

The Conotton Valley Union Local School District Board of Education met in session on Thursday, June 21, 2018, at 6:30 p.m. in the Conotton Valley High School Board of Education office. Present at roll call were Chris Bower, Rob Higgenbotham, Debbie Carrothers and Kevin Willoughby. Logan Putnam was absent.

Also present were Superintendent Jerry T. Herman, Treasurer, Denise Ketchum, Jonathon Stuck and Mary Ann Adkins.

Public Participation: None

B.O.E. Member Reports: Mr. Willoughby reported on a meeting with the Bowerston Public Library.

Superintendent and Buckeye Career Center Reports: None

Treasurer Report: Mrs. Ketchum discussed the possibility of entering into an agreement with Arbitrator Pay for paying Sporting officials.

18-150

#### APPROVAL OF MINUTES

Mr. Higgenbotham moved and Mrs. Carrothers seconded the motion to approve the minutes of the May 17, 2018, regular Board of Education meeting.

At roll call

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

Nays: None.

Abstain: None

Motion carried.

18-151

#### FINANCIAL REPORT

Mr. Higgenbotham moved and Mrs. Carrothers seconded the motion to approve the May 2018 financial report, with expenditures totaling \$ 821,972.59, is requested. Mutual fund balances at May 31, 2018 were \$ 3,175,664.51 in Unified Bank and \$ 139,302.55 in Star Ohio, earning an average annual yield of 1.89%. The balance in the Star Plus/Building Fund at May 31, 2018 was \$ 0.00.

At roll call

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

Nays: None.

Abstain: None

Motion carried.

18-152

PAYMENT OF BILLS

Mr. Higgenbotham moved and Mrs. Carrothers seconded the motion 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: Mr. Higgenbotham, Mrs. Carrothers, Mr. Willoughby, and Mr. Bower

Nays: None.

Abstain: None

Motion carried.

**NEW BUSINESS**

18-153

FISCAL YEAR 2019 TEMPORARY APPROPRIATIONS

Mr. Willoughby moved and Mr. Higgenbotham seconded to approve the following Fiscal Year 2019 Temporary Appropriations:

Fund	Title	Appropriation
001	General Fund	\$1,845,000.00
003	Permanent Improvement	\$109,000.00
006	Food Service	\$34,000.00
018	Public School Support	\$1,600.00
200	Student Managed Activity Fund	\$1,700.00
300	District Managed Activity Fund	\$20,000.00
439	ECEE Public School Preschool	\$10,000.00
451	Data Communication	\$3,600.00
516	IDEA B	\$26,000.00
572	TITLE I	\$27,000.00
587	ECSE Idea Preschool	\$1,400.00
590	TITLE IIA	\$2,600.00
599	REAP Grant	\$7,300.00
		\$2,089,200.00

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-154

COMDOC MANAGED PRINT SERVICES

Mrs. Carrothers moved and Mr. Willoughby seconded to approve an agreement with ComDoc to provide managed print and maintenance services for all printers in the district. The term of the agreement is 60 months (5 Years) at a cost of \$132.30 a month for 3000 black and 600 color impressions. Overage cost will be 0.0137 cents for black and 0.126 for color. This agreement also covers the cost of toner.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-155

FUND TO FUND TRANSFER

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve the transfer of \$15,000 from the General fund to the Cafeteria fund to cover fiscal year 2018 operating losses.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-156

FUND TO FUND TRANSFER

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve the transfer of \$50,000 from the General fund to the Athletics fund to cover fiscal year 2018 operating losses.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-157

FUND TO FUND TRANSFER

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve the transfer of \$1,000 from the General fund to the Cafeteria fund to cover fiscal year 2018 operating losses.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-158

SUPPLEMENTAL APPROPRIATIONS

Mr. Willoughby moved and Mrs. Carrothers seconded to approve the following FY18 supplemental appropriations.

Fund	Previous Approp	Supplemental Approp	Amended Approp
001	\$ 6,148,283.00	\$ 609,872.52	\$ 6,758,165.22
003	\$ 445,190.08	\$ 319,772.76	\$ 764,962.84
006	\$ 168,629.00	\$ 4,755.03	\$ 173,384.03
018	\$ 6,526.17	\$ 7.13	\$ 6,533.30
200	\$ 29,200.00	\$ 3,820.00	\$ 33,020.00
300	\$ 55,362.78	\$ 42,950.15	\$ 98,312.93

At roll call:

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

Nays: None.

Abstain: None

Motion carried.

18-159

LIABILITY INSURANCE RENEWAL

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve district's liability insurance through Ohio School Plan renews on July 1, 2018, through June 30, 2019:

Ohio School Plan (Insurance pool) \$6,217

An increase of \$181.00 from FY 18.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-160

ECO ESC ANNUAL SERVICES CONTRACT

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the following 2018-2019 school year services provided by East Central Ohio ESC for a total of \$103,209.60:

Psychological Services 80 days	Increase of	\$693.18
Professional Development Consortium	Same cost	
College and Career Path	Same cost	
Cooperative Services	Increase of	\$2,500
Fiscal Support Liaison Services	Decrease of	\$3,500
Tutor 3 days week (Wilson Reading)	New Service	\$37,800
EMIS Services 1.5 days week	New Service	\$18,500
Occupational Therapy Services (Cost based on students requiring services)		
Physical Therapy Services (Cost based on students requiring services)		
Alternative School (Excess Costs only based upon district participation)		

At roll call

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

Nays: None.

Abstain: Mr. Higgenbotham

Motion carried

18-161

ADMINISTRATIVE CONTRACT

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve a three year contract (August 1, 2018 through July 31, 2021) to Kari Galigher as a Licensed Professional Clinical Counselor, 203 days per year at a salary of \$60,000.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-162

ADMINISTRATIVE CONTRACT

Mr. Willoughby moved and Mrs. Carrothers seconded to approve a salary increase to \$70,000 for Mike Wright, Elementary Principal, with a contract of 205 days per year, starting with the 2018-2019 school year.

At roll call

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

Nays: None.

Abstain: None

Motion carried.  
18-163

ADMINISTRATIVE CONTRACT

Mrs. Carrothers moved and Mr. Bower seconded to approve a three year contract (August 1, 2018 through July 31, 2021), for Keith Imes, Technology Director with a salary increase to \$50,000 and 260 days per year, starting with the 2018-2019 school year.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-164

ADMINISTRATIVE CONTRACT

Mr. Higgenbotham moved and Mr. Willoughby seconded to approve a salary increase to \$37,000 for Matt Grezlik, Student Resource Officer, for the 2018-2019 school year.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-165

SIGNING BONUSES

Mr. Higgenbotham moved and Mr. Willoughby seconded to approve the following signing bonuses for the 2018-19 school year to be paid the first pay of September, 2018:

Denise Ketchem	\$5,000	Keith Bausell	\$1,750
Mike Wright	\$5,000	Randy Robinson	\$1,750
Keith Imes	\$5,000	Matt Grezlik	\$1,750
Stephanie Garrott	\$5,000	Mary George	\$1,750
Dave DiDonato	\$5,000	Debbie Gooding	\$1,750
Lauren Hanstine(3 day/wk)	\$3,000	Terry Beckley	\$1,750
Shay Young(2.5 day/wk)	\$2,500		

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-166

CLASSIFIED STAFF EMPLOYMENT

Mr. Willoughby moved and Mrs. Carrothers seconded to approve the employment of Ashlee Slutz as a full-time bus driver with 0 years' experience at \$16.37 per hour, per the OAPSE negotiated agreement and pending completion of all state and local requirements. This will be a one year probationary contract effective August 23, 2018.

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

Nays: None.

Abstain: None

Motion carried

18-167

CERTIFIED STAFF EMPLOYMENT

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve the employment of Mary Ann Adkins as a first grade teacher with 0 years' experience and a Master's degree, at a salary of \$32,364.00, per the CVEA negotiated agreement and pending completion of all state and local requirements. This will be a one year limited contract.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-168

CERTIFIED CONTRACT CORRECTIONS

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the correction to Resolution #18-143 of the May 17, 2018 Board of Education meeting minutes to reflect the following contract corrections:

Melodie Holmes - Rescind approval of her four year contract. Her current contract is in effect until 2019.

Heather Wilson - Correct her contract from (4th) One Year to a Three Year.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-169

MATERNITY LEAVE

Mrs. Carrothers moved and Mr. Higgenbotham seconded to approve the request for maternity leave for the first semester of the 2018-2019 school year for Heather Wilson, Intervention Specialist, from August 17, 2018 through January 11, 2019.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-170

CAFETERIA NUTRITION COMPLIANCE

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the district's annual cafeteria report as presented.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-171

NON-RENEWAL OF SUPPLEMENTAL CONTRACTS

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the non-renewal of all supplemental contracts for the 2017-2018 school year, except for those still in progress, which will also be considered non-renewed at the culmination of each activity.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-172

SUPPLEMENTAL CONTRACT RESIGNATION

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve the resignation of Brandon Kelley as Varsity Softball Coach at the conclusion of the 2018 season.

At roll call

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

Nays: None.

Abstain: None





18-176

POLICY UPDATES

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the following revised guideline/policy special updates for April 2018:

- 2271 College Credit Plus Program Revised Policy Special Update
- 2271 College Credit Plus Program Revised Guideline Special Update

At roll call

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

Nayes: None.

Abstain: None

Motion carried

18-177

MEMORANDUM OF UNDERSTANDING

Mr. Higgenbotham moved and Mr. Willoughby seconded to approve the Memorandum of Understanding between the Conotton Valley Board of Education and the Ohio Association of Public School Employees, Local 427 as presented.

At roll call

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

Nayes: None.

Abstain: None

Motion carried

18-178

CLASSIFIED STAFF REASSIGNMENT

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the reassignment of Michelle Nardi as a classroom aide to first grade.

At roll call

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

Nayes: None.

Abstain: None

Motion carried

18-179

CERTIFIED STAFF EMPLOYMENT

Mr. Higgenbotham moved and Mr. Willoughby seconded to approve the employment of Howard Michael Winland as a full-time JH/HS English Language Arts teacher for the with 20 years' experience at a salary of \$51,161 per the negotiated agreement and pending completion of all state and local requirements.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-180

BUS LEASE/PURCHASE AGREEMENT

Mrs. Carrothers moved and Mr. Willoughby seconded to approve the lease to purchase agreement for one bus with Santander Leasing at a cost of \$93,185.00. Amortization schedule as follows:

Payment date	Payment Amt	Interest Amt	Principal Amt
8-15-18	18,637.00	282.00	18,355.00
8-15-19	18,637.00	2,613.65	16,023.35
8-15-20	18,637.00	1,996.75	16,640.25
8-15-21	18,637.00	1,356.10	17,280.90
8-15-22	<u>18,637.00</u>	<u>694.50</u>	<u>17,942.50</u>
	<b>\$93,185.00</b>	<b>\$6,943.00</b>	<b>\$86,242.00</b>

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-181

2018-2019 COOPERATIVE AGREEMENT WITH CARROLL  
COUNTY BOARD OF DD

Mr. Willoughby moved and Mr. Higgenbotham seconded to approve the cooperative agreement for the 2018-2019 school year between the Carroll County Board of Developmental Disabilities and the Conotton Valley Union Local School District as presented.

At roll call

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

Nays: None.

Abstain: None

Motion carried  
18-182

## ENGINEERING SERVICES PROPOSAL

Mr. Higgenbotham moved and Mrs. Carrothers seconded to approve a proposal for engineering services submitted by Dover Design and Management Group, LLC for the Conotton Valley Sports Complex as follows:

- 1.) Design of 20' x 60' restroom/concession facility, with CMU walls and wood truss roof: \$12,500.00
- 2.) Design of (2) raised press box structures approximate dimensions 10' x 20' with lighting/electrical, windows, and access stairs: \$15,000.00
- 3.) Layout/design of basketball court beside softball field: \$1,500.00
- 4.) Layout/design of parking lot beside softball field (left field area): \$2,500.00
- 5.) Layout/design of concrete pad behind baseball and softball fields (home plate area): \$2,500.00
- 6.) Services to secure construction permits from local building official.  
Qualifications: Permit/building fees are not included in this proposal. Permit/building fees are to be paid directly from CV to the building department.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-183

## ARCHITECTURAL SERVICES

Mr. Higgenbotham moved and Mr. Bower seconded to approve a proposal from Holabird & Root for architectural services for future building projects as presented.

At roll call

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

Nays: None.

Abstain: None

Motion carried

18-184

BASKETBALL CLINIC TRANSPORTATION

Mrs. Carrothers moved and Mr. Higgenbotham seconded to approve the the use of school transportation to take the boys basketball team to a basketball clinic in Findlay, Ohio on Friday, June 22, 2018. They will return on Saturday, June 23, 2018. Lodging is provided for the players. The district will provide a hotel room for the bus driver.

At roll call

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

Nayes: None.

Abstain: None

Motion carried

18-185

ADJOURNMENT

At 7:24 p.m. Mr. Bower moved and Mr. Higgenbptham seconded the motion to adjourn the meeting.

At roll call.

Ayes: Mr. Bower, Mr. Higgenbotham, Mrs. Carrothers, and Mr. Willoughby Nayes: None.

Abstain: None

Motion carried.