

## **MINUTES OF THE MARGARETTA BOARD OF EDUCATION (BOE) REGULAR MEETING OF NOVEMBER 15, 2021.**

The Margarettta Board of Education met in regular session at 6:30 p.m. on Monday, November 15, 2021 at the BOE Office, 305 S Washington St., Castalia, Ohio.

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

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

### **Approval of the Minutes**

Motion by Mrs. Yetter seconded by Mr. Sutorius, to approve the minutes from the regular BOE meeting that was held on Monday, October 18, 2021; Roll Call: Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Miller: aye.

### **Board and Staff Reports**

#### **Townsend Community School's (TCS) Report**

Mr. Ryan Bohn, TCS Principal, was excused from the meeting. Mr. Kurt presented Mr. Bohn's information and reported that the current TCS student enrollment as of November 15<sup>th</sup> was 509, they have had 17 graduates for this 2021-2022 school year, and they are averaging 124 students in the school building per day. Mr. Kurt also reviewed TCS' Ohio Improvement Process (OIP) Goals of improvements as follows: TCS to strive to maintain student attendance average at or above 75%; proficiency rate on Algebra I EOC assessment increase by at least 2%; ELA 2 assessment increasing by at least 2%; and 100% of TCS students will be given a career focus for after graduation.

#### **TCS Margarettta Sponsor's Report**

Mr. Steve Keller, Margarettta Compliance Officer, was excused from the meeting. Mr. Kurt spoke about our rating for last school year was exemplary scoring 7 out of 8 total available. However even though we had received an exemplary rating, due to it being a COVID year, the 2021 evaluation doesn't count for future exemptions. Therefore, even though we should have been able to reduce some of the ODE requirements, we will not be able to and will need to do the same level of ODE reporting as in the past.

#### **Literacy Plan for 2021-2022**

Mr. Kurt spoke about our District wide literacy initiatives that we are implementing and training our teachers and administrators how to implement. He spoke of our focus utilizing the evidence based Science of Reading. The core of the initiative is Phonemic Awareness, Phonics, Vocabulary, Fluency and Comprehension. He then spoke about the district wide improvement process that focuses on student's literacy and looking at standards. By evaluating standards and making decisions that are data driven and utilizing formative instruction to accomplish our goals.

Mrs. Keegan also mentioned that she is very excited about the literacy initiative for our students and reminded the board that we are able to charge the all costs associated in implementing this initiative

to our federal grants that we received in ESSER funds. Therefore our general funds for operations is not impacted by this initiative costs.

### **Public Participation**

Gary Smith began by congratulating the board members elect and all the other candidates that were in the room. He then went through a list of questions that were posed to him during his campaign by the community members. He question why if MES is doing the pledge of allegiance, why the board is not doing it before the start of the meetings. Mr. Kurt stated that he checked with previous board members, given he had never done it in his past tenure at Margareta or now, however he did do the pledge at his previous district. Mr. Kurt stated that based on a previous board members information that it was done at one time at Margareta. Mrs. Yetter stated she thinks it would be a good idea. Mr. Miller said that should be discussed with the new board at the organizational meeting at the January 5<sup>th</sup> meeting at 6:30.

Mr. Smith then asked what the board is doing to cultivate community relationships. Mr. Miller stated that we did a District newsletter last spring 2021, Margareta is on Facebook and twitter, and each board member gave us 10 community members to participate in the new facility meetings and we had parents of students, local business representation, and the community at large, we also took the community on a school bus tour of newly built schools to see other buildings for insight. Mr. Kurt then added that Mrs. Keegan and he did a televised interview about the Nexus pipeline appeals, the new school and the upcoming school levy. Mr. Smith stated that the board should attend the Township meetings and the Village Council meetings, attend Open Houses, be at school functions, and contact and welcome new residences.

Mr. Smith then question the swift handling of conflicts and what the policy and procedure is to resolve conflicts. Mr. Miller referenced back to his prior conversation with Mr. Smith on the phone about the concerns he was raising again with the entire board. Mr. Miller stated that there is a chain of command and it is more swiftly handled in the buildings and at the superintendent levels first. Mr. Smith then referenced to issues that were raised at previous meetings by parents and if they were ever handled. Mr. Miller stated that the one issue had been over a lengthy period of time and many discussions with the parents. He then raised questions about Mr. Warner's previous issue and he asked if Mr. Warner apologized. Mr. Warner stated that he apologized two times in the paper and has taken diversity training as well.

Mr. Smith then asked what the board is doing to foster goodwill to enhance public image, which was discussed before as documented in the above minutes.

Mrs. Beth Burkett asked for the canceled Washington D.C. trips if some of the money could be allocated to FFA or band instead of the class funds. We agreed that we would check into that possibility.

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

Mrs. Keegan mentioned that we had a late request to add the hiring of Molly Volz and that will be voted on in section VIII.C.Classified.6.

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

Mrs. Keegan presented the schedule of bills, bank reconciliations, or fund balances, etc., that were included in the Board's packages for review. Mrs. Keegan reminded the board that we are reviewing October's Fiscal Year To Date (FYTD) results (the fourth month of the 2022 fiscal year). She stated that the fiscal year to date revenue is a total of \$7.1M and expenses of \$6.4M resulting in an increase

to the general fund balance by \$0.7M. The beginning cash balance on July 1, 2021 was \$1.6 million and the first four months generated a net cash increase of \$0.7 million, leaving the final General Fund cash balance of \$2.3 million (which includes the general fund reserve of \$944K). She also reviewed the Food Services results for this October, 2021 FYTD compared to last October, 2020 FYTD. She stated that the MS/HS kitchen has been serving over 100 plus additional meals daily than last year, with no additional labor or benefit costs and that is what is primarily driving the additional revenue of \$64,797 this year and that is translating to an improvement in the overall deficit of \$67,306 versus last year at this time.

Mr. Kurt also stated that last year we turned off the outside freezer in an attempt to reduce our total food inventory. However this year we have experienced food shortages and delays. Therefore, Mr. Kurt has authorized the restarting of the freezer and the additional inventory for critical hard items to get (like chicken products).

MR. Kurt also stated that the staff has just completed one full year of the OhGo food drive at our elementary building. Mrs. Keegan stated that it is well attended and have run out of food every time but once. She also reminded the community in attends to let people know that it is always the first Saturday of the month at MES parent loop from 9:00 to 11:00 and come early due to the potential to run out. She also mentioned the district publicizes it on our school Facebook page each month as well.

### **Treasurer's Report**

#### **New Business**

Motion by Mr. Schoenegge seconded by Mr. Sutorius, on Resolution number 21-22-27 to renew the annual agreement with Stacy Builders, Snow and Ice Control Division, for the District's salting parking lots and on an as needed emergency basis for snow plowing for the 2021/2022 School Year; Roll call: Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Miller: aye.

Motion by Mrs. Yetter seconded by Mr. Sutorius, on Resolution number 21-22-28, to approve the agreement with NEOLA to provide the district with the current regulatory policies and procedures and the maintenance of the same. Mrs. Keegan reminded the board that we used NEOLA as our Third Party Provider (TPA) for the district's board policy and procedures and we use their software Board Docs; Roll Call: Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mr. Miller: aye.

### **Superintendent's Report**

#### **New Business**

Motion by Mr. Sutorius seconded by Mr. Schoenegge, on Resolution number 21-22-29, to approve the new substitute teacher requirements for the 2021-2022 school year, as described in the Senate Bill 1. Mr. Kurt stated that this gives the district more flexibility when in a bind on substitute teachers. He also stated that we have been functioning fairly well through the teacher absences during this pandemic, however if it were to get worse, we have this as a backup plan if needed in the future; Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Miller: aye.

Motion by Mr. Sutorius seconded by Mr. Schoenegge, to approve the studying of the MES HVAC system renovations and receiving contractor bids. This is a preliminary study of potentially using ESSER funds for HVAC of 1963 wing at MES. Mr. Kurt stated that we will come back to Board prior to moving forward. MR. Kurt stated that we can address air quality and purification needs if we

proceed with this study; Roll Call: Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Miller: aye.

Motion by Mr. Sutorius seconded by Mrs. Yetter, on Resolution number 21-22-30, to approve the agreement with STAN and Associates, Inc., engineering consultants, for the potential MES HVAC project. Mrs. Keegan stated that if this MES HVAC project goes forward, we have to follow all the federal procurement laws and renovations to use the federal ESSER grant dollars. As such, we need to hire an engineering consultant to complete the study; Roll Call: Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Miller: aye.

#### Old Business:

Mr. Kurt gave an update information regarding first quarter of school. First the OFCC new facility project update was that we continue to work through the design and appropriate construction documents and we are getting close to the point of having to pause the project, waiting on the outcome of the Nexus pipeline appeal which is going to the BTA in February. He also informed the board that at the December 20<sup>th</sup> board meeting we will have a virtual new facility design presentation and update the community on the status of the new building. He also stated that we are moving that meeting to the MES gym and it will be live streamed on Margareta's Facebook page for the community to watch that cannot attend in person.

Mr. Kurt then updated the board on the general day-to-day operations. He stated that COVID and quarantines have definitely put a strain on our entire staff. However with our strong teaching staff and the use of the one-to-one Chromebooks for students, we have been managing. Mr. Kurt reminded the board that there was a period of time that we mandated masks for all employees due to the quarantine rules at the time to minimize teacher quarantines. However since then with the changes in the rules, we are making the mask up to the discretion of the employee. Mr. Kurt reminded the board that we have not changed our position for the children, which has always been at the discretion of the parents and families. The only exception for students is the school buses. He did also state that we are federally mandated to require masks of the driver and students on school buses. Mr. Kurt stated that as of last week, Erie County was ranked thirteenth out of 88 counties with COVID cases.

Motion by Mr. Warner and seconded by Mr. Sutorius, to approve the new NEOLA policy 6152.01 that establishes the Prorate of School, Technology, and Course Fees (Adding language for 50% fees for families qualifying for reduced lunches and continue to waive fees for families qualifying for free lunches). Mr. Kurt reminded the board that we have had readings of this policy in prior meetings, however due to an oversight we didn't get it officially approved; Roll Call: Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mr. Miller: aye.

#### Personnel Actions

Motion by Mr. Sutorius seconded by Mr. Schoenegge, to approve the FMLA and unpaid leave requests, (list included in Board package for review); Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Miller: aye.

#### Certified:

Motion by Mrs. Yetter seconded by Mr. Sutorius, to accept resignation of Mary Schaffer, Intervention Specialist, effective December 17, 2021; Roll Call: Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Miller: aye.

Motion by Mr. Sutorius seconded by Mr. Schoenegge, to rescind Steve Gravenhorst as a Volunteer Swim Lifting Coach for the 2021/2022 school year; Roll Call: Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Miller: aye.

Motion by Mrs. Yetter seconded by Mr. Sutorius, to approve the following Supplemental positions for the 2021/2022 school year: Steve Gravenhorst - Winter Weight Room Advisor; Madison Mullins - Spring Weight Room Advisor; Adam Reardon - Pep Band; Roll Call: Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mr. Miller: aye.

Motion by Mr. Warner and seconded by Mr. Sutorius, to amend the contract of Madison Mullins from Part Time Health/PE to Full Time Health/PE effective January 21, 2022. Mr. Kurt reminded the board that is at the start of second semester; Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Miller: aye.

Classified:

Motion by Mr. Sutorius and seconded by Mr. Schoenegge, to approve the retirement of Susan Cullen, Office Aide, effective December 31, 2021. Mr. Miller thanked Mrs. Cullen for her many years of service with the district; Roll Call: Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Miller: aye.

Motion by Mr. Sutorius and seconded by Mrs. Yetter, to approve the hiring of Bradley Hall, Bus Driver for the 2021-2022 school year, pending the completion of all State and local requirements; Roll Call: Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Miller: aye.

Motion by Mr. Schoenegge seconded by Mr. Sutorius, to approve the hiring of Ashley Graber, Sub Bus Aide, for the 2021/2022 school year, pending the completion of all State and local requirements; Roll Call: Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mr. Miller: aye.

Motion by Mr. Warner and seconded by Mr. Sutorius, to approve the hiring of Amanda Lewis, Sub Bus Aide, Sub Custodian for the 2021/2022 school year, pending the completion of all State and local requirements; Roll Call: Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Miller: aye.

Motion by Mrs. Yetter and seconded by Mr. Sutorius, to approve the hiring of Ron Chapman, Sub Bus Driver for the 2021/2022 school year, pending the completion of all State and local requirements; Roll Call: Mr. Sutorius: aye, Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Miller: aye.

Additional Item

Motion by Mr. Schoenegge and seconded by Mrs. Yetter, to approve the hiring of Molly Volz, sub kitchen for the 2021-2022 school year, pending completion of all employment requirements; Roll Call: Mr. Warner: aye, Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Miller: aye.

Motion by Mr. Sutorius and seconded by Mrs. Yetter, to enter Executive Session to discuss the appointment, employment, dismissal, discipline, promotion or compensation of public employees; Roll Call: Mrs. Yetter: aye, Mr. Schoenegge: aye, Mr. Sutorius: aye, Mr. Warner: aye, Mr. Miller: aye.

The Board entered Executive Session at 7:35 p.m. with Mrs. Keegan and Mr. Kurt remaining in the Executive Session.

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

Adjourning at 8:20 p.m.

The next regular BOE meeting has been scheduled for Monday, December 20, 2021 at 6:30 p.m. at the Margareta Elementary Gym, 5906 West Bogart Road, Castalia, Ohio.

Respectfully Submitted

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Kent Miller  
Board President

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Diane Keegan  
Treasurer