

Board of Education Regular Meeting Minutes

Board of Education

Coshocton City Schools - Coshocton Elementary School, 1203 Cambridge Rd., Coshocton OH
Thursday, September 16, 2021
6:30pm

Present: Dr. Jere Butcher, President; Mr. Steve Clark, Member; Mr. Tad Johnson, Member; Mr. Sam Bennett, Member; Dr. David Hire, Superintendent; Ms. Terri Eyerman, Treasurer; Kaitlyn Ashbrook, Director of Curriculum & Federal Programs; Jason Olinger, Instructional Technology Director

Absent: Mr. Phil Hunt, Vice-President

1 089-2021 Call to Order

President

Minutes:

The meeting was called to order at 6:32p.m.

Resolution: 089-2021

2 Pledge of Allegiance

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.

4 Roll Call

Ms. Terri Eyerman, Treasurer

Minutes:

Mr. Phil Hunt was absent.

5 090-2021 Adoption of the Agenda

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

Minutes:

Board President asked if there were any changes to the agenda - the Treasurer requested that item 11.3, Muskingum Valley Health Center BAA, be removed from the agenda prior to approval of the agenda- At this time attorneys have provided no information to bring forth to the board.

There were no more changes to the agenda.

Result: Approved

Resolution: 090-2021

Motioned: Mr. Sam Bennett

Seconded: Mr. Steve Clark

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member	X		

6 091-2021 Approval of Meeting Minutes

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

- August 19, 2021 Regular Meeting Minutes

Minutes:

Mr. Bennett abstained because he was not present for the August 19th meeting.

Result: Approved

Resolution: 091-2021

Motioned: Mr. Tad Johnson

Seconded: Dr. Jere Butcher

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member			X

Attachments:

[2021 Aug 19 Meeting Minutes Reg .pdf](#)

7 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:

Ms. Heidi Collins requested to speak with the Board in private because she was told that the public forum is not the right setting to discuss a complaint about a staff member.. Dr. Butcher stated to her that the Treasurer/Secretary to the Board, Ms. Eyerman, provided the Board with the specific allowable reasons the Board could go into Executive Session in a public meeting. Ms. Eyerman then explained that the Open Meetings Act/Sunshine laws provide us with a list of very specific reasons why the Board can go into executive

session and this is not one of them. Ms. Eyerman explained that the Board would be very open to meet one on one or two on one with her to listen to and discuss her concerns. Ms. Collins asked the Board how then, she was going to be able to address all five board members at once, she then went on to explain that she had information about a staff member that many people were concerned about. After hearing this from her, Dr. Butcher allowed the Board to make a motion to go into executive session. the vote and details of the executive session are recorded in item 7.1

Mr. Mike Bryant was the second community member addressing the Board. He provided a summary of state and local COVID cases and added that he does not understand why we are not masking everyone, stating that it is the only way we are going to get rid of this. He then went on to say that if anyone feels different they are sadly mistaken. There are well-intentioned people out there but they are misguided. He is upset with this and doesn't know how to explain this any better. We are letting our kids suffer. The information is right in front of us. Addressing the board he said he doesn't know if they do not have the intestinal fortitude to stand up for this or what. If you don't mask up, the kids are going to continue getting sick. Right now we won't have a football game. That seems to get people more upset than anything. He then repeated his data to all in attendance.

Motioned: Mr. Tad Johnson
Seconded: Mr. Sam Bennett

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member	X		

Attachments:

[Request to Address the Board 9-16-21.pdf](#)

7.1 092.1-2021 Executive Session

Minutes:

Dr. Butcher called for a motion to enter into executive session to hear the concern of Ms.Heidi Collins, as stated above, the vote is recorded here.

The Board entered the executive session at 6:38 p.m.

The executive session ended and the meeting resumed to continue with the Hearing of the Public at 7:07 p.m.

Only Board members went into a private room for the Executive Session. The Superintendent and Treasurer remained at the meeting table.

Result: Approved

Resolution: 092.1-2021

Motioned: Mr. Tad Johnson
Seconded: Mr. Sam Bennett

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member	X		

8 Board and Staff Reports

8.1 Business Advisory Council Update

Dr. David Hire, Superintendent

Minutes:

Dr. Hire told the Board that he attended the Business Advisory Council. He attached the agendas from the meeting and briefly covered the content in the agenda for the Board.

Attachments:

[MVBAC_090721.pdf](#)

[Muskingum Valley Graduation Seals.pdf](#)

[MVESC BAC Agenda 9-7-21.pdf](#)

9 Board Discussion Items

9.1 Coalition of Rural and Appalachian Schools (CORAS) Advocacy

Minutes:

Dr. Hire stated that CORAS is asking school districts to pay more to belong so they can pay an advocate to represent them and

Equity and A - voucher

CORAS dedicated to - have we paid in prior years and how much? Promote and advocate for state and federal resources in 30+ counties. SE/Southern Ohio. Some districts have asked about half each year instead of \$10K each year. Cannot pay for something like this out of Federal dollars.

Steve Clark stated that since we don't know our finances right now with teachers/admin salaries and changes in the state revenue, he does not think we should do it. Tad also agreed saying that we cannot get wage increases for our staff it is hard to spend \$10K for a lobbyist. Steve clarified that he thinks it is a good idea, he just wants to make sure we have the money to be a part of it. Dr. Hire understands where everyone stands here.

9.2 Board Member Compensation Follow-up

Minutes:

Ms. Eyerman explained that the Board meeting rate has not changed since 1987. She feels it is time to review this. She explained that the existing Board members would not be voting on raises for themselves, the rate would only change for newly elected Board members. If a sitting Board member

were to be re-elected, then upon the start of their new term, they would receive the updated rate per meeting.

She then explained that the rate is part of a Board Policy, the agenda for the next Board meeting will have first reads of Board Policy and this policy will be among them. The treasurer is recommending the rate increase to \$125 per meeting and stated that it could be discussed further and changed if needed at the time it is on the agenda. She also stated that she would find out what surrounding districts are paying their Board members. Mr. Johnson stated that the Career Center pays \$125 per meeting. Mr. Clark stated that \$87/mo with taxes and retirement taken out of it didn't leave a lot. Dr. Hire mentioned that the Board could consider waiting to change it after the election that way no one would be voting to give themselves a raise.

10 093-2021 Treasurer's Report and Recommendations

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

Minutes:

This vote includes 10.2 through 10.6.

Resolution: 093-2021

Motioned: Mr. Sam Bennett

Seconded: Mr. Tad Johnson

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member	X		

10.1 Updates

- Insurance Update (024 Fund)

Minutes:

Ms. Eyerman explained because the Board asked about the Self Insurance Fund last month, she provided a brief summary this month and will do so moving forward. She also explained that the information being provided is information available to all members of the Insurance Committee as soon as it is available. She provided a total amount of dollars in the 024 - Self-Insurance fund and the chart that broke it down between the balance for Dental Claims and the Balance for Medical Claims. She then explained that the bottom of the chart was a "cut-out" of the Fund Balance report that the Board always receives with the Monthly Financial Summary - with the current month balance and explained that the detail in the General Ledger account is always reconciled back to the cash balance. She is tracking now the increase/decrease in balance from month to month so she can begin to see trends in the data.

Attachments:

[2001.08.31 Medical and Dental Fund Balance Report.pdf](#)

10.2 093.1-2021 Monthly Financial Report

Minutes:

Ms. Eyerman reviewed each page of the financial report stating that she is working toward a more "user friendly" presentation of the data while using the information as it comes from the accounting system. She recognizes that the reports presented last month were not a good option so they will see some differences this month and may see more changes as time goes on. She reviewed the monthly revenue, pointing out that property taxes were received. She also provided the Board with the Property Tax analysis so they could see the revenue for three years from the county auditor. for the Fall collections. She then went on to explain that the revenue from Homestead and Rollback funds also arrived this month, typically they show up the month after property taxes. She stated that she would not present on the state fund dollars this month because they are slated to change in October and she would go into detail in October to explain all of the changes. She stated the expenditures again are summer pays and the changes would be reflected in September as new teacher contracts are added (September 1 is the start of all teacher contracts) All other expenses were as expected. She brought attention to the fact that the balance of the General Fund recorded on the bottom of the page matched the Cash Summary report highlighted amounts to include Fund 001 and two line items in fund 002 the House Bill and Field House lease accounts.

Tad asked about the term of the Field House Lease. Ms. Eyerman stated she would provide this information to the Board. He also asked about the frequency of payment. Ms. Eyerman explained that the District makes two payments a year. Once included principal and interest and the other is an interest payment on most of the debt payments. He then asked about the balance showing on the Cash Summary account. Ms. Eyerman replied that the balance in these funds includes the property taxes that were just deposited and any prior balance left in the fund. She then reviewed the Reconciliation of the Bank Accounts to the Fund Balances on the Books showing that both are in balance.

Result: Approved

Resolution: 093.1-2021

Attachments:

[2021.08.31 0-Monthly Summary Report.pdf](#)

10.3 093.2-2021 Permanent Appropriations for Fiscal Year 2022

It is recommended that the Board authorize the treasurer to complete and submit the Permanent Appropriations to the County Auditor prior to September 30, 2021, and present the report to the Board for ratification at the following business meeting.

Minutes:

Ms. Eyerman will file the Permanent Appropriations using data through September 30, which will be used to align with the planning for the Forecast that will be brought to them in October for approval and filed by November 1st. At that time she will also provide the Appropriation detail for the Board to review.

Result: Approved

Resolution: 093.2-2021

10.4 093.3-2021 First Amended Report of Estimated Resources for Fiscal Year 2022

It is recommended that the Board authorize the Treasurer to complete and submit the Amended Report of Estimated Resources to the County Auditor on or before September 30, 2021, and present the report the Board for ratification at the following business meeting.

Minutes:

Ms. Eyerman will file the First Amended Report of Estimated Resources using data through September 30 which will be used to align with the planning for the Forecast that will be brought to them in October for approval and filed by November 1st. At that time she will also provide the Estimated Resources detail for the Board to review.

Result: Approved

Resolution: 093.3-2021

10.5 093.4-2021 Donations

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

- The Charles Hathaway III & Paula J. Hathaway Rev Trust UTD - \$500 - to the Jon Cotterman Memorial Fund - 007-9119
- Coca-Cola Give Donation on Behalf of Community Members - \$25.57 - CHS Principal Fund - 018-905F

Result: Approved

Resolution: 093.4-2021

10.6 093.5-2021 New Student Activity Account - Science Olympiad

It is recommended that the Board of Education approve a new Student Activity Account (300-942A) for CHS Science Olympiad.

Minutes:

The vote for this item is recorded in 10.0.

Result: Approved

Resolution: 093.5-2021

11 094-2021 Business Items

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

Minutes:

The vote recorded includes 11.2, 11.4 through 11.6.

Resolution: 094-2021

Motioned: Mr. Tad Johnson

Seconded: Mr. Steve Clark

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		

Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member	X		

11.1 Substitute Pay

- Certified
- Classified

Minutes:

Item Tabled, no vote recorded.

The Board members were provided a chart to review and discuss- Dr. Butcher would like to see more information - what have we paid for subs in the past - assuming a 50% increase in our sub costs, what would that do to our forecast? Ms. Eyerman stated she would provide that information to the Board, she also stated she would provide the average per diem rate for our current teachers, as requested. There was discussion about when a sub goes to a higher rate than the sub rate - Ms. Eyerman explained that Ohio Revised Code states that on day 61- a long-term sub moves to a teacher contract rate as Base+0 and the district must provide insurance as it would be provided to a staff member.

The Board tabled this item until further information is gathered.

Result: Tabled

Attachments:

[2021.08-Sub Rate Study.pdf](#)

11.2 094.1-2021 Bus Purchase Resolution

RESOLUTION

Whereas the Coshocton City Schools Board of Education wishes to advertise and receive bids for the purchase of one or more school buses.

Therefore, be it resolved the Coshocton City Schools Board of Education wishes to participate and authorize the Southwestern Ohio Educational Purchasing Council & OME-RESA to advertise and receive bids on said Boards' behalf as per the specifications submitted for the cooperative purchase of one or more school buses.

Minutes:

Ms. Eyerman explained that this resolution does not commit the District to anything. However, there are dollars budgeted for a Bus purchase in ESSER II and the new state funding includes matching funds for a bus purchase. This resolution puts the District in a place to be able to move forward with a bus purchase when we are ready. It notifies Southwestern Ohio Educational Purchasing Council & Omer-Resa that the District may be in the market for a bus and request to be a participant in their Bid process.

Result: Approved

Resolution: 094.1-2021

11.3 ***REMOVED FROM AGENDA PRIOR TO APPROVAL OF

AGENDA***Muskingum Valley Health Centers (MVHC)

- BAA

Minutes:

This item was removed from the agenda - no vote was recorded.

Opening approval of the agenda - Board President asked if there were any changes to the agenda - treasurer request this item be removed from the agenda prior to the approval of the agenda - at this time attorneys have provided no information to bring forth to the board

11.4 094.2-2021 Commonwealth Consulting Agency

It is recommended that the Board of Education approve the agreement between Coshocton City Schools and Commonwealth Consulting Agency, LLC, for continued administrator training for Multi-tiered Systems of Support (MTSS) to be paid from ESSER II funds beginning June 1, 2021, for the 2021-2022 school year in the amount of \$35,000.

Resolution: 094.2-2021

Attachments:

[Commonwealth Consulting Agency Agreement.pdf](#)

11.5 094.3-2021 Reading Plus

It is recommended that the Board of Education approve the agreement between Coshocton City Schools and Reading Plus to renew a 1-year site license for grades 3-6 for educational software to be paid from the general fund in the amount of \$15,200.

Resolution: 094.3-2021

Attachments:

[Reading Plus Agreement 2021-2022 school year.pdf](#)

11.6 094.4-2021 Quadient

It is recommended that the lease agreement between Coshocton City Schools and Quadient Leasing for a letter folder/insertor for 36 months at a cost of \$15,137.28 (\$420.48 monthly) beginning October 2021 through September 2024 to be paid from ESSER funds.

Minutes:

The vote for this item is recorded on 11.0.

Result: Approved

Resolution: 094.4-2021

Attachments:

[Quadient Lease Letter Folder-Insertor.pdf](#)

12 095-2021 Superintendent Report and Recommendations

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

Minutes:

The voted recorded here includes items 12.2 through 12.4.

Result: Approved

Resolution: 095-2021

Motioned: Mr. Steve Clark

Seconded: Mr. Sam Bennett

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member	X		

12.1 Updates

- COVID-19 Update

12.2 095.1-2021 Personnel

- **New Employees**

- Melissa Thompson - CES 1:1 Educational Assistant - Effective Sept. 13, 2021
- Matt Hartley - CHS/Career Center 1:1 Educational Assistant - Effective Sept. 27, 2021

- **Certified Supplemental Contracts (per negotiated rate)**

- Rescind
 - Randi Schilling - Science Olympiad (7/8) - Level 3 (previously approved 5/20/21)
- Approve
 - Mallory Palmer - Astro Club - Level 2
 - Craig Hamilton - Chess Club - Level 2
 - Ashley Donough - Interact Club - Level 1
 - Dawn Peterson - English Language Arts Department Head - Level 1
 - Katelyn Minosky
 - Grade Level Leader-9 - Level 1
 - Home Instruction
- Craig Hamilton - Class Advisor-Freshman - Level 1
- Heather Kistler
 - Detention Supervisor CHS
 - After School Intervention CHS
 - Friday School CHS

- Tabetha Cramblett - Detention Supervisor CHS
- Carlynda Collins - Home Instruction
- Tami Hardesty-Jaynes - Home Instruction
- Jody Johnson - Home Instruction
- Dawne Shook - Home Instruction
- Judd Baker - Home Instruction
- Tim Ward - Planetarium Shows
- Donna Yoder - Planetarium Shows
- Wendy Turner - Planetarium Shows
- Mallory Palmer - Planetarium Shows

- **Salary Adjustments**

- Michael McKee MA +15
- Wendy Turner MA +15
- Michelle Woodie MA +30
- Brent Wyler MA +45

- **Pupil Activity Athletics (Non-Staff)**

- Rescind
 - Melissa Webb - 8th Grade Volleyball - Level 1 (previously approved 8/19/21)
- Approve
 - Josh Bowman - JV Girls Basketball - Level 2

- **Service Contracts Athletics**

- Rescind
 - Kelly Fender - Volleyball Varsity Score Book (Home & Away) (previously approved on 7/29/21)

- **Volunteer**

- Ron Derewecki - Planetarium Shows

Minutes:

The vote for this item is recorded on 12.0.

Donna Yoder and Wendy asked to be removed from the list, they do not want to work in the planetarium. Their names were not included in the vote.

Result: Approved

Resolution: 095.1-2021

Attachments:

- [M Hartley Application Redacted.pdf](#)
- [M Thompson Application Redacted.pdf](#)

12.3 095.2-2021 Bus Routes and Schedules

It is recommended that the Board of Education approve the Bus Routes for the elementary and high schools, as submitted by Jennifer Andrews, Director of Transportation

Minutes:

The vote for this item is recorded on 12.0.

Dr. Hire stated that the Board approves the bus routes annually

Result: Approved

Resolution: 095.2-2021

Attachments:

[CES routes for 2021-22.pdf](#)

[HS Routes 2021-22.pdf](#)

12.4 095.3-2021 Approve Job Descriptions

It is recommended that the Board of Education approve the following job descriptions as submitted by Grant Fauver, Director of Operations & Engagement.

- 601 District Maintenance Worker - Replacing
- 601A District Maintenance Assistant - New

Minutes:

The vote for this item is recorded on 12.0.

Dr. Hire explained that the District is interested in adding support with skill levels that will help to reduce costs of outsourcing maintenance.

Result: Approved

Resolution: 095.3-2021

Attachments:

[601 DISTRICT MAINTENANCE WORKER - JOB DESCRIPTION JUNE 2021.pdf](#)

[601A DISTRICT MAINTENANCE ASSISTANT WORKER -
JOB DESCRIPTION JUNE 2021 2 .pdf](#)

13 "Great Things"

Dr. David Hire, Superintendent

Attachments:

[2021 September Great Things.pdf](#)

14 Announcements

14.1 OSBA Southeast Region Fall Conference

The OSBA Southeast Region Fall Conference to be held on September 30, 2021 at Nelsonville-York Elementary School.

Attachments:

[OSBA 2021 SE Region Fall Conference Flier.pdf](#)

15 Next Meeting(s)

- Regular Meeting - Thursday, October 21, 2021 - Coshocton Elementary School Library - 6:30 p.m.

16 096-2021 Adjournment

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

Minutes:

The meeting was adjourned at 8:07 p.m.

Result: Approved

Resolution: 096-2021

Motioned: Mr. Sam Bennett

Seconded: Mr. Tad Johnson

Voter	Yes	No	Abstaining
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mr. Tad Johnson, Member	X		
Mr. Sam Bennett, Member	X		

ATTESTATION:

Terri Eyeran, Treasurer

Dr. Jere Butcher, President