

**TOWNSEND COMMUNITY SCHOOL  
CASTALIA, OHIO 44824  
BOARD OF DIRECTORS, REGULAR MEETING  
August 15, 2023 6:00 PM**

**I. Call to Order – Jean Smith, President**

**II. Roll Call – Kelsey Kromer, Treasurer**

K. Edwards\_\_\_\_ D. Grant \_\_\_\_ I. Palomo\_\_\_\_ J. Sallee\_\_\_\_ J. Smith \_\_\_\_

**III. Approve Agenda (or Additions/Corrections)**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

K. Edwards \_\_\_\_ D. Grant \_\_\_\_ I. Palomo \_\_\_\_ J. Sallee \_\_\_\_ J. Smith \_\_\_\_

**IV. Approval of Minutes**

*Regular Board Meeting June 20, 2023  
Special Board Meeting August 10, 2023*

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

K. Edwards \_\_\_\_ D. Grant \_\_\_\_ I. Palomo \_\_\_\_ J. Sallee \_\_\_\_ J. Smith \_\_\_\_

**V. Sponsor’s Report**

A. Sponsor’s report from Ed Kurt, Margareta Superintendent

**VI. Public Participation**

**VII. Board Member/Liaison Reports**

President's Report-----	Jean Smith
Legislative Report-----	Jean Smith
Finance Report-----	Jackie Sallee
Professional Development Report-----	Dora Grant
Sponsorship Report-----	Kent Edwards
Personnel Report-----	Israel Palomo

**VIII. Treasurer’s Report**

**A. Informational Items**

- a. MOE updates
- b. Public Input for Grant Spending

**B. New Business**

- A. Financial Reports: July 2023
- B. Payment of Bills: July 2023
- C. Cash Reconciliation: July 2023
- D. Resolution to allow the Treasurer to spend up to \$12,000 in supplies or purchased services to establish the new TCS Clubs utilizing expiring Title IV funds.
- E. Recommendation to approve the FY24 Consolidated Grants Application, as presented.
- F. Resolution to approve the establishment of a \$50 petty cash fund for staff cafeteria lunch payments.

Motion to approve items A-F of Treasurer’s Report:

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

K. Edwards \_\_\_\_ D. Grant \_\_\_\_ I. Palomo \_\_\_\_ J. Sallee \_\_\_\_ Jean Smith \_\_\_\_

**IX. Superintendent’s Report and/or Recommendations**

**A. Informational Items**

- a. Review of Current Enrollment Data
- b. Updates on Construction Project (John Feick)
- c. Community Liaison Updates and Discussion (Carrin Zirkle)
- d. Discussion about a Trained Therapy Dog

**B. New Business**

- A. Resolution to approve the awarding of high school diplomas to the following students upon successful completion of the graduation requirements as set forth by the State of Ohio: *Pamela Factor, Faith Mulholland, Mason Puster, Bronte Smith.*
- B. Resolution to approve the updated **Policy 374 Overtime Pay**, as presented.
- C. Recommendation to purchase computers from Apple for a total of \$8,393.00, and monitors from Amazon for a total of \$1,235.76, using safety grant funds, as presented.
- D. Recommendation to switch cell phone services over to T-Mobile, and to end services with AT&T after services with T-Mobile have begun.
- E. Recommendation to enter into a revised shared service agreement with the Erie County Sheriff’s Department for School Resource Officer services for the 2023-2024 school year for a total amount of \$77,270.44, as presented.
- F. Recommendation to pay Ken Miller five days at his 2022-2023 per diem rate for participating in the Erie County Teacher Business Bootcamp on August 1st-4th, and August 8th of 2023. This is a total amount of \$1,586.98.
- G. Recommendation to reject the resignation of Brandi King that was received on August 9, 2023, and authorize the Superintendent/Principal to notify the Ohio Department of Education of the employee’s breach of contract, which took place after the deadline of July 10th, in order to pursue employment at another school district.

Motion to approve items A-G of Superintendent's Report:

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

K. Edwards \_\_\_\_ D. Grant \_\_\_\_ I. Palomo \_\_\_\_ J. Sallee \_\_\_\_ J. Smith \_\_\_\_

**X. Executive Session (if needed\*)**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

K. Edwards \_\_\_\_ D. Grant \_\_\_\_ I. Palomo \_\_\_\_ J. Sallee \_\_\_\_ J. Smith \_\_\_\_

**XI. Return from Executive Session (if needed\*)**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

K. Edwards \_\_\_\_ D. Grant \_\_\_\_ I. Palomo \_\_\_\_ J. Sallee \_\_\_\_ J. Smith \_\_\_\_

**XII. Adjourn**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

K. Edwards \_\_\_\_ D. Grant \_\_\_\_ I. Palomo \_\_\_\_ J. Sallee \_\_\_\_ J. Smith \_\_\_\_

**\*Per Ohio Revised code, the Board of Directors may enter into an executive session at any time of the meeting for any of the following matters:**

- (1)** To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual,
- (2)** To consider the purchase or sale of property
- (3)** Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action;
- (4)** Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- (5)** Matters required to be kept confidential by federal law or regulations or state statutes;
- (6)** Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

**Next Regular Monthly Board Meeting: September 19, 2023 @ 6:00 PM**