-2022 School Resource Officer Agreement

It is recommended that the Board of Education approve an increase, not to exceed \$3,000, to the contract with the Coshocton County Sheriff's Department for School Resource Officer services to be added to the original contract of \$30,000 for the 2021-2022 school year previously approved July 29, 2019 - Resolution # 074.3-2021.

Minutes:

The vote for this item is recorded on item 14.0.

Result: Approved

Resolution: 050.4-2022

14.5 050.5-2022 Kent State University MOU

It is recommended that the Board of Education approve the College Credit Plus Memorandum of Understanding with Kent State University for the 2022-2023 school year.

Minutes:

The vote for this item is recorded on item 14.0.

Result: Approved

Resolution: 050.5-2022

Attachments:

[KSU CCP MOU 2022-2023 signed.pdf](#)

14.6 050.6-2022 Stark State College MOU

It is recommended that the Board of Education approve the College Credit Plus Memorandum of

Understanding with Stark State College for the 2022-2023 school year.

Minutes:

The vote for this item is recorded on item 14.0.

Result: Approved

Resolution: 050.6-2022

Attachments:

[Stark State College CCP MOU 2022-2023 signed.pdf](#)

14.7 050.7-2022 Zane State College Agreements

It is recommended that the Board of Education approve the College Credit Plus Memorandum of Understanding and Data Sharing Agreement with Zane State College for the 2022-2023 school year.

Minutes:

The vote for this item is recorded on item 14.0.

Result: Approved

Resolution: 050.7-2022

Attachments:

[Zane State College MOU CCP 2022-2023.pdf](#)

[Zane State College Data Sharing Agreement 2022-23.pdf](#)

14.8 050.8-2022 **ADDENDUM - School Bus Purchase

It is recommended that the Board of Education approve the purchase of a new 72 passenger school bus from Cardinal Bus Sales & Service, Inc. in the amount of \$98,025 to be paid from ESSER II Funds 507-9222.

Minutes:

The vote for this item is recorded on item 14.0.

Result: Approved

Resolution: 050.8-2022

Attachments:

[Bids and Cardinal Bus Sales Quote.pdf](#)

15 051.2022 Superintendent Report and Recommendations

It is recommended that the Board of Education approve the following items:

Minutes:

The vote on this item is inclusive of items 15.2 through 15.5 including the approved change to item 14.2 Personnel.

Resolution: 051.2022

Motioned: Mr. David Shutt

Seconded: Mr. Phil Hunt

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		
Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

15.1 Updates

- COVID-19 Reporting
- Community Advisory Team Update
- CORAS Legislative Update

Attachments:

[ODE Ohio Dept Health COVID-19 Update Case Reporting.pdf](#)
[CORAS 2021 Legislative Committee Report.pdf](#)

15.2 051.1-2022 Personnel

It is recommended that the Board of Education approve the following personnel items pending required paperwork, licensure, and BCI/FBI Background checks. Salary placement is per the negotiated agreement subject to verification of degree and experience:

• New Employees

- Staci Berry - Parent Mentor - Effective 3/21/22 to 8/31/23 - 5 hours per day - 5 days per week - 182.5 days per year at an hourly rate of \$22 for a total of \$20,075. To be paid from the Parent Mentor Grant (Excess Costs for the Parent Mentor Program will be split with Ridgewood Local Schools and River View Local Schools).

• Unpaid Leave Request(s)

- It is recommended that the Board of Education approve an unpaid leave request for Crystal Dixon, Educational Assistant Preschool, for a total of 2 days - March 10-11, 2022
- It is recommended that the Board of Education approve an unpaid leave request for Megan Crook, CES Literacy Coach, for a total of 2 days - March 9 and 13, 2022.

• Supplemental Contracts (Certified)

- Laura Skjold - CES After School Intervention Study Tables
- Amy Unkefer - CES After School Intervention Study Tables
- Joe Pachuta - CES After School Intervention Study Tables
- Jody Johnson - CES After School Intervention Study Tables
- Angela Paugh - CES After School Intervention Study Tables
- Mallory Palmer - CHS After School Intervention Study Tables
- James Helter - Volunteer Varsity Softball Coach

- Kim Underwood - JV Assistant Softball Coach - Level 3

- **Pupil Activity Contracts - Non-Staff**

- Matt Hartley - Volunteer Tennis Coach
- Nathan Fauver - Volunteer Assistant Baseball
- Nathan Gibson - 7th/8th Grade Boys Track - Level 1

- **Athletic Service Contracts**

- Lifeguard (Minimum Wage)
 - Correct the name Aliya Williams (previously approved Feb. 17, 2022) to Aliah Williamson

Minutes:

The vote for this item is recorded on item 15.0.

Please note that the unpaid leave request for Megan Crook is for May and not March.

Result: Approved

Resolution: 051.1-2022

Attachments:

[C Dixon Unpaid Leave Request 3-11-22.pdf](#)
[M Crook Unpaid Leave Request.pdf](#)

15.3 051.2-2022 NEOLA Policies - Second Reading

It is recommended that the Board of Education approve the second reading and adoption of the following NEOLA policies: (N) New, (R) Revised, (D) Delete

- (R) 2271 College Credit Plus Program
- (R) 2370.01 Blended Learning

Minutes:

The vote for this item is recorded on item 15.0.

Result: Approved

Resolution: 051.2-2022

Attachments:

[po 2370.01 Blended Learning.pdf](#)
[po 2271 College Credit Plus Program.pdf](#)

15.4 051.3-2022 Summer School Programs for 2022

CES

It is recommended that the Board of Education approve the Summer School Programs for CES to run in two sessions, First Session; June 13-17 and 20-24, 2022 and Second Session: August 1-5 and 8-12, 2022, as submitted by Kaitlyn Ashbrook, Director of Curriculum and Federal Programs.

CHS

It is recommended that the Board of Education approve the Summer School Programs at CHS to run from June 6, 2022 through July 1, 2022, as submitted by Kaitlyn Ashbrook, Director of Curriculum and Federal Programs.

Minutes:

The vote for this item is recorded on item 15.0.

Result: Approved

Resolution: 051.3-2022

Attachments:

[Summer School 2022.pdf](#)

15.5 051.4-2022 Camp Invention

It is recommended that the Board of Education approve "Camp Invention" to be held at the elementary school June 6-10, 2022 and supervised by Barbara Snyder, as submitted by Kaitlyn Ashbrook, Director of Curriculum & Federal Programs.

Minutes:

The vote for this item is recorded on item 15.0.

Result: Approved

Resolution: 051.4-2022

16 "Great Things"

Dr. David Hire, Superintendent

Minutes:

Dr. Hire presented the "Great Things" for the month of March.

Attachments:

[2022 March 24 Great Things.pdf](#)

17 Announcements

18 Next Meeting(s)

- Regular Meeting - Thursday, April 21, 2022 at 6:30 p.m. in the Coshocton Elementary School Library

19 052.2022 Enter Executive Session

It is recommended that the Board of Education enter into Executive Session to prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Minutes:

The Board entered into Executive Session at 8:53 p.m.

Resolution: 052.2022

Motioned: Dr. Jere Butcher

Seconded: Mr. Sam Bennett

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		
Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

20 054.2022 Adjournment

It is recommended that the Board of Education adjourn the meeting.

Minutes:

The Board exited the executive session and motioned to adjourn the meeting at 9:54 p.m.

Resolution: 054.2022

Motioned: Mr. Phil Hunt

Seconded: Mr. Sam Bennett

Voter	Yes	No	Abstaining
Mr. David Shutt, Board Member	X		
Mr. Sam Bennett, Vice-President	X		
Dr. Jere Butcher, Board Member	X		
Mr. Phil Hunt, President	X		
Mrs. Susan Mann, Board Member	X		

ATTESTATION:

Terri Eyerman, Treasurer

Mr. Phil Hunt, President