

# Board of Education Tax Budget Hearing & Organizational Meeting Minutes

## Board of Education

Coshocton City Schools - Coshocton Elementary School, 1203 Cambridge Rd., Coshocton OH

Thursday, January 13, 2022

6:30pm

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

## 1 6:30 p.m. Tax Budget Hearing for Fiscal Year 2023

---

### Minutes:

Ms. Eyerman provided a copy of the Tax Budget to be discussed. She then presented the Tax Budget to the Board members and all in attendance. She reviewed each section of the document and referenced the source of the data on each page. She stated that all of the data populated on each page came from information the Board has seen prior to this presentation. She stated that the Tax Budget was the place where all of the information is consolidated into one place and sometimes in a different format for the purpose of providing the data in a usable format to the County Auditor's office. After the presentation of the data on each page of the Tax Budget with an explanation, Ms. Eyerman opened the discussion for questions. There were none. The Tax Budget Hearing was concluded.

The approval of the Tax Budget for submission to the County Auditor will be on the Regular Meeting agenda to follow, in the Treasurer's Section for a motion to approve and vote of the Board.

### Attachments:

[Tax Budget Commencing on July 1 2022.pdf](#)

## 2 001-2022 Call to Order

President

---

### Minutes:

Dr. Butcher, President Pro tem, called the meeting to order at 6:34 p.m.

**Resolution:** 001-2022

## 3 Pledge of Allegiance

---

## 4 Roll Call

Ms. Terri Eyerman, Treasurer

---

### Minutes:

Mr. Phil Hunt was not in attendance. (Mr. Hunt was quarantined and not able to attend the meeting, he was, however, on the Zoom call of the meeting listening. The law at this time does not allow remote participation by members of the Board so he could not be considered in attendance.)

All other members of the Board were in attendance.

Voter	Yes	No	Abstaining
Mr. Sam Bennett, Member	X		
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mrs. Susan Mann, Board Member	X		

## 5 002-2022 Election of Officers

**Minutes:**

Both the newly nominated President and Vice President were approved by a vote of the Board.

**Result:** Approved

**Resolution:** 002-2022

**Motioned:** Mr. Steve Clark

**Seconded:** Dr. Jere Butcher

Voter	Yes	No	Abstaining
Mr. Sam Bennett, Member	X		
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mrs. Susan Mann, Board Member	X		

### 5.1 002.01-2022 Oaths of Office for Newly Elected Board of Education Members

Ms. Terri Eyerman, Treasurer

**Minutes:**

Ms. Eyerman read: do you solemnly swear that you will support the Constitution of the United States, and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as a Member of the Board of Education of the Coshocton City School District, Coshocton County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your continuance in said office and until your successor is chosen and qualified?" Both Mrs. Susan Mann and Dr. Jere Butcher answered "I do".

Dr. Jere Butcher and Mrs, Susan Mann are now officially sworn into office as members of the Board of Education.

**Resolution:** 002.01-2022

**Motioned:** Mr. Steve Clark

**Seconded:** Dr. Jere Butcher

Voter	Yes	No	Abstaining
Mr. Sam Bennett, Member	X		

Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mrs. Susan Mann, Board Member	X		

## 5.2 002.2-2022 President

---

Nominations and Vote

**Minutes:**

Mr. Steve Clark nominated Mr. Phil Hunt to serve as the Board President. Mr. Phil Hunt was absent. Acceptance and swearing into office is tabled until the January 20th Special Board Meeting

**Result:** Tabled

**Resolution:** 002.2-2022

## 5.3 002.03-2022 Vice-President

---

Nominations and Vote

**Minutes:**

Dr. Jere Butcher nominated Mr. Sam Bennett to serve as Vice-President of the Board of Education. Mr. Steve Clark motioned, and Dr. Jere Butcher seconded the motion. The Board members voted to approve me Sam Bennett as Vice-President of the Board of Education. Mr. Bennett then went on to lead the balance of the meeting in Mr. Hunt's absence.

**Result:** Approved

**Resolution:** 002.03-2022

**Motioned:** Mr. Steve Clark

**Seconded:** Dr. Jere Butcher

Voter	Yes	No	Abstaining
Mr. Sam Bennett, Member	X		
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mrs. Susan Mann, Board Member	X		

## 5.4 002.4-2022 Oaths of Office for New Officers

Ms. Terri Eyerman, Treasurer

---

**Minutes:**

Mr. Phil Hunt will be sworn in at the January 20th Special Board Meeting.

Ms. Eyerman read to Mr. Bennett: "Do you solemnly swear that you will support the Constitution of the United States, and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as the Vice President of the Board of Education of the Coshocton City School District, Coshocton County, Ohio, to the best of your ability, and in accordance with the laws now in

effect and hereinafter to be enacted, during your continuance in said office and until your successor is chosen and qualified?" Mr. Bennett answered "I Do" Mr. Bennett is now officially sworn in as the Vice-President of the Coshocton City Board of Education.

**Resolution:** 002.4-2022

## 6 003-2022 Adoption of the Agenda

---

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

**Minutes:**

Mr. Sam Bennett, Vice-President of the Board of Education now the presiding officer, asked for a motion to open discussion about the agenda. Dr. Butcher motioned, Mrs. Mann seconded the motion. Mr. Bennett asked if there were any changes to the agenda. With no changes made, Mr. Bennett called for the vote. The Board approved the agenda as presented.

**Result:** Approved

**Resolution:** 003-2022

**Motioned:** Dr. Jere Butcher

**Seconded:** Mrs. Susan Mann

Voter	Yes	No	Abstaining
Mr. Sam Bennett, Member	X		
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mrs. Susan Mann, Board Member	X		

## 7 004-2022 Recommendation of Appointees

---

**Minutes:**

Mr. Sam Bennett tabled the recommended appointments until the January 20 Special meeting so all Board members could be present.

**Result:** Tabled

**Resolution:** 004-2022

### 7.1 004.01-2022 City Recreation Board

---

Appoint two members to the City Recreation Board for 2022

**Result:** Tabled

**Resolution:** 004.01-2022

### 7.2 004.02-2022 Tax Incentive Review Council Member

---

Appoint one member to the Tax Incentive Review Council for the Coshocton Enterprise Zone for 2022.

(O.R.C. 5709.63B)

**Result:** Tabled

**Resolution:** 004.02-2022

### 7.3 004.03-2022 OSBA Capital Conference Delegates

---

Appoint one member as a delegate and one member as alternate delegate to the Ohio School Boards Association (OSBA) Capital Conference for 2022.

**Result:** Tabled

**Resolution:** 004.03-2022

### 7.4 004.04-2022 Legislative Liaisons to OSBA

---

Appoint one member as the legislative liaison and one member as the alternate legislative liaison to the Ohio School Boards Association (OSBA) for 2022.

**Result:** Tabled

**Resolution:** 004.04-2022

### 7.5 004.05-2022 META Solutions Delegate

---

Appoint one member as the district's delegate to META Solutions and appoint the administrative alternate as the District Treasurer.

**Result:** Tabled

**Resolution:** 004.05-2022

### 7.6 004.06-2022 Public Records Training Designee

---

Appoint the District Treasurer as the designee to attend public records training as required for each Board Member's respective term of office. (O.R.C. 109.43)

**Result:** Tabled

**Resolution:** 004.06-2022

### 7.7 004.07-2022 Board Advisory Committee Appointments

---

- Appoint one member to the Insurance Committee.
- Appoint two members to the Athletic Council.

**Result:** Tabled

**Resolution:** 004.07-2022

### 7.8 004.08-2022 Approval of Appointees

---

It is recommended that the Board of Education approve the appointees designated by the Board

President.

**Minutes:**

The designation of Appointees was tabled until the January 20th Special Meeting, when the newly voted Board President, Mr. Phil Hunt will name appointees.

**Result:** Tabled

**Resolution:** 004.08-2022

## 8 005-2022 Organizational Motions

---

**Minutes:**

Mr. Bennett called for a motion to open discussion on the Organizational Motions. Mrs. Mann motioned, Mr. Bennett seconded the motion. Each item listed under the organizational motions was mentioned with now additional comments. Mr. Bennett called for a vote. The Board members approved the Organizational Motions as presented.

**Result:** Approved

**Resolution:** 005-2022

**Motioned:** Mrs. Susan Mann

**Seconded:** Mr. Sam Bennett

Voter	Yes	No	Abstaining
Mr. Sam Bennett, Member	X		
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mrs. Susan Mann, Board Member	X		

### 8.1 005.01-2022 Board Meeting Dates

---

It is recommended that the Board of Education establish its regular meeting dates as the third Thursday of each month. These meetings will be held at the Coshocton Elementary School in the media center at 6:30 p.m. unless otherwise posted in the public notice. (The public notice shall be provided through designated media sources and the district website.)

**Result:** Approved

**Resolution:** 005.01-2022

### 8.2 005.02-2022 Board Member Compensation

---

It is recommended that the Board of Education approve the compensation of Board Members in accordance with O.R.C. 3313.12 and Board Policy 0147 approved Nov 18, 2021 Resolution # 121.5-2021. Beginning in January 2022, the new rates per board member per meeting are as follows:

- Dr. Jere Butcher - \$125
- Mr. A. Sam Bennett - \$85
- Mr. Steve Clark - \$85
- Mr. Phil Hunt - \$85

- Mrs. Susan Mann - \$125

**Result:** Approved

**Resolution:** 005.02-2022

**Attachments:**

[po -147 Compensation.pdf](#)

### 8.3 005.03-2022 Advances

---

It is recommended that the Board of Education authorize the Treasurer to secure advances from the Auditor when funds are available and payable to the school district.

**Result:** Approved

**Resolution:** 005.03-2022

### 8.4 005.04-2022 Bills, Payroll & Other Obligations

---

It is recommended that the Board of Education authorize the Treasurer to pay bills, payroll, and other obligations, within the Appropriations Resolutions, as due each month.

**Result:** Approved

**Resolution:** 005.04-2022

### 8.5 005.05-2022 Adjusting Account Balances

---

It is recommended that the Board of Education authorize the Treasurer to adjust account balances as necessary to provide for encumbrances in all funds, including the transfer of necessary dollar amounts from salary accounts to sick, personal, and vacation leave accounts in order to balance accounts. Composite activity is to be reported quarterly.

**Result:** Approved

**Resolution:** 005.05-2022

### 8.6 005.06-2022 Investment Activity

---

It is recommended that the Board of Education authorize the Treasurer to invest active, inactive, and/or interim funds as cash flow permits.

**Result:** Approved

**Resolution:** 005.06-2022

### 8.7 005.07-2022 FMLA Administrator

---

It is recommended that the Board of Education authorize the Treasurer to be designated the FMLA Administrator to approve requested leaves in accordance with Board policy and negotiated agreements.

**Result:** Approved

**Resolution:** 005.07-2022

## 8.8 005.08-2022 Credit Card Compliance Officer

---

It is recommended that the Board of Education appoint the Treasurer to serve as the credit card compliance officer to review officers' and employees' use of credit card accounts at least once every six (6) months under policy number 6423 "Use of Credit Cards."

**Result:** Approved

**Resolution:** 005.08-2022

## 8.9 005.09-2022 Use of Buses

---

It is recommended that the Board of Education authorize the Superintendent, or designee, to approve the use of buses for field trips and athletic trips, and the authority to designate or relocate subsequent school bus stops after the initial annual approval by the Board of Education.

**Result:** Approved

**Resolution:** 005.09-2022

## 8.10 005.10-2022 Purchasing Agent

---

It is recommended that the Board of Education authorize the Superintendent to be designated as the Purchasing Agent to approve purchases within the annual appropriate measures for the calendar year 2022.

**Result:** Approved

**Resolution:** 005.10-2022

## 8.11 005.11-2022 Temporary Personnel

---

It is recommended that the Board of Education authorize the Superintendent to employ such temporary personnel as needed for emergency situations. Such employment will be presented for approval by the Board at the next regular meeting.

**Result:** Approved

**Resolution:** 005.11-2022

## 8.12 005.12-2022 Suspension Appeals, Hearing of Grievances, Etc.

---

It is recommended that the Board of Education authorize the Superintendent to act as the Board designee in such matters as suspension appeals, the hearing of grievances and such similar matters.

**Result:** Approved

**Resolution:** 005.12-2022

## 8.13 005.13-2022 Federal & State Programs Participation & Required Applications & Reports

---



It is recommended that the Board of Education authorize the Superintendent and the Treasurer to participate in all appropriate federal and state programs and to file the required applications and reports.

**Result:** Approved

**Resolution:** 005.13-2022

## 8.14 005.14-2022 Designated News Outlets

---

It is recommended that the Board of Education designate the Coshocton County Beacon and the Coshocton Tribune as the official newspapers and WTNS as the official radio station of the Board of Education.

**Result:** Approved

**Resolution:** 005.14-2022

## 8.15 005.15-2022 Service Fund

---

It is recommended that the Board of Education establish a Service Fund for the payment of expenses actually incurred by Board members in the performance of their duties or members-elect in training and orientation to the performance of their duties. (R.C. 3315.15)

**Result:** Approved

**Resolution:** 005.15-2022

## 9 006-2022 Adjournment

---

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

**Minutes:**

Mr. Clsrk motioned to adjourn the meeting. Dr. Butcher seconded the motion. The Board members voted to adjourn the meeting at 6:46 p.m.

**Result:** Approved

**Resolution:** 006-2022

**Motioned:** Mr. Steve Clark

**Seconded:** Dr. Jere Butcher

Voter	Yes	No	Abstaining
Mr. Sam Bennett, Member	X		
Dr. Jere Butcher, President	X		
Mr. Steve Clark, Member	X		
Mrs. Susan Mann, Board Member	X		