

TOWNSEND COMMUNITY SCHOOL
CASTALIA, OHIO 44824
BOARD OF DIRECTORS, REGULAR MEETING
October 10, 2023 6:00 PM

School Board Goals for the 2023-2024 School Year

- **Goal #1:** Raise competency by 2% for English and Math through staff, professional development, and explicit vocabulary instruction as measured by formative assessments.
- **Goal #2:** Sustain/increase enrollment and attendance levels by 1% in all counties we serve to fiscally enable and diversify equitable access to effective educators and programs to provide mentoring, coaching, and advising that support students' achievement and progression through implementation of a developed Mentoring Plan as measured by actual attendance rates.
- **Goal #3:** Build student wellness within the school and community through the development and implementation of intentional school-based and community-based activities that encourage student engagement and leadership as measured by weekly schedules, student surveys, levels of student participation, and development of the Student Engagement Seal.
- **Goal #4:** Engage families within the school and community through the development and implementation of intentional school-based activities and community-based partnerships in the six counties serviced to reduce risk factors to successfully graduating as measured by logs of meetings and/or events, family surveys, data reflecting family involvement/engagement, and utilization of community resources by TCS students and/or their families.

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 September 19, 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. Cancellation of AT&T account
- b. UNUM insurance update
- c. Opportunity for Public Comment on the ARP ESSER Budget for FY24

B. New Business

- A. Financial Reports: September 2023
- B. Payment of Bills: September 2023
- C. Cash Reconciliation: September 2023
- D. Recommendation to approve the Community School Annual Budget for FY24 as presented
- E. Recommendation to approve the Special Education Services Annual Report and Special Education Expenditures Annual Report, as presented.
- F. Recommendation to approve the *Tiffin Deluxe* proposal for services, as presented.
- G. Recommendation to approve a contract with *OhioGuidestone* for a school-based behavioral health, consultation, and prevention program.

Motion to approve items A-G 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. 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: *Jaidyn Allen, Blake Grob, Mercedes Mensch, Mekhi Simpson*

B. Resolution to rescind the following policies:

- 114 Ethics and Conflicts Policy
- 148.1 Purchasing/Invoicing
- 148.8 Federal Grants Procurement, Monitoring and Authorization
- 395 Purchasing Policies
- 395.1 Purchase of Supplies and Materials, Equipment
- 395.2 Leases and Contracts

C. Resolution to approve the following policies that the Board of Directors has reviewed:

- 114 Code of Ethics & Conflict of Interest Policy
- 148.8 Federal Funds Procurement Policy
- 395 Expenditure and Contract Authority Policy

D. Resolution to approve a contract with *Telesystem* for office phone services, retroactive to September 22, 2023, as presented.

E. Resolution to approve entering into an agreement with *P.T. Services Rehabilitation, Inc.* for contracted services, as presented.

F. Resolution to renew our lease with *Pitney Bowes* for our postage machine, as presented.

G. Resolution to approve a change order with *Northern Buckeye/Data Serve* for additions to the security camera system, as presented, to be paid with 2023 safety grant funds.

H. Recommendation to hire *Megan Keegan* as a Student and Family Engagement Specialist for the remainder of the 2023-2024 school calendar, effective October 16, 2023, days to align with the teacher work calendar, at a per diem rate of \$187.50. This position will be full-time status and include benefits according to the Non-administrative Exhibit B.

I. Recommendation to hire *Kristi Lewis* as a Student and Family Engagement Specialist for the remainder of the 2023-2024 school calendar, effective October 16, 2023, with days to align with the teacher work calendar, at a per diem rate of \$187.50. This position will be full-time status and include benefits according to the Non-administrative Exhibit B.

J. Recommendation to hire *Elizabeth Martinez* as a Paraprofessional for the remainder of the 2023-2024 school calendar, effective November 6, 2023, with days to align with the teacher work calendar, at a per diem rate of \$187.50. This position will be full-time status and include benefits according to the Non-administrative Exhibit B.

K. Recommendation to hire *Susan Hottinger* as a Paraprofessional for the remainder of the 2023-2024 school calendar, effective November 1, 2023, with days to align with the teacher work calendar, at a per diem rate of \$187.50. This position will be full-time status and include benefits according to the Non-administrative Exhibit B.

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

Moved _____ Seconded _____

K. Edwards ___ D. Grant ___ I. Palomo ___ J. Sallee ___ J. Smith ___

XV. Executive Session (if needed*)

Moved _____ Seconded _____

K. Edwards ___ D. Grant ___ I. Palomo ___ J. Sallee ___ J. Smith ___

XVI. Return from Executive Session (if needed*)

Moved _____ Seconded _____

K. Edwards ___ D. Grant ___ I. Palomo ___ J. Sallee ___ J. Smith ___

XVII. 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: November 21, 2023 @ 4:00 PM