

The Coshocton City Board of Education

Thursday, March 14, 2019

The Coshocton City Board of Education met in a regular meeting on Thursday, March 14, 2019 in the library at Coshocton Elementary School, located at 1203 Cambridge Road, Coshocton, Ohio in compliance with all requirements of ORC 121.22.

Board President Dr. Butcher called the meeting to order at 6:30 p.m. Members responding to roll call by Treasurer Felicia Drummey were Dr. Butcher, Dr. Salmans, Mr. Bennett and Mr. Clark. Mr. Johnson was not in attendance. Superintendent Dr. David Hire was in attendance.

**Mission Statement** *recited by Griffin Mason*

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.

**023-2019 Adoption of the Agenda**

Mr. Bennett made the motion, seconded by Dr. Salmans, to adopt the agenda with a change in meeting order by moving Hearing of the Public after Board Commendations.

Roll Call Vote:        Mr. Bennett, Yes;        Dr. Salmans, Yes;        Dr. Butcher, Yes;  
   Mr. Clark, Yes.

Motion carried 4-0.

**024-2019 Approval of Minutes**

Dr. Salmans made the motion, seconded by Dr. Butcher, for the Board of Education to approve the following minutes:

Regular Meeting - February 15, 2019

Roll Call Vote:        Dr. Salmans, Yes;        Dr. Butcher, Yes;        Mr. Bennett, Yes;  
   Mr. Clark, Yes.

Motion carried 4-0.

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**025-2019 Board Commendations**

Mr. Clark made the motion, seconded by Mr. Bennett for the Board of Education to approve the following commendations:

- A. Muskingum Valley Educational Service Center Awards – March 13, 2019
  - Griffin Mason – Nomination for Franklin B. Walter All-Scholastic Award for Coshocton City School District
  - Katie Fauver - Outstanding Senior
  - Tabetha Cramblett - Honored Teacher nominated by Katie Fauver
- *All recipients were present to receive their certificates and were introduced to the meeting attendees.*
- *Dr. Hire bragged on the student’s accomplishments and shared their rank of 1<sup>st</sup> and 2<sup>nd</sup> of all students in the Senior Class. Mr. Mason spoke up and proudly, yet jokingly, announced that his son Mason is 1st and Katie is 2nd.*

Roll Call Vote: Mr. Clark, Yes; Mr. Bennett, Yes; Dr. Butcher, Yes; Dr. Salmans, Yes.

Motion carried 4-0.

**Hearing of the Public**

Required Public Hearing – 2019-2020 School Calendar

- *Dr. Hire presented the 2019-2020 District School Calendar for consideration.*

**Communications**

- A. OSBA Southeast Conference – March 26<sup>th</sup> at Sheridan High School
- B. Portrait of a Graduate Community Meeting on March 19<sup>th</sup>
- C. Vendor Form and W9
  - *Dr. Salmans asked why he received this form. Mrs. Drummey explained that any non-payroll check payee requires a complete vendor record. She thought he must have received a check as a reimbursement for some school expense sometime in the past.*

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**Board and/or Staff Reports**

## A. Technology Update by Jason Olinger

Staff Computer Refresh

- 132 NEW Dell 5590/5490 Laptops for Certified Staff Members
- 11 NEW Dell 7390 2 in 1 Laptops for Administration
- 20 NEW Dell 7050 Desktop Computers for Administrative Assistants and Board of Education Staff

New Copier Refresh

- Implemented 18 New Canon Copiers
- 5 Year Lease with the Gordon Flesch Company

Bandwidth Upgrade

- Increase bandwidth from 500 mbps to 1 gbps (1000 mbps) in order to support a 1:1 initiative.
- Beginning in the fall of 2017, the district had a 200 mbps internet service.

Google Apps for Education

- Made the switch from OME-RESA managed accounts and Office 365 to Google Apps for Education.
- Provided training on both basic and advanced skills for implementation of GAFE into everyday classroom environments.
- Google Classroom: Allows students and teachers to be able to work seamlessly together and provide instant feedback.
- Allows teachers to begin integrating 21st Century Competencies while using technology (Creation, Collaboration, Communication, Critical Thinking)

E-Rate 2018 Future Proofing

- **CATEGORY 1: INTERNET BANDWIDTH UPGRADE  
FROM 500 MBPS TO 1 GBPS**
- **CATEGORY 2: CORE NETWORK OVERHAUL AT COSHOCTON HIGH SCHOOL & CORE Switch UPGRADE AT COSHOCTON ELEMENTARY SCHOOL**
  - Complete Ruckus Wireless Network Installed at CHS
  - Ruckus Access Points at both CHS & CES
  - Ruckus Switches
  - Redundant Fiber between Network Closets
  - Enclosed Network Racks that lock and are secure
  - New Redundant Core Switches installed at CES

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Digital Watchdog Security System at CHS & CES

- *New 104 Camera System at CHS*
- *New 62 Camera System at CES*
- *Includes Parking Lots, Playgrounds, Interior & Exterior, Office areas, License Plate Cameras, bus garage, Board of education.*
- *Digital Watchdog has asked us to participate in a case study that would feature our district and the safety/security measures our district is implementing.*

New Door Access Control Systems at CHS

- *Installed Fall of 2018*
- *3x LOGIC*
- *All staff members issued Access Control Cards*
- *Able to set schedules to allow for locking/unlocking of doors throughout the day.*
- *Special schedules for events...NO DOORS LEFT UNLOCKED!*
- *New Camera System Will Have Capability to be Paired with this system*

## B. Gifted Report by Kaitlyn Ashbrook

Current Numbers:

- *237 students in the District have been identified as Gifted =15%*
- *91 in Grades 1-6 = 10%*
- *43 in Grades 7-8 = 18%*
- *103 in Grades 9-12 = 25%*

Services

- *Cluster grouping model*
- *Grouping at least 4 students in a classroom where teacher has had special training in how to teach gifted students. This allows teachers to better meet the needs of these students and the students to work together with other identified students.*
- *Teachers receive on-going PD as required by the state.*

Teacher

- *Diane Schlegel, Gifted Intervention Specialist*
- *Works with teachers to support them in the classroom and with students on a variety of other activities.*

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**Board Member Discussion Items**

- *Mr. Clark shared that he spoke with Phil Hunt from the Home Loan and Savings Bank recently and learned that they are interested in providing our banking services. He said Mr. Hunt thinks they can do a great job for the school district with lower fees.*

**Unfinished Business**

None.

**026-2019 New Business**

Dr. Salmans made the motion, seconded by Mr. Clark, to approve the following items:

- A. It is recommended that the Board of Education approve the first reading of the following NEOLA Policies: (N) =New, (R) =Revised, (D) =Delete

- (R) 5610 Removal, Suspension, Expulsion, and Permanent Exclusion of Students
- (R) 5610.03 Emergency Removal of Students
- (R) 6320 Purchasing and Bidding
- (R) 6325 Procurement – Federal Grants/Funds
- (R) 6605 Crowdfunding
- (R) 7540.02 Web Accessibility, Content, Apps, and Services
- (R) 8500 Food Services
- (D) 2700 School Report Card

- B. It is recommended that the Board of Education approve the Alternate School Food Authority (SFA) Arrangement and Terms of Agreement with the Coshocton Opportunity School for the 2018-2019 school year as submitted by Felicia Drummey, Treasurer (Appendix A).

Roll Call Vote: Dr. Salmans, Yes; Mr. Clark, Yes; Dr. Butcher, Yes;  
Mr. Bennett, Yes.

Motion carried 4-0.

**027-2019 Treasurer’s Report**

Dr. Salmans made the motion, seconded by Mr. Bennett, for the Board of Education to approve the following items:

- A. It is recommended that the Board of Education accept and approve of the monthly financial report for February as presented by the Treasurer.

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

| <u>Source</u>             | <u>Purpose</u>             | <u>Amount</u> | <u>Fund</u> |
|---------------------------|----------------------------|---------------|-------------|
| Clayton & Alice Gibson    | Planetarium                | \$1,000.00    | 300-941H    |
| Coshocton Foundation      | Eastern Ohio Summit/Gifted | \$ 300.00     | 007-9259    |
| Kenneth & Mary Eaton      | Mary Eaton Memorial Fund   | \$ 300.00     | 007-9419    |
| Karen & Richard Gibney    | Mary Eaton Memorial Fund   | \$ 50.00      | 007-9419    |
| Anita Bergman             | Mary Eaton Memorial Fund   | \$ 25.00      | 007-9419    |
| William & Mary Harris     | Mary Eaton Memorial Fund   | \$ 50.00      | 007-9419    |
| Bryon & Rebecca Swayer    | Mary Eaton Memorial Fund   | \$ 25.00      | 007-9419    |
| Dr. Kyle & Kate Eaton     | Mary Eaton Memorial Fund   | \$ 250.00     | 007-9419    |
| Sue Ann Worley            | Mary Eaton Memorial Fund   | \$ 25.00      | 007-9419    |
| American Chemical Society | Professional Development   | \$ 300.00     | 018-905F    |

C. It is recommended that the Board of Education approve a following permanent transfer of funds from the General Fund to the Athletic Fund in the amount of Twelve Thousand, Four-Hundred Forty-Two Dollars and Zero Cents (\$12,442.00) for the Golden Redskins and Staff Passes utilized during the winter sport season.

D. It is recommended that the Board of Education approve the following Appropriation Increase for Fiscal 2019 as presented by the Treasurer.

| <u>Fund Number</u>   | <u>Fund Name</u>              | <u>Amount</u> |
|--|-------------------------------|---------------|
| #070-9002  | District Capital Project Fund | \$13,950      |
| (For 15% of \$93,000 E-Rate Category 2 Final Year Network Infrastructure Upgrades) |                               |               |

Roll Call Vote: Dr. Salmans, Yes; Mr. Bennett, Yes; Dr. Butcher, Yes;  
Mr. Clark, Yes.

Motion carried 4-0.

**028-2019 Superintendent’s Report**

Mr. Clark made the motion, seconded by Dr. Butcher, for the Board of Education to approve the following items:

A. Recommendations

1. It is recommended that the Board of Education approve Worksite Medtest to perform drug screenings and/or physicals for bus drivers and other district personnel for the 2019-2020 school year.

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2. It is recommended that the Board of Education approve the week of June 10-14, 2019 for Camp Invention to be held at Coshocton Elementary School as submitted by Kaitlyn Ashbrook, Director of Curriculum and Federal Programs.
3. It is recommended that the Board of Education approve the 2019-2020 Coshocton High School Course Catalog as submitted by Grant Fauver, Principal.
4. It is recommended that the Board of Education approve the following new courses to be offered at Coshocton High School for the 2019-2020 school year as submitted by Grant Fauver:

|   |          |           |
|---|----------|-----------|
| <i>Financial Accounting</i> – Independent Study | 1 credit | Full Year |
| Instructor: Amy Borton                          |          |           |

|                             |          |           |
|-----------------------------|----------|-----------|
| <i>Honors World History</i> | 1 credit | Full Year |
| Instructor: Kevin Kittell   |          |           |

|                          |          |           |
|--------------------------|----------|-----------|
| <i>Astronomy</i>         | 1 credit | Full Year |
| Instructor: Jason Kodysz |          |           |

Roll Call Vote:      Mr. Clark, Yes;      Dr. Butcher, Yes;      Mr. Bennett, Yes;  
                                  Dr. Salmans, Yes.

Motion carried 4-0.

**029-2019 Superintendent Recommendations - Certified Staff**

Mr. Bennett made the motion, seconded by Dr. Salmans, for the Board of Education to approve the following items:

B.      Recommendations - Certified Staff

1. It is recommended that the Board of Education rescind (previously approved May 17, 2018) and approve the following supplemental contract(s):

Rescind

|                 |   |         |
|-----------------|---|---------|
| Barbara Snyder  | Science Olympiad (7-12) ½ of 1 position | Level 3 |
| Randi Schilling | Science Olympiad (7-12) ½ of 1 position | Level 3 |

Approve

|                 |                         |         |
|-----------------|-------------------------|---------|
| Barbara Snyder  | Science Olympiad (9-12) | Level 3 |
| Randi Schilling | Science Olympiad (7-8)  | Level 3 |

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Roll Call Vote: Mr. Bennett, Yes; Dr. Salmans, Yes; Dr. Butcher, Yes;  
Mr. Clark, Yes.

Motion carried 4-0.

**Recommendations – Classified Staff**

None

**10 “Great Things” to Know at Coshocton City Schools – Presented by Dr. Hire**

1. **Muskingum Valley Educational Service Center** recognized outstanding senior students with 2 special awards that were presented at a ceremony on March 13th at OUZ. Griffin Mason was chosen as a Franklin B. Walter All-Scholastic Award Finalist. Katelyn Fauver was selected for the MVESC Outstanding Senior Award and Tabetha Cramblett was selected by Katelyn as the teacher who had the most positive impact on her education. *Congratulations!*
2. **The Elevating and Celebrating Effective Teaching and Teachers (ECET2) Network provides** a forum for exceptional teachers to learn from one another and to celebrate the teaching profession. These convenings harness the power of teacher leader networks to deepen learning and to improve the teaching practice to better serve students. Coshocton City Schools was represented by Kristen Shingleton, Dawn Peterson, Denise McPeak, and Donna Yoder. These exceptional teachers attended a two-day experience at Salt Fork State Lodge on March 3rd and 4th. *Congratulations to our selected teachers!*
3. **The Coshocton High School Theatre Department** will present their spring production, “The Pirate Queen,” on March 14th at 7:00 p.m. and March 15th and 16th at 8:00 p.m. in the McKinley Auditorium, under the direction of Kristine Hardesty. Mark your calendars and plan to attend this production to support our students.
4. **The 24th Annual Kiwanis Track and Field Day** was held at Kids America on March 14th. Students from across the county showcased their skills in track, football, basketball, and soccer. The program was sponsored by the Kiwanis Club, and members of the high school Key Club helped with various events. *Thank you Key Club for your service to our community.*
5. **Coshocton City Schools placed 2nd at the Math Counts** competition held on February 8th and won the right to compete at the state level at Columbus State Community College on Saturday, March 9th. Junior High Team members winning a trophy were Isaiah Blanchfield, Zane Bryant, Kennedy Kittell and Sheldon Stotts. Kennedy Kittell and Sheldon Stotts also won individual awards for 2nd and 3rd place respectively.
6. **The annual Quiz Bowl** for middle school was held at Cambridge Middle School on March 1st. A total of 13 teams from area schools participated. The Coshocton team consisting of Isaiah Blanchfield, Isabelle Lauvray, Addison Rice and Hudson Wesney won 2nd place. Students received a medal and Coshocton City Schools was awarded a plaque.



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7. **Several students** participated in the **God, Flag and Country Speech contest** sponsored by the Fraternal Order of Eagles # 302 on February 22nd. Paris Peterson received 1st Place for 10-11 year olds and Brianna Fink received 2nd place. Ashley Bryant received 2nd place for 12-13 year olds and John Stamper received 3rd. Place. Paris Peterson will go on to compete at the next level of competition in April.
8. **CES recently held their annual Science Fair** with 44 students participating, and 13 students receiving a rating of “Superior” and qualifying for the District Science Fair on March 30th. *Great job, young scientists!*
9. **Zane State College Visit** - On February 13th, the fifth grade students and staff went to Cambridge to visit the campus of Zane State College. The students rotated between four hands-on activities including: Snap Trainers-Circuit boards/electricity, Water Sampling using PH strips to find the acidity of several liquids, Science/Safety using microscopes to examine tiny creatures and trying on Hazmat suits, and Teamwork/Careers including filling out a resume. Presenters praised the group for their good behavior and the students thoroughly enjoyed the day! *Thank you Mrs. Bowman for organizing this annual event!*
10. **The CHS Wrestling team** had an outstanding season! The wrestling team won the ECOL Tournament, won the Sectional Tournament with 9 wrestlers moving onto districts. The team finished third at the District Tournament. *Congratulations* to our Division III State Qualifiers: Lucian Brink (113), Jackson Unger (152), Austin Guthrie (120) and Alternate Blake Barrick (145). Lucian Brink claimed the OHSAA Division III State championship with a record of 53-0. Barrick, Guthrie and Brink all recorded their 100th win. *Great Job and Congratulations to all wrestlers and coaching staff on a fantastic season!*
11. **CHS students attended an FCA and More Leadership Conference** on Friday, March 8th in Sugarcreek, Ohio. Students attending included Graham Beaumont, Carson Coffman, Teigue Hardesty, Kenzie Potter, Jenna Stonebraker, and Lillian Whitcomb. This event was sponsored by Strasburg High School’s FCA and More Leadership team, and attended by HS groups from across the region. The featured speaker was "Lead For God's Sake" author, Todd Gongwer.
12. **Fifth Grade classes are volunteering** in 3 ways to help others in our community. First, they are selling snacks with the proceeds to provide necessities for students in our school community. Secondly, they created Valentine’s Day cards that were distributed to the homeless in our community. Thirdly, they are cutting and tying together plastic bags to make plastic yarn that will be given to the Standing Oaks organization where they will be crocheted into plastic sleeping mats for the homeless. *Great job 5th Grade students and staff!*
13. **Several CHS students participated in the 2018 Mock Trial team competitions.** Jenna Stonebraker was voted best attorney. Evelyn Hire and Jenna Ranalli were voted best witnesses. This program allows students to learn about the parts of a trial and the law. *Great job students!*

**Announcements**

None

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**Next Meeting**

The next regular meeting of the Board of Education will be Thursday, April 11th at 6:30 p.m. in the Coshocton Elementary School Library.

**32-2018 Adjournment**

The President declared the meeting adjourned. (Time Out: 8:05 p.m.)

ATTESTATION:

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Felicia Drummey, Treasurer

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Arthur S. Bennett, Jr., President

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APPENDIX A



Alternate School Food Authority (SFA) Arrangement

A School Food Authority (SFA) is the governing body which is responsible for the administration of one or more schools and has legal authority to operate school meal programs therein, or is otherwise approved by USDA’s Food and Nutrition Service, to operate the school meal programs.

- 1. Coshocton Opportunity School IRN 000598 (SFA 2) wishes to transfer authority to operate the specified school meal program(s) for the students of SFA 2 to Coshocton City School District IRN 043828 (SFA 1). All legal and financial authority for operating the specified school meal program(s) for the students of SFA 2 is hereby transferred to SFA 1. SFA 1 accepts total legal and financial responsibility for SFA 2’s specified school meal program(s). This includes paying overclaims as a result of administrative reviews, distributing USDA commodities and complying with program regulations. SFA 2 hereby relinquishes its authority to operate the specified school meal program(s) to SFA 1.
2. The parties to this agreement agree to cooperate fully, to work in good faith and to assist each other in the mutual performance of this agreement. In connection therewith, the parties shall meet from time to time upon reasonable request of either party at a mutually agreed time and location to confer in good faith and amicably in a business-like manner work out disputes arising from the implementation of this agreement.
3. This agreement shall become effective January 1, 2019 and it shall remain in effect until June 30, 2019 (no longer than one year), unless terminated by a prior notice of not less than 60 days from one party to the other. The term of the agreement can be extended upon mutual agreement of the parties and upon approval from the Office for Child Nutrition.

SFA 1
Signature: Dr. David Hire
Title: Superintendent
Phone number: (740) 622-1901 Date: March 15, 2019

SFA 2
Signature: Roger Moore
Title Superintendent
Phone number: Date:

THIS ARRANGEMENT does not constitute the entire agreement between the parties with respect to subject matter thereof. (See Attachment 4 for details to consider and/or negotiate.)

NOTE: Alternate SFA Arrangements must be approved by the Ohio Department of Education (ODE) on a case-by-case basis. ODE will review a written description of the alternate arrangement, which answers the questions listed on the attached page entitled: “Terms of Agreement to be Considered and/or Negotiated in the Alternate School Food Authority (SFA) Arrangement”, before giving approval. Please forward the signed agreement and terms of the arrangement to the Ohio Department of Education, Office for Child Nutrition, 25 S. Front St., Mail Stop: 303, Columbus, Ohio 43215-4183. ODE will advise you as soon as the Alternate SFA Arrangement has been approved.

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**Terms of Agreement to be Considered and/or Negotiated in the  
Alternate School Food Authority (SFA) Arrangement**

Address each of the following items and include with the previous page for State Agency approval.

**In lieu of a service fees payable to SFA 1 from SFA 2 related to the performance of duties under this agreement, SFA 2 has agreed to enter into an employment contract with the Food Service Director of SFA 1 to provide direct compensation for any additional work time that is necessary as a result of performing the tasks listed below.**

1. Which specific school meal program(s) will be included under this agreement (National School Lunch Program, School Breakfast Program, After School Care Snack Program and/or Special Milk Program)?

**This agreement includes meal programs served under the National School Lunch Program (NSLP). The meals will be prepared according to the SFA 1 menu each day in advance so that the meal is available for a meal time of 5:15pm, Monday through Thursday when school is in session. Additional preparation and serving for the 5:15pm meal will be provided by the SFA 2.**

2. Who will distribute the Free and Reduced-Price School Meal Applications to each household?

**SFA 1 will provide the applications. SFA 2 will copy and mail/distribute applications to each household.**

3. Who will process the applications including determining eligibility (Approval Official), notifying applicants, completing verification requirements (Verification Official), providing a Hearing Official and updating eligibility changes?

**SFA 1 will provide approval official and verification official. SFA 2 will be the hearing official on eligibility changes.**

4. Where and how will point-of-service counts by eligibility category be obtained and who will record and report these counts?

**SFA 2 will obtain and record the point of service meal counts by eligibility type each day at the time the student is served a meal. SFA 2 will provide the daily count sheets as to SFA 1 weekly.**

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5. Who will compile the monthly claim for reimbursement before it is submitted to ODE? Who will perform the required attendance-adjusted eligible edit check?

**SFA 1 Food Service Director will compile the monthly claims for reimbursement and perform the required attendance-adjusted eligible edit check.**

6. Will unit meal prices be subject to any negotiations between the SFAs?

**Yes, meal prices subject to mutual agreement of both SFA's and formal approval by SFA 2 Governing Authority.**

7. Who will collect money/sell tickets to students and adults? What will be the policy for meal charges and is this policy acceptable to both SFAs?

**SFA 2 will collect money, document sales on the daily production record and deliver any cash to the SFA 1 for daily deposit. SFA 2 will not allow meal charges and the policy is acceptable to SFA1 and SFA2.**

8. Terms regarding cancellation rights by either SFA should be discussed, should an unforeseen problem arise.

**Should an unforeseen problem arise, a 45 calendar day notice shall be provided if either SFA1 or SFA2 desires to cancel the contract**

9. What will be the policy for reconciling any differences that may exist between days that school is in session and how meal service may be affected?

**SFA 1 will notify SFA 2 by 10:00 AM if meal service will be affected that day for any reason.**

10. School meal program records and Free and Reduced-Price School Meal applications must be kept on file for three years plus the current school year. Where will records be stored?

**SFA 1 Food Service Director will maintain and store, in a separate file within her office, the meal program records and Free and Reduced-Price School Meal applications for the prescribed amount of time listed above.**

11. How will student involvement in the school meal programs (e.g., advisory groups, taste panels, surveys, menu planning) be handled?

**SFA 1 will ask SFA 2 for student input in the school meal programs when appropriate.**