

## **APRIL 8, 2020 CONNEAUT SD BOD VOTING Meeting Minutes**

**4/8/2020 [7:00PM-8:00PM] @ Alice Schafer Annex Cafeteria**

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### **- CONNEAUT SCH DISTRICT VOTING MEETING -**

#### **1. Open of Meeting**

##### **Minutes**

Mrs. Luckock opened the meeting at 7 PM.

It is noted the following Board members were present-

Mr. Ellis      Mr. Hall      Mr. Hornstein

Mrs. Luckock      Mr. McGuirk      Mr. McQuiston      Mrs. Miller

It was noted Mr. Burnham was absent and Mrs. Klink was ill.

Administrators present-

Mr. Sperry      Mr. Joseph      Mr. Mayle      Ms. Dressel      Mr. Kimmel      Mr. Kelly      Mrs. Kantz

Mr. Parks      Mr. Hans      Mr. Jardina      Mr. Maskrey      Mr. Burns

#### **2. Moment of Silence**

##### **Minutes**

The Board exercised a moment of silence.

#### **3. Flag Ceremony**

#### **4. Vision and Mission Statement**

Vision Statement- "A community where all recognize and fulfill their unique potential to contribute to a globally connected society."

Mission Statement- "To provide a safe and supportive environment where all acquire the skills to become productive citizens of a globally connected society."

##### **Minutes**

Mr. Hornstein read the Vision and Mission statements.

#### **5. Call to Order**

#### **6. \*Visitor Recognition on Agenda Items**

\*Per Policy 903 – Public Participation in Board Meetings

All visitors who are recognized during the Visitor Recognition are allotted a maximum of five (5) minutes to address matters of their concern, unless otherwise determined by the Board President. Visitor recognition is to be limited to thirty (30) minutes unless otherwise decided by the Board.

##### **Minutes**

No one approached the podium.

#### **7. Approval of Agenda with Additions**

Request the Board to approve the Agenda with Additions.

##### **Minutes**

Motion by Mr. Hornstein, second by Mrs. Miller that the Board approve the agenda with additions.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes  
Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes  
Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

## 8. Approval of Minutes

Request the Board to approve the following Minutes;  
March 11, 2020 Regular Voting Meeting Minutes  
it is noted the March 4, 2020 Minutes will be on the May Agenda.

### Minutes

Motion by Mr. McGuirk, second by Mrs. Miller that the Board approve the minutes.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes  
Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes  
Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

## 9. Approve Budget Transfers

Request the Board to approve the Budget Transfers, as per detailed backup on Agenda Manager.

### Minutes

Motion by Mrs. Miller, second by Mr. Hall.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes  
Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes  
Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

## 10. FINANCIALS - BILLS

### Minutes

Motion by Mr. Hornstein, second by Mrs. Miller that the Board approve the fund 10 General Fund bills; the Fund 31 Capital Project Bills and the Fund 50 Food Service Bills.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes  
Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes  
Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

### a. Approve Fund 10 General Fund Bills in the amount of \$850,901.42

Request the Board to approve Fund 10 General Fund Bills in the amount of \$850,901.42

### b. Approve Fund 31 Capital Project Bills in the amount of \$17,368.75

Request the Board to approve Fund 31 Capital Project bills in the amount of \$17,368.75.

### c. Approve Fund 50 Cafeteria Food Service Bills in the amount of \$55,143.31

Request the Board to approve the Fund 50 Cafeteria Food Service Bills in the amount of \$55,143.31

## 11. INVESTMENT REPORT - available at voting meeting

## 12. INFORMATION (Financial Reports and Bank Statements to be included upon the Minutes.

a. **General Fund Report - Revenues/Expenditures - not available at this time.**

b. **Student Activity Fund Reports - CASH, CLMS and CVMS**

As information the Student Activity Fund Reports for  
Conneaut Area Senior High School - February, 2020  
Conneaut Lake Middle School - January, 2020 and February, 2020  
Conneaut Valley Middle School - February, 2020

c. **Food Service Operating Statement - no report**

### 13. **OTHER FINANCIALS**

a. **Approve to Pay**

Request the Board to pay as follows;

a. Request the Board to pay Mary Beth Jacobs for CPR training and First Aide to aides on March 4, 2020 for 7 hours at \$20/hour.

**Minutes**

Motion by Mr. Hornstein, second by Mrs. Miller that the Board approve all Other Financials 13. A through E.

Motion passed by Roll Call

Mr. Burnham - absent   Mr. Ellis - yes   Mr. Hall - yes  
Mr. Hornstein - yes   Mrs. Klink - absent   Mrs. Luckock - yes  
Mr. McQuiston - yes   Mr. McGuirk - yes   Mrs. Miller - yes

b. **Approve the Northwest Tri-County IU#5 2020/2021 Budget**

Approve 2020/2021 Northwest Tri-County Intermediate Unit #5 Budget

Request the Board to approve the 2020/2021 Northwest Tri-County Intermediate Unit Budget in the total amount of \$\$61,885,803.00, and further approve the District's contribution to the General Operating (Fund 010) and School Improvement Services (Fund 020) budgets of the Intermediate Unit for the 2020/2021 fiscal year in the amount of \$52,864.44.

**Minutes**

Approved in the above motion.

c. **Approve Donation**

Request the Board to approve the Donation from Josh Bound of the VGCUSA- Video Game Clubs of America starter kit at the estimated value of \$90.00.

**Minutes**

Approved in the 13. Other Financials A thru E Motion.

d. **Approve Appointment of Deputy Tax Collector**

Request the Board to approve the appointment of Lana Hartzell as Deputy Tax Collector for Noreen Mullen/ Conneaut Township Tax Collector.

**Minutes**

Approved in the 13. Other Financials A through E motion.

e. **Approve to Pay CPR Certification**

Conneaut School District Board of Directors April 8, 2020 Regular Meeting Minutes

Request the Board to pay CPR Certification for eight teachers held on March 13, 2020 to Conneaut Lake Area Ambulance Service, cost of \$80.00.

**Minutes**

Approved in 13. Other Financials A thru E motion.

**14. BOARD CONCERNS**

**a. Correspondence**

Federal Focus on COVID-19

**b. Student Representatives -**

**Minutes**

No student report.

**c. Crawford County Career & Technical Center Representative - Tim McQuiston CCCTC Representative**

**Minutes**

Mr. McQuiston provided an update.

**d. Northwest Tri-County Intermediate Unit #5 Representative - Dorothy Luckock, IU Board No Update**

It is noted there was no IU meeting in March.

**Minutes**

The March meeting was cancelled and the April meeting will be conducted remotely, reported by Mrs. Luckock.

**e. Conneaut Education Association - Mechel Golenberke, President**

**Minutes**

Mrs. Golenberke provided an update.

**f. Conneaut Education Support Personnel Association - Paul VanDusen, President**

**Minutes**

Mr. VanDusen provided a shout out to the cafeteria staff for all their hard work putting together meals for the students every week.

**g. PIAA D10 Report - Don Ellis, PIAA District Representative**

Added March 30, 2020 Update

**Minutes**

Mr. Ellis provided a report.

**h. Eagles Foundation Report - Don Ellis, Jr.**

**Minutes**

The March meeting was cancelled, the Committee is still honoring the scholarship deadlines. Mr. Ellis will update next month.

**i. Committee Reports - Policy Committee**

**Minutes**

Mr. Sperry reported the meeting was cancelled and next months they will try to hold either live or virtually.

## 15. OTHER

### a. As Information - Policies for 1st Reading(s) Addition to Agenda

Addition to Agenda Policies for 1st Reading as information;  
Policy 200 Enrollment in District  
Policy 201 Admission of Students

### b. Approve 2nd Reading and Adoption of Policies

Request the Board to approve the 2nd Reading and Adoption of the following policies;

Policy 204 - Attendance

Policy 610 - Purchases Subject to Bid/Quotation

Policy 611 - Purchases Budgeted

Policy 625 - Procurement Card

#### Minutes

Motion by Mr. Hornstein, second by Mrs. Miller that the Board approve the 2nd Reading and Adoption of policies.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes

Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes

Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

### c. Approve Affiliation Agreement

Request the Board to approve the Thiel College Affiliation Agreement for use of an Audiology/Speech Pathology Clinical Site, as per detailed backup on Agenda Manager and pending Solicitor Review.

#### Minutes

Motion by Mrs. Miller, second by Mr. Hornstein that the Board approve the Thiel College Affiliation Agreement.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes

Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes

Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

### d. Addition to Agenda - Approve Memorandum of Understanding

Request the Board to approve the Memorandum of Understanding between the Conneaut Education Service Professionals Association and the Conneaut School District pertaining to Flex Time and COVID-19 Virus, as per detailed attached document on Agenda Manager.

#### Minutes

Motion by Mr. McQuiston, second by Mr. Hornstein that the Board approve the Memorandum of Understanding related to the Service Professionals and Flex Time and COVID-19.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes

Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes

Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

### e. Addition to Agenda Approve Interim Transportation Agreement

Request the Board to approve the Interim Agreement Regarding Contracted School Transportation between the Conneaut School District and AC School Services, Inc. as per detailed backup on Agenda Manager.

**Minutes**

Motion by Mr. Hornstein, second by Mrs. Miller that the Board approve the Interim Transportation Agreement.

Discussion included-

Mr. Mayle noted logistics will be worked out and parents have to acknowledge meal delivery.

Mr. Hall is concerned that the program is working really well right now does not want to see it go backwards. Mrs. Miller agreed, she doesn't want to see pickup locations changed to just CASH or bus drop off. She would prefer to play by ear and get information to parents by next Wednesday so that by the next Monday all can make a decision.

Mr. Mayle added this can be revisited, Mr. Joseph agreed. The motion is to approve the agreement, logistics can be fine tuned.

Mr. Ellis has been at the school a couple times,, he agreed the current scenario and effort is tremendous and he doesn't want to see it go backwards. He doesn't feel there is any problem with buses handing out curriculum and no better way than the bus drivers. But have we considered some bus drivers are already on unemployment. Mr. Mayle replied- e have some assurance no employees missed a payroll, some applied anticipating but claims and were either denied or would repay any monies received. That was one sticky point we wanted to make sure everyone was still employed. We can run all the buses and keep all the locations open. The risk only is if two methods going could increase exposure and those in contact, can keep it running though as long as volunteers to staff both. Mr. Hall reminded everyone that earlier students had to sign up for this so at least for first 2 weeks lets keep all locations open then we will know how many are at each location and how many going out. Let's do a slow ramp-up and not all released to just a home delivery. It is too good of a program right now, we have invested in our community, Nutrition and staff.

Mr. Mayle added we are looking at continuing as long as we can, if stay closed to end of school year that is when we would end the program. The State could recommend changes or a shut down if virus continues to spread but we plan on continuing as long as we can. Mrs. Luckuck believes avenue going to be an opportunity for an online enrollment so does not have to be paper based which can get out to people prior to next Wednesday for the next handout.

Mr. Hall personally felt the details have been ironed out enough and planned out enough to vote on this tonight, Mrs. Luckock noted that if not tonight we cannot until April.....a month away. Mr. Hall asked then if tonight we vote is it in stone for two weeks or what? Mr. Mayle stated the agreement does not state exact start date. A question was asked how soon do we make the transition, Mr. Mayle replied March 20th at the earliest. Mrs. Luckock noted this all hinges on the Business Office and Nutrition working to finalize details and then feel if enrollment is completed to transition to using the buses. Mr. Hall asked then if the vote is yes does the vote carry who decides to turn on and say yes go? Mrs. Luckock felt the decision fell on Mr. Sperry for final go ahead based on information from the Business office, Mr. Joseph and Nutrition. Mr. Joseph confirmed yes, the vote allows administration to implement once ready. Mrs. Miller noted we are voting on contract and not details like what Mr. Hall is asking about. just how Mr. Mayle and how the Board anticipates using the bus drivers to use them. Mrs. Luckock confirmed yes. We are paying Anderson Bus Company with this vote. It is noted the Board wants to be well informed with the decisions.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes

Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes

Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

**16. OLD BUSINESS**

**17. NEW BUSINESS**

## 18. PERSONNEL

### Minutes

Motion by Mrs. Miller, second by Mr. Hornstein that the Board approve 18. Personnel items A through B.

Motion passed by Roll Call

Mr. Burnham - absent Mr. Ellis - yes Mr. Hall - yes

Mr. Hornstein - yes Mrs. Klink - absent Mrs. Luckock - yes

Mr. McQuiston - yes Mr. McGuirk - yes Mrs. Miller - yes

### a. Approve Retirement(s)

Request the Board to approve the retirement notice from the following;

1. Joyce Bishop, 4 hour cooks helper effective June 6, 2020 and her last day of work on June 5, 2020.
2. Jean McBride, cafeteria worker effective June 6, 2020.
3. Marlene Wineland, cafeteria worker on the last day of the 2019-2020 school year.

### Minutes

Motion under 18. Personnel

### b. Approve Leave Request(s)

Request the Board to approve the following leave request(s);

1. Jamie Flores-Duda, teacher, 23 Days, FMLA starting Monday, May 4, 2020 through Friday, June 5, 2020.
2. Martin Mahoney, instructional aide, 2 Days, General Unpaid Leave starting Monday, March 16, 2020 and Tuesday, March 17, 2020.
3. Jean McBride, cafeteria helper/cashier, 1/2 Day, General Unpaid Leave, Tuesday, April 14, 2020 PM.
4. Jessie Numer, cooks helper, 1 Day, General Unpaid Leave, Thursday, February 6, 2020.

### Minutes

Motion under 18. Personnel.

### c. Motion Tabled - Approve Rescinding of Retirement(s)

Motion Tabled until May, 2020

~~Request the Board to approve the following retirement rescinding;~~

- ~~1. Request the Board to approve rescinding the retirement letter submitted by Herb Bossard.~~
- ~~2. Request the Board to approve rescinding the retirement letter submitted by Craig Heberle.~~
- ~~3. Request the Board to approve rescinding the retirement letter submitted by Aletha Samuels.~~

### Minutes

Motion under 18. Personnel.

## 19. CURRICULUM

## 20. BUILDINGS AND GROUNDS

### Minutes

Motion by Mr. Hornstein, second by Mrs. Miller that the Board approve 20. Buildings and Grounds items A and B.  
Motion passed by Roll Call

Mr. Burnham - absent   Mr. Ellis - yes   Mr. Hall - yes

Mr. Hornstein - yes   Mrs. Klink - absent   Mrs. Luckock - yes

Mr. McQuiston - yes   Mr. McGuirk - yes   Mrs. Miller - yes

### a. Approve Bids - with winning bidder added to Motion

#### Approve Bids

Request Board approval for administration to accept the lowest responsible bidder or quoter meeting specifications for the bids or quotes for listed items, and to accept the rejection of certain bids or quotes by the Administration, whereby it is understood that the acceptance of those bids or quotes does not obligate the District to purchase those items and that the Administration has the authority to purchase those items as needed.

Request the Board to approve Administrations recommendation to award the bid for the Plasma Cutting System equipment and Installation Package for Crawford Central County Career and Technical Center located at the Conneaut Valley Middle School Welding shop **to Plasma Automation, Inc.** at a cost of \$31,690.00. To be reimbursed by the Crawford County Career and Technical Center.

### Minutes

Motion under 20. Buildings and Grounds.

### b. Approve Bids

#### Approve Bids

Request Board approval for administration to accept the lowest responsible bidder or quoter meeting specifications for the bids or quotes for listed items, and to accept the rejection of certain bids or quotes by the Administration, whereby it is understood that the acceptance of those bids or quotes does not obligate the District to purchase those items and that the Administration has the authority to purchase those items as needed.

Request the Board to accept Administrations recommendation and award the Asphalt Paving, Sealing and Striping through out Conneaut School District to Penn Ohio Sealing Company at their alternate bid price of \$133,919.00. To be paid out of Capital Funds.

### Minutes

Motion under 20. Buildings and Grounds.

## 21. TRANSPORTATION

### a. Approve New and Revised Bus Stops



Request the Board to approve the new and revised bus stops, as per detailed backup on Agenda Manager.

**Minutes**

Motion by Mr. Hornstein, second by Mr. McGuirk that the Board approve the new and revised bus stops last month.

Motion passed by Roll Call

Mr. Burnham - absent    Mr. Ellis - yes    Mr. Hall - yes  
Mr. Hornstein - yes    Mrs. Klink - absent    Mrs. Luckock - yes  
Mr. McQuiston - yes    Mr. McGuirk - yes    Mrs. Miller - yes

**22. \*Visitor Recognition**

\*Per Policy 903 – Public Participation in Board Meetings

All visitors who are recognized during the Visitor Recognition are allotted a maximum of five (5) minutes to address matters of their concern, unless otherwise determined by the Board President. Visitor recognition is to be limited to thirty (30) minutes unless otherwise decided by the Board.

**Minutes**

Paul Van Dusen, addressed the Board regarding the busing with transportation. He is aware we are missing students in the food distribution because they don't have vehicles. He helped hand out over 200 tonight at CASH and counted 22 students under the age of school children in the cars. If we go to just busing they will not get food therefore he does not think it is a good idea to stop giving out at the schools. If it is a matter of helpers he will make sure we have volunteers at any school. He wants to make sure every child that needs it gets a bag.

Mrs. Luckock noted the Hickernell location is the smallest of handouts and maybe we can move it to the Valley Middle School for handouts.

**23. BOARD CONCERNS**

The next regular scheduled Board meeting will be;

May 6, 2020 Work Session at Alice Schafer Annex cafeteria starts at 7 PM.

May 6, 2020 Special Voting Meeting at Alice Schafer Annex cafeteria, starts at 7 PM.

May 13, 2020 Regular Board Voting Meeting at Alice Schafer Annex cafeteria starts at 7 PM.

**Minutes**

Mrs. Luckock expects we will still be remoting in but in conjunction with Mr. Joseph and the State health concerns. Mr. Ellis thanked everyone working through this process, he realizes there is a lot of effort with staff, entire staff of district thank you for that.

Mr. Hall also personally sees teachers and their efforts making zoom calls, videos, emails and connecting with students... it is impressive with the District he is very proud in a very difficult time.

**24. EXECUTIVE SESSION**

**It is noted there will be no EXECUTIVE SESSION.**

**Minutes**

It is noted there was no Executive Session.


**25. ADJOURNMENT**

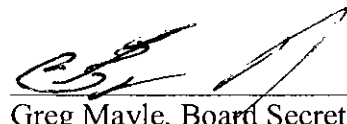
**Minutes**

Mr. McGuirk motioned to adjourn the meeting, second by Mr. Hornstein at 7:57 PM.

**26. INFORMATION**

(Items approved by the Superintendent and submitted as information to the Board of Education).

  
Dorothy Luckock, Board President

  
Greg Mayle, Board Secretary