

The Conotton Valley Union Local School District Board of Education met in session on Thursday, January 17, 2019, at 6:30 p.m. in the Conotton Valley High School Board of Education office. Present at roll call were Rob Higgenbotham, Debbie Carrothers, Logan Putnam, Kevin Willoughby and Chris Bower.

Also present were Superintendent Jerry T. Herman, Treasurer, Denise Ketchum, Mr. Wright, Mr. Stuck, and Mrs. Caldwell.

Public Participation: None

B.O.E. Member Reports: None

Superintendent and Buckeye Career Center Reports: None

Treasurer Report: Mrs. Ketchum noted that the excess cost filing was complete and reported on the amount of excess cost coming in and going out.

19-016 APPROVAL OF MINUTES

Mrs. Carrothers moved and Mr. Higgenbotham seconded the motion to approve the minutes of the December 20, 2018 regular Board of Education meeting.

At roll call

Ayes: Mrs. Carrothers, Mr. Higgenbotham, Mr. Bower, Mr. Putnam, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-017 FINANCIAL REPORT

Mrs. Carrothers moved and Mr. Higgenbotham seconded the motion to approve the December 2018 financial report, with expenditures totaling \$ 429,812.35, is requested. Mutual fund balances at December 31, 2018 were \$ 2,070,709.91 in Unified Bank and \$ 141,085.55 in Star Ohio, earning an average annual yield of 2.41%. The balance in the Star Plus/Building Fund at December 31, 2018 was \$ 0.00.

At roll call

Ayes: Mrs. Carrothers, Mr. Higgenbotham, Mr. Bower, Mr. Putnam, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-018

PAYMENT OF BILLS

Mrs. Carrothers moved and Mr. Higgenbotham seconded the motion to approve the payment of bills and any expenditures with “then and now” certificates, including those with amounts exceeding \$3,000.00.

At roll call

Ayes: Mrs. Carrothers, Mr. Higgenbotham, Mr. Bower, Mr. Putnam, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

NEW BUSINESS

19-019

MILEAGE RATE

Mr. Willoughby moved and Mr. Putnam seconded the motion to approve the IRS business mileage rate of .58 per mile, effective January 1, 2019.

At roll call

Ayes: Mr. Willoughby, Mr. Putnam, Mr. Bower, Mrs. Carrothers, and Mr. Higgenbotham

Nays: None.

Abstain: None

Motion carried.

19-020

CLASSIFIED STAFF RETIREMENT (VACATION)

Mr. Higgenbotham moved and Mrs. Carrothers seconded the motion to approve the payment of 10 unused vacation days to Marvin Smith due to retirement.

At roll call

Ayes: Mr. Higgenbotham, Mrs. Carrothers, Mr. Bower, Mr. Putnam, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-021

TRANSPORTATION/VAN DRIVER

Mr. Putnam moved and Mrs. Carrothers seconded the motion to approve the addition of Matt Grezlik, Resource Officer, to the transportation list to drive the school van when necessary.

At roll call

Ayes: Mr. Putnam, Mrs. Carrothers, Mr. Bower, Mr. Higgenbotham, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-022

HOME INSTRUCTION TUTOR

Mr. Putnam moved and Mrs. Carrothers seconded the motion to approve Darla Kish as a home instruction tutor for 1.5 hours per week at \$25 per hour not to exceed 18 hours, as needed.

At roll call

Ayes: Mr. Putnam, Mrs. Carrothers, Mr. Bower, Mr. Higgenbotham, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-023

CLASSIFIED SUBSTITUTE LIST

Mr. Putnam moved and Mrs. Carrothers seconded the motion to approve the addition of Courtney Grezlik to the classified substitute list as a cook, aide and secretary, pending completion of all state and local requirements

At roll call

Ayes: Mr. Putnam, Mrs. Carrothers, Mr. Bower, Mr. Higgenbotham, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-024

SUPPLEMENTAL CONTRACT

Mr. Putnam moved and Mrs. Carrothers seconded the motion to approve the employment of Andrea Leggett as Jr. High Cheerleading Coach - Basketball for the 2018-2019 school year at a salary of \$1,108.35.

At roll call

Ayes: Mr. Putnam, Mrs. Carrothers, Mr. Bower, Mr. Higgenbotham, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-025

ATHLETIC EVENT EMPLOYEES

Mr. Putnam moved and Mrs. Carrothers seconded the motion to approve the following athletic event employees:

Brad Shupe
Stephanie O'Connor
Alex Chilton
Adam Reardon

At roll call

Ayes: Mr. Putnam, Mrs. Carrothers, Mr. Bower, Mr. Higgenbotham, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-026

CLASSIFIED SUBSTITUTE LIST

Mr. Putnam moved and Mrs. Carrothers seconded the motion to approve the addition of Tawnya Farnsworth as a substitute bus driver for the 2018-2019 school year, pending completion of all state and local requirements.

At roll call

Ayes: Mr. Putnam, Mrs. Carrothers, Mr. Bower, Mr. Higgenbotham, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-027

DONATIONS

Mr. Willoughby moved and Mr. Higgenbotham seconded to approve the following gifts and donations totaling \$5,171.71.

From	To	Amount
Anonymous	Share an X-mas	\$ 25.00
Goodings Nursery	Product & Services valued at	\$102.71
Ms. Elsie Warner	CV Volleyball	\$500.00
Ms. Elsie Warner	JH DC trip	\$500.00
Mr. Jay Caldwell	CV Baseball	\$100.00
CV Ban Boosters	Raincoats valued at	\$3944.00

At roll call

Ayes: Mr. Willoughby, Mr. Higgenbotham, Mr. Bower, Mrs. Carrothers, and Mr. Putnam

Nays: None.

Abstain: None

Motion carried

19-028

FIRST POLICY READING

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the first reading of the following policies:

0131 – ByLaw - Functions (REVISION)
0141.2 – ByLaw - Conflict of Interest (REVISION)
0164 – ByLaw - Notice of Meetings (REVISION)
0165.1 – ByLaw – Regular Meetings (REVISION)
0165.2 – ByLaw – Special Meetings (REVISION)
0165.3 - ByLaw - Recess/Adjournment (REVISION)
0166 – ByLaw – Executive Session (REVISION)
0168 – ByLaw – Minutes (REVISION)
0169.1 – ByLaw – Public Participation at Board Meetings (REVISION)
1240.01- Policy – Non-Reemployment of the Superintendent (REVISION)
1422 – Policy – Nondiscrimination and Equal Employment Opportunity
(REVISION)
1541 – Policy – Termination and Resignation – (REVISION)
1662 – Policy – Anti-Harassment – (REVISION)
2111 – Policy – Parent and Family Engagement (REVISION)
2260 – Policy – Nondiscrimination and Access to Equal Educational Opportunity
(REVISION)
2261 – Policy – Title 1 Services (REVISION)

- 2261.01 – Policy – Parent and Family Member Participation in Title 1 Programs
(REVISION)
- 2700 – Policy - RESCIND- School Report Card
- 3122 – Policy -Nondiscrimination and Equal Employment Opportunity
(REVISION)
- 3140 – Policy - Termination and Resignation (REVISION)
- 3362 – Policy – Anti-Harassment (REVISION)
- 4122 – Policy - Nondiscrimination and Equal Employment Opportunity
(REVISION)
- 4140 – Policy - Termination and Resignation (REVISION)
- 4162 – Policy – Drug and Alcohol Testing of CDL License Holders and Other
Employees who Perform Safety-Sensitive Functions (REVISION)
- 4362 – Policy – Anti-Harassment (REVISION)
- 5517 – Policy – Anti – Harassment (REVISION)
- 5517.02 – Policy – Sexual Violence (REVISION)
- 5610 – Policy – Removal, Suspension, Expulsion and Permanent Exclusion of
Students (REVISION)
- 5610.02 – Policy – In-School Discipline (REVISION)
- 5610.03 – Policy – Emergency Removal of Students (REVISION)
- 5611 – Policy – Due Process Rights (REVISION)
- 6320 – Policy – Purchasing and Biddings (REVISION)
- 6325 – Policy – Procurement – Federal Grants/Funds (REVISION)
- 6423 – Policy – Use of Credit Cards (REVISION)
- 8141 – Policy – Mandatory Reporting of Misconduct by Licensed Employees
(REVISION)

At roll call

Ayes: Mrs. Carrothers, Mr. Willoughby, Mr. Bower, Mr. Higgenbotham, and Mr. Putnam

Nays: None.

Abstain: None

Motion carried

19-029

2019-2020 SCHOOL CALENDAR

Mr. Putnam moved and Mr. Higgenbotham seconded to approve the first reading of next year's school calendar.

At roll call

Ayes: Mr. Putnam, Mr. Higgenbotham, Mr. Bower, Mrs. Carrothers, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried

19-030

EXECUTIVE SESSION

Mr. Putnam moved and Mr. Higgenbotham seconded to enter into executive session at 7:15 p.m. to consider the purchase of property for public purposes.

At roll call

Ayes: Mr. Putnam, Mr. Higgenbotham, Mr. Bower, Mrs. Carrothers, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

Entered back to regular meeting at 7:27 p.m.

19-031

EXECUTIVE SESSION

Mr. Putnam moved and Mr. Higgenbotham seconded to enter into executive session at 7:28 p.m. to Compensation of a public employee or official.

At roll call

Ayes: Mr. Putnam, Mr. Higgenbotham, Mr. Bower, Mrs. Carrothers, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

Entered back to regular meeting at 7:55 p.m.

19-032

RANKING OF RFQ FOR ROCKET CENTER PROJECT

Mr. Putnam moved and Mr. Higgenbotham seconded to approve the following resolution:

WHEREAS, the District solicited statements of qualifications for the services of a professional design firm in accordance with Sections 153.65 to 153.71 of the Revised Code for the Rocket Center Project; and

WHEREAS, the District's professional design services review team reviewed and evaluated the submittals of the two firms responding to that solicitation and, pursuant to that process, ranked those firms; and

WHEREAS, the review team has provided its recommendation to the Board along with additional information deemed pertinent by the Board related to the selection and ranking of the professional design firms; and

WHEREAS, after reviewing that information and considering the recommendation of the review team, this Board intends to accept the recommendation of the review team and to enter into contract negotiations with the firm ranked most qualified;

NOW, THEREFORE, BE IT RESOLVED by the Conotton Valley Union Local School District Board of Education, Counties of Carroll and Harrison, Ohio, that:

Section 1. Acceptance of Review Team Recommendation. The Board accepts the recommendation of the review team and determines the following firms to be the most qualified to provide the required professional design services in the following order of ranking: First: Holabird + Root; and Second: ThenDesign Architecture.

Section 2. Commencement of Contract Negotiations. The Superintendent is authorized to contact the professional design firm ranked First and begin contract negotiations.

Section 3. Prior Acts Ratified and Confirmed. Any actions previously taken by School District officials or agents of this Board in furtherance of the matters set forth in this Resolution are hereby approved, ratified, and confirmed.

Section 4. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 5. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limits, or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs, or clauses hereof.

Section 6. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

At roll call

Ayes: Mr. Putnam, Mr. Higgenbotham, Mr. Bower, Mrs. Carrothers, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

19-033

CONN-SELMER SCHOOL PARTNERSHIP PROGRAM

Mr. Higgenbotham moved and Mr. Willoughby seconded to approve a proposal from Conn-Selmer School Partnership Program to purchase band instruments as presented.

At roll call

Ayes: Mr. Higgenbotham, Mr. Willoughby, Mr. Bower, Mrs. Carrothers, and Mr. Putnam

Nayes: None.
Abstain: None
Motion carried.

19-034 CERTIFIED PROFESSIONAL DEVELOPMENT

Mr. Willoughby moved and Mrs. Carrothers seconded to approve the payment of district-mandated gifted training for Lauren Hanstine and the Conotton Valley Gifted Program not to exceed \$11,000.

At roll call
Ayes: Mr. Willoughby, Mrs. Carrothers, Mr. Bower, Mr. Higgenbotham, and Mr. Putnam
Nayes: None.
Abstain: None
Motion carried.

19-035 FIELD TRIP APPLICATION

Mr. Putnam moved and Mr. Willoughby seconded to approve a field trip for students in Government classes to attend Law Day at the Tuscarawas County Courthouse on Thursday, February 14, 2019.

At roll call
Ayes: Mr. Putnam, Mr. Willoughby, Mr. Bower, Mrs. Carrothers, and Mr. Higgenbotham
Nayes: None.
Abstain: None
Motion carried.

19-036 CVEA NEGOTIATED AGREEMENT

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve the reopening of the CVEA Negotiated Agreement with a base salary increase of 2% for the 2019-2020 school year and a 2% increase for the 2020-2021 school year.

At roll call
Ayes: Mr. Higgenbotham, Mrs. Carrothers, Mr. Bower, and Mr. Willoughby
Nayes: None.
Abstain: Mr. Putnam
Motion carried.

19-037

EXECUTIVE SESSION

Mr. Putnam moved and Mr. Higgenbotham seconded to enter into executive session at 8:23 p.m. to Compensation of a public employee or official.

At roll call

Ayes: Mr. Putnam, Mr. Higgenbotham, Mr. Bower, Mrs. Carrothers, and Mr. Willoughby

Nays: None.

Abstain: None

Motion carried.

Entered back to regular meeting at 8:39 p.m.

19-038

DONATION TO LOCAL CHURCHES

Mr. Willoughby moved and Mr. Higgenbotham seconded to approve a donation in the amount of \$ 500.00 to Roxford Church and \$500.00 to Sherrodsville Wesleyan Church for providing our students a place to practice.

At roll call

Ayes: Mr. Willoughby, Mr. Higgenbotham, Mr. Bower, Mrs. Carrothers, and Mr. Putnam

Nays: None.

Abstain: None

Motion carried.

19-039

PURCHASE OF PROPERTY

Mr. Putnam moved and Mr. Willoughby seconded to approve to have Mr. Herman enter into a purchasing agreement with Mrs. Lloyd and Mr. Boone for property.

At roll call

Ayes: Mr. Putnam, Mr. Willoughby, Mr. Bower, Mrs. Carrothers, and Mr. Higgenbotham

Nays: None.

Abstain: None

Motion carried.

19-040

ADJOURNMENT

At 9:50 p.m. Mrs. Carrothers moved and Mr. Willoughby seconded the motion to adjourn the meeting.

At roll call.

Ayes: Mrs. Carrothers, Mr. Willoughby, Mr. Bower, Mr. Higgenbotham and Mr. Putnam

Nayes: None.
Abstain: None
Motion carried.