

TOWNSEND COMMUNITY SCHOOL
CASTALIA, OHIO 44824
BOARD OF DIRECTORS, REGULAR MEETING
April 16, 2024 7:00 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 March 19, 2024

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. UNUM Rates

B. New Business

- A. Financial Reports: March 2024
- B. Payment of Bills: March 2024
- C. Cash Reconciliation: March 2024
- D. Resolution to approve the addendum to the client agreement with Strategic Management Solutions for E-Rate consulting services, as presented.
- E. Resolution to approve the renewal contract with Delta Dental, as presented.
- F. Resolution to approve the renewal contract with the Jefferson Health Plan, as presented.
- G. Resolution to approve the Section 125 plan from American Fidelity.

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. Lorain County Update

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: *Zekwan Bradford, Hailey Britt, Anna McClish, Jevin Moore, Alexandria Orr, Kayden Sawyer, Taleah Snyder, Dylan Yost*
- B. Resolution to approve the following policy, as presented:
 - Policy 414 Background Checks

C. Resolution to approve participating in the National School Lunch Program for the 2024-2025 school year to provide students with free meals at breakfast and lunch.

D. Recommendation to approve a School Nurse contract with Erie County Health Department for the 2024-2025 school year, as presented.

E. Recommendation to enter into a shared service agreement with the Erie County Sheriff's Department for School Resource Officer services for the 2024-2025 school year, as presented.

F. Resolution to pay Jefferson County ESC (Virtual Learning Academy) \$7,387.50 for the creation of a custom attendance report by PRCGen, LLC required for auditing purposes.

G. Resolution to approve a contract with Jefferson County ESC to provide Virtual Learning Academy (VLA) curriculum and services for the 2024-2025, 2025-2026, and 2026-2027 school years, as presented.

H. Resolution to approve a contract with Resilience Therapy Services, LLC for Speech-Language Pathologist services for the 2024-2025 school year, as presented.

I. Recommendation to approve summer work days for teachers at a rate of \$250 per day, at the discretion of the Superintendent/Principal on an as needed basis to assist with overcoming student learning loss in connection to COVID.

J. Recommendation to approve the following administrators for 230 day contracts for the 2024-2025 school year, including *Administrative Staff Exhibit B*. All eligible employee contracts will increase one step per current board approved salary schedules:

- Ashley Hermes, Special Education Coordinator: \$83,538
- Tara Kiser, Student Services Coordinator: \$84,224
- David Stubblebine, Technology Coordinator: \$71,219

K. Recommendation to approve the following certified staff for a 202 day contract for the 2024-2025 school year, including *Psychologist Non-Administrative Staff Exhibit B*. All eligible employee contracts will increase one step per current board approved salary schedules:

- Kristin Fallow, School Psychologist: \$99,275

L. Recommendation to approve the following certified staff for contracts for the 2024-2025 school year, including *Non-Administrative Staff Exhibit B*. All eligible employee contracts will increase one step per current board approved salary schedules:

- Erik Billings, Science Teacher, Master +12, Step 11: \$67,016 (182 day contract)

- Karen Berg, Transition Coordinator, Masters +12, Step 20: \$77,266 (182 day contract)
- Zach Coe, Intervention Specialist/Social Studies Teacher, Masters + 12, Step 7: \$59,132 (182 day contract)
- David Falknor, Intervention Specialist, Masters +12, Step 13: \$70,958 (182 day contract)
- Jill Hughes, English Teacher, Masters +12, Step 13: \$70,958 (182 day contract)
- Kristin Kovac, Intervention Specialist, Masters + 12, Step 8: \$61,103
- Janelle Kowaleski, Physical Education/Health Teacher, Masters + 12, Step 8: \$61,103 (182 day contract)
- Ken Miller, Mathematics Teacher, Bachelors, Step 14: \$61,497 (182 day contract)
- Johanna Piechocki, Intervention Specialist, Masters + 12, Step 3: \$51,248 (182 day contract)
- Sheri Ransom, Intervention Specialist, Masters, Step 20: \$75,295 (182 day contract)
- Chris Scherer, Intervention Specialist, Bachelors, Step 10: \$55,190 (182 day contract)
- Chad Schwochow, Mathematics Teacher, Bachelors, Step 2, \$42,575
- Carrie Wiedenheft, Social Studies and English Teacher, Masters, Step 2, \$47,306
- Shannon Wilson, Dean of Students, Masters + 12, Step 10, \$65,045

M. Recommendation to approve the following classified staff for contracts for the 2024-2025 school year, including *Non-Administrative Staff Exhibit B*. All eligible employee contracts will increase one step per current board approved salary schedules:

- Kari Bernard, Family Liaison: \$42,386 (162 day contract)
- Barb Bouy, Transcript Entry/Student Success Plans/EMIS Support: \$47,026 (210 day contract)
- Bob Hamilton, Custodian/Sanitization/Food Services: \$45,007 (210 day contract)
- Cindy Orshoski, Food Services/Administrative Assistant: \$31,566 (162 day contract)
- Judy Johnson, Food Services: \$28,362 (182 day contract)
- Issian Redding, Attendance Specialist/Student Engagement Specialist: \$46,016 (194 day contract)
- Eileen Wiedenheft, Administrative Assistant: \$41,189 (210 day contract)
- Rebecca Wiedenheft, Enrollment Specialist: \$45,007 (210 day contract)
- Carrin Zirkle, Special Education Assistant/Family Liaison: \$49,355 (202 day contract)
- Larrick Zirkle, Attendance Specialist: \$49,789 (194 day contract)
- **Kari Lewis**
- **Megan Keegan**
- **Beth Martinez**
- **Susan Hottinger**

N. Recommendation to approve the following part-time hourly contracts for the 2024-2025 school year:

- Sandy Carroll, Tutor, \$37 per hour (Up to 25 hours per week, or as otherwise approved by the Superintendent)
- Charlene Margetiak, Data Entry Assistant/Student Success Plans: \$26 per hour (Up to 25 hours per week, or as otherwise approved by the Superintendent)
- Betty Schwiefert, Assistant Treasurer/Payroll: \$65.00 per hour (As needed basis, as approved by the Treasurer or Superintendent)
- Ann Streaan, General Education Teacher, \$37 per hour (Up to 25 hours per week, or as otherwise approved by the Superintendent)
- Sarah White-Sommers, Testing Coordinator: \$37 per hour (Up to 25 hours per week, or as otherwise approved by the Superintendent)

O. Recommendation to approve the following supplemental contracts for the 2024-2025 school year:

- CBI Coordinator: Ken Miller (\$8,000)
- CBI Supplemental: David Falknor (\$3,000)
- ELL Specialist: Sarah White-Sommers (\$1,000)
- Dean of Students-Fremont Learning Center: Kristin Kovac (\$3,500)
- Title I Coordinator: Shannon Wilson (\$4,000)
- Industry Recognized Credential and Rise Up Program Coordinator: Ashley Hermes (\$5,000)

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

Moved _____ Seconded _____

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

P. Recommendation to approve the following certified staff for contracts for the 2024-2025 school year, including *Non-Administrative Staff Exhibit B*. All eligible employee contracts will increase one step per current board approved salary schedules:

- Hanna Edwards, Intervention Specialist, Masters +12, Step 6: \$45,729 (146 day contract)
- Nicole Coffman, Mathematics Teacher, Masters +12, Step 15: \$75,098 (182 day contract)

Motion to approve item P 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: May 21, 2024 @ 7:00 PM