

Board of Education Regular 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; Mrs. Susan Mann, Board Member; Ms. Terri Eyerman, Treasurer; Dr. David Hire, Superintendent

Absent: Mr. Phil Hunt, Vice-President

1 007-2022 Call to Order

President

Minutes:

The meeting was called to order at 6:49 p.m.

Resolution: 007-2022

2 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 Susie Mann.

3 Roll Call

Ms. Terri Eyerman, Treasurer

Minutes:

Mr. Phil Hunt was absent. (Mr. Hunt is quarantined, therefore could not attend the meeting in person. He was, however, listening to the meeting on Zoom. By law, he cannot participate as a Board member via virtual participation so he is recorded absent as a Board Member for this meeting.)

All other Board members were present for the meeting.

4 008-2022 Adoption of the Agenda

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

Minutes:

Mr. Bennett called for a motion to open discussion for Adoption of the Agenda. Dr. Butcher motioned, Mr. Bennett seconded the motion. Mr. Bennett then asked if there were any changes to the agenda as presented. Ms. Eyerman stated that there is an addendum to the original agenda as presented to the Board. The addendum is to add the approval of the Tax Budget to Item 11 Treasurer's Report and Recommendation - 11.2 Tax Budget. Mr. Bennett opened the floor for comments. Receiving none, he called for a vote to approve the agenda and the addendum. The Board voted to adopt the Agenda and the Addendum.

Result: Approved

Resolution: 008-2022

Motioned: Dr. Jere Butcher

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		

5 009-2021 Approval of Meeting Minutes

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

Minutes:

Mr. Bennet called for a motion to open a discussion of the Meeting Minutes.

Result: Approved

Resolution: 009-2021

5.1 009.01-2022 Approval of Meeting Minutes - December 16, 2021

- Regular Meeting - Thursday, December 16, 2021

Minutes:

Mr. Clark motioned to open discussion of the meeting minutes. Mrs. Mann seconded the motion. Mr. Bennett provided a moment for the Board members to state any comments or concerns with the meeting minutes as presented, hearing none, he called for a vote to approve the meeting minutes as presented.

Result: Approved

Resolution: 009.01-2022

Motioned: Mr. Steve Clark

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		

Attachments:

6 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:

Mr. Bennett read the purpose of the meeting stated in item 6 and opened the floor for public participation. There was no public participation at this meeting.

7 010-2022 Board Commendations

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

Resolution: 010-2022

7.1 010.1-2022 Updated Fall Sports Commendations

It is recommended that the Board of Education approve the updated commendations from the December 16, 2021 Board of Education meeting to read as follows:

- **Boys Soccer**

- Judah Nelson
 - First Team MVL
 - **First Team East District**
 - **MVL Offensive Player of the Year**
 - **MVL Midfielder Player of the Year**
 - **East District Division III Player of the Year**
 - **First Team Division III All-Ohio**
 - **School Record - Season Points 88**

- **Girls Soccer**

- Keeley Murray
 - First Team MVL
 - **First Team East District**

- **Destiny Frye**

- **School Record - Career Saves 534**

- **Volleyball**

- Miyah Davis
 - First Team MVL

- **MVL Defensive Player of the Year**

- School Record - Season Digs 535

- Jalyynn West

- First Team MVL
- First Team District 5
- **Honorable Mention Division III All-Ohio**
- School Record - Season Assists 773
- School Record - Career Assists - 2,031

- **Football**

- Isaac Shook
 - First Team MVL
 - First Team East District Linebacker
 - MVL Small Division Linebacker of the Year
 - **Honorable Mention Division V All-Ohio**

- Korbyn Haley

- First Team MVL
- First Team East District Running Back
- MVL Small Division Running Back of the Year
- MVL Small Division Returner of the Year
- **Honorable Mention Division V All-Ohio**

- Brandon Crown

- First Team MVL
- First Team East District Offensive Lineman
- **Honorable Mention Division V All-Ohio**

Minutes:

Mrs. Mann motioned to open discussion of the Board Commendations. Dr. Butcher seconded the motion. Mr. Bennett asked Dr. Hire if there were any comments on the commendations. Dr. Hire stated that most of these commendations were acknowledged at the Board meeting in the previous month, but that there were some changes to some student commendations that are added in bold print. Dr. Hire added that the commendations were added in their complete form and not just the changes so that we had one place where the student's accomplishments are listed for historic purposes as public records. Mr. Bennett then read each of the students' names and their accomplishments then called for a vote of the Board to approve the commendations for each student listed. The Board approved the student commendations as presented.

Result: Approved

Resolution: 010.1-2022

Motioned: Mrs. Susan Mann

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		

8 Board and Staff Reports

Minutes:

Mr. Bennett opened the floor for Board and Staff reports asking if there are any comments or changes. Ms. Eyerman asked if we could jump to 11.1 at this time - The Auditors from Wilson, Shannon, and Snow were present and here to give an update on the District's Fiscal Year 2021 Audit. They have traveled a distance and we would like to let them get back on the road to home before for weather-related safety concerns arose. The Board agreed to allow the change of order of reports to the agenda. Minutes from the Audit report are recorded in 11.1 of the Agenda/Minutes report.

8.1 CES (K-2)

Mr. Tony Meiser, Principal K-2

Minutes:

Mr. Bennett introduced Mr. Meiser. Mr. Meiser shared how excited he was to be named the K-2 principal this year and share some of the things going on in the building. He stated that Project Based Learning was one of the new and great things going on in the classes. Both Kindergarten and 2nd-grade classes are already implemented during the first few months. This allowed them to tie Academic Standards in with some of the 21 Century skills that lead right into the Portrait of a Learner work we have been doing the last couple of years. He then showed pictures of students working on projects and explained what they were, providing more information to the Board. Mr. Meiser went on to present more projects and activities taking place in Coshocton ES. He showed classroom project-based activities during the holiday season. He also showcased Hagerty's practices of teaching phonological skills to students that help with decoding ability as students are learning to read. He showed a video of Mrs. Swigert, one of our Kindergarten classes, incorporating this program into her classroom. He showcased classroom holiday decoration contests, explained themes and purposes. He also mentioned Megan Crook created provided a site that offers a great deal of teacher support by creating an organized resource that teachers can use to find tools that support their classroom activities and needs. MTSS Multi-Tiered System of Support provides a more equitable environment for our students by looking at the whole child to see what is preventing them from being on grade level. Kristen Osborne is here on Wednesday to support us as we continue to implement this. His #1 goal starting this year was to make our building an exciting and inviting place to work in. He cited his staff for doing such a great job at making this happen. He invited the Board members into the building at any time.

Mr. Bennett thank Mr. Meiser commencing that it was a great presentation.

Attachments:

[CES K-2 Board Presentation.pdf](#)

8.2 Semi-Annual Bullying and Harassment Report to Board President

Dr. David Hire, Superintendent

Minutes:

Dr. Hire stated that he puts this on the agenda so document that the information has been provided to the Board of Education

Attachments:

[Semi-Annual Bullying and Harassment Report Dec 2021.pdf](#)

8.3 School Board Recognition Month Presentations

Dr. David Hire, Superintendent

Minutes:

Dr. Hire expressed his gratitude to the Board members for their dedication and service to the District and presented them with certificates and a gift. He commented that being a board member is a thankless task but on behalf of the students, staff, and administration, thank you for all you do. Each January we try to provide the board members with a gift. This year Lonie was searching for the perfect gift and she picked out something that Mr. Hire thinks the Board will enjoy. He also stated that January is Board member appreciation month. OSBA also provided certificates of recognition to the Board members. Dr. Hire stated that we wanted to also present each of the board members with a certificate of appreciation from the school District. He also gave each of the Board members the gift picked out by Lonie for the Board members. He called up each of the Board members. Dr. Hire commented on Mr. Clark's invaluable service to our District always helping out in any way he can. Dr. Hire also mentioned Mr. Hunt who was at the Zoom meeting, while he cannot be present, he thanked him for his continued service. He also thanked Mrs. Mann, our newest Board member. He also thanked Lonie again for always finding great gifts for our Board. He again thanked all of the Board members and stated that he is looking forward to a new year.

9 Board Discussion Items

Minutes:

Mr. Clark asked if we gave up controls to the HS cooling system during negotiation conversations with the staff. Ms. Eyerman stated that the controls were not given up, we have contracted with another company to install the controls.

He also asked about when the medical facility will be up and running. Dr. Hire stated that MVHC was moving in furniture this week and he thinks their intent is to open this coming week. We should be able to utilize that moving forward. Ms. Eyerman stated that training for the staff on HIPP

10 Public Announcement

Pursuant to the Coshocton City Board of Education Policy 0147 and Ohio Revised Code:

"A Board member may request coverage for himself/herself and/or family in the District's group health care plan. The Board member must pay all premiums for the coverage and must exercise this option in writing, announced at a regular meeting and recorded in the minutes. This does not constitute "pecuniary interest" in any contract. (R.C. 3313.12, 3313.202)

In accordance with this policy it is publicly announced that Dr. Jere Butcher has requested in writing to participate in the District's group health insurance at his own expense.

11 011-2022 Treasurer's Report and Recommendations

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

Resolution: 011-2022

Motioned: Mr. Steve Clark

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		

11.1 Updates

- Annual Audit - Meghan Poth - Wilson, Shannon & Snow, Inc.

Minutes:

Ms. Eyerman introduced Mrs. Poth from the Wilson, Shannon, and Snow Accounting Firm to the Board. Mrs. Poth explained the current status of the audit, and shared that the Coshocton City School District 2021 Audit was a clean audit. She continued, explaining that this was the 1st year of a 5-year contract through the auditor of the state's office. The audit report was submitted to the Auditor of State's office before the end of the year. There are no management letter or issues to go over. The report is still considered a draft with the Auditor of State and therefore is not a public document. It should be reviewed by the Auditor of State's office in a week or so and at that time will be available for public distribution. One thing she noted was a new GASB Implementation. It was not specific to the district it was a nationwide implementation. She pointed out that in Note 3 they will see there is a reclassification of funds from fiduciary to general-purpose it does not impact the financial report, it is just a change in how these particular funds are reported. Also, Note 21, was a caveat for the potential impact of the pandemic - this is the language the Auditor of State has recommended be added to the Auditor's report for public entities. It states that we cannot quantify the impact or what any future expenditures could be to the district as a result of the pandemic. Other than that, there were no difficulties in performing the audit, no disagreements with management, no complications related to standards, no other findings or issues. the Auditors also performed the Single Audit under Uniform Guidance. This year they tested ESSER funds. There were no issues or findings on how the district is handling those funds.

Mr. Bennett asked if there were any questions, there were none. They thanked Mrs. Poth for coming to present to the Board.

At this point, the Board meeting continued at item 8.0

11.2 011.1-2022 ADDENDUM** Tax Budget

It is recommended that the Board of Education adopt the tax budget for the fiscal year commencing July 1, 2022 as presented, and further authorize the Treasurer to submit the same to the County Auditor.

Minutes:

The hearing was already presented at the beginning of tonight's Organizational meeting. This is the presentation of the Tax Budget resolution to be approved by the Board as required in order to submit it to the County Auditor.

Result: Approved

Resolution: 011.1-2022

Attachments:

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

11.3 011.2-2022 Monthly Financial Report

It is recommended that the Board of Education approve the December 2021 Financial Summary.

Minutes:

Ms. Eyerman presented the monthly financial reports. She discussed the New State funding formula - She explained that the state is changing the way funds in and out are recorded and reported. This will cause some confusion in our reports until the books and state funding are in alignment. The state is expected to have all of the new information by March. At that time, the District will also finish making the changes - at this time, the April or May reports should be aligned (depending on the State).

Seminar state that we should be finished by March. Coshocton CSD doesn't have until March due to needing to file an updated forecast by February 28th. Ms. Eyerman plans to present the changes to funding that are available to date on January 20th, then implement what she can as she developed the updated forecast with the HB110 state funding to bring to the Board at the February regular meeting. This forecast will be updated again in May with the final state adjustments. But we will file what we know as of now in February.

Ms. Eyerman also let the Board know that the Insurance committee training would be on Jan 25 & 26th as required in the negotiated agreement.

She provided a balance of the Self Insurance fund stating that the balance increased a little this month and we continue to watch it closely.

Result: Approved

Resolution: 011.2-2022

Attachments:

[2021.12.31 0 Monthly Summary Report.pdf](#)

11.4 011.3-2022 Approval of Correct Account Numbers for Scholarships

It is recommended that the Board of Education approve the following corrected account numbers for the following scholarships:

- Diana Olinger Swim Scholarship - From 008-924I To 019-961C
- Knox Foundation Richard T. Turner Scholarship Fund - From 008-961A to 019-961A

Minutes:

This item is requesting the Board to approve new numbers to be set up for the funds listed to align with the new GASB requirements - not to use fiduciary fund numbers for these types of scholarships.

Result: Approved

Resolution: 011.3-2022

11.5 011.4-2022 Donations

• **Theatre/Drama - Fund 200-910F**

- Laura Belt, Laura's Natural Foods/Marilyn's Natural Foods - \$50
- Eileen Slusser - \$10
- Shelley Batchelor - \$10
- Barbara Hilgenberg - \$20

- Don Hawthorne - \$50

Minutes:

Ms. Eyerman expressed gratitude to those that made donations to the Theatre/Drama fund.

Result: Approved

Resolution: 011.4-2022

12 012-2022 Enter Executive Session

It is recommended that the Board of Education enter Executive Session to the compensation of a public employee or official.

Minutes:

Mr. Bennett called for a motion to enter into Executive Session, Dr. Butcher motioned, Mr. Clark seconded the motion. The Board voted then entered into executive session at 7:30 P.M.

The Board exited the executive session to carry on with the balance of the meeting.at 7:43 p.m.

Result: Approved

Resolution: 012-2022

Motioned: Dr. Jere Butcher

Seconded: Mr. Steve Clark

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		

13 013-2022 Business Items

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

Minutes:

Mr. Bennett called for a vote to open discussion of the stipend for Contracted Employees, the MOU with OAPSE for Temporary Custodians, and the purchase of teacher laptops. Mr. Clark motioned, Mr. Bennett seconded the motion.

After the motion, the Board voted to approve the times as presented.

Resolution: 013-2022

Motioned: Mr. Steve Clark

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		

13.1 013.1-2022 Approval of Stipends for Contracted Employees

It is recommended that the Board of Education approve stipends for contracted employees.

Result: Approved

Resolution: 013.1-2022

13.2 013.2-2022 MOU with OAPSE - Temporary Custodians

It is recommended that the Board of Education approve the Memorandum of Understanding with the Ohio Association of Public School Employees AFSCME Local 4/AFL-CIO Local #387 (OAPSE) regarding the employment of temporary custodians for the 2021-2022 school year.

Result: Approved

Resolution: 013.2-2022

Attachments:

[MOU OAPSE Temp Custodians.pdf](#)

13.3 013.3-2022 Purchase of Laptops

It is recommended that the Board of Education approve the purchase of 10 Dell laptops from Xtek Partners in the amount of \$10,650.

Result: Approved

Resolution: 013.3-2022

Attachments:

[XTKQ52675 Dell Latitude 5520.pdf](#)

14 014-2022 Superintendent Report and Recommendations

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

Minutes:

Mr. Bennett called for a motion to open discussion of the Personnel and the student teachers recommendation for the 2021-2022 school year. Dr. Butcher motioned and Mrs. Mann seconded the motion.

After discussion, the Board members voted on the items as presented.

Resolution: 014-2022

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		

14.1 Updates

- COVID-19 Update

Minutes:

Dr. Hlre provided an update on COVID cases at the district and provided a copy of the Dashboard tally to the Board.

14.2 014.1-2022 Personnel

- **New Employees**

- Samantha Shaw - 1:1 Educational Assistant - CES- Start Date: Jan. 3, 2022

*All new staff members are approved pending required paperwork, licensure, and BCI/FBI background checks. Salary placement is per the negotiated agreement subject to verification of degree and experience.

- **Resignations/Retirements**

- Jerald Fraunfelter - Temporary Custodian - Effective Dec. 27, 2021

- **Salary Adjustments**

- Abigail Adams - BA +15
- Kimberley Kulczycki - BA +15

- **Unpaid Leave**

- It is recommended that the Board of Education approve unpaid leave for Jessica Smith, CHS Educational Assistant for a total of 8.75 days on the following dates:
 - Oct. 7, 2021 - .75 days
 - Oct. 19, 2021 - 1 day
 - Oct. 25-26, 2021 - 2 days
 - Nov. 22, 2021 - 1 day
 - Jan. 3-6, 2022 - 4 days

Result: Approved

Resolution: 014.1-2022

Attachments:

[J Fraunfelter Resignation Letter.pdf](#)
[Samantha Shaw Application.pdf](#)

14.3 014.2-2022 Student Teachers for 2021-2022 School Year

It is recommended that the Board of Education approve the following student teacher(s) for Spring 2022 as submitted by Scott Loomis, Principal:

- Taylor Holderbaum (Ohio University-Zanesville) - January 10 to April 30, 2022 - Cooperating Teacher: Shari Lonsberry

Result: Approved

Resolution: 014.2-2022

15 "Great Things"

Dr. David Hire, Superintendent

Minutes:

Dr. Hire read through the "Great Things" document attached.

16 Announcements

Minutes:

Mr. Bennett asked if there were any announcements to be made. There were not any announcements.

17 Next Meeting(s)

- **Special Meeting** - Thursday, January 20, 2022 at 5:00 p.m. at the Board of Education Administrative Center
- **Regular Meeting** - Thursday, February 17, 2022 at 6:30 p.m. in the Coshocton Elementary School Library

Minutes:

Dr. Hire reminded all in attendance that The Regular Board Meeting on February 17, 2022, will be at the high school, not the elementary school.

18 015-2022 Adjournment

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

Minutes:

Mr. Bennett motioned to adjourn the meeting, Dr. Butcher seconded. The Board members voted to adjourn the meeting. The meeting adjourned at 7:57 p.m.

Result: Approved

Resolution: 015-2022

Motioned: Mr. Sam Bennett

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		

ATTESTATION:

Terri Eyerman, Treasurer

Mr. Phil Hunt, President