

Board of Education Regular Meeting Minutes

Board of Education

Coshocton Elementary School Library, 1203 Cambridge Rd.

Thursday, March 28, 2024 -6:00pm

Present: Mr. David Shutt, Vice-President; Mark Kowalski, Superintendent; Mrs. Stacey Ganz, Board Member; Mr. Sam Bennett, Board Member; Dr. Jere Butcher, Board Member; Mrs. Susan Mann, President; Ms. Terri Eyerman, Treasurer

1 129-2024 Call to Order

President

Minutes:

The meeting was called to order at 6:00 p.m.

Resolution: 129-2024

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 Mrs.Barb Snyder.

4 Roll Call

Ms. Terri Eyerman, Treasurer

Minutes:

Ms. Eyerman call the roll. All members of the Board were in attendance.

5 130-2024 Adoption of the Agenda

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

Minutes:

The agenda was adopted with the following changes:

9. Treasurer's Report and Recommendations

9.3 Donations

Correction – CES Staff & Pencilgram Fundraiser cash donations - \$2,822

11. Superintendent Report and Recommendations

11.3 LETRS Stipends

Correction – Carlynda Collins – From \$150 to \$300

Addition - Ritchie Ann Hall - \$150

Resolution: 130-2024

Motioned: Mrs. Stacey Ganz

Seconded: Dr. Jere Butcher

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

6 131-2024 Approval of Meeting Minutes

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

Minutes:

The votes for this item are listed in each meeting item - 6.1 & 6.2.

Mr. Sam Bennett motioned to approve the minutes with no changes.

Resolution: 131-2024

6.1 131.1-2024 Meeting Minutes - February 17, 2024 Special Meeting (Work Session)

Result: Approved

Resolution: 131.1-2024

Motioned: Mr. Sam Bennett

Seconded: Mr. David Shutt

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		

Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

Attachments:

[2024 Feb 17 Meeting Minutes Spec .pdf](#)

6.2 131.2-2024 Meeting Minutes - February 29, 2024 Regular Meeting

Minutes:

Dr. Butcher abstained from the vote for the minutes of this meeting - he was not in attendance.

Result: Approved

Resolution: 131.2-2024

Motioned: Mr. Sam Bennett

Seconded: Mr. David Shutt

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member			X
Mrs. Susan Mann, President	X		

Attachments:

[2024 Feb 29 Meeting Minutes Reg .pdf](#)

7 132-2024 Board Commendations

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

Minutes:

The vote recorded on this item includes items 7.1 and 7.2.

Mr. Kowalski stated that he had the pleasure of attending these meetings. It was a wonderful evening it was great to see the accomplishments of our staff and students.

Mrs. Mann read the names from the certificates. Certificates of those not in attendance will be mailed to the recipients.

Mrs. Barb Snyder was present to receive her commendation as a Muskingum Valley Educational Service Center 2024 Honor teacher. She was selected for this award by Taylor Brown.

Result: Approved

Resolution: 132-2024

Motioned: Dr. Jere Butcher
Seconded: Mrs. Stacey Ganz

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

7.1 132.1-2024 CORAS Outstanding High School Teacher Award

- Nathaniel McColley - 2024 Coalition of Rural and Appalachian Schools (CORAS) Outstanding High School Teacher Recognition

Minutes:

The vote for this item is included in item 7.0

Result: Approved

Resolution: 132.1-2024

7.2 132.2-2024 Muskingum Valley Educational Service Center Awards

The following individuals were recognized at the 34th Annual MVESC Student and Teacher Recognition Ceremony on March 8, 2023

- John Stamper - Nomination for Franklin B. Walter Award for Coshocton City Schools
- Taylor Brown - Outstanding Senior
- Barbara Snyder - Honored Teacher nominated by Taylor Brown
- Angela Paugh - Exemplary Educator

Minutes:

The vote for this item is included in item 7.0

Angela Paugh was not able to attend. Her commendation will be mailed to her.

Result: Approved

Resolution: 132.2-2024

8 Hearing of the Public

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School Districts business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated. Those addressing the Board will be allotted three (3) minutes.

Minutes:

There was no public participation at this meeting.

9 133-2024 Treasurer's Report and Recommendations

Ms. Terri Eyerman, Treasurer

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

Minutes:

The vote recorded on this item includes items 9.2 and 9.3.

Resolution: 133-2024

Motioned: Dr. Jere Butcher

Seconded: Mrs. Stacey Ganz

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

9.1 Updates

Minutes:

Ms. Eyerman provided the Insurance Fund balances to the Board members and shared information related to the average claim activity for the last three months and the current month's activity that had an impact on the current balances in the fund.

9.2 133.1-2024 Monthly Financial Report

Minutes:

The vote for this item is included in item 9.0

Ms. Eyerman reviewed the financial statements with the Board sharing current month and year-to-date revenues and expenditures as well as cash balance. She also reviewed the comparison to the Five Year Forecast and stated that the revenues and expenditures to date are on target with the projections of the forecast.

Mr. Kowalski asked if we know when property taxes will be received. Ms. Eyerman stated that we do not, but as of March 28th, we have not received them. She stated that she would be in contact with the County Auditor and would ask.

Result: Approved

Resolution: 133.1-2024

Attachments:

[2024.02.29 0 Monthly Summary Report.pdf](#)

9.3 133.2-2024 Donations

- **Kindergarten T-Shirts 018-9001**
 - Jerry & Susan Mann - \$200
 - Philip A. Wagner, Inc. - \$600
 - Killbuck Valley Auto-Jacob Conrad - \$100
- **Football Scoreboard Project - 019-941L**
 - Coshocton Foundation - Coshocton Hospital Fund - \$62,509.17
- **Student Clothing Closet Fund - 018-907H**
 - Coshocton Elks #376 Charities - \$1,000
- **Leslie Croft Memorial Project - 018-9001**
 - Russell & Karri Hartstine - \$75
 - Denise Smith - \$20
 - Jeanna & Terry Nelson - Pencilgram - \$5
 - CES Staff & Pencilgram Fundraiser cash donations - **Correction** \$1,102 \$2,822

Minutes:

The vote for this item is included in item 9.0

Ms. Eyerman read the donation topics and noted that the District appreciates and is grateful for the generosity and support of these donors and the Coshocton Community.

Result: Approved

Resolution: 133.2-2024

10 134-2024 Business Items

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

Minutes:

The vote recorded on this item includes items 10.1 through 10.4.

Resolution: 134-2024

Motioned: Mr. Sam Bennett

Seconded: Mr. David Shutt

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

10.1 134.1-2024 McGraw-Hill Math Curriculum

It is recommended that the Board of Education approve the purchase of 2-years of Reveal Math Curriculum for Kindergarten through 5th grade in the amount of \$60,506.21.

Minutes:

The vote for this item is included in item 10.

Mr. Matt Nicholas stated that this contract is a renewal, and will get us through the next 2 years.

Result: Approved

Resolution: 134.1-2024

Attachments:

[McGraw Hill K-5 Reveal Math - 2 Year Quote 3.7.24.pdf](#)

10.2 134.2-2024 CCEA Memorandum of Understanding - Dental Insurance

It is recommended that the Board of Education approve the Memorandum of Understanding between Coshocton City Schools and the Coshocton City Education Association (CCEA) for the purpose of Coshocton City School District's Insurance Committee recommendations pertaining to Delta Dental Plan maximums.

Minutes:

The vote for this item is included in item 10.

Mr. Kowalski provided a brief explanation stating that this MOU is approving an Increase to the Dental Benefits for our employees and their families in the Coshocton City Education Association. (CCEA). He also stated that he wanted to thank both CCEA and OAPSE leadership for working to get these MOUs approved quickly so they could be on this Board Agenda.

Result: Approved

Resolution: 134.2-2024

Attachments:

[CCEA MOU Dental Limits Increases.pdf](#)

10.3 134.3-2024 CCEA Memorandum of Understanding - Retirement/Separation Incentive

It is recommended that the Board of Education approve the Memorandum of Understanding between Coshocton City Schools and the Coshocton City Education Association (CCEA) for the purpose of adding a retirement or separation incentive to the collective bargaining agreement for the 2023-2024 contract year only.

Minutes:

The vote for this item is included in item 10.

Mr. Kowalski stated that he wanted to thank the CCEA leadership for working to get this MOU approved quickly so it could be on this Board Agenda.

Result: Approved

Resolution: 134.3-2024

Attachments:

[CCEA MOU Retirement Incentive.pdf](#)

10.4 134.4-2024 OAPSE Memorandum of Understanding - Dental Insurance

It is recommended that the Board of Education approve the Memorandum of Understanding between Coshocton City Schools and the Ohio Association of Public School Employees AFSCME Local 4/AFL-CIO Local #387 (OAPSE) for the purpose of Coshocton City School District's Insurance Committee recommendations pertaining to Delta Dental Plan maximums.

Minutes:

The vote for this item is included in item 10.

Mr. Kowalski provided a brief explanation stating that this MOU is approving an Increase to the Dental Benefits for our employees and their families in the Ohio Association of Public School Employees (OAPSE). He also stated that he wanted to thank both CCEA and OAPSE leadership for working to get these MOUs approved quickly so they could be on this Board Agenda.

Result: Approved

Resolution: 134.4-2024

Attachments:

[OAPSE MOU Dental Limits Increases.pdf](#)

11 135-2024 Superintendent Report and Recommendations

Mr. Mark Kowalski, Superintendent

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

Minutes:

The vote recorded on this item includes items 11.2 through 11.8.

Resolution: 135-2024

Motioned: Dr. Jere Butcher

Seconded: Mrs. Stacey Ganz

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

11.1 Updates

Minutes:

Mr. Kowalski updated the Board on actions being taken on this agenda - he stated that the current permanent subs are not being renewed and that the district will be looking at hiring for these positions again next year. He added that he anticipates that all RIFs will be hired back in some capacity next year. He shared that he has met with each person on the Reduction of Force list. Mr. Kowalski also stated that it is the time of year, there is a lengthy agenda, we are following the Revised Code and making many changes in March, and there will also be a lot in April as we prepare for the next school

year.

Mr. Kowalski continued to review the Superintendent's items on the agenda, mentioning that the Board was being asked to approve the Coshocton High School course catalog and stated that the high school is increasing our College Credit Plus offerings. He also mentioned that the school calendars are on the agenda and wanted to thank associations for their input on the calendar. He stated that we did ask for a vote even though it was not required and it was an overwhelming approval - 80 yes - 20 no. Mr. Kowalski also shared that Tom Hilgenburg was present at this evening's meeting and that he is excited to have him back as a teacher and coach in our district.

Mr. Kowalski was asked about the change listed for Travis Arnold. Mr. Kowalski shared that Mr. Arnold has obtained his bus certification, and is willing to help out, as needed in that position, which qualified him for the change in position. Dr. Butcher stated that Kelly Tignor would be missed at the Elementary school.

11.2 135.1-2024 Personnel

It is recommended that the Board of Education approve the following personnel items 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**
 - Tammy Jacobs, Student Monitor CES - Resignation effective 5/23/2024
 - Kenneth Jennings - Daily Substitute Bus Driver - Resignation effective 3/24/2024
 - Kelly Tignor - Educational Assistant CES - Retirement effective 8/9/2024
- **Contract Non-Renewals - Effective May 31, 2024**
 - Evelyn Brenneman - CES Substitute Teacher
 - Natalie Uhl - CES Substitute Teacher
 - Weslie Woodie - CHS Substitute Teacher
 - Riley Conkle - CHS Intervention Specialist Substitute
 - McKenna Lowe - CES 6th Grade Teacher Substitute
 - Nicholas Shaw - CES Intervention Specialist ED Substitute
- **Reductions In Force - Effective May 31, 2024**
 - Katie Aggas - CHS e-Program/Intervention
 - Valeree Bryant - CES Early Intervention Teacher
 - Morgan Buxton - CHS In School Detention Teacher
 - Jon Snider - CHS Instructional Coach
- **Salary Changes**
 - Jennifer Rauh-Hill - MA +15 effective January 1, 2024
- **Reassignments and Transfers**
 - Travis Arnold - FROM: Head Maintenance Worker TO: District Maintenance Worker - Effective 3/28/2024
- **Supplemental Contracts**
 - Shelley Batchelor - Friday School - CHS
 - **CORRECTION:** Jami Brown - Grade Level Leader 8 - From: Level 2 To: Level 3 (previously approved 5/18/23)
 - **CORRECTION:** Barb Snyder - National Honor Society Advisor - From: Level 2 To: Level 3 (previously approved 5/18/23)
 - **CORRECTION:** Jacqueline Prouty - Math Department Head - From: Level not listed To: Level 1 (previously approved 5/18/23)
 - Tom Hilgenberg - Head Girls Basketball Coach - Level 3 - 2024-2025 school year

- **Pupil Activity Contracts - Non-Staff**
 - **CORRECTION:** Robert Durben - 7/8 Wrestling Assistant - From: Level 2 to Level 3 (previously approved at Level 2 on 9/27/23)
 - Andrew Miller - Volunteer Tennis Coach
- **Employment**
 - Jon Snider - Instructional Coach/Grow Your Own CCP Education Teacher - Effective 2024-2025 school year
 - Tom Hilgenberg - Career Based Intervention Teacher - Effective 2024-2025 school year

Minutes:

The vote for this item is included in item 11.

Result: Approved

Resolution: 135.1-2024

Attachments:

[TJacobs resignation 2-28-24.pdf](#)

[KJennings resignation 3-19-24.pdf](#)

[KTignor Retirement 3-20-24.pdf](#)

11.3 135.2-2024 LETRS Stipends

It is recommended that the Board of Education approve the following stipends for LETRs training by the following individuals:

- Tina Aronhalt - \$150
- Christy Baylor - \$150
- Peggy Bowman - \$300
- Natasha Brickles - \$150
- Dana Brooks - \$150
- Valeree Bryant - \$600
- Angela Buskirk - \$150
- Ashley Coffman - \$150
- Carlynda Collins - **Correction** \$150 \$300
- Amy Cox - \$150
- Melissa Duling - \$300
- Lynn Garber - \$150
- Jay Gill - \$150
- Kathy Hawn - \$150
- Jody Johnson - \$150
- Wendy Kimberley - \$300
- Lana Lawson - \$300
- Kinsey McFadden - \$300
- Michael McKee - \$300
- Elizabeth McMorrow - \$300
- Denise McPeak - \$300
- Jessica Mencer \$150
- Erika Michael - \$300
- Shelley Moats - \$150
- Emily Mourer - \$300
- Kay Olinger - \$300
- Joseph Pachuta - \$300
- Angela Paugh - \$150
- Jennifer Rauh-Hill - \$300

- Conner Roahrig - \$300
- Samantha Rotruck - \$300
- Carlye Shaw - \$300
- Tiffany Shook - \$150
- Laura Skjold - \$300
- Darby Smith - \$300
- Stephanie Snider - \$150
- Jennifer Spang - \$300
- Jamie Swigert - \$150
- Kristi Timmons - \$300
- Wendy Turner - \$300
- Jillian Wesney - \$150
- Mallory Wine - \$300
- Kayla Wise - \$300
- Brent Wyler - \$300

Minutes:

The vote for this item is included in item 11.

Correction – Carlynda Collins – From \$150 to \$300

Addition – Ritchie Hall - \$150

Result: Approved

Resolution: 135.2-2024

11.4 135.3-2024 GEARS Summer School Programs for CES 2024

It is recommended that the Board of Education approve the following Summer School dates for Coshocton Elementary School

- Session I: June 3-6, 2024 and June 10-13, 2024
- Session II: July 29 - August 1, 2024 and August 5-8, 2024

Minutes:

The vote for this item is included in item 11.

Result: Approved

Resolution: 135.3-2024

11.5 135.4-2024 Camp Invention

It is recommended that the Board of Education approve "Camp Invention" to be held at the elementary school June 24-28, 2024 and supervised by Carlye Shaw.

Minutes:

The vote for this item is included in item 11.

Result: Approved

Resolution: 135.4-2024

11.6 135.5-2024 CHS Course Catalog

It is recommended that the Board of Education approve the Coshocton High School Course Catalog for the 2024-2025 school year.

Minutes:

The vote for this item is included in item 11.

Result: Approved

Resolution: 135.5-2024

Attachments:

[24-25 CHS Course Catalog Highlight Proposed Changes .pdf](#)
[Final Printed Version 24-25 CHS Course Catalog.pdf](#)

11.7 135.6-2024 2024-2025 School Calendar

It is recommended that the Board of Education approve the 2024-2025 School Calendar.

Minutes:

The vote for this item is included in item 11.

Result: Approved

Resolution: 135.6-2024

Attachments:

[2024-2025 District Calendar.pdf](#)

11.8 135.7-2024 Overnight Field Trip Request - FCCLA

It is recommended that the Board of Education approve an overnight field trip request for four students to attend the FCCLA State Leadership Conference to be held in Columbus, Ohio, April 24-26, 2024, coordinated by Kristen Shingleton, Family and Consumer Sciences Teacher.

Minutes:

The vote for this item is included in item 11.

Result: Approved

Resolution: 135.7-2024

Attachments:

[Overnight Field Trip Request FCCLA State Leadership Conference 4-24-24.pdf](#)

12 136-2024 Executive Session

It is recommended that the Board of Education enter into Executive Session for the purpose of:

Minutes:

The board voted to enter executive session at 6:28 p.m.

The Board exited the executive session and resumed the meeting at 7:02 p.m.

Result: Approved

Resolution: 136-2024

Motioned: Mrs. Stacey Ganz

Seconded: Mrs. Susan Mann

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

Attachments:

[Form 3.11 Executive Session Checklist.pdf](#)

13 Board Discussion Items

Minutes:

The board members discussed Peter Wolfgang's presentation to the Board last year where he spoke about Lifewise. Mr. Kowalski and Board President, Susan Mann shared that the topic needed further discussion. Mr. Kowalski stated that Riverview and Tri-Valley are currently participating in Lifewise and that Ridgewood does not participate. He explained that participation would allow for offsite religious education for students. The school is not affiliated in any way. In his experience, Lifewise had approached this within a grade level. His experience with this was at a previous school district, before the pandemic. After the pandemic, they did not begin meeting again for a while. He shared that Lifewise is out of Van Wert, Ohio. They decided to bring it back in 2nd grade and it has grown to K, 1, 2. All Boards have the opportunity to consider this. The school provides no funds, no facilities, and no staff. The students who participate usually walk to a nearby facility or are transported by Lifewise. Dr. Butcher asked if this was an after-school function. Mr. Kowalski stated that this typically takes place during the day.

Mr. Kowalski stated that he does not know if Lifewise would be ready to begin this year in the current school year, due to hiring and completing required background checks, etc. Mrs. Mann shared that her niece goes to Tri-Valley, she thinks the whole school has the opportunity to participate there.

Mr. Kowalski stated that there are clear-cut instructions, no books, etc. can come on school property. Mr. Kowalski stated that he would send each board member the related board policy, the PDF, slides, and any other information shared with him by Peter so they can review it and have further discussion after they review the information. He and Mrs. Mann agree that it is most appropriate that they come back as a board to discuss it.

Dr. Butcher asked questions about the vaping issues. Mr. Kowalski shared that this is a problem and the district is working on an action plan. He shared that we met with the hospital and discussed proactive options. They will provide a proposal, we can write a grant request with the foundation to help fund this project. The budget is approximately \$10K. We will start small and expand our goal is to educate students about it and do what we can to overcome the issue. At this time it is one of our largest battles to fight.

14 Announcements

15 Next Meeting(s)

Regular Meeting - Thursday, April 25, 2024 at 6:30 p.m. in the Coshocton Elementary School Library

16 137-2024 Adjournment

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

Minutes:

The meeting was adjourned at 7:19 p.m.

Resolution: 137-2024

Motioned: Dr. Jere Butcher

Seconded: Mr. Sam Bennett

Voter	Yes	No	Abstaining
Mr. David Shutt, Vice-President	X		
Mrs. Stacey Ganz, Board Member	X		
Mr. Sam Bennett, Board Member	X		
Dr. Jere Butcher, Board Member	X		
Mrs. Susan Mann, President	X		

ATTESTATION:

Terri Eyerman, Treasurer

Mrs. Susan Mann, President