

Board of Education Regular Meeting Minutes

Board of Education

Coshocton City Schools - Coshocton Elementary School, 1203 Cambridge Rd., Coshocton OH
Thursday, October 21, 2021
6:30pm

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

1 097-2021 Call to Order

President

Minutes:

The meeting was called to order at 6:29 p.m.

Resolution: 097-2021

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.

Minutes:

Mr. Phil Hunt read the mission statement.

4 Roll Call

Ms. Terri Eyerman, Treasurer

Minutes:

All Board Members were in attendance.

5 098-2021 Adoption of the Agenda

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

Result: Approved

Resolution: 098-2021

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		
Mr. Phil Hunt, Vice-President	X		

6 099-2021 Approval of Meeting Minutes

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

- September 1, 2021 Special Meeting Minutes
- September 16, 2021 Regular Meeting Minutes

Result: Approved

Resolution: 099-2021

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		
Mr. Phil Hunt, Vice-President	X		

Attachments:

[2021 Sept 1 Spec Meeting Minutes.pdf](#)

[2021 Sept 16 Reg Meeting Minutes.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:

Heidi Collins - spoke regarding the Board member pay increase stating that they were approving a raise for themselves but not for teachers. She also asked when volunteers can be back in the buildings and was also very interested to know how many phone calls Dr. Butcher gets every night.

Barb Snyder - CCEA Spokesperson regarding the current negotiations, disappointment in administration and board, who say that teachers are essential but treat them as expendable.

Kayla Ross - parent - in support of teachers' demands in negotiations; also wanted clarification on certifications for blended and online learning.

Dr. Robert Gwinn - encouraging the Board's role in controlling COVID spoke in support of masking. He provided statistics in defense of his stance.

Dr. Clayton Gibson - reminded those in attendance that there are varying sides to this type of situation and we should take into consideration how much teachers are making in comparison to other people in the Coshocton community.

Attachments:

[Request to Address the Board 10-21-21.pdf](#)

8 100-2021 Board Commendations

- Laura Roberts - Special Recognition from Ohio School Boards Association (OSBA) Southeast Region

Minutes:

Dr. Hire stated that Laura Roberts was nominated for the outstanding staff member award and received a certificate of recognition to be presented at this Board meeting. The Board of Education also presented a commendation for her outstanding service to the District and thanked Laura for her dedication to the staff, students and families of this district.

Resolution: 100-2021

9 Board and Staff Reports

9.1 Federal Programs Update

Mrs. Kaitlyn Ashbrook, Director of Curriculum & Federal Programs

Minutes:

Mrs. Ashbrook shared a PowerPoint that summarized the amounts of funds allocated and how the district uses them for each of the district's FY2022 Federal and State competitive and entitlement grants.

10 Board Discussion Items

10.1 Coalition of Rural and Appalachian Schools (CORAS) Advocacy

Minutes:

The Board decided not to participate at this time.

Attachments:

[Purpose of the CORAS Legislative Committee.pdf](#)

11 101-2021 Treasurer's Report and Recommendations

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

Minutes:

This vote is inclusive of 11.2 through 11.4.

Resolution: 101-2021

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		
Mr. Phil Hunt, Vice-President	X		

11.1 Updates

1.) Permanent Appropriations using data through September 30, filed with the County Auditor October 13, 2021 and

Certificate of Total Amount from all sources using data through September 30, filed with the County Auditor October 13, 2021.

2.) State Report card financial data released this month.

3.) PlugSmart LED Project

4.) Forecast Update

Minutes:

Ms. Eyerman presented the certified permanent appropriations detail and the total amount of revenue from all sources for FY22 that were approved at the September meeting. She explained that these will be reviewed and may be updated quarterly if needed.

Ms. Eyerman presented financial data related to the State report card that included the District's average teacher wage, the % of total expenditures, and the amount spent on expenditures related to the classroom and for administrative costs. The presentation also compared local and state funding to other comparable districts and state averages.

Ms. Eyerman informed the Board that the grant for the LED lighting that was tied to the Chiller has been awarded. The District will receive \$200,000 toward upgrading the lighting in the HS to LED. She also stated that there will be additional costs to this project as stated in a proposal from Plugsmart. The administration will meet to determine the best path for the District at this time. - more to come.

Ms. Eyerman explained that the forecast she planned to present in October was to include the new state funding formula. The state has delayed this information until December so she is not able to present the data. The forecast will be presented at the November meeting. She did speak of the financial status related to current funding notifying the Board that currently the District deficit spends

each year and without any changes, would show a negative cash balance in year 3 of the forecast. This would require the District to provide the Department of Education with a plan on how the District will rectify this urgent financial state. She referenced the letter from ODE in 2020 that required the District to use Wellness funding to rectify the negative cash balance in the third year of the forecast.

Motioned: Mr. Sam Bennett

Seconded: Mr. Steve Clark

Attachments:

[FY22 Sept 2021 Permanent Appropriation Resolution filed2021.10.13.pdf](#)

[FY22 Sept 2021 Certificate of Total Amount from all sources filed 2021.10.13.pdf](#)

[State Energy Plan Grant Agreement LED Project.pdf](#)

11.2 101.1-2021 Monthly Financial Report

It is recommended that the Board of Education approve the September 2021 Monthly Financial Report.

Minutes:

The vote for this item is recorded on 11.0.

Ms. Eyerman highlighted the September wages because they were higher than the last two months explaining that this is the first month that included FY22 wages, teachers, and classified step increases were included as well as severance payouts for retirees. She also pointed out the increased purchased services and negative balance on the "Other" line(line 04.300) explaining that MVESC purchased services were being charged to "other" (line 04.300) and should be on the purchased service line. There are still some MVESC charges being coded to the "other" (line 04.300) line. The cash reconciliation is tied to the total cash in all funds and the total General fund ties to the related lines in the cash summary report.

Result: Approved

Resolution: 101.1-2021

Attachments:

[2021.09.30 0-Monthly Summary Report.pdf](#)

11.3 101.2-2021 Donations

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

Monetary Donations

• Ronald S. Cramblett Scholarship Fund 008-9229 - In Memory of Michael J. Bowman

- James & Darlene Bonta - \$75
- Jodelle & J. Michael Powell - \$25
- John & Brenda Hamilton - \$50
- Caleb or Lia Jones - \$100
- Amy L. Seward - \$25
- Kevin & Lori Schultz - \$50
- Michael & Emily Nakonachny - \$350

- David or Karyl Hanhिलammi - \$50
 - Coshocton Brake & Supply - \$100
 - Stephen & Mary Beth Smalley - \$50
 - Suzanne Hahn - \$30.00
 - Thomas & Janice Meiser - \$50
 - Sandra L. Hague - \$25
 - Michael & Christine Frankland - \$200
 - Friends & Colleagues of Peggy Bowman - \$200
 - Kelly McCrea, Kathy Hawn, Wendy Turner, and Chris Frankland
 - Mark or Sabra McConnell - \$50
 - Halo Branded Solutions - \$100
 - David and Amy Shutt - \$50
 - John & Barbara Stagmyer - \$25
 - Stephen & Christine Maxwell - \$100
 - Christian & Karen Yost - \$100
 - McGuffey Elementary School - \$50
 - Thomas & Jennifer Thompson - \$100
 - Steven & Nancy Warne - \$50
 - Christopher & Paula Coffman - \$25
 - David Bowman's OSU Pharmacy Family - \$350
- **Athletic Department - Fencing Project 300-941L**
 - Dr. & Mrs. David Hire - \$700
 - **CHS Choir 300-941I**
 - Coshocton County Veterans Council - \$100
 - Gratuity for Shannon Folkert singing the National Anthem at the Memorial Day Services

Minutes:

The vote for this item is recorded on 11.0.

Result: Approved

Resolution: 101.2-2021

11.4 101.3-2021 Fiscal Year 2022 Debt Payments

Terri Eyerman

It is recommended that the Board of Education approve the annual Debt payments due December 1, 2021, and June 1, 2022. The total amount of payments to be made in fy2022 = \$852,827.35. A breakdown of payments and account codes are in the attached document.

Zion - Refunded Bonds, principal and interest = \$153,985.00

Branch Bank & Trust - Field House Lease = \$51,555.40

Bank of New York - QSCB's - \$546,197.50

Huntington NB - CHS HB264 = \$63,600.00

Peoples Bank - CES HB264 = \$37,489.45

Minutes:

The vote for this item is recorded on 11.0.

Result: Approved

Resolution: 101.3-2021

Attachments:

[FY22 Debt Pmt Checklist.pdf](#)

12 102-2021 Business Items

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

Minutes:

This vote is inclusive of items 12.1 through 12.3.

Resolution: 102-2021

Motioned: Mr. Tad Johnson

Seconded: Mr. Phil Hunt

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

12.1 102.1-2021 Addendum to SFA Agreement with Coshocton Alternative School - JCESC

It is recommended that the Board of Education approve the Addendum to the School Food Authority (SFA) Arrangement and Terms of Agreement with the Coshocton Alternative School-Jefferson Co. ESC from July 1, 2021 through June 30, 2023 as submitted by Jennifer Andrews, Director of Food Services.

Minutes:

The vote for this item is recorded on 12.0.

Dr. Hire explained that this was an annual agreement and was necessary for our food service department to prepare and deliver meals and file for reimbursements.

Result: Approved

Resolution: 102.1-2021

Attachments:

[Addendum to SFA Agreement for Alternative School JCESC.pdf](#)

12.2 102.2-2021 Substitute Pay

It is recommended that the Board of Education review and approve the attached rates for substitutes:

- Certified:
 - \$120 per day (1-60)
 - \$130 per day (Retirees 1-60)
- Classified:
 - \$14 per hour Educational Assistants
 - \$14.50 per hour for Administrative Assistants/Secretary
 - \$15 per hour for Custodians
 - \$13 per hour for Cooks
 - \$18.50 per hour for Bus Drivers (\$15 per trip)

Minutes:

Ms. Eyerman presented data to the Board that was requested at the September meeting and made a recommendation for new substitute rates stating that she reviewed the rates with the surrounding districts, looked at current starting wages for each of our regular employees in order to keep the sub rates less than our staff wages.

There was discussion among board members about the amounts, the need to pay enough to attract the subs to our district. Mr. Clark asked specifically about bus drivers, proposing that the rate paid for trips for all drivers district and substitutes be increased. He shared his concern about there not being enough subs or regular drivers and the need for them. He is especially concerned about burn-out and sees it coming.

Result: Approved

Resolution: 102.2-2021

Attachments:

[2021.10 Board Presentation - Sub Rate Recommendations.pdf](#)

[2021.10 Board Presentation - Sub Rate Comparison Recommendations.pdf](#)

12.3 102.3-2021 MVEESC Social Worker McKinney-Vento Services Coordinator

It is recommended that the Board of Education approve the employment agreement with Muskingum Valley Educational Service Center for a Social Worker - McKinney-Vento Services Coordinator to start on October 18, 2021 and end June 30, 2022 in the amount of \$31,998,11 plus insurance costs.

Minutes:

The vote for this item is recorded on 12.0.

The cost of this purchased service is being covered with ARP Homeless grant funds. 507-9122.

Result: Approved

Resolution: 102.3-2021

Attachments:

- [FY22 MVESD-Social Worker Contract Estimated Costs.pdf](#)
- [FY22 MVESD-Social Worker Contract 52K budget-Grant Paid.pdf](#)

13 103-2021 Superintendent Report and Recommendations

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

Minutes:

The vote recorded is inclusive of 13.2 through 13.5.

Resolution: 103-2021

Motioned: Mr. Sam Bennett

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		
Mr. Phil Hunt, Vice-President	X		

13.1 Updates

- COVID-19 Update
 - Area district mask requirements
 - Confirmed cases and quarantine numbers
 - Current protocols and staff expectations
 - Vaccination clinic
- Muskingum Valley Health Centers (MVHC) Update
- SHP Update

Minutes:

Dr. Hire provided the Board with detailed information regarding COVID cases in Coshocton and surrounding areas as well as absences in the school. He also asked the Board to reconsider implementing a mask requirement of some sort, providing suggestions. He stated that the cases are not improving, he is concerned about not only our students and staff but those who can carry COVID at home. He stated he will act on and support whatever the Board decides, but he felt compelled to bring this back up with the board for the sake of the safety of our staff and students. Dr. Hire asked the Board to consider doing one of three things. 1.) Reconsider masking on a regular basis, 2.) Consider part-time masking when students and/or staff are moving around - in the halls, etc. 3.) Consider scheduling a special meeting to re-assess our current practice and determine if it is effective.

Attachments:

13.2 103.1-2021 Personnel

- **New Employees**

- Change start date for Matt Hartley, CHS Educational Assistant 1:1 Career Center
 - From September 27, 2021 to October 11, 2021

- **Salary Adjustments**

- Barbara Breen from BA +15 to MA effective September 1, 2022
- Correct Charles Sours from MA Step 3 (previously approved on 7/29/2021) to MA Step 2
- Correct Kimberlee Kulczycki from BA Step 9 (previously approved on 6/24/21) to BA Step 5
- Correct Kristi Timmons from MA Step 1 (previously approved on 7/29/21) to MA +15 Step 1

- **Resignations**

- Matt Hartley, Educational Assistant 1:1 CCCC - Effective October 13, 2021

- **Certified Supplemental Contracts**

- Jimmy Allison - CHS After School Intervention (Study Tables)
- Shelley Batchelor - CHS Friday School

- **Unpaid Leave**

- Matt Leppla - Sept. 9-10, 2021 - 2 days

- **Stipend(s)**

- It is recommended that Jennifer Andrews be paid a stipend of \$1,300 for time worked in addition to her regular contracted hours during the 2021 Summer School sessions, to be paid from ESSER II funds budgeted for Summer School Support Services.

Minutes:

The vote for this item is recorded on 13.0.

Result: Approved

Resolution: 103.1-2021

13.3 103.2-2021 District Policy and Plan for Gifted Students

It is recommended that the Board of Education approve the District Policy and Plan for the Identification and Service of Children who are gifted for the 2021-2022 school year.

Minutes:

The vote for this item is recorded on 13.0.

This is an annual approval of required District documentation.

Result: Approved

Resolution: 103.2-2021

Attachments:

[CO Gifted Operations Handbook FINAL 10-15-2021.pdf](#)

13.4 103.3-2021 Career Advising Policy #2413

It is recommended that the Board of Education review and affirm our Career Advising Policy #2413 for submission. This policy must be reviewed every two years.

Minutes:

The vote for this item is recorded on 13.0.

This is a biennial approval of required District documentation.

Result: Approved

Resolution: 103.3-2021

Attachments:

[po_2413_Career_Advising.pdf](#)

13.5 103.4-2021 NEOLA Policies - First Reading

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

- (R) 0147 - Compensation
- (R) 1432 - Sick Leave (Administration)
- (R) 1530 - Evaluation of Principals and Other Administrators
- (R) 2271 - College Credit Plus Program
- (N) 2370.01 - Blended Learning
- (R) 3432 - Sick Leave (Professional Staff-Certified)
- (R) 4432 - Sick Leave (Classified)
- (R) 5111 - Eligibility of Resident/Nonresident Students
- (R) 5111.02 - Educational Opportunity for Military Children
- (R) 5200 - Attendance
- (R) 5350 - Student Mental Health and Suicide Prevention
- (R) 5464 - Early High School Graduation
- (R) 5516 - Student Hazing
- (R) 5630.01 - Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion
- (R) 6114 - Cost Principles - Spending Federal Funds
- (R) 7300 - Disposition of Real Property/Personal Property
- (R) 8330 - Student Records
- (R) 8400 - School Safety
- (R) 8462 - Student Abuse and Neglect
- (R) 8600 - Transportation

- (R) 8651 - Nonroutine Use of School Buses
- (R) 8740 - Bonding

Minutes:

The vote for this item is recorded on 13.0.

Ms. Eyerman explained, saying that there was some obvious confusion after Ms. Heidi Collins accused the Board of voting to give themselves a raise last month. She stated there was no vote last month for this, only discussion and that voting for the 0147 Compensation Policy would not be voting to give themselves a raise. She explained that if they voted to approve the increase, they would be voting to pay any new incumbents the new rate of pay. All existing Board members would continue to receive the pay they are currently receiving. The only way it would pertain to any existing Board members is if their current term expires, they run for re-election and are voted back into the Board seat. Upon the start of their new term, they would receive the newly voted rate.

Mr. Johnson asked when the last time was that the compensation for the Board was increased. Ms. Eyerman said it was in 1987.

Result: Approved

Resolution: 103.4-2021

Attachments:

- [po 0147 Compensation.pdf](#)
- [po 1432 Sick Leave.pdf](#)
- [po 1530 Evaluation of Principals and Other Administrators.pdf](#)
- [po 2271 College Credit Plus Program.pdf](#)
- [po 2370.01 Blended Learning.pdf](#)
- [po 3432 Sick Leave.pdf](#)
- [po 4432 Sick Leave.pdf](#)
- [po 5111 Eligibility of Resident-Nonresident Students.pdf](#)
- [po 5111.02 Educational Opportunity for Military Children.pdf](#)
- [po 5200 Attendance.pdf](#)
- [po 5350 Student Mental Health and Suicide Prevention.pdf](#)
- [po 5464 Early High School Graduation.pdf](#)
- [po 5516 Student Hazing.pdf](#)
- [po 5630.01 Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion.pdf](#)
- [po 6114 Cost Principles - Spending Federal Funds.pdf](#)
- [po 7300 Disposition of Real Property-Personal Property.pdf](#)
- [po 8330 Student Records.pdf](#)
- [po 8400 School Safety.pdf](#)
- [po 8462 Student Abuse and Neglect.pdf](#)
- [po 8600 Transportation.pdf](#)
- [po 8651 Nonroutine Use of School Buses.pdf](#)
- [po 8740 Bonding.pdf](#)

14 "Great Things"

Dr. David Hire, Superintendent

Minutes:

Dr. Hire read through the list of "Great Things."

Attachments:

- [2021 October 21 Great Things.pdf](#)

15 Announcements

- 18th Annual Community Thanksgiving Dinner - Thursday, November 18, 2021 at Coshocton High School (curbside pick-up only)

16 Next Meeting(s)

- Regular Meeting - Thursday, November 18, 2021 at 6:30 p.m. at Coshocton Elementary School

17 104-2021 Executive Session

It is recommended that the Board of Education enter Executive Session for the purpose of: to prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment with no action to follow.

Minutes:

The board voted to go into executive session at 7:54 p.m. with no action after.

Result: Approved

Resolution: 104-2021

Motioned: Mr. Tad Johnson

Seconded: Mr. Phil Hunt

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

18 105-2021 Exit Executive Session & Adjournment

It is recommended that the Board of Education exit Executive Session and adjourn the meeting.

Minutes:

The Board exited executive session and adjourned at 9:27 p.m.

Result: Approved

Resolution: 105-2021

Motioned: Mr. Steve Clark

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		
Mr. Phil Hunt, Vice-President	X		

ATTESTATION:

Terri Eyerman, Treasurer

Dr. Jere Butcher, President