

Board of Education Regular Meeting Minutes

Board of Education

Coshocton City Schools - Coshocton Elementary School, 1203 Cambridge Rd., Coshocton OH
Thursday, November 18, 2021
6:30pm

Present: Mr. Michael McKee, CCEA President; Mrs. Pamela Thomas, OAPSE President; Dr. David Hire, Superintendent; Ms. Terri Eyerman, Treasurer; Kaitlyn Ashbrook, Director of Curriculum & Federal Programs; Jason Olinger, Instructional Technology Director

Absent: Dr. Jere Butcher, President; Mr. Steve Clark, Member; Mr. Tad Johnson, Member; Mr. Sam Bennett, Member; Mr. Phil Hunt, Vice-President

1 115-2021 Call to Order

President

Minutes:

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

Resolution: 115-2021

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:

The Mission Statement was read by Dr. Jere Butcher.

4 Roll Call

Ms. Terri Eyerman, Treasurer

Minutes:

All Board members were present.

5 116-2021 Adoption of the Agenda

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

Result: Approved

Resolution: 116-2021

Motioned: Mr. Sam Bennett

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		

6 117-2021 Approval of Meeting Minutes

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

Resolution: 117-2021

Attachments:

[2021 Oct 29 Meeting Minutes Spec .pdf](#)

[2021 Oct 21 Reg Meeting Minutes.pdf](#)

[2021 Nov 2 Meeting Minutes Spec .pdf](#)

6.1 117.1-2021 Regular Meeting - Thursday, October 21, 2021

Resolution: 117.1-2021

Motioned: Mr. Phil Hunt

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		

6.2 117.2-2021 Special Meeting - Friday, October 29, 2021

Result: Approved

Resolution: 117.2-2021

Motioned: Mr. Phil Hunt

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		

6.3 117.3-2021 Special Meeting - Tuesday, November 2, 2021

Result: Approved

Resolution: 117.3-2021

Motioned: Mr. Phil Hunt

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		

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. Jennifer Spang spoke to the Board about the substitute shortage crisis - addressed the board regarding the teachers having to sub for other teachers because of the

Roadblocks to subbing - Rachel Wixey associates - the site is awful.

Title teachers are supposed to be the Reading Specialist, not subbing in classrooms.

Dr. Butcher thanked Ms. Spang for the information that she provided, stating that the Board was not aware of all of the information that she provided and the concerns with Wixey will be looked into. He also stated that he has been following the news about the shortages of substitutes in school districts across the country and that he is aware, and that this IS a concern for the Board.

8 118-2021 Enter Executive Session

It is recommended that the Board of Education enter into Executive Session to consider the employment of a public employee and the investigation of complaints against a public employee.

Minutes:

Entered Executive Session at 6:52 p.m.

The Board exited Executive Session and resumed the meeting at 7:43 pm

Result: Approved

Resolution: 118-2021

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		
Mr. Phil Hunt, Vice-President	X		

9 Board Discussion Items

Minutes:

There were no Board Discussion Items.

10 119-2021 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 11.5.

Resolution: 119-2021

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		
Mr. Phil Hunt, Vice-President	X		

10.1 Updates

Insurance Committee to meet (tentative date) December 13, 2021. This is the first meeting of the year. ALR will be presenting Plan usage data through November of 2021. Attached report is Fund balance data through October 2021.

Attachments:

[Fund Balance Report 2021.10.pdf](#)

10.2 119.1-2021 Monthly Financial Report

Minutes:

The vote for this item is recorded in 11.0.

Result: Approved

Resolution: 119.1-2021

Attachments:

[2021.10.31 0 Monthly Summary Report - Copy.pdf](#)

10.3 119.2-2021 Five Year Forecast

It is recommended that the Board of Education approve the November 2021 Five Year Forecast.

Minutes:

Ms. Eyerman presented the five-year forecast to the board highlighting the following:

Local revenue - the District saw a reduction due to a large exempted property reducing the total valuation and loss of revenue from that property.

State revenue is expected to change in December. The reflected revenue as as it has been historically and does not include estimates of the new state funding formula.

Personnel includes a 2.5% increase this year and incorporating in FY24 the salaries from employee positions hired this year and currently paid from ESSER.

Benefits include a 3.5% increase in insurance this year (expecting possibly a 7% but only for half of the year since it is already half over. Also includes the board expense for STRS, Insurance Medicaid and Workers' comp for employees hired this year where these expenses are currently being paid from ESSER.

Purchased services also include expenditures currently being covered by ESSER funds - reincorporated into the forecast in FY2024.

She stated that - while this forecast shows a large cash deficit in year 3 of the forecast, her recommendation would be to wait until we know how the new funding formula will impact the forecast before any plans of action are developed and/or taken. She said once the district has been provided accurate data on the new formula, the forecast would be updated to reflect the impact and presented to the Board and submitted to the State of Ohio again.

The vote for this item is recorded in 11.0.

Result: Approved

Resolution: 119.2-2021

Attachments:

10.4 119.3-2021 Donations

Monetary Donations

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

- David Bowman - \$500
- Michael McKee - \$100
- Barry & Susan Nolan - \$100

• **Community Thanksgiving Dinner - Fund 007-946A**

- Coshocton Chiropractic Health Center - \$100
- Willow Leaf Inc - \$200
- Dr. David Erwin & Assoc. Inc. - \$25
- Cleveland-Cliffs Steel Corporation - \$1,500

• **Athletics Special Projects - Fund 300-941D**

- Cleveland-Cliffs Steel Corporation - \$1,500

Minutes:

The vote for this item is recorded in 11.0.

Result: Approved

Resolution: 119.3-2021

10.5 119.4-2021 Establish New Scholarship Fund

It is recommended that the Board of Education approve the establishment of the Graclynn Rose Memorial Scholarship Fund Number 019-961B. This will be an annual scholarship from 2022 through 2038.

Minutes:

The vote for this item is recorded in 11.0.

Result: Approved

Resolution: 119.4-2021

Attachments:

[Graclynn Rose Memorial Scholarship 2022-2038.pdf](#)

11 120-2021 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: 120-2021

Motioned: Mr. Phil Hunt

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		
Mr. Phil Hunt, Vice-President	X		

11.1 120.1-2021 MVESC - After School Services Agreement

It is recommended that the Board of Education approve the Agreement with Muskingum Valley Educational Service Center (MVESC) to provide for afterschool program services from October 18, 2021 through June 30, 2022 for a total estimated cost of \$104,352.96 to be paid from ARP ESSER Funds. This amount is part of the 20% required Extended Learning set-aside.

Minutes:

The vote for this item is recorded in 12.0.

Result: Approved

Resolution: 120.1-2021

Attachments:

[MVESC Coshocton City Afterschool Agreement.pdf](#)
[CoshCityAfterSchool Est Cost Worksheet.pdf](#)

11.2 120.2-2021 Chromebook Purchase - ERate Reimbursement

It is recommended that the Board of Education approve the purchase of 1,000 Chromebooks for students effective September 2021. The purchase will be charged to the general fund for the full amount of the purchase of \$291,000. One hundred percent (100%) of the purchase will be reimbursed from ERate, resulting in a zero expense to the general fund account.

Minutes:

The vote for this item is recorded in 12.0.

Result: Approved

Resolution: 120.2-2021

Attachments:

[XTKQ51432 Dell 3100 - 1000 CB.pdf](#)

11.3 120.3-2021 MOU with the City of Coshocton for Broadband Connectivity

It is recommended that the Board of Education review and take action if necessary on the MOU with the City of Coshocton for Broadband Connectivity originally approved at the December 17, 2020 Board of Education Meeting (Resolution # 139.2-2020).

Minutes:

The vote for this item is recorded in 12.0.

Result: Approved

Resolution: 120.3-2021

Attachments:

[MOU City of Coshocton Broadband Connectivity Grant.pdf](#)

[City of Coshocton MOU-replacement- Broadband Connectivity Grant BOE 2021.11.18.pdf](#)

12 121-2021 Superintendent Report and Recommendations

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

Minutes:

This vote is inclusive of items 13.2 through 13.6.

Resolution: 121-2021

Motioned: Mr. Steve Clark

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		
Mr. Phil Hunt, Vice-President	X		

12.1 Updates

- Local Report Card Results - 2020-2021 School Year
- COVID-19 Update

Attachments:

[New School Quarantine Protocol 10-28-21.pdf](#)

[Mask to Stay Test to Play.pdf](#)

[K-12 Guidance Change FINAL-102521.pdf](#)

12.2 121.1-2021 Personnel

Contracts are pending all required paperwork and FBI/BCI Background checks.

• New Employees

- Heidi Floate - Educational Assistant 1:1 CCCC - Effective November 1, 2021 - 6.0 hours per day

• Retirements

- Kathleen Laughlin - CES Intervention Specialist - Effective July 1, 2022

- **Resignations**

- Totyanna Johnson - CES Custodian - Resignation Date and Last Day Worked - November 5, 2021

- **Certified Supplemental Contracts**

- **Rescind**

- Kevin Kittell - Quiz Team - Level 3 (previously approved May 20, 2021)
- Jacie Wright - 9th Grade Volleyball - Level 3 (previously approved 6/17/21)

- **Approve**

- Kevin Kittell - Quiz Team - Level 2
- Jacie Wright - 9th Grade Volleyball - Level 2
- Kimberly Beaumont - Friday School Supervisor
- Stacey Ganz - Home Instructor - Effective 9/17/21 for the 2021-2022 School Year
- Dawn Peterson - Afterschool Intervention (Study Tables)

- **Pupil Activity Contracts (Classified Staff)**

- John McPeak - 7/8 Grade Girls Basketball - Level 1

- **Pupil Activity Contracts (Classified Non-Staff)**

- **Rescind**

- Susan Jackson - Reserve Assistant Varsity Volleyball - Level 3 (previously approved 6/17/21)

- **Approve**

- Susan Jackson - Reserve Assistant Varsity Volleyball - Level 1
- Nathan Fauver - 7/8 Grade Girls Basketball Assistant - Volunteer
- Robert Durben - 7/8 Grade Wrestling Assistant - Level 1

- **Resignations**

- Brandi Neighbor - Head Varsity Cheerleading Advisor - Level 3 - Effective November 9, 2021

- **Athletic Service Contracts**

- Dan Arney - Boys Basketball - Scorebook - \$25 per day
- Mary Stenner - Boys & Girls Basketball Announcer - \$25 per game
- Steve Chrisman - Boys & Girls Basketball Announcer (Sub) - \$25 per game
- Jim Ruby - Boys & Girls Basketball Helper - \$10 per game
- Wendy Kimberley - Girls Basketball Scorebook - \$25 per day
- Wendy Kimberley - Boys Basketball Stat Board - \$25 per day

- Lori Chrisman - Boys Basketball Scoreboard/Clock - \$25 per day
- Lori Chrisman - Girls Basketball Scoreboard/Clock - \$25 per day
- Lori Chrisman - 9th Grade Boys Basketball Scoreboard/Clock - \$20 per game
- Lori Chrisman - Jr. High Boys & Girls Basketball Clock - \$25 per day
- Zen Howard - Basketball Scoreboard (Sub) - \$25 per day
- Jaiden Arnold - Girls Basketball Stat Board - \$25 per day
- Jana VanDusen - Ticket Taker - \$35 for Double Game Event - \$25 for Single Game Event
- Lisa Cutshall - Ticket Taker - \$35 for Double Game Event - \$25 for Single Game Event
- Shelby Smith - Ticket Taker - \$35 for Double Game Event - \$25 for Single Game Event
- Shayn Krebs - Ticket Taker - \$35 for Double Game Event - \$25 for Single Game Event
- Becky Mobley - Ticket Taker - \$35 for Double Game Event - \$25 for Single Game Event
- Jo deJesu - Ticket Taker - \$35 for Double Game Event - \$25 for Single Game Event

Minutes:

The vote for this item is recorded in 13.0.

Result: Approved

Resolution: 121.1-2021

Attachments:

[H Floate application.pdf](#)

[K Laughlin Retirement Letter.pdf](#)

12.3 121.2-2021 2021-2022 Resident Educator Mentors/Facilitators

It is recommended that the Board of Education approve the following staff members for the Coshocton City Schools Resident Educator Program for the 2021-2022 school year at the negotiated rate as submitted by Kaitlyn Ashbrook, Director of Curriculum & Federal Programs:

• **Mentor Leaders**

- Shelley Batchelor
- Shari Lonsberry

• **Facilitators**

- Leslie Croft - Facilitator for the following:
 - Heather Kistler - Year 4 Leadership
 - Kinsey McFadden - Year 4 Leadership
 - Caley Song - Year 4 Leadership
 - Hayley Puntenney - Year 4 Leadership
 - Darby Smith - Year 3 Leadership
- Kelly McCrea - Facilitator for the following:
 - Mallory Amore - Year 3 RESA
 - Chuck Sours - Year 3 RESA

• **Mentors**

- Carlynda Collins - Mentor for Kristi Timmons - Year 2
- Christy Baylor - Mentor for Erika Michaels - Year 1
- Shelley Batchelor - Mentor for Abigail Adams - Year 1
- Shari Lonsberry - Mentor for Jenni Carmichael - Year 1
- Donna Yoder - Mentor for Shelby Smith - Year 1
- Kay Olinger - Mentor for Emily Mann - Year 2

Minutes:

The vote for this item is recorded in 13.0.

Result: Approved

Resolution: 121.2-2021

12.4 121.3-2021 Approval of Job Description

It is recommended that the Board of Education approve the job description for the Director of Engagement.

Minutes:

The vote for this item is recorded in 13.0.

Result: Approved

Resolution: 121.3-2021

Attachments:

[118 Director of Engagement Job Description.pdf](#)

12.5 121.4-2021 NEOLA Policy Substitute Teachers Resolution

THE COSHOCTON CITY SCHOOL DISTRICT BOARD OF EDUCATION

EMPLOYMENT OF SUBSTITUTE TEACHERS

WHEREAS, the Coshocton City School District Board of Education (“Board of Education”) anticipates that the District may experience difficulty obtaining substitute teachers during the 2021-2022 school year amidst the ongoing COVID-19 pandemic; and **WHEREAS**, pursuant to authority granted in Section 4 of Senate Bill 1, which was enacted by the 134th General Assembly and became effective as an emergency measure on October 28, 2021, the Board of Education may establish its own education requirements for individuals to serve as substitute teachers in the District during the 2021-2022 school year; and **WHEREAS**, the Board of Education desires to temporarily adopt modified education requirements for substitute teachers in accordance with the law during the current school year as a measure to help ensure availability of a sufficient number of substitute teachers. **NOW THEREFORE**, be it resolved by the Coshocton City School District Board of Education as follows: **SECTION I** The Board of Education temporarily authorizes the employment of substitute teachers who do not hold post-secondary degrees, as is otherwise required pursuant to Ohio law and regulations, including Ohio Revised Code 3319.226 and 3319.30, Ohio Administrative Code Section 3301-23-44, and/or Board Policy 3120.04 - Employment of Substitutes, during the 2021-2022 school year. In addition to fulfilling the educational requirements adopted by the Board of Education, an individual must be of good moral character and must have completed all required criminal background checks, as well as obtained a valid non-renewable temporary substitute teaching license issued by the Ohio Department of Education to serve as a substitute teacher in the District. **SECTION II** It is found and determined that all formal action of this Board concerning or related to the adoption of this Resolution was adopted in an

open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

Minutes:

The vote for this item is recorded in 13.0.

Result: Approved

Resolution: 121.4-2021

12.6 121.5-2021 NEOLA Policies - Second Reading

It is recommended that the Board of Education approve the second reading and approve 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 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 in 13.0.

Result: Approved

Resolution: 121.5-2021

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](#)

13 "Great Things"

Dr. David Hire, Superintendent

Attachments:

[2021 November Great Things.pdf](#)

14 Announcements

15 Next Meeting(s)

Regular Meeting - Thursday, December 16, 2021 at 6:30 p.m. in the Coshocton Elementary School Library

Special Meeting -

16 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 with no action to follow.

Minutes:

No executive session was needed.

17 122-2021 Exit Executive Session and Adjournment

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

Minutes:

The meeting was adjourned 8:43 p.m.

Result: Approved

Resolution: 122-2021

Motioned: Mr. Sam Bennett

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		

ATTESTATION:

Terri Eyerman, Treasurer

Dr. Jere Butcher, President