

November 18, 2021

The **Indian Creek Board of Education** met in regular session on Thursday, November 18, 2021 at 6:00 P.M. at the Indian Creek Middle School, Mingo Junction, Ohio. President Daniel Bove, Jr. called the meeting to order and led the Pledge of Allegiance. At roll call, the following Board members were present: Mr. Daniel Bove, Jr., Mrs. Kimberly Mark, and Dr. Ted Starkey. Dr. John Figel and Mr. Bob Smith were absent at roll call but arrived later.

READING, APPROVAL, SIGNING OF MINUTES

#86-11-21

Mrs. Mark moved and Dr. Starkey seconded the motion to approve the minutes from the October 21, 2021 regular board meeting. **Vote on motion:** Mrs. Mark, yes; Dr. Starkey, yes; Mr. Bove, yes.

Motion approved 3-0.

Dr. Figel and Mr. Smith arrived.

BILLS, FINANCIAL, BANK RECONCILIATION

#87-11-21

Mr. Bove moved and Dr. Starkey seconded the motion to approve the bills, financial report and bank reconciliation for the month of October 2021. **Vote on motion:** Mr. Smith, yes; Mr. Bove, yes; Dr. Starkey, yes; Mrs. Mark, yes; Dr. Figel, yes. **Motion approved 5-0.**

INTRODUCTIONS AND RECOGNITION OF GUESTS

I.C.E.A. – No representative present.

O.A.P.S.E. – No representative present.

Principal/Administrative Council- Dr. Holly Minch-Hick, ICMS Principal discussed the following:

- Basketball try-outs
- Halloween activities
- 8th grade trip to JVS
- Traveling Classrooms for 7th and 8th grade trip to Washington D.C.
- National Honor Society canned food drive
- Destination Imagination Team cancer project
- Career assembly

Jefferson County E.S.C. Best Practice Grants

Linda Lenzi, from the Jefferson County Board of Education, presented grants from the Jefferson County E.S.C. to the following teachers from Indian Creek

Kim Wadas, Cross Creek Elementary – Ms. Wadas discussed how her grant will be used to purchase items for the Orton Gillingham program for students who have risk factors for dyslexia

Ashley Turnbull, Hills Elementary – Ms. Turnbull, along with, Kylee Lash, Abigail DeCesare and Erin Allogia, discussed how they will use the grant to purchase preschool STEM dramatic play centers and incorporate them into their daily learning environment.

Michael Minor, Indian Creek Middle School – Mr. Minor was not present, but Ms. Lenzi explained that his grant will be used for frog dissection in 8th grade science

Eric White, Food Service Manager, discussed the recognition of the ICMS cafeteria staff by Nutrition, Inc. for outstanding service to students at ICMS

November 18, 2021

COMMUNICATIONS - None.

EXECUTIVE SESSION

#88-11-21

Mr. Bove moved and Mrs. Mark seconded the motion to go into executive session as marked below:

1. To consider one or more, as applicable, of the check-marked items with respect to a public employee or official:
 - a. ___ Appointment
 - b. Employment
 - c. ___ Dismissal
 - d. ___ Discipline
 - e. ___ Promotion
 - f. ___ Demotion
 - g. ___ Compensation
 - h. ___ Investigation of charges/complaints (unless public hearing requested)
2. To consider the purchase of property for the public purposes or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair advantage to a person whose personal, private interest is adverse to the general public interest.
3. Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law.
4. Matters required to be kept confidential by Federal law or State statutes.
5. Preparing for, conducting or reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment.
6. In-person conferences with an attorney for the Board concerning disputes involving the Board that are the subject of pending or imminent court action.
7. Consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance provided that:
 - A. The information is directly related to a request for economic development assistance that is to be provided or administered under provisions of State law authorized in Ohio Revised Code Section 121.22(G)(8)(1), or involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project and
 - B. A unanimous quorum of the Board has determined by a roll call vote the executive session is necessary to protect the interests of the applicant or possible investment or expenditure of public funds to be made in connection with the economic development project. Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

NOW, THEREFORE, BE IT RESOLVED, that the Indian Creek Local School District Board of Education, by a majority of the quorum present at this meeting, does hereby declare its intention to hold an executive session of items **1 b** as listed above.

Vote on motion: Mr. Bove, yes; Mrs. Mark, yes; Dr. Starkey, yes; Dr. Figel, yes; Mr. Smith, yes.
Motion approved 5-0. Time: 6:17 P.M.

Executive session ended at 6:56 P.M. and the meeting resumed.

OLD BUSINESS – None.

November 18, 2021

ACCEPT ADDENDA

#89-11-21

Mrs. Mark moved and Dr. Starkey seconded the motion to accept an addendum to include items J and K under New Business and item F under Personnel. **Vote on motion:** Mrs. Mark, yes; Mr. Smith, yes; Dr. Figel, yes; Dr. Starkey, yes; Mr. Bove, yes. **Motion approved 5-0.**

NEW BUSINESS

APPROVAL OF ITEMS A – K

#90-11-21

Mr. Bove moved and Dr. Starkey seconded the motion to approve items A through K under New Business.

A. Bills to Be Considered, Over \$5,000.00 and/or Improper Procedure

The Treasurer recommends payment of the following invoices:

| VENDOR | AMOUNT | DESCRIPTION |
|---------------------------------|---------------|---|
| H.E. Neumann Co. | \$7,810.00 | HVAC maintenance for September 2021 |
| Houk Lawn Care, Inc. | \$36,000.00 | Stadium landscaping |
| BJU Press | \$12,343.92 | Projects for Jefferson Co. Christian School (Auxiliary Funds) |
| Lowe's Lumber | \$6,367.97 | Appliances for CCE, ICHS and Hills |
| T.S. Electric | \$10,894.00 | Stadium electric repairs |
| Virtuocities Consulting, LLC | \$7,150.00 | Software cloud hosting |
| Nutrition, Inc. | \$5,814.40 | Food service for November (additional over purchase order) |
| Capital One Public Funding, LLC | \$86,612.50 | 2015 lease for track / paving / roofing |
| The Huntington National Bank | \$140,294.00 | Stadium improvement tax anticipation note |
| The Huntington National Bank | \$347,437.50 | Middle School Bond |
| U.S. National Bank Association | \$371,450.00 | Middle School Bond |
| Jefferson Landmark, Inc. | \$26,030.57 | Fuel for buses |

B. Five-Year Forecast

The Treasurer recommends approval of the five-year forecast.

November 18, 2021

Indian Creek Local School District

Jefferson

Schedule of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Years Ended June 30, 2019, 2020 and 2021 Actual;
Forecasted Fiscal Years Ending June 30, 2022 Through 2026

| | Actual | | | | Average Change | Forecasted | | | | |
|---|------------------|------------------|------------------|----------|----------------|------------------|------------------|------------------|------------------|------------------|
| | Fiscal Year 2019 | Fiscal Year 2020 | Fiscal Year 2021 | | | Fiscal Year 2022 | Fiscal Year 2023 | Fiscal Year 2024 | Fiscal Year 2025 | Fiscal Year 2026 |
| Revenues | | | | | | | | | | |
| 1.010 General Property Tax (Real Estate) | 6,530,719 | 7,732,123 | 8,235,188 | 12.5% | \$8,211,619 | \$8,197,680 | \$8,203,322 | \$8,335,505 | \$8,396,774 | |
| 1.020 Tangible Personal Property Tax | 1,446,174 | 1,596,189 | 1,754,535 | 10.1% | 1,897,204 | \$1,954,187 | \$2,013,092 | \$2,073,766 | \$2,136,259 | |
| 1.030 Income Tax | | | | | | | | | | |
| 1.035 Unrestricted State Grants-in-Aid | 8,711,090 | 8,245,661 | 8,577,063 | -0.7% | 6,441,316 | \$6,471,392 | \$6,466,676 | \$6,488,207 | \$6,464,558 | |
| 1.040 Restricted State Grants-in-Aid | 701,492 | 700,803 | 700,801 | 0.0% | 994,743 | \$971,715 | \$975,085 | \$957,984 | \$979,064 | |
| 1.045 Restricted Federal Grants-in-Aid - SFSF | | | | | | | | | | |
| 1.050 Property Tax Allocation | 935,498 | 929,570 | 917,891 | -0.9% | 917,891 | \$916,679 | \$915,886 | \$915,589 | \$915,292 | |
| 1.060 All Other Revenues | 4,156,759 | 2,809,285 | 3,029,857 | -12.3% | 577,563 | \$577,921 | \$578,279 | \$578,638 | \$578,997 | |
| 1.070 Total Revenues | 22,481,732 | 22,013,631 | 23,215,335 | 1.7% | 19,040,336 | 19,089,574 | 19,152,340 | 19,349,689 | 19,470,944 | |
| Other Financing Sources | | | | | | | | | | |
| 2.010 Proceeds from Sale of Notes | | | | | | | | | | |
| 2.020 State Emergency Loans and Advancements (Approved) | | | | | | | | | | |
| 2.040 Operating Transfers-In | | | | | | | | | | |
| 2.050 Advances-In | 112,297 | 112,728 | 211,576 | 44.0% | 590,142 | 150,000 | 150,000 | 150,000 | 150,000 | |
| 2.060 All Other Financing Sources | 67,855 | 70,806 | 102,141 | 24.3% | 24,982 | 24,982 | 24,982 | 24,982 | 24,982 | |
| 2.070 Total Other Financing Sources | 180,152 | 183,534 | 313,717 | 36.4% | 615,124 | 174,982 | 174,982 | 174,982 | 174,982 | |
| 2.080 Total Revenues and Other Financing Sources | 22,661,884 | 22,197,165 | 23,529,052 | 2.0% | 19,655,460 | 19,264,556 | 19,327,322 | 19,524,671 | 19,645,926 | |
| Expenditures | | | | | | | | | | |
| 3.010 Personal Services | \$9,035,395 | \$8,937,531 | \$8,841,586 | -1.1% | \$9,520,175 | \$9,788,149 | \$10,095,724 | \$10,800,670 | \$11,240,761 | |
| 3.020 Employees' Retirement/Insurance Benefits | \$4,600,491 | \$4,530,656 | \$5,194,856 | 6.6% | \$5,286,819 | \$5,508,657 | \$5,745,976 | \$6,059,145 | \$6,337,705 | |
| 3.030 Purchased Services | \$6,999,215 | \$7,666,279 | \$7,198,341 | 1.7% | \$3,127,347 | \$3,189,894 | \$3,253,692 | \$3,318,766 | \$3,385,141 | |
| 3.040 Supplies and Materials | \$463,969 | \$448,507 | \$505,086 | 4.6% | \$562,032 | \$573,273 | \$584,738 | \$596,433 | \$608,362 | |
| 3.050 Capital Outlay | \$30,248 | \$50,251 | \$82,707 | 65.4% | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | |
| 3.060 Intergovernmental | | | | | | | | | | |
| Debt Service: | | | | | | | | | | |
| 4.010 Principal-All (Historical Only) | | | | | | | | | | |
| 4.020 Principal-Notes | | | | | | | | | | |
| 4.030 Principal-State Loans | | | | | | | | | | |
| 4.040 Principal-State Advancements | | | | | | | | | | |
| 4.050 Principal-HB 264 Loans | | | | | | | | | | |
| 4.055 Principal-Other | | | | | | | | | | |
| 4.060 Interest and Fiscal Charges | | | | | | | | | | |
| 4.300 Other Objects | \$322,102 | \$375,023 | \$352,461 | 5.2% | \$385,777 | \$393,492 | \$401,362 | \$409,390 | \$417,577 | |
| 4.500 Total Expenditures | 21,451,420 | 22,008,247 | 22,175,037 | 1.7% | 18,932,150 | 19,503,465 | 20,131,492 | 21,234,404 | 22,039,546 | |
| Other Financing Uses | | | | | | | | | | |
| 5.010 Operating Transfers-Out | \$9,056 | \$8,431 | \$42 | -53.2% | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | |
| 5.020 Advances-Out | \$112,728 | \$211,576 | \$590,142 | 133.3% | | | | | | |
| 5.030 All Other Financing Uses | | | | | | | | | | |
| 5.040 Total Other Financing Uses | 121,784 | 220,007 | 590,184 | 124.5% | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | |
| 5.050 Total Expenditures and Other Financing Uses | 21,573,204 | 22,228,254 | 22,765,221 | 2.7% | 19,082,150 | 19,653,465 | 20,281,492 | 21,384,404 | 22,189,546 | |
| 6.010 Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses | 1,088,680 | 31,089 | 763,831 | -1329.9% | 573,310 | 388,909 | 954,170 | 1,859,733 | 2,543,620 | |
| 7.010 Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Levies | 1,430,510 | 2,519,190 | 2,488,101 | 37.4% | 3,251,932 | 3,825,242 | 3,436,333 | 2,482,163 | 622,430 | |
| 7.020 Cash Balance June 30 | 2,519,190 | 2,488,101 | 3,251,932 | 14.7% | 3,825,242 | 3,436,333 | 2,482,163 | 622,430 | 1,921,190 | |
| 8.010 Estimated Encumbrances June 30 | \$177,986 | \$125,680 | \$90,566 | -28.7% | | | | | | |
| Reservation of Fund Balance | | | | | | | | | | |
| 9.010 Textbooks and Instructional Materials | | | | | | | | | | |
| 9.020 Capital Improvements | \$46,198 | \$17,993 | \$29,661 | 1.9% | | | | | | |
| 9.030 Budget Reserve | | | | | | | | | | |
| 9.040 DPIA | | | | | | | | | | |
| 9.045 Fiscal Stabilization | | | | | | | | | | |
| 9.050 Debt Service | | | | | | | | | | |
| 9.060 Property Tax Advances | | | | | | | | | | |
| 9.070 Bus Purchases | | | | | | | | | | |
| 9.080 Subtotal | 46,198 | 17,993 | 29,661 | 1.9% | | | | | | |
| 10.010 Fund Balance June 30 for Certification of | 2,295,006 | 2,344,428 | 3,131,705 | 17.9% | 3,825,242 | 3,436,333 | 2,482,163 | 622,430 | 1,921,190 | |
| Revenue from Replacement/Renewal Levies | | | | | | | | | | |
| 11.010 Income Tax - Renewal | | | | | | | | | | |
| 11.020 Property Tax - Renewal or Replacement | | | | | | | | | | |
| 11.300 Cumulative Balance of Replacement/Renewal Levies | | | | | | | | | | |
| 12.010 Fund Balance June 30 for Certification of Contracts, Salary Schedules and Other Obligations | 2,295,006 | 2,344,428 | 3,131,705 | 17.9% | 3,825,242 | 3,436,333 | 2,482,163 | 622,430 | 1,921,190 | |

November 18, 2021

C. Establish Fund and Appropriate

The Treasurer recommends that fund 019-9022, ESC Best Practice Grant FY22, be established and that \$1,800.00 be appropriated.

D. Appropriation Modifications

The Treasurer recommends approval of the following appropriation modifications that are necessary to fulfill purchasing requests:

Supplemental appropriations of \$10,000.00 for CACFP Food Service Fund

E. Single Source Purchase – Title I

The Superintendent recommends purchasing professional development from Step By Step Learning, LLC for Connecting to the Classroom, Modeling and Coaching K-3rd grade teachers, in the amount of \$75,970.00. This service is being purchased with Title I funds under the federal procurement noncompetitive proposal method as a single source vendor to continue the services specifically designed for Indian Creek School District.

F. Transfer of Funds

The Treasurer recommends approval to transfer \$126,038.00 from the Permanent Improvement .75-mill Fund (003-9009) to the Bond Retirement – Permanent Improvement, T.A.N. Fund (002-9019) to pay the Tax Anticipation Note payment due December 1, 2021. *(Note: the transfer is needed because tax receipts are recorded in fund 003-9009, but the debt is required to be paid from fund 002-9019).*

G. Board Policy – New Policies and Updated Policies

The Superintendent recommends the Board approve the following new policies and updated policies:

New Policies:

| | |
|------|-------------------------------------|
| EEAD | NON-ROUTINE USE OF SCHOOL BUSES |
| GCC | PROFESSIONAL STAFF RECRUITING |
| IGAH | FAMILY LIFE EDUCATION/SEX EDUCATION |

Revised Policies

| | |
|--------|--|
| ACAA | SEXUAL HARASSMENT |
| ACAA-R | SEXUAL HARASSMENT GRIEVANCE PROCESS |
| EEA | STUDENT TRANSPORTATION SERVICES |
| GBK | SMOKING ON DISTRICT PROPERTY BY STAFF MEMBERS |
| GBQ | CRIMINAL RECORD CHECKS |
| GCD | PROFESSIONAL STAFF HIRING |
| GCN-2 | EVALUATION OF PROFESSIONAL STAFF |
| GDC | SUPPORT STAFF RECRUITING/POSTING OF VACANCIES/HIRING |

November 18, 2021

| | |
|---------|---|
| IGAE | HEALTH EDUCATION |
| IGAG | TEACHING ABOUT DRUGS, ALCOHOL, AND TOBACCO |
| IGBE | REMEDIAL INSTRUCTION |
| IGBEA | READING SKILLS ASSESSMENTS AND INTERVENTION |
| IGBEA-R | READING SKILLS ASSESSMENTS AND INTERVENTION - REGULATIONS |
| IGCH-R | COLLEGE CREDIT PLUS PROGRAM - REGULATIONS |
| IKF | GRADUATION REQUIREMENTS |
| IL-R | TESTING PROGRAMS - REGULATIONS |
| JBA | TITLE I COMPARABILITY COMPLIANCE PROCEDURES EVERY STUDENT SUCCESS ACT |
| JEC | INITIAL ADMISSION OF STUDENTS |
| JHCB | IMMUNIZATIONS |
| JHCC | COMMUNICABLE DISEASES |
| JP | POSITIVE BEAHVIORIAL INTERVENTIONS AND SUPPORTS |
| KGC | SMOKING ON DISTRICT PROPERTY |

H. Contract – School Force Solutions

The Superintendent recommends the Board enter into an agreement with School Force Solutions for the purpose educational services for a student at the School of Bright Promise.

I. Resolution – Substitute Teachers for the 2021-22 school year

The Superintendent recommends the Board approve a resolution employing substitute teachers who do not hold a post-secondary degree as a substitute teacher for the 2021-22 school year.

J. Agreement – Learn Well

The Superintendent recommends the Board approve an agreement with Learn Well for services for an Indian Creek student for the 2021-22 school year.

K. Agreement – Construction Manager – Outside Classroom Project

The Superintendent recommends the Board enter into an agreement with Hammond Construction, Inc. (Hammond) as the construction manager at risk (CMR) firm that will provide the best value for the Outdoor Classroom Facilities Project (the Project) and requests authority to negotiate an agreement with Hammond based upon the proposal submitted for pre-construction services and execute the agreement at the satisfactory conclusion of negotiations.

Vote on motion: Dr. Starkey, yes; Mr. Bove, yes; Mr. Smith, yes; Dr. Figel, yes; Mrs. Mark, yes. **Motion approved 5-0.**

OTHER MATTERS

November 18, 2021

PERSONNEL

APPROVAL OF ITEMS A THROUGH F
#91-11-21

Mr. Bove moved and Dr. Starkey seconded the motion to approve items A through F under Personnel.

A. Employment – Classified Substitute List

The Superintendent recommends the Board approve the following individual(s) for inclusion on the classified substitute list for the positions listed for which they currently qualify and for any subsequent positions for which they may qualify.

Jaime Flesher, substitute aide or cook/cashier at Hills Elementary
Carl Shirer, Custodian

Amy Bareley – Paraprofessional, Secretary, Cook/Cashier, Custodian (daylight only) – pending successful completion of all pre-employment checks and requirement.

B. Employment – Classified

The Superintendent recommends the Board approve the employment of Deneen Mitchell, Cook/Cashier, Hills, 3.5 hours per day, 5 days per week, 186 days per year (pro-rated), effective November 19, 2021. Approve Probationary Contract, effective November 19, 2021.

C. Employment – Certified – Supplemental Contract

The Superintendent recommends the employment of the following certificated/licensed individuals in the positions listed. One-year limited contracts for the 2021-22 school year. If required for the position, individuals must have Pupil Activity Permits issued by the Ohio Department of Education, valid for the 2021-22 school year.

| | |
|--|-------------|
| Indian Creek High School Assistant Varsity Basketball Coach | Aaron Foldi |
|--|-------------|

D. Resignation – Classified

The Superintendent recommends the Board accept the resignation of Laura Brinsky, Paraprofessional, ICMS, effective November 4, 2021, for personal reasons.

E. Employment – Classified

The Superintendent recommends the Board approve the employment of Kelly McIlvain, Paraprofessional – START Aide, 5 hours per day, 4 days per week, 20.00 hours weekly, 154 days pro-rated, effective November 19, 2021. Approve Probationary Contract, effective November 19, 2021.

F. Employment – Certified

The Superintendent recommends the Board employ Aimee Simpson Carroll as a long-term substitute for the 2021-22 school year.

November 18, 2021

Vote on motion: Dr. Figel, yes; Mr. Bove, yes; Mr. Smith, yes; Mrs. Mark, yes; Dr. Starkey, yes.
Motion approved 5-0.

REPORT OF BOARD LIAISONS

Student Achievement – Mrs. Kim Mark commended the following:

- ICBS senior Carley Penner for signing with Kent State University to play softball
- ICBS senior Jordan Hiles signs with Ashland University to play volleyball
- ICBS seniors Bobby McDonald and Adison Conrad for qualifying for Regional Cross Country
- District students and staff for organizing and contributing to food drives

Legislative – Dr. Ted Starkey - No report.

REPORT OF BOARD ADVISORY COMMITTEES - No report.

REPORT OF TREASURER/CFO - Mrs. Todoroff reviewed the five-year forecast and assumptions, noting that a positive fund balance is estimated through fiscal year 2025 provided the assumptions included in the forecast hold true. Mrs. Todoroff noted that the forecast is a living document and is subject to change when new information becomes available and that assumptions are an important part of understanding the projections. She discussed the new school funding model, as well as the various revenue and expenses assumptions included in the forecast.

REPORT OF ASSISTANT SUPERINTENDENT - Mr. Belt discussed the employee wellness program with Medical Mutual of Ohio, as we as provided a construction update.

REPORT OF SUPERINTENDENT – Dr. Chappelle provided additional discussion on the construction project and monthly meetings with the project team.

ADJOURNMENT

#92-11-21

Mr. Smith moved to adjourn. All Yes. Time: 7:20 P.M.

ATTEST:

Board President

Treasurer