

Board of Education Regular Meeting

Board of Education

Coshocton Elementary School Library, 1203 Cambridge Rd.

Thursday, October 31, 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 Call to Order

President

Minutes:

The meeting was called to order at 6:30

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:

President Susan Mann read the mission statement

4 Roll Call

Ms. Terri Eyerman, Treasurer

5 Adoption of the Agenda

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

Minutes:

Mr. Kowalski stated that the agenda needed to be adjusted. 10.4 Stipens—Ryan Weaver needs to be removed from tonight's agenda. Mr. Nicholas has spoken to him, and this will be moved to the next meeting after all requirements are met.

The board approved the agenda with the above change.

Result: Approved

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		

6 Approval of Meeting Minutes

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

Minutes:

There were not changes to the minutes as presented. The board voted to approve the minutes.

Motioned: Mr. David Shutt

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		

6.1 2024 September 26 Meeting Minutes

Result: Approved

Attachments:

[2024 September 26 Meeting Minutes.pdf](#)

7 Hearing of the Public

This meeting is a public meeting of the Board of Education to conduct the School District's business and is not to be considered a public community meeting. As indicated, there is time for public participation during the meeting. Those addressing the Board will be allotted three (3) minutes.

Minutes:

There was no public participation.

8 Treasurer's Report and Recommendations

Ms. Terri Eyerman, Treasurer

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

Motioned: Mr. Sam Bennett

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		

8.1 Updates

Insurance Fund Balance Report:

The Medical Insurance balance increased by \$23,409.81 this month to \$674,837.68. The total fund balance increased by \$26,068.90 to \$899,963.72.

Attachments:

[2024.09.30 Fund Balance Report FY22 to current.pdf](#)

8.2 Monthly Financial Report

It is recommended that the Board of Education approve the attached Financial Summary as presented.

The General Fund's beginning Cash Balance in September was \$6,605,652.

General Fund September Revenue = 1,666,371

General Fund September Expenditures = 2, 098,137

September General Fund Ending Cash Balance = \$6,173,786

Total Cash Balance - All Funds = \$13,960,110

Total Encumbrances - All Funds = 8,460,105

Unencumbered Cash Balance - All Funds = \$5,500,005

Minutes:

Ms. Eyerman reviewed the financial statements and the YTD revenue and expenditures with the board members. She stated that the district is a quarter of the way through the fiscal year and all monthly revenue and expenditure lines were approximately 1/4 of the total annual budgets as expected. She also reviewed beginning and ending month and year-to-date balances.

Result: Approved

Attachments:

[2024.09.30 0 Monthly Summary Report.pdf](#)

8.3 Permanent Appropriations & Estimated Resources for Fiscal Year 2025

It is recommended that the Board of Education ratify the FY25 Final Appropriations and the FY25 Final Certificate of Estimated Resources Filed with the Coshocton County Auditor.

Minutes:

Ms. Eyerman reviewed the summary pages of the permanent appropriations and the Certificate of Estimated Resources received from the county auditor in October.

Result: Approved

Attachments:

[Approp with CA Letter.pdf](#)

[CA Official Certificate of Est Resources.pdf](#)

8.4 Fiscal Year 2025 Debt Payments

It is recommended that the Board of Education approve the annual Debt Payments due December 1, 2024, and June 1, 2025. The total amount of the payments to be made in FY 2025 equals \$851,114.95. A breakdown of the 2024-2025 payments is in the attached document.

- Zion -(voted) Refunded Bonds, principal, and interest - \$153,985.00
- Truist Government Finance - (Lease) Field House Lease - \$51,326.65
- Bank of New York - (voted - LP=6/1/2031) QSCBs - \$546,197.50
- Huntington NB (CHS HB264) - \$62,997.25
- Peoples Bank (CES HB264) - \$36,608.55

Result: Approved

Attachments:

[Debt Schedule-Treasuer.pdf](#)

8.5 Donations

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

- **Prom Donation Class of 2026 - 300-9126**
 - Hathaway, Inc. - \$250
- **Senior Class 2025 - 200-9125-458**
 - Miss Jennifer's Dance Studio, LLC - \$100
 - SIMONA Boltaron Inc. - \$100
 - Bradford Financial Group, LLC - \$100
- **Thanksgiving Dinner - 018-905F**
 - Daniel Duren, Prudential Advisors - \$150
 - H. Dewey Thompson Financial Service - \$100
 - Dr. David Erwin & Associates, Inc. - \$50
- **Coshocton Foundation**
 - Multi-Categorical Class Project - 019-961J - \$4,100
 - Gifted for Think Law Program for Critical Thinking Curriculum - 019-961E - \$6,500
 - Derek A. Brown Elgart Memorial - Soccer Benches at Stewart Field - 019-941L - \$5,000

Minutes:

Ms Eyerman expressed gratitude, on behalf of the board, to the community members, businesses, and the foundation for their generosity to our district and the students.

Result: Approved

9 Business Items

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

Motioned: Dr. Jere Butcher

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		

9.1 Coshocton County Board of DD - General Services Agreement

It is recommended that the Board of Education approve the 2024-2025 Agreement with the Coshocton County Board of Developmental Disabilities for August 21, 2024 through May 23, 2025.

Attachments:

[Coshocton Board DD General Svcs Agreement 24-25sy.pdf](#)

9.2 CCEA MOU

It is recommended that the Board of Education approve an MOU with Coshocton City Education Association to add (1) Assistant Wrestling Coach supplemental contract position to the Supplemental Salary Schedule for the 2024-2025 and the 2025-2026 contract years.

Minutes:

Mr. Kowalski explained that this was an MOU for the next two years for an additional coach for wrestling.

Result: Approved

Attachments:

[MOU - CCEA - Asst Wrestling 9.24.pdf](#)

9.3 RFP META Electric Service

It is recommended that the Board of Education approve the Resolution authorizing META Solutions, acting jointly as a member of the Ohio School Consortium, to issue a request for proposal for the purchase of competitive retail electric service from the lowest and best bidder submitted to consortium and authorizing the Board to purchase competitive retail electric service from such bidder.

Minutes:

Ms. Eyerman explained that now is the time we work with the Ohio School Consortium, consisting of many IT sites around the state for competitive retail electric services OME-RESA is part of this consortium. Working with the larger consortium provides more competitive rates for our district.

Result: Approved

Attachments:

[RFP -META Electric Service 2024.10.31.pdf](#)

10 Superintendent Report and Recommendations

Mr. Mark Kowalski, Superintendent

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

Motioned: Mr. Sam Bennett

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		

10.1 Updates

10.2 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**
 - Daphne Patterson - Substitute Teacher CES - \$130 per day - Effective 10/28/2024
 - Shaylee Ackley - CHS Educational Assistant (1:1) - Effective 11/4/2024 pending proper licensure requirements and required background checks.
 - Jusdeanna Hughes - CES Student Monitor - Effective 11/4/2024
- **Resignations/Retirements**
 - **Retirements**
 - John McPeak - CHS Head Custodian - Effective 12/31/2024
 - Donald McVay - CES Head Custodian - Effective 12/31/2024
 - **Resignations**
 - Dana Fortney - CES Student Monitor - Effective 10/25/2024
 - Tammy Jacobs - CES Substitute Teacher - Effective 10/25/2024
- **Salary Adjustments Effective January 1, 2025**
 - Blake Mencer - MA +30

- **Reassignments and Transfers**
 - Emily (Casey) Michael - From Educational Assistant 1:1 CHS to Educational Assistant CHS
- **Supplemental Contracts**
 - Jenni Carmichael - Ernie's Club (aka SADD) - Level 1
 - Jenni Carmichael - Prom Promise - Level 1
- **Service Contracts**
 - Tim Ward - Planetarium Shows - \$40 per Show
 - Ron Derewicki - Planetarium Shows - Volunteer

Minutes:

Mr. Kowalski pointed the retirements out to the board members attention.

Result: Approved

10.3 Science of Reading Stipends

It is recommended that the Board of Education approve the following Science of Reading Stipends:

- Jordan Haumschild - \$400
- James Helter - \$400
- Dawne Shook - \$1,200
- Barry Hardesty - \$400
- Jenni Carmichael - \$1,200

Minutes:

Mr. Kowalski explained that this is required training for the HS this year - Reimbursed through the State of Ohio.

Result: Approved

10.4 LETRS Stipends

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

- Katie Aggas - \$600
- McKenzie Braun - \$300
- Natasha Brickles - \$150
- Amy Cox - \$150
- Dee Demyan - \$450
- Jamie Duling - \$450
- Lynn Garber - \$300
- Jay Gill - \$150
- Stacey Jackson - \$600
- Jody Johnson - \$450
- Cassandra Jones - \$600
- Kimberlee Kulczycki - \$600
- Kelly McCrea - \$600
- Michael McKee - \$600
- Aaron Mencer - \$450
- Erika Michael - \$600
- Shelley Moats - \$600

- Angela Paugh - \$300
- Natalie Prince - \$750
- Jerry Shook - \$150
- Laura Skjold - \$600
- Shelby Smith - \$600
- Stephanie Snider - \$450
- Jamie Swigert - \$600
- Amy Unkefer - \$600
- Michelle Woodie - \$150
- Jennifer Young - \$600

Minutes:

-Change to the agenda:

10.4 Stipens—Ryan Weaver was removed from tonight's agenda. Mr. Nicholas has spoken to him, and this will be moved to the next meeting after all requirements are met.

Mr. Kowalski explained that these payments are for the CES staff training that began last year.

Result: Approved

10.5 Exempt Administrative Staff Salary Changes for 2024-2025

It is recommended that the Board of Education approve the 2024-2025 salaries for all Exempt Administrative Staff members as presented - retroactive to July 1, 2024.

Minutes:

Mr. Kowalski clarified that these changes are retro to the beginning of the contract year, July 1, 2024.

Result: Approved

10.6 Director of Operations

It is recommended that the Board of Education approve the appointment of Jacob Conrad as the Director of Operations under a 3- year administrator contract effective August 1, 2024 through July 31, 2027.

Result: Approved

10.7 NEOLA Policies Approval

It is recommended that the Board of Education adopt the following NEOLA policies: (N)=New, (R)=Revised, (D)=Delete

- (R) 1130 Conflict of Interest
- (R) 3113 Conflict of Interest
- (R) 4113 Conflict of Interest
- (R) 6110 Grant Funds
- (R) 6111 Internal Controls
- (R) 6112 Cash Management of Grants
- (R) 6114 Cost Principles Spending Federal Funds
- (R) 6325 Procurement Federal Grants Funds
- (R) 6550 Travel Payment and Reimbursement Relocation Costs
- (R) 7310 Disposition of Surplus Property

- (R) 7450 Property Inventory

Minutes:

Mr. Kowalski explained that this update is due to federal spending guideline requirements. Our large update is coming, and when available, the update will be printed for the board members to review. He said that there will be some changes that he will draw the board's attention to. He stated that the Title IX requirements policy is on hold.

Result: Approved

Attachments:

[po 6550 Travel Payment and Reimbursement Relocation Costs.pdf](#)
[po 6112 Cash Management of Grants.pdf](#)
[po 3113 Conflict of Interest.pdf](#)
[po 6111 Internal Controls.pdf](#)
[po 1130 Conflict of Interest.pdf](#)
[po 6114 Cost Principles Spending Federal Funds.pdf](#)
[po 6110 Grant Funds.pdf](#)
[po 6325 Procurement Federal Grants Funds.pdf](#)
[po 7450 Property Inventory.pdf](#)
[po 7310 Disposition of Surplus Property.pdf](#)
[po 4113 Conflict of Interest.pdf](#)

11 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 6:42 p.m. with no action to follow to discuss district safety and security and update on legal matters. The board exited the executive session at 7:01 p.m. and resumed the meeting.

Result: Approved

Motioned: Mr. David Shutt

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](#)

12 Board Discussion Items

Minutes:

Ms. Mann shared that she was at the band and choir concert last night. She said that **we are mighty!** Mr. Moore has brought an energy to these groups

Mr. Shutt and Dr. Butcher attended the Community Advisory Team meeting. They were happy with the numbers in attendance and thought there was good conversation related to the CHS OFCC project.

Mr. Kowalski is concerned about participation numbers in girls' athletics. He will work with the coach, stating that there is nothing like playing for your own high school's team.

Mrs. Mann asked which athletic programs have active biddy programs.

Mr Kowalski discussed the pool and stated that he would get with Justin to determine what other school districts pay for the use of our pool.

13 Announcements

- Community Advisory Team

Minutes:

Mr. Kowalski shared that we had the Community Advisory Team meeting the other night and had a great turnout. The next CAT meeting will be on November 20th. Mr. Kowalski stated that he would be reaching out to possible PAC team members.

14 Next Meeting(s)

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

- Regular Meeting - Thursday, November 21, 2024
- Regular Meeting - Thursday, December 19, 2024
- Records Commission and Organizational Meetings - Thursday, January 9, 2025

15 Adjournment

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

Minutes:

The meeting adjourned at 7:21 p.m.

Result: Approved

Motioned: Mrs. Susan Mann

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		