

## **MINUTES OF THE MARGARETTA BOARD OF EDUCATION (BOE) REGULAR MEETING OF AUGUST 21, 2023.**

Margaretta Board of Education met in regular session at 5:00 p.m. on Monday, August 21, 2023 at the Margaretta Board of Education, 305 S. Washington Street, Castalia, Ohio.

### **Regular Board Meeting**

Mr. Sutorius, Board President, then called the regular meeting to order at 5:00 p.m. requesting roll call by Mrs. Keegan:

Mr. Hula:	Present.
Mr. Schoenegge:	Present
Mrs. Tucker:	Present
Mr. Warner:	Present
Mr. Sutorius:	Present

The Pledge of Allegiance was then recited after roll call.

### **Approval of the Minutes**

Motion by Mr. Warner, and seconded by Mrs. Tucker, to approve the minutes from the Regular BOE Meeting held on Monday, July 17, 2023; Roll Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

### **Board and Staff Reports**

#### **Townsend Community School's (TCS) Report and TCS Margaretta Sponsor's Report**

Mr. Ryan Bohn, TCS Principal and Superintendent, was excused from the meeting, however Mr. Kurt passed out Mr. Bohn's report to the board. From the report, Mr. Kurt stated that TCS has 102 graduates for the 2022-2023 school year and 518 current students as of August 21, 2023. Also the TCS construction is complete and ready for school's opening. He then announced the TCS open houses for August 24<sup>th</sup> from 4:00-6:30 pm for the Fremont and Sandusky Learning Center and August 28<sup>th</sup> from 4:00-6:30 pm for the Castalia location. Mr. Kurt also reviewed the enrollment numbers by school.

Mr. Kurt, stated that we had our monthly TCS/Margaretta meeting to review current events and participated in the TCS Board meeting in August. Mrs. Keegan also stated that we had an introductory meeting with TCS' new council for both TCS and MLSD teams to meet with one another.

### **Public Participation**

None.

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

Mr. Kurt stated that we have two additional items for section IX.C.Classified.5. Motion to hire Stephanie Mayse, Cashier position and IX.C.Classified.6. Motion to hire Roberta Crum, Cook-Assistant position.

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

Mrs. Keegan presented the schedule of bills, bank reconciliations, fund balances, etc., that were included in the Board's packages for review. Mrs. Keegan stated that the revenue for July was a

total of \$2.7M and expenses of \$1.2M resulting in an increase to the general fund balance of \$1.5M. The beginning cash balance in the total general fund as of July 1, 2023 was \$1.0M so at the end of July the general fund balance is \$2.5M. She stated that based on the timing of the property tax advances and the amounts, the July revenue for this year versus last year will have variances.

## **Treasurer's Report**

### **Informational**

Mrs. Keegan informed the board that we have spent all of the ESSER funds as of the first payroll of August and she gave the final detailed report of the uses of the COVID Relief Federal ESSER Funds and that those details are posted to the Margaretta website.

Mrs. Keegan also shared with the board Margaretta's Student Wellness and Success Plan for fiscal year 2024 and that the details are also posted to the Margaretta website. This details our district's plans of how we will use the state funding for our district.

### **New Business**

Motion by Mr. Hula seconded by Mrs. Tucker, on Resolution number 23-24-05, to approve expenditures that have exceeded the \$3,000 threshold of the "then and now" provisions of Ohio Revised Code Section 705.41(d); Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mr. Hula, on Resolution number 23-24-06, to approve the agreement with Erie County Health Department (ECHD) for administering the Individual Health Assessment (IHA) screening and vaccinations for the districts staff for the fall of 2023; Roll Call: Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, and Mr. Sutorius: aye.

Motion by Mrs. Tucker seconded by Mr. Schoenegge, on Resolution number 23-24-07, to authorize the Treasurer to make Inter-Fund Transfers of funds for the current fiscal year 2024 (final ARP ESSER transfer); Roll Call: Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, and Mr. Sutorius: aye.

## **Superintendent's Report**

### **Old Business**

Motion by Mr. Warner, seconded by Mrs. Tucker, to approve the following NEOLA Board Policies: PO0131.1 - Technical Corrections, PO0164 - Notice of Meetings, PO1615- Tobacco Use Prevention, PO2114 - Meeting State Performance Indicators, PO2271 - College Credit Plus Program, PO2412 - Homebound Instruction Program, PO3120.09 - Volunteers, PO3215 - Tobacco Use Prevention, PO4120.09 - Volunteers, PO4215 - Tobacco Use Prevention, PO5310 - Health Services, PO5460 - Graduation Requirements, PO5512 - Tobacco Use Prevention, PO5610 - Removal, Suspension, Expulsion and Permanent Exclusion of Students, PO6325 - Procurement, Federal Grants/Funds, PO7434 - Tobacco Use Prevention, PO7540 - Technology Privacy, PO7540.01 - Technology Privacy, PO7540.02 - Web Accessibility, Content, Apps and Services, PO7540.03 - Student Technology Acceptable Use and Safety, PO7540.04 - Staff Technology Acceptable use and Safety, PO8120 - Volunteers, PO8300 - Continuity of Organizational Operations Plan, PO8305 - Information Security, PO8315- Information Management, PO8390 - Animals on District Property, PO8400 - School Safety, PO8420 - Emergency Situations at Schools, PO8462 - Student Abuse and Neglect, PO9160 - Public Attendance at School Events, PO9700.01 - Advertising and Commercial Activities; Roll

Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mr. Hula, to approve the Real Estate Purchase Agreement between the Village of Castalia and the Board of Education contingent on seller conveying clear title and termination of lease on the property in accordance with Paragraph 9 of the Property Purchase Agreement, and the inclusion of the legal description for the property at 208 Lowell Street, Castalia; Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: abstain, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mr. Hula, to approve the following 2023-2024 School Year Handbooks: Polar Cubs Preschool Parent Handbook, Margaretta Elementary School Student Handbook, Margaretta Elementary School Staff Handbook, Margaretta Middle School/High School Student Handbook, Margaretta Athletic Handbook; Roll Call: Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, and Mr. Sutorius: aye.

### New Business

First Reading of the Margaretta Middle School/High School Staff Handbook for the 2023-2024 school year.

Motion by Mr. Hula and seconded by Mr. Schoenegge, to approve the OAPSE MOU for substitute transportation employees' stipend for 2022-2023 school year. Mr. Kurt stated that there are two OAPSE employees and two substitute bus drivers that are receiving the stipend and he thanked them for stepping up; Roll Call: Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mrs. Tucker, to approve the OAPSE MOU for the vacation policy change for first year twelve-month employees. Mr. Kurt stated that we have hired some veteran employees that had commitments before taking the job that this MOU will address those concerns; Roll Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

Motion by Mrs. Tucker seconded by Mr. Schoenegge, to approve the MTA MOU for first year teachers' tuition reimbursement for accredited CCP (College Credit Plus) college course. Mr. Kurt stated that this MOU will help us get back up and running quickly with in house CCP offerings, that currently has vacancies due to attrition; Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, and Mr. Sutorius: aye.

Motion by Mr. Schoenegge, seconded by Mrs. Tucker, to approve Alivia Abbott for class of 2023 graduation as she has completed all state and local requirements; Roll Call: Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, and Mr. Sutorius: aye.

Motion by Mr. Hula seconded by Mrs. Tucker, to approve the modifications to the 2023-2024 and 2024-2025 school calendars (staggered start title change and no school for April 8, 2024 Eclipse Day). Mr. Kurt stated that there was confusion in calling the starting days of the year as 'hybrid' (a residual term from the COVID era) so we are changing them to be called 'staggered' days and also adding the Eclipse Day as no students in the buildings; Roll Call: Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mrs. Tucker, to approve 2023-2024 School Bus Routes as presented. Mr. Hula asked if the routes are complete and communicated to parents. Mr. Kurt stated that they are not fully completed do to new enrollments; Roll Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

Motion by Mr. Schoenegge, seconded by Mr. Warner, to approve foreign exchange students for the 2023 - 2024 school year Yuxuan Cao - China and Ines Bertol Gil - Spain; Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, and Mr. Sutorius: aye.

Mr. Kurt introduced the first reading of the Margaretta Board Policy Po8500 Food Services (maximum of a \$25.00 negative balance allowed). Mr. Schoenegge stated that he does not like the word 'discretion' in the policy and Mr. Kurt stated he would clean it up and resubmit it to the board for review.

Mr. Kurt shared Margaretta's District Report Card 2022 – 2023 that stated an overall rating of 4.5 stars out of 5.0 stars. Mr. Kurt stated that the district isn't just chasing state ratings, however given we are doing the right things for the education of our kids, the ratings are displaying our teachers and administrators good work.

Mr. Kurt delivered the OSBA certificate of recognition to Mr. Schoenegge for his ten years of service on the Margaretta Board of Education.

Mr. Kurt also informed the board and asked them to let us know if they plan on attending the Capital Conference that is scheduled for November 12 - 14, 2023.

#### Personnel Actions

Motion by Mr. Hula seconded by Mr. Warner, to approve FMLA and unpaid leave requests; Roll Call: Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, and Mr. Sutorius: aye.

Motion by Mrs. Tucker seconded by Mr. Hula, to approve 10 (Ten) extended days for Tranette Novak retro for the summer of 2023; Roll Call: Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, and Mr. Sutorius: aye.

#### Certified

Motion by Mr. Schoenegge seconded by Mrs. Tucker, to approve Samantha Lane as Intervention Specialist Chairperson for the 2023-2024 school year; Roll Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mrs. Tucker, to approve Jessica Temari (for Elise Chaffin 100%) as Resident Educator for the 2023-2024 school year; Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, and Mr. Sutorius: aye.

Motion by Mr. Hula seconded by Mr. Schoenegge, to approve Jessica Temari and Teal Balduff (for Chase Paczak 50%-50% split) as Resident Educators for the 2023-2024 school year; Roll Call: Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, and Mr. Sutorius: aye.

Motion by Mrs. Tucker seconded by Mr. Warner, to approve Jenna Kline as School Detention Supervisor for the 2023-2024 school year; Roll Call: Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mr. Hula, to approve Jessica Temari, Fourth Grade Teacher, FMLA which will continue for an extended leave status through the end of the 2023-2024 school year. Mrs. Tucker asked if she will be able to fulfill her Resident Educator/Mentoring duties and Mr. Kurt stated that she will be able to as presented and approved at this meeting; Roll Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

### Classified

Motion by Mr. Warner seconded by Mrs. Tucker, to hire Ann Hay (retro to July 31, 2023) and Jay Kuester (retro to August 14, 2023) as First Aid Responders for the 2023-2024 school year, replacing our Athletic Trainer. Mrs. Tucker asked if we could still hire a trainer if we are able to find a replacement trainer. Mr. Kurt said that would not be a problem; Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, and Mr. Sutorius: aye.

Motion by Mrs. Tucker seconded by Mr. Hula, to hire Julie Young, Substitute Bus Aide, for the 2023-2024 school year; Roll Call: Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, and Mr. Sutorius: aye.

Motion by Mr. Hula seconded by Mr. Schoenegge, to hire Holly Yetter, Substitute Custodian, for the 2023-2024 school year; Roll Call: Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, and Mr. Sutorius: aye.

Motion by Mrs. Tucker seconded by Mr. Schoenegge, to hire Sandy Todd, and Linda Hamm as Kitchen Subs for the 2023-2024 school year; Roll Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mrs. Tucker, to hire Stephanie Mayse, Cashier position, for the 2023-2024 school year, pending completion of all state and local employment requirements; Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, and Mr. Sutorius: aye.

Motion by Mr. Hula seconded by Mrs. Tucker, to hire Roberta Crum, Cook/Assistant position, for the 2023-2024 school year, pending completion of all state and local employment requirements; Roll Call: Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, and Mr. Sutorius: aye.

Motion by Mr. Warner seconded by Mr. Hula, enter Executive Session under R.C. 121.22(G)(5) for discussion of matters required to be kept confidential by state statutes; Roll Call: Mr. Hula: aye, Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, and Mr. Sutorius: aye.

The Board entered Executive Session at 5:40 p.m. with Mrs. Keegan, and Mr. Kurt remaining in the Executive Session.

Motion by Mrs. Tucker, seconded by Mr. Warner, to return to open session; Roll Call: Mr. Schoenegge: aye, Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, and Mr. Sutorius: aye.

Motion by Mr. Hula seconded by Mr. Schoenegge, to adjourn the meeting having no further business to come before the Board; Roll Call: Mrs. Tucker: aye, Mr. Warner: aye, Mr. Hula: aye, Mr. Schoenegge: aye, and Mr. Sutorius: aye.

Meeting adjourned at 6:15 p.m.

Next BOE Regular Meeting is scheduled for September 18, 2023 at 6:30 p.m. at the Margareta Board Office, 305 S. Washington St., Castalia, Ohio 44824

Respectfully Submitted

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Brian Sutorius  
Board President

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Diane Keegan  
Treasurer