

**TOWNSEND COMMUNITY SCHOOL**  
**CASTALIA, OHIO 44824**  
**BOARD OF DIRECTORS, REGULAR MEETING**  
**November 21, 2023 4:00 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 October 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. SCView
- b. Update on Employer/Employee STRS expense
- c. Earmarked Funds Update
- d. GoTo Communications account cancellation

**B. New Business**

- A. Financial Reports: October 2023
- B. Payment of Bills: October 2023
- C. Cash Reconciliation: October 2023
- D. Resolution to approve the updated Student Wellness and Success Funds Plan, as presented.
- E. Resolution to approve the Five Year Forecast, as presented.
- F. Resolution to approve the purchase of services through Ohio Guidestone, as presented.
- G. Resolution to retroactively approve the interest payment on the STRS payback, as presented.

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. Conflict of Interest Statements for Margareta
- c. Reach Success Updates
- d. David Stubblebine-Certified Education Technology Leader (CETL)
- e. Lorain County Updates
- f. Holiday Staff Dinner December 18th

**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: *McKayla Dodson, Nolan Donnersbach, Alexandra Johnson, Sherilyn Killebrew, Noah Olvera, Dakota Yates*

B. Resolution to approve a contract with North Central Ohio ESC for vision services at a rate of \$83 per hour for FY2024, as presented.

C. Recommendation to approve the purchase of a new kiosk program from *VisitU*, at a cost of \$5,000.00, as presented.

D. Recommendation to approve the purchase of 10 iPads from *Apple* for a total of \$2,990.00, as presented.

E. Recommendation to approve four iPad Kiosk Floor Stands from *Amazon* for a total of \$514.80, as presented.

F. Recommendation to approve the purchase of a new convection oven from *Webstaurant* for \$6,994.90, as presented.

G. Recommendation to approve contracted services with Firelands Electric, Inc. to upgrade the electricity in the kitchen to accommodate the use of a convection oven, at a cost of \$2,650.00, as presented.

H. Recommendation to approve contracted services with R.J. Beck to add additional P.A. speakers throughout the school building to improve the effectiveness of the P.A. system, at a cost of \$5,895.00, as presented.

I. Recommendation to approve the purchase of two 2024 Dodge Ram school vans, one which is handicap accessible, through Bus Service Incorporated, as presented.

WHEREAS, the Townsend Community School is a member of the Ohio Schools Council;

WHEREAS, on November 3, 2023, the Ohio Schools Council received bids for school buses on behalf of its members; and

WHEREAS, The Townsend Community School Board of Directors authorized the purchase of two school vans that were bid through the Ohio Schools Council;

THEREFORE, BE IT RESOLVED Townsend Community School wishes to purchase two school vans from the bids received through the Ohio Schools Council on November 3, 2023 in an amount not to exceed \$200,000.

Motion to approve items A-I 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: December 19, 2023 @ 4:00 PM**