

Board of Education Regular Meeting

Board of Education

Coshocton Elementary School Library, 1203 Cambridge Rd.
Thursday, September 26, 2024
6:30pm

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

1 186-2024 Call to Order

President

Minutes:

The meeting was called to order at 6:30pm

Resolution: 186-2024

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 the District Superintendent, Mark Kowalski.

4 Roll Call

Ms. Terri Eyerman, Treasurer

Minutes:

All members of the Board were in attendance.

5 187-2024 Adoption of the Agenda

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

Minutes:

Addendum to the Agenda:

- **10.0 Business**
 - **10.2 Coshocton County Board of DD Instructor Assistants Agreement**
 - It is recommended that the Board of Education approve the agreement with the Coshocton County Board of DD for Instructor Assistants for the 2024-2025 school year in the amount of \$69,800

- **11. Superintendent Report and Recommendation**
 - **11.2 Personnel**
 - **Reassignments/Transfers**
 - Kristy Landis FROM: CHS Educational Assistant ED To: CHS Educational Assistant

The Board members approved the agenda and addendum.

Result: Approved

Resolution: 187-2024

Motioned: Mrs. Stacey Ganz

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		

6 188-2024 Approval of Meeting Minutes

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

- Meeting Minutes (Reg) - Thursday, August 29, 2024

Minutes:

The minutes were approved as presented.

Result: Approved

Resolution: 188-2024

Motioned: Mr. Sam Bennett

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		

Attachments:

[2024 August 29 Meeting Minutes Reg .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. 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.

8 Board and Staff Reports

8.1 Curriculum & Federal Programs

Mr. Matthew Nicholas, Director of Curriculum & Federal Programs

Minutes:

Mr. Nicholas provided an overview of the Federal Program funding this year and explained that the district received a reduced amount this year in many areas. He explained that this is a sign of our progress to some degree. We received funding because we had focus areas, and those focus goals have been achieved. He explained what each of our Federal and State grants are predominately being used for: Title I A- Almost solely salary, some non-public for Sacred Heart, and a small amount for homeless; Title IIA supports one staff member - used for reducing class size; Title IV-A; Title V - Salary; IDEA - Special ED funds 98% salary; IDEA ECSE - Special ED Early Childhood Education - Salary; (State Grant) Early Childhood Education grant - Preschool Salary not Special ED; (State Grant) Parent Mentor - Salary and benefits;

Mr. Kowalski spoke about guidelines the district must follow with the Federal grants and the class size limits required for special education classrooms.

Mr. Nicholas moved to a discussion about the District report card recently published by the state. He shared that the district received a 3.5-star rating but barely missed receiving 4 stars. The state has particular rules about the graduation grade. Many situations are out of our control.

Mr. Kowalski commented on the growth, saying that we were 3.5 stars last year, and are 3.5 stars "plus" this year. We are closer to a 4. He said he stated the ratings do not reflect our district's efforts and growth.

9 189-2024 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 is inclusive of items 9.2 through 9.7.

Result: Approved

Resolution: 189-2024

Motioned: Mrs. Stacey Ganz

Seconded: Dr. Jere Butcher

Voter	Yes	No	Abstaining
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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

The Insurance Fund (024) ended August with a balance of \$873,895. This total consists of \$222,467 - Dental and \$651,428 - Medical. Medical insurance remained over \$600,000 in August. We continue to monitor the the Medical insurance balance.

Minutes:

Ms. Eyerman provided the fund balance report for the Board members to review. She stated that the fund balance report will be attached to the updates monthly for their review, but will only be discussed if there are items to bring to their attention.

Attachments:

[2024.08.31 Fund Balance Report FY22 to current.pdf](#)

9.2 189.1-2024 Monthly Financial Report

Total General Fund revenue in August was \$3,528,879. We received the August Property Tax payment this month. The General Fund expenditures in August were \$1,945,562. Revenue exceeded Expenditures in August by 1,583,317.

Minutes:

The vote for this item is recorded on item 9.0.

Ms. Eyerman stated that this is the 2nd month of this new fiscal year. Ms. Eyerman reviewed the monthly financials pointing out that we received our property tax payment this month. State funding will be updated as data for the new year is added. Total Revenue in August was \$3.5M, the total August Expenditures were \$1.2M. Revenue exceeds Expenditures by \$1.6M. She provided a brief explanation of the September revenue and expenditures. She explained that August was the last month of the prior year's payroll contracts. September begins the new staff contracts so salaries and benefits are expected to increase in September. She shared that at the beginning of the year, the cash balance was \$5,570,274.78 and the cash balance at the end of August was \$6,605, 551.72.

Result: Approved

Resolution: 189.1-2024

Attachments:

[2024.08.31 0 Monthly Summary Report.pdf](#)

9.3 189.2-2024 Permanent Appropriations for Fiscal Year 2025

It is recommended that the Board of Education authorize the Treasurer to complete and submit the Permanent Appropriations to the County Auditor, and present the report to the Board for ratification at

the following business meeting.

Minutes:

The vote for this item is recorded on item 9.0.

Result: Approved

Resolution: 189.2-2024

9.4 189.3-2024 First Amended Report of Estimated Resources for Fiscal Year 2025

It is recommended that the Board of Education authorize the Treasurer to complete and submit the Amended Report of Estimated Resources to the County Auditor, and present the report to the Board for ratification at the following business meeting.

Minutes:

The vote for this item is recorded on item 9.0.

Result: Approved

Resolution: 189.3-2024

9.5 189.4-2024 Donations

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

- Mr. & Mrs. Dennis W. Tuttle - 019-961J - Music Instruments, Lessons, Camps - \$10,000
- Stormy Dawn Photography LLC - 200-9125-458 - Senior T-Shirts - \$100
- Valerie Grace/Herbalife - 200-9125-458 - Senior T-Shirts - \$100

Minutes:

The vote for this item is recorded on item 9.0.

Ms. Eyerman expressed gratitude for the Coshocton Foundation, community members, and businesses that generously support our Students and the District.

Result: Approved

Resolution: 189.4-2024

9.6 189.5-2024 Approval of new funds

It is recommended that the board of education approve the following new funds:

- 007-933I - New York City HS Trip Account

Minutes:

The vote for this item is recorded on item 9.0.

Mr. Kowalski explained that the New York trip had been scheduled for the classes that could not go on the Washington DC trip because of COVID. After the trip, the administration will decide if the New York trips will continue once these students are provided the travel opportunity.

Result: Approved

Resolution: 189.5-2024

9.7 189.6-2024 Disposition of Curriculum Materials

It is recommended that the Board of Education approve the disposal of curriculum materials that do not support the current goals of the curriculum and are no longer needed for educational purposes.

Minutes:

The vote for this item is recorded on item 9.0.

Mr. Nicholas explained that these resources were outdated and had not been used for a long time.

Result: Approved

Resolution: 189.6-2024

Attachments:

[Textbook Curriculum Resource Disposition Inventory - 9 26 24.pdf](#)

10 190-2024 Business Items

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

Minutes:

The vote recorded on this item is inclusive of items 10.1 through 10.2.

Resolution: 190-2024

Motioned: Mr. David Shutt

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		

10.1 190.1-2024 Promotion Therapy, Inc.

It is recommended that the Board of Education approve the Professional Services Agreement with Promotion Therapy, Inc. to provide a total of 1,534 hours of occupational therapy and COTA services for students from August 15, 2024 through June 15, 2025. The total amount of the agreement should not exceed \$96,634.80.

Minutes:

The vote for this item is recorded on item 10.0.

Result: Approved

Resolution: 190.1-2024

Attachments:

[2024-2025 Promotion Therapy Inc Agreement.pdf](#)

10.2 190.2-2024 ***ADDENDUM*** Coshocton County Board of DD Instructor Assistants Agreement

It is recommended that the Board of Education approve the agreement with the Coshocton County Board of DD for Instructor Assistants for the 20204-2025 school year in the amount of \$69,800.

Minutes:

The vote for this item is recorded on item 10.0.

Result: Approved

Resolution: 190.2-2024

Attachments:

[Cosh Co Board DD Instructor Assistants Agreement 2024-2025.pdf](#)

11 191-2024 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 is inclusive of items 11.2 through 11.7.

Resolution: 191-2024

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		

11.1 Updates

Minutes:

Mr. Kowalski stated that the first parent-teacher conferences were tonight. He also shared that he, Mr. Nicholas, and Mr. Loomis were on WTNS today. Among other things, they discussed the Grow Your Own program which is a Teacher Prep program. John Snyder is leading the program this year.

On the horizon and before the next board meeting. Terri and I are meeting with Becky Princehorn to discuss the next steps on timelines related to resolutions, if the Board decides to move forward with a new building, we will need to have bond millage information to share with our community and present to the County auditor and the board of election for the ballot languages we can move forward. We will provide you with a playbook so you know when to expect this. We will have our first Community Advisory meeting in October.

Number 11.2 personnel - supplemental contracts this month; we have a retirement - Lonie is going to retire effective October 25. We also have a resignation/retirement from Mr. Todd Johnson. In his agreement, it states that he will be rehired for the rest of this year and 199 days next year, as we transition to this position, which requires an enormous amount of knowledge. We thank him for his 34 years of service (will be 36 years by the time he is finished).

Mr. Nicholas explained that some of the HS students are participating in the High School Mentorship Program through MVESC. They will earn a seal for this. We were already offering the program, we can now add the seal. The students have "seal" requirements to graduate.

There are also two overnight trips coming up that the Board will be asked to approve. FCCLA Leadership and CHS New York City trip.

11.2 191.1-2024 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:

- **New Employees**
 - Daniel Reed - Custodian - Effective September 17, 2024
- **Retirements**
 - Lelonie Sanders - Secretary to the Superintendent - Effective October 25, 2024
- **Salary Adjustments**
 - Tina Aronhalt - MA +30
 - Tiffany Shook - MA +30
 - Shelby Smith - MA +15
- **Reassignment/Transfers**
 - *** **Addendum***** Kristy Landis From: CHS Educational Assistant ED To: CHS Educational Assistant
- **Supplemental Contracts**
 - Matt Hartmeyer - Detention Supervisor
 - Matt Hartmeyer - After School Intervention
 - Dawne Shook - After School Intervention
 - Tabettha Cramblett - After School Intervention
 - Tabettha Cramblett - Detention Supervisor
- **Athletic Service Contracts**
 - Lelonie Sanders - Ticket Taker - \$35 for Double Game Event; \$25 for Single Game Event
- **Miscellaneous**
 - Cody Weese - Unpaid Leave of Absence - 1.5 days - Friday, August 30th (1) & Tuesday, September 3rd (.5)
 - Approve Settlement Agreement dated September 26, 2024, with Coshocton City Education Association and teaching employee Dawn Peterson on terms as presented.

Minutes:

The vote for this item is recorded on item 11.0.

Result: Approved

Resolution: 191.1-2024

11.3 191.2-2024 Resignation Agreement

It is recommended that the Board of Education approve the Resignation Agreement between the Coshocton City School District and Todd Johnson, Director of Special Services.

Minutes:

The vote for this item is recorded on item 11.0.

Result: Approved

Resolution: 191.2-2024

Attachments:

[T Johnson Retirement Letter 9-23-24.pdf](#)

[TJ resignation agreement 9.24.pdf](#)

11.4 191.3-2024 Local Student Engagement Graduation Seal

It is recommended that the Board of Education approve the Local Student Engagement Graduation Seal for students who successfully complete the Muskingum Valley Educational Service Center (MVESC) High School Mentorship Program.

Minutes:

The vote for this item is recorded on item 11.0.

Result: Approved

Resolution: 191.3-2024

Attachments:

[Local Student Engagement Graduation Seal MVESC.pdf](#)

11.5 191.4-2024 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 2024-2025 school year.

Minutes:

The vote for this item is recorded on item 11.0.

Result: Approved

Resolution: 191.4-2024

Attachments:

[CO Gifted Operations Handbook for 2024-2025 AY.pdf](#)

11.6 191.5-2024 Overnight Field Trip Request - FCCLA

It is recommended that the Board of Education approve an overnight field trip for the Ohio FCCLA Fall

Leadership Training to be held at Nuhop in Perrysville, Ohio October 21-22, 2024, coordinated by Kristen Shingleton, Family and Consumer Sciences Teacher.

Minutes:

The vote for this item is recorded on item 11.0.

Result: Approved

Resolution: 191.5-2024

Attachments:

[FCCLA Overnight Fall Leadership Trng 10-21-24.pdf](#)

11.7 191.6-2024 Overnight Field Trip Request Senior Trip to New York City

It is recommended that the Board of Education approve an overnight field trip for members of the Senior Class of 2025 to New York City November 13-15, 2024, coordinated by ???

Minutes:

The vote for this item is recorded on item 11.0.

Result: Approved

Resolution: 191.6-2024

12 192-2024 Executive Session

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

Minutes:

The board voted to enter an executive session at 7:04 pm. to discuss personnel items and district security measures.

The Board exited the executive session and resumed the meeting at 7:52 p.m.

Result: Approved

Resolution: 192-2024

Motioned: Mr. Sam Bennett

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		

Attachments:

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

13 Board Discussion Items

Minutes:

Mr. Bennett mentioned discussions he had with community members related to Lifewise Academy. Mr. Kowalski stated that he has met with Lifewise personnel, and provided the Board with literature that was left with him. Mr. Kowalski explained that this would allow release time for faith-based education for students in the school district. It is a voluntary program, not on school property and permission slips are mandatory. Mr. Kowalski had Lifewise at a previous district. Mr. Kowalski explained that the district will need a board policy for release time. - we do not have that policy. Lt Gov Husted is pushing policies for release time. Mr. Kowalski explained that this is not happening this year because it will require adjustments to the school day schedules if we move forward.

-Announcement: Dover High School trip with Coshocton High School teachers grades 7-12 will be next Wednesday, with Scott Loomis, to tour the building. Dover is a SHP-designed building.

14 Announcements

15 Next Meeting(s)

All meetings are currently scheduled to be held in the Coshocton Elementary School library at 6:30 p.m.

- Regular Meeting - Thursday, October 31, 2024
- Regular Meeting - Thursday, November 21, 2024
- Regular Meeting - Thursday, December 19, 2024

16 193-2024 Adjournment

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

Minutes:

The meeting adjourned at 8:04 pm.

Result: Approved

Resolution: 193-2024

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		