

**MINUTES OF THE MARGARETTA BOARD OF EDUCATION (BOE) REGULAR MEETING OF JULY 15, 2019.**

The Margarettta Board of Education met in regular session at 6:30 p.m. on Monday July 15, 2019 at the Board Office.

Mr. Warner called the regular meeting to order at 6:30 p.m. requesting roll call by Mrs. Keegan:

Mr. Miller:	Present
Mr. Schoenegge:	Present
Mr. Sutorius:	Present
Mrs. Yetter:	Present
Mr. Warner:	Present.

**Approval of the Minutes**

Motion by Mrs. Yetter, seconded by Mr. Sutorius, to approve the minutes from the Regular Board Meeting held on June 24, 2019 (with the identified typo correction for two of the board members names); Roll call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Warner: aye.

**Board and Staff Reports**

Townsend Community School's (TCS) Report

Mr. Pete Bartkowiak, TCS Superintendent, was not present to do a report out.

TCS Sponsor's Report

Mr. Mock, Margarettta Superintendent, was excused from attending tonight's Board meeting. Therefore Mrs. Keegan gave the update and stated that she reviewed the TCS financials and the TCS enrollment numbers and then emailed the information to the Margarettta Board for their review as well. She then mentioned that Margarettta has completed the Epicenter submission for the Quality Practices by July 1, 2019. Mrs. Keegan also informed the Board that she has to upload the Sponsor Expenditure Report by August 15, 2019 as well. Mrs. Keegan then informed the audience that Mr. Mock and our attorney was requested to attend a 3:30 p.m. meeting in Columbus with ODE and the State Board Superintendent to review the current status of TCS. Mr. Mock will be communicating the outcome of the meeting this week. Mrs. Keegan also mentioned that the next TCS/Sponsor meeting is scheduled for September 5<sup>th</sup> at 8:30 a.m.

**Public Participation**

No public participation at this meeting.

### **Introduction of Additional Items to the Agenda**

Mrs. Keegan stated that there was a late add of Trey Gluth for High School Social Studies and Varsity Assistant Football coach. Mr. Schoenegge asked if this could be tabled to discuss it further with Mr. Mock and gain a better understanding of the issues. There was discussion about the previous teacher returning and the contractual obligations centered on that issue and if it was properly studied and vetted to determine the necessity of backfilling the position long term or if it could be absorbed. Based on the above discussion, it was determined to be tabled for further discussion before a vote.

### **The Financial Report and Schedule of Bills**

Mrs. Keegan asked if there were any questions on the schedule of bills, bank reconciliations, or fund balances. She then stated that given June 30<sup>th</sup> was the end of the fiscal year, she wanted to cover the financials in a little more detail. She first reviewed the District's utility costs for Fiscal Year (FY) 2019 versus FY 2018. Mrs. Keegan stated that the utility costs were higher by 8% or \$(4,621) in the 2019 FY versus 2018 FY. This 8% increase in cost would have been \$18k if we hadn't sold the Townsend building. The District experienced \$17,908 worth of savings in FY 2019 due to the sale of Townsend and will again save approximately \$9,000 when comparing this FY 2019 to the 2020 FY. Mrs. Keegan stated that this is one more example of the savings derived from being out of the Townsend facility and is in addition to the liability insurance savings that she mentioned at last month's Board meeting. Mrs. Keegan then reviewed the Food Service twelve month's actual revenue and expenses. The lunch sales from students was down approximately \$(8,640) from the FY 2018, and the employee benefits were up approximately \$(5,400) and the equipment repairs increased \$(7,217), with a partial offset from a reduction in food commodities of approximately \$20k. She also mentioned that the General Fund subsidized the Food Service account by \$46k compared to \$41k from a year ago. Mrs. Keegan then shared with the Board a variance report of the General Fund Revenue and Expenses for FY 2019 versus FY 2018. The significant decreases in revenue year-over-year was the reduction in the personal property tax phase out revenues equaling \$(115)k, reduction in the TCS reimbursement of the building financing, reduction in the personal property taxes \$(152)k, offset by a favorable increase in Open Enrollment into the District. On the expenses side, the District saw a reduction in instructional salaries of \$96k due to normal attrition of two high school teachers, reduction of \$264k for instructional materials due to textbook purchases in 2018 FY and none for the FY 2019, a reduction in Administration purchased services of \$149k for the FY 2018

elimination of a contracted Elementary Principal and part-time Curriculum Director, building maintenance savings due to the sale of Townsend and 2018 FY projects that were not repeated in 2019 FY, reduction in transportation salaries due to two employees normal attrition, savings of \$75k given we were able to pay for the new FY 2019 bus out of the Permanent Improvement Fund due to the Townsend sale proceeds, and additional items as well. The financial reports in the agenda reflect the twelfth and final month of this fiscal year (July 1, 2018 through June 30, 2019). Mrs. Keegan stated that the District's General Fund expenditures exceeded the revenue for the FY 2018 or stating it another way, decreased the District's General Fund cash by approximately \$(1,019)k compared to the same time period this year of a cash depletion of \$(667)k. Specifically resulting in an improvement of approximately \$352 thousand from the same period last year. The District's beginning General Fund cash balance was \$1.5 million and with the current year deterioration of \$(667)k, which leaves the year ending cash balance as of June 30, 2019 at \$787k.

### **Treasurer's Report**

#### **New Business**

Motion by Mrs. Yetter seconded by Mr. Sutorius on Resolution number 19-20-01, to approve the agreement with North Point ESC to administer the reporting and monitoring of the Mental Health & Recovery Board Grant which will provide funds for evidence-based mental health and/or substance use disorder services; Roll Call: Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Warner: aye.

### **Superintendent's Report**

#### **New Business**

Motion by Mr. Sutorius seconded by Mr. Miller on Resolution number 19-20-02, to approve the Shared Service Agreement with TCS for a School Psychologist and a VoAg/Science Teacher for the 2019/20 school year; Roll Call: Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye.

Motion by Mrs. Yetter seconded by Mr. Sutorius on Resolution number 19-20-03, to approve the agreement with NOMS Advanced Health for the 2019/20 Fiscal Year, Mr. Warner asked if there was any further discussion and Mr. Miller asked if this was just the one year and Mrs. Keegan stated yes; Roll Call: Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Warner: aye.

Motion by Mr. Miller seconded by Mr. Sutorius, to approve the tentative OAPSE MOU to allow Townsend Community School (TCS) to

provide their own Classroom Aides/Bus Attendants to ride and supervise the TCS students on the Margaretta TCS routes; Mrs. Keegan stated that in a meeting with TCS and Margaretta administration it was broached to better aid the students and the bus attendants to know the students issues better, she also mentioned that the employee for one of the two aide positions has already resigned from the District and the other aide would have reduced hours, but continue to perform the duties for the Margaretta routes. Mrs. Keegan also stated that TCS will be taking this issue to their board meeting on July 16, 2019 and the OAPSE membership also still needs to vote on the MOU; Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Warner: aye.

### Old Business

Mrs. Keegan then introduced the second reading of the following: Polar Cubs Preschool Parent Program Guide 2019/2020, Margaretta Elementary School Handbook 2019/2020, Margaretta Elementary School Staff Handbook 2019/2020, Margaretta Junior High/High School Handbook 2019/2020, and Margaretta Junior High/High School Staff Handbook 2019/2020.

Motion by Mr. Sutorius, seconded by Mr. Miller to approve the following NOELA policies: 0100 - Definitions, 5113.02 - School Choice Options Provided by the No Child Left Behind Act, 5610 - Removal, Suspension, Expulsion, and Permanent Exclusion of Students, 5610.03 - Emergency Removal of Students, 6320 - Vol. 31, No. 2, January 2019 Revised Purchasing and Bidding, 6325 - Vol. 37, No. 1 - August 2018 Revised Procurement - Federal Grants/Funds, 6605 - Crowdfunding, 7540.02 - Vol. 37, No. 2 Jan. 2019 Revised Web Accessibility, Content, Apps & Services, 8400 - School Safety, 8500 - Food Services; Roll Call: Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Warner: aye.

Motion by Mr. Schoenegge seconded by Mr. Sutorius to approve the renewal of the expiring OAPSE MOU for the PEP student's transportation to Cuyahoga county; Roll Call: Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye.

### Personnel Actions

#### Classified:

Motion by Mr. Schoenegge seconded by Mr. Miller to approve the Renewal of Classified Expiring Contract for Kelly Barrett for the 2019/20 school year; Roll Call: Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Warner: aye.

Motion by Mr. Sutorius, seconded by Mrs. Yetter, to approve the following Supplemental Contracts for the 2019/2020 School Year: Drill Team Advisor - Angela Wiedbrauk - Lukochko, SADD - Kim Miller, 8th Grade Trip Advisor - Kim Miller, HS Play/Drama Director - James Foreman for the 2019/2020 School Year; Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Warner: aye.

Motion by Mr. Sutorius, seconded by Mrs. Yetter, to accept the resignation of Jessica Avants, Special Education Aide, for the 2019/20 school year; Roll Call: Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Warner: aye.

**Certified:**

Motion by Mr. Schoenegge, seconded by Mr. Miller to approve the correction for Tela Yetter to change her contract from a 2 year contract to a continuing contract for the 2019/20 school year; Roll Call: Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye.

Motion by Mr. Schoenegge, seconded by Mr. Sutorius to approve the hiring of Steve Keller, TCS Compliance Officer/Grounds Supervisor/Attendance Officer, effective August 1, 2019 through July 31, 2021; Roll Call: Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Warner: aye.

Motion by Mr. Sutorius and seconded by Mr. Schoenegge, to approve extended days, as needed at the discretion of the supervisor, but not to exceed, for the 2018/19 and 2019/20 school years; Tranette Novak - Not to exceed 10 extended days for Speech Services, Susan Miller - Not to exceed 5 extended days for preschool Step-Up-To-Quality; Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Warner: aye.

Motion by Mr. Miller, seconded by Mr. Sutorius, to approve the following Supplemental Contracts for the 2019/2020 School Year: Music: Marching Band Director - Adam Reardon, Assistant Band Director - Amanda Reardon, Pep Band Director - Adam Reardon, Vocal Music Director - Amanda Reardon; Club Advisors: Academic Challenge Team - Sara Weller, Mark Novak - 50% Split, Student Government - Marnie Szymanski, National Honor Society - Jamie Bonnigson, International Club - Tim Volzer; Special Responsibilities: Special Education Unit Leader - Erica Grahl, Preschool Coordinator - Susan Miller, Medicaid Services Provider - Tranette Novak, Medicaid Services Provider - Tela Yetter; Unit Leaders: Kindergarten - Sarah Lochotzki, First Grade - Beth

Burkett, Second Grade - Amy Didion, Third Grade - Kristy Jensen, Fourth Grade - Tonya Foos, Fifth Grade - Jen Coffman; Department Chairpersons: English - Lisa Wurzel, Math - Vicki Meyers, Science - Jim King, Social Studies - Steve Gravenhorst, 6th Grade Trip Advisor - Chris Smith, Lead Mentor - Marnie Szymanski, Resident Educator - Ann Strean, Resident Educator - Teal Balduff, Resident Educator - Jessica Tamar, LPDC - Ann Ball, LPDC - Danielle Comparette, LPDC -Teal Balduff; Publications: Yearbook Advisor - Vicki Meyers, High School Newspaper - Lisa Wurzel; Class Advisors: Senior Class - Cyndi Hedden, Junior Class - Marnie Szymanski, Sophomore Class - Andrea Yaussy-Higgins, Freshman Class - Chris Miller, 8th Grade Class - Katie Berg, 7th Grade Class - Jen Brown, 6th Grade Class - Chris Smith; Hourly Pay Responsibilities: FFA Adult Education - Kevin Kremer, Detention Supervisor - Mark Novak, CCP: College Credit Plus Teacher - Lauren Drossman; Roll Call: Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Warner: aye.

The following two added agenda items were tabled for the hiring of Trey Gluth as a High School Social Studies teacher and Varsity Assistant Football coach. Mrs. Vicki Myers was concerned when the decision would be made and waiting until the August board meeting could be too late. Mr. Warner committed to having a special board meeting for this item before the regular board meeting in August.

Mrs. Keegan then gave a brief facility update, on the second day of facility tour of Northwood, the Fanning and Howey proposed timelines and the Survey Monkey on the communities' opinions on the facilities that were toured.

Motion by Mr. Sutorius and seconded by Mr. Miller to enter Executive Session to discuss the discipline of a public employee, with no action to follow; Roll Call: Mrs. Yetter: aye, Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye. Mrs. Myers asked if she could meet with the Board during Executive Session, Mr. Warner said yes. The Board entered Executive Session at 7:04 p.m. with Mrs. Keegan and Mrs. Myers remaining in the Executive Session. Mrs. Myers addressed her issue and left and Mrs. Keegan continued to remain in Executive Session.

Motion by Mr. Sutorius and seconded by Mrs. Yetter, to return to Open Public Session; Roll Call: Mr. Miller: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Warner: aye.

Motion by Mrs. Yetter and seconded by Mr. Sutorius, to adjourn the meeting having no further business to come before the Board;  
Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mrs. Yetter: aye, Mr. Miller: aye, Mr. Warner: aye. Adjourning at 8:20 p.m.

The next regular BOE meeting has been rescheduled from Monday August 19, 2019 to Monday August 12, 2019 at 6:30 p.m. at the Board Office.

Respectfully Submitted

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Andrew Warner  
Board President

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Diane Keegan  
Treasurer