

CLARK-SHAWNEE LOCAL SCHOOL DISTRICT  
Clark County, Ohio  
BOARD OF EDUCATION MEETING  
January 11, 2023  
6:30 p.m. Regular Board Meeting  
Shawnee Middle/High School

**AGENDA**

**I. OPENING**

- A. Call to Order**
- B. Appointment of Treasurer Pro Tempore**
- C. Roll Call**
- D. Pledge of Allegiance**
- E. Acceptance of the Agenda**

**II. ORGANIZATION OF THE BOARD OF EDUCATION FOR 2022**

- Appointment of the chairperson to conduct the election of officers
- Election of the President
- Election of the Vice-President
- Appointment of the Athletic Council Representative
- Appointment of a Delegate to the OSBA Conference
- Appointment of an Alternate Delegate to the OSBA Conference
- Appointment of the Legislative Liaison
- Appointment of the Student Achievement Liaison

**III. REQUEST AND CONCERNS OF THE GENERAL PUBLIC**

**Reminders Concerning Public Participation**

The Board welcomes and encourages the public to communicate with the Board on educational issues and school matters of community interest. The Board values public comment on such matters and seeks to provide the public with a meaningful opportunity to express points relative to such matters. Please note that the purpose of public participation is to give the public an opportunity to provide such comments, but the purpose is not for the Board to respond to any such comments. The Board will take all comments that are of an appropriate nature relative to educational issues and school matters of community interest under advisement and will respond in a manner the Board deems appropriate.

Please be advised that public participation may not be repetitive, obscene, and/or comments that constitute a true threat. Any such comments may be interrupted, warned, or terminated by the Board's presiding officer, and the Board's presiding officer may seek removal of any participant who does not observe reasonable decorum.

Also please be advised that public participation may not exceed three (3) minutes in length per participant. If you have a comment and/or question after the public participation period has closed, please submit your comment/question to the board in writing. Individuals desiring to participate in the public participation period must register on the sign-in sheet prior to the start of the meeting.

#### **IV. ROUNDTABLE**

##### **F. Career Technology Center Update**

Mr. Ben Galbreath will update the Board of Education members on the activities of the Career Technology Center.

##### **G. Assistant Superintendent Update**

Mr. Brian Masser, Assistant Superintendent, will provide an update to the Board of Education.

##### **H. School Reading Improvement Plan Presentation**

Mr. Kyle Phelps, Shawnee ES Campus Principal, will present the School Reading Improvement Plan to the Board of Education.

##### **I. Superintendent Update**

Mr. Brian Kuhn, Superintendent, will provide an update to the Board of Education.

#### Administrative Reports/Action Items

***The following items have been reviewed by the board members prior to the meeting. Discussion will be limited, but board action is required.***

#### **V. TREASURER'S REPORT**

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##### **ACCEPTANCE OF CONSENT CALENDAR – FINANCIAL**

Action by the Board of Education in "Acceptance of Consent Calendar" at this point of the agenda means that items J through N are adopted by one single motion unless a member of the board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.

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##### **J. Signing of the Minutes of the Previous Meeting**

##### **K. 2022-2023 Tax Budget Hearing**

##### **L. Real Estate Advance Resolution**

Whereas it is required by Ohio Revised Code 321.34 to apply for advances of revenues collected and due; now therefore be it resolved that the Clark-Shawnee Local Board of Education hereby directs the treasurer to apply to the Clark County Auditor's Office for advances of the revenue collected and due the Clark-Shawnee Local School District.

**M. Transfer request from 599-9022 to 572-9022 in the Amount of \$1915.20**

**N. Acceptance of Donations—Shawnee MS Washington D.C. Trip**

Young's Dairy—\$250.00  
Bill Marine Auto Center—\$250.00  
Sunbelt Rentals—\$250.00  
Merchant's National Bank—\$1,000.00  
Gallery Homes Real Estate—\$250.00

Mr. Tom Faulkner, Treasurer, is requesting permission to accept the above donations to defray costs associated with the Shawnee MS Washington D.C. Trip.

**VI. LOCAL SUPERINTENDENT'S REPORT**

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**ACCEPTANCE OF CONSENT CALENDAR – PERSONNEL**

Action by the Board of Education in "Acceptance of Consent Calendar" at this point of the agenda means that items O through P are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.

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**O. Employment**

Support Staff

Mrs. Karla Cottenmyre as Aide for the 2022-2023 school year effective January 9, 2023.  
[Current Assignment: Shawnee ES]

Recommendation: To employ the above individual provided all statutory requirements are met, i.e. certification, background checks, etc. and recommendations are found satisfactory.

**P. Extension of Non-Paid Medical Leave**

Mr. Brian Kuhn, Superintendent, is recommending a thirty (30) day extension of non-paid medical leave for Mr. Glenn Castle effective January 1, 2023.

Recommendation: To approve the above extension of non-paid medical leave.

## **VII. SUPERINTENDENT'S REPORT**

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### **ACCEPTANCE OF CONSENT CALENDAR – ANNUAL ORGANIZATIONAL REQUIREMENTS/MISCELLANEOUS**

Action by the Board of Education in "Acceptance of Consent Calendar" at this point of the agenda means that items Q through W are adopted by one single motion unless a member of the board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.

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#### **Q. Board of Education Meeting Calendar**

Establishment of date, time, and location of regular meetings.

February 21, 2023 - 6:30 PM	Shawnee MS/HS Media Center
March 21, 2023 - 6:30 PM	Shawnee ES
April 18, 2023 - 6:30 PM	Shawnee MS/HS Media Center
May 16, 2023 - 6:30 PM	Shawnee MS/HS Media Center
June 20, 2023 - 6:30 PM	Clark-Shawnee Administrative Office
July 18, 2023 - 6:30 PM	Clark-Shawnee Administrative Office
August 15, 2023 - 6:30 PM	Clark-Shawnee Administrative Office
September 19, 2023 - 6:30 PM	Shawnee MS/HS Media Center
October 17, 2023 - 6:30 PM	Shawnee MS/HS Media Center
November 21, 2023 - 6:30 PM	Shawnee ES
December 12, 2023 - 6:30 PM	Shawnee MS/HS Media Center
January 9, 2024 - 6:30 PM	Shawnee MS/HS Media Center

Recommendation: To establish the Board of Education Meeting Calendar

#### **R. Bond for Superintendent and Treasurer**

A resolution fixing the bond for the Treasurer (O.R.C.3313.25) and Superintendent. The bond is set at \$550,000 for the period of May 1, 2023 through April 30, 2024.

Recommendation: Adopt the following resolution, "The bond for the Superintendent and Treasurer to be fixed at \$550,000 and that the Treasurer is authorized and directed to provide a bond satisfactory to the Board of Education."

#### **S. Purchasing Agent**

Authorize the Superintendent as purchasing agent for the Clark-Shawnee Local School District during the calendar year 2023.

Recommendation: Appoint the Superintendent as purchasing agent.

#### **T. Title IX Compliance Officers**

Appointment of Assistant Superintendent Brian Masser and Principal Amanda Shaffer as Title IX Compliance Officers for the Clark-Shawnee Local School District during the 2023 calendar year.

Recommendation: Appoint Assistant Superintendent Masser and Principal Shaffer as Title IX Compliance Officers.

#### **U. Authorization to Employ Personnel**

Authorize the Superintendent to fill personnel vacancies as needed throughout each month and report to the Board of Education at the next meeting.

Recommendation: Authorize the Superintendent to fill vacancies each month as needed with recommendations to be submitted at the next Board of Education meeting.

#### **V. Approval of the 2023-2024 District Calendar**

Mr. Brian Kuhn, Superintendent, is recommending approval of the 2023-2024 District Calendar as presented during the public hearing held on November 17, 2022.  
[Reference Exhibit A]

Recommendation: To approve the 2023-2024 District Calendar.

#### **W. Shawnee Elementary School Reading Improvement Plan for the 2022-2023 school year**

Mr. Brian Kuhn, Superintendent, is recommending approval of the Shawnee Elementary School Reading Improvement Plan for the 2022-2023 school year as required by Ohio Revised Code 3301.0715(G). [Reference Exhibit B]

Recommendation: To approve the Shawnee Elementary School Reading Improvement Plan for the 2022-2023 school year.

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### **ADDITIONAL ITEMS FOR BOARD DISCUSSIONS AND/OR ACTION**

#### **X. Executive Session**

#### **Y. Report Section**

1. Meeting Minutes
2. Financial Data
4. Discipline Report
5. Exhibit A: 2023-2024 District Calendar
6. Exhibit B: Shawnee ES School Reading Improvement Plan SY22-23

Mr. Brian Kuhn  
Superintendent  
January 11, 2023

CLARK-SHAWNEE LOCAL SCHOOL DISTRICT  
Clark County, Ohio

BOARD OF EDUCATION MEETING  
January 11, 2023

ADDENDUM

**Z. Engagement for Legal Services–Ennis Britton**

Mr. Brian Kuhn, Superintendent, is recommending approval to engage with Ennis Britton for legal services on an as-needed basis.

Recommendation: To approve engagement with Ennis Britton for legal services on an as-needed basis.

Mr. Brian Kuhn  
Superintendent  
January 11, 2023

178 Instruction Days  
 1 Waiver Day  
 2 Conf. Days  
 3 Teacher Workdays  
 184 Total Days

2023-2024

DRAFT C

# Clark-Shawnee Local District Calendar

M T W TH F

## August, 2023

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
<21	<22	[23]	<u>24</u>	25
28	29	30	31	

## September, 2023

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

## October, 2023

2	3	[4]	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	◇27
30	31			

## November, 2023

		[1]	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

## December, 2023

				1
4	5	6	7	8
11	12	13	14	15
18	19	o20	21	22
25	26	27	28	29

### Parent-Teacher Conferences

PreK & KDG: 11/9, 11/14, 3/7, & 3/12  
 Grades 1-6: 10/12, 10/17, 2/8, & 2/13  
 Grades 7-8: 9/28, 11/30, & 2/15  
 Grades 9-12: 9/28 & 2/15

### First Grading Period- Sept. 1 – Oct. 27

1<sup>st</sup> quarter – 46 days

Aug. 21-22 Teacher Workdays  
 Aug. 23 Waiver Day  
 Aug. 24 First Day of School for Students  
 Sept. 4 Labor Day (No School)  
 Oct. 4 Virtual Day

### Second Grading Period- Oct. 30 - Jan. 12

2<sup>nd</sup> quarter – 41 days 1<sup>st</sup> semester- 87 days

Nov. 1 Virtual Day  
 Nov. 20-21 Conf. Make-up Days-No School  
 Nov. 22-24 Thanksgiving Break  
 Dec. 20 Early Release Day  
 Dec. 21-Jan. 2 Christmas Break  
 Jan. 12 End of 1<sup>st</sup> Semester

### Third Grading Period- Jan. 16 – March 22

3<sup>rd</sup> quarter – 48 days

Jan. 15 MLK Day (No School)  
 Jan. 24 Virtual Day  
 Feb. 14 Virtual Day  
 Feb. 19 Presidents Day (No School)  
 March 13 Virtual Day

### Fourth Grading Period- March 26 – May 30

4<sup>th</sup> quarter – 43 days 2<sup>nd</sup> semester- 91 days  
 March 25-29 Spring Break  
 May 27 Memorial Day—No School  
 May 30 Last Student Day/Early Release  
 May 31 Teacher workday

— First/Last Day for Student  
 ◇ End of Grading Period  
 [ ] Virtual/Waiver Day  
 o Early Release Day  
 ■ No School  
 < Teacher Workday – no school for students

If 5 calamity days are used, time will be made up as follows:

- 3 Virtual Learning Days
- Days may be added to the end of the school year

M T W TH F

## January, 2024

1	2	3	4	5
8	9	10	11	◇12
15	16	17	18	19
22	23	[24]	25	26
29	30	31		

## February, 2024

			1	2
5	6	7	8	9
12	13	[14]	15	16
19	20	21	22	23
26	27	28	29	

## March, 2024

				1
4	5	6	7	8
11	12	[13]	14	15
18	19	20	21	◇22
25	26	27	28	29

## April, 2024

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

## May, 2024

		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	o30	<31

## June, 2024

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28



## LOCAL LITERACY PLAN: BIRTH THROUGH GRADE 12

The Ohio Department of Education requires all nonprofit early childhood providers and LEAs **applying for the Striving Readers Comprehensive Literacy Subgrant** complete a **local literacy plan**, as dictated by the age/grade ranges the organization serves. The plan must be submitted as part of the Striving Readers application to receive funding.

Birth-Age 5: A focus on emergent literacy based on *Ohio's Early Learning and Development Standards* (Birth to Kindergarten Entry) aligned to *Ohio's Learning Standards in English Language Arts* for Kindergarten-grade 12.

K-12: A focus on achievement and alignment to *Ohio's Learning Standards for English Language Arts* grades K-12.

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EARLY CHILDHOOD PROVIDER/LEA:

IRN: **046284**

ODE/ODJFS LICENSE NUMBER (IF APPLICABLE): **046284.032201**

STEP UP TO QUALITY RATING (IF APPLICABLE): **5 STAR**

ADDRESS: **CLARK-SHAWNEE ELEMENTARY**

**1841 E. POSSUM, SPRINGFIELD, OHIO 45502**

LEAD CONTACT: **MR. KYLE PHELPS, CAMPUS PRINCIPAL**

CEO/SUPERINTENDENT: **MR. BRIAN KUHN**

DATE: **06/07/2023** (LAST DAY OF SCHOOL YEAR)

## SUMMARY AND ACKNOWLEDGEMENTS

*Insert a short narrative summarizing the components of the plan and acknowledging all sources that were utilized to develop the plan (funding, guidelines, leadership, stakeholders). This is to be written when the plan is **completed**.*

*This local literacy plan has been developed using feedback and input from our Building Leadership Team (BLT). These professionals serve as leaders for our grade level teams, as well as departments within our building. The development of this plan utilizes our funding from Title 1 Federal Programming, funds from the District's General Fund, and funds from the Principal Fundraising account, as well as funding provided by our Parent and Teacher Organization (PTO). Our team participated in self-reflection to understand what are our current practices, assessments, and interventions we use within our classrooms. This reflection process gave our planning team an honest look at the current state of our literacy programming. Our school being in our second year as a building and slowing of Covid, has given our staff an optimistic approach to our Literacy Plan. We feel that our early intervention planning and new diagnostic (NWEA MAP) will provide our students and staff the best opportunity to make ample growth as a building within the measured literacy proficiency scores.*

## CONTENT OF THE PLAN

Section 1: Leadership Team, Development Process and Monitoring Implementation

Section 2: Alignment Between the Local Literacy Plan and Other Improvement Efforts

Section 3: Comprehensive Needs Assessment

Section 4: Literacy Mission and Vision Statement(s)

Section 5: Measurable Learner Performance Goals

Section 6: Action Plan Map(s)

Section 7: Plan for Monitoring Progress

Section 8: Expectations and Supports for Learners and Professionals

Appendices

## SECTION 1: LEADERSHIP TEAM MEMBERSHIP, DEVELOPMENT PROCESS AND PLAN FOR MONITORING IMPLEMENTATION

### SECTION 1, PART A: LEADERSHIP TEAM MEMBERSHIP

*Insert a list of all leadership team members, roles and contact information. If you are an early childhood provider, the Department encourages you to include team members from the district(s) that children in your program feed into for kindergarten through grade 12. If you are a district, the Department encourages you to include team members of the early childhood providers and community that feed into your district. Additionally, your team membership should line up with the data needs outlined in Section 3 of this plan. Insert additional rows as needed.*

#### Leadership Team Membership

Name	Title/Role	Organization	Email
Kyle Phelps	Campus Principal	Clark-Shawnee Elementary	kyle.phelps@cslocal.org
Amanda Shaffer	Preschool-2nd Principal	Clark-Shawnee Elementary	amanda.shaffer@cslocal.org
Christopher Campbell	3rd-6th Principal	Clark-Shawnee Elementary	christopher.campbell@cslocal.org
Alicia Anstine	Kindergarten BLT member	Clark-Shawnee Elementary	alicia.anstine@cslocal.org
Jill Tincher	1st Grade BLT Member	Clark-Shawnee Elementary	jill.tincher@cslocal.org
Wendy Shaffer	2nd Grade BLT Member	Clark-Shawnee Elementary	wendy.shaffer@cslocal.org
Teresa Balcerek	3rd Grade BLT Member	Clark-Shawnee Elementary	teresa.balcerek@cslocal.org
Jane Hanson	4th Grade BLT Member	Clark-Shawnee Elementary	jane.hanson@cslocal.org
Allison Williams	5th Grade BLT Member	Clark-Shawnee Elementary	allison.williams@cslocal.org

Name	Title/Role	Organization	Email
Amy Haerr	6th Grade BLT Member	Clark-Shawnee Elementary	amy.haerr@cslocal.org
Ashley Hill	Specials Department BLT Member	Clark-Shawnee Elementary	ashley.hill@cslocal.org
Kelly Hale	Intervention Specialist BLT Member	Clark-Shawnee Elementary	kelly.hale@cslocal.org

## SECTION 1, PART B: DEVELOPING, MONITORING AND COMMUNICATING THE LOCAL LITERACY PLAN

*Describe how the leadership team developed the plan, how the team will monitor the plan and how the team will communicate the plan.*

*This local literacy plan has been developed with the input from our Building Leadership Team (BLT). Each intervention and assessment has structured progress monitoring/benchmarking to measure achievement and growth for all of our students. Communication of this plan will be handled and disseminated by our administration team, as well as our BLT members. Classroom teachers will share academic information about their students with stakeholders within structured meeting times.*

## SECTION 2: ALIGNMENT BETWEEN THE LOCAL LITERACY PLAN AND OTHER IMPROVEMENT EFFORTS

*Describe how the local literacy plan aligns to other local or community improvement plans focused on literacy outcomes. If the early childhood provider or LEA engages in the Ohio Improvement Process (OIP), or another improvement model comparable to OIP, the provider or LEA should describe the use of the process and team structures in this section.*

*Districts and community schools that are required under state law or policy to develop improvement plans or implement improvement strategies must ensure that the local literacy plan is aligned with other improvement efforts.*

- *This can be done by describing how the district or community school continuous improvement plan incorporates the components required of the local literacy plan. Districts and community schools should describe the collaborative efforts that combine multiple strategies of their improvement plans to collectively impact improvement of system structure supports and leadership supports.*

### SECTION 3: COMPREHENSIVE NEEDS ASSESSMENT

*Describe why a local literacy plan is needed in your community.*

- *This plan is needed to provide structure to our school to focus on our internal programming. Our Building Leadership Team participated in the reflection process. We identified the weaknesses and strengths of our building. As we analyzed our literacy approach, we were able to identify better ways to service our students and provide strong research based interventions utilizing our current staff.*

#### SECTION 3, PART A: ANALYSIS OF LEARNER PERFORMANCE DATA

*Insert an overall analysis of language and literacy performance data, based on the age/grade ranges served by the organization and age/grade ranges impacted by the plan. Data sources that the early childhood provider or LEA **may include**, but are not limited to include:*

- *Ohio's Early Learning Assessment (or other preschool-level assessment used by the program);*
  - *Ohio's Early Learning Assessment*
  - *Child Outcome Summary (for special need students)*
- *Kindergarten Readiness Assessment:*
  - *Average score for the Building:*
    - *Overall-263.8*
      - *SF-267*
      - *LL-262*
      - *MA-265*
      - *PD-266*
- *Ohio's State Tests in English language arts-Spring 2022 (grades 3-8);*
  - *3rd Grade ELA- 59.6% proficient*
  - *4th Grade ELA- 62% proficient*
  - *5th Grade ELA- 71.3% proficient*
  - *6th Grade ELA- 55% proficient*
- *Ohio's State Tests in other content areas-Spring 2022 (grades 3-8);*
  - *3rd Grade Math- 55.8% proficient*
  - *4th Grade Math- 83.5% proficient*
  - *5th Grade Math 62.8% proficient*
  - *5th Grade Science 73.1% proficient*

- o 6th Grade Math- 59.7% proficient
- *Reading diagnostics (required for grades K-3 under the Third Grade Reading Guarantee);*
  - o *Acadience Learning (Dibels)-Kindergarten, 1st Grade (assessed fall, winter, and spring)*
  - o *NWEA MAP Growth Reading-2nd Grade, 3rd Grade, 4th Grade, 5th Grade, 6th Grade (assessed fall, winter, and spring)*
- *Any other assessments, as applicable (curriculum-based measures).*
  - o *Fountas and Pinnell, Benchmark Assessment System (BAS)-Kindergarten, 1st Grade, 2nd Grade, 3rd Grade*
  - o *DSA, Heggerty, CORE (identifying for at risk students/progress monitoring with IS), PAST*

### SECTION 3, PART B: ANALYSIS OF FACTORS CONTRIBUTING TO UNDERACHIEVEMENT IN LITERACY

*Insert an analysis of additional factors believed to contribute to underachievement in literacy in the community served.*

These factors have been identified as contributing to the underachievement in literacy within our building:

- o *Students missing days of instruction due to the global pandemic, Covid-19*
- o *Teachers/Staff missing days of instruction due to the global pandemic, Covid-19*
- o *Title-1 Tutors being reassigned to be substitute coverage within our building, therefore missing intervention sessions with assigned students*
- o *Intervention specialists being reassigned to be substitute coverage within our building therefore missing intensive tier-3 instruction.*
- o *Merger of three community schools into one Elementary Building*
- o *Co-curricular programs offered during instructional intervention times in the school day*
- o *3rd grade teaching team is self-contained, rather than departmentalized*
- o *Lack of technological resources in K-2.*
- o *Language barriers and lack of ELL resources/services.*



#### SECTION 4: LITERACY MISSION AND VISION STATEMENT(S)

*Describe the literacy mission and/or vision of the organization. You may want to state how the literacy vision is aligned to Ohio's Vision for Literacy outlined in Ohio's Plan to Raise Literacy Achievement.*

*The mission for the educators of Clark-Shawnee Elementary is to provide each child with an education that is rigorous, challenging, and developmentally appropriate. Our highly qualified staff provide screenings (Dibels) to students in grades Kindergarten and 1st grade. The goal for our screening process is to identify at-risk students that will benefit from intense, highly researched based interventions. As our team provides interventions (LLI, Reading recovery), our staff will progress monitor the growth of each student and make instructional decisions that best fit the needs of these students. These interventions focus on word recognition and early stages of language comprehension. Our literacy mission utilizes a multi-tiered system of supports to better support our youngest learners and continues into 2nd and 3rd grade with intense support from our Tutoring teams, leaning into LLI programming to focus on language comprehension. These targeted supports help develop reading comprehension skills for our students. This literacy mission for our building aligns with our District Smart Goal of 75% proficiency on state ELA assessment (3rd grade).*

## SECTION 5: MEASURABLE LEARNER PERFORMANCE GOALS

*Describe the measurable performance goals addressing learners' needs (Section 3) that the local literacy plan is designed to support progress toward. The plan may have an overarching goal, as well as subgoals. See the guidance document for the definition of SMART goals.*

### Goal #1:

Grade level teams in grades Kindergarten through 1st grade will analyze Acadience Learning assessment data to determine groups of students that will benefit from intervention services provided by Title 1 tutors, building tutors, and reading specialist teachers.

### Goal #2:

Grade level teams in 2nd through 4th grade will analyze NWEA MAP Growth Reading assessment data to determine the groups of students that benefit from intervention services provided by Title 1 tutors, building tutors, and reading specialist teachers. (focused interventions for 5th & 6th Grade ELA & Math)

### Goal #3:

Grade level teams in 2nd through 6th grade will analyze NWEA MAP Growth Reading assessment data to guide their instructional plans within their classrooms. These plans will focus on low achieving skills for the entire class, academically group students for common learning paths, allow for teachers to see growth in individual students from the benchmarks throughout the year (fall, winter, spring).

### Goal #4:

Classroom teachers will conduct the Benchmark Assessment System (BAS) with the students in the classroom. This assessment will be conducted twice this school year (winter and spring). Using the assessment data collected, teachers will strategically construct reading groups and provide instruction that is developmentally appropriate for these groups of students.

## SECTION 6: ACTION PLAN MAP(s)

*Each action plan map describes how implementation of the local literacy plan will take place for each specific literacy goal that the plan is designed to address. Each plan must include at least one specific literacy goal. Add as many action map goals as necessary.*

### Goal #1 Action Plan Map

Goal Statement: Grade level teams in grades Kindergarten through 1st grade will analyze Acadience Learning assessment data to determine groups of students that will benefit from intervention services provided by Title 1 tutors, building tutors, and reading specialist teachers.

Evidence-Based Practice: Acadience Learning

	Action Step 1	Action Step 2	Action Step 3
<b>Components</b>	Screening of K-1 students	Provide interventions to students based on score reports/progress monitor students growth	
1. Timeline	30 days within the start of school	Fall-winter-Spring	
2. Lead Person(s)	Tutoring team	Tutoring team, classroom teachers	
3. Resources Needed	Acadience documentation booklets	Tutoring hours, space, instructional resources.	
4. Specifics of Implementation (training, coaching, system structures, implementation support and leadership structures)	Provide Acadience Learning training to our tutoring team	Tutors implements instructional decisions made by classroom teachers, based on results from Acadience Learning assessment	
5. Measure of Success	Growth reports provided by	Growth reports provided by Acadience Learning	

	Acadience Learning		
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6. Check-In/Review Date      Fall 2022      Winter/Spring 2023

#### SECTION 6: ACTION PLAN MAP(S)

*Each action plan map describes how implementation of the local literacy plan will take place for each specific literacy goal that the plan is designed to address. Each plan must include at least one specific literacy goal. Add as many action map goals as necessary.*

#### Goal #2 Action Plan Map

Goal Statement: NWEA MAP Growth-Reading (Tutoring Services)

Evidence-Based Practice: Leveled Literacy Intervention (LLI)

	Action Step 1	Action Step 2	Action Step 3
<b>Components</b>	NWEA MAP Growth Reading Assessments (Grades 2-6)	Progress monitor NWEA MAP Growth Reading Assessments (Grades 2-6)	End of year NWEA MAP Growth Reading Assessments (Grades 2-6)
7. Timeline	Fall 2022	Winter 2023	Spring 2023
8. Lead Person(s)	Classroom Teachers/Admin team/tutors	Classroom Teachers/Admin team/tutors	Classroom Teachers/Admin team/tutors
9. Resources Needed	NWEA MAP assessment  LLI System	NWEA MAP Assessment  LLI System	NWEA MAP Assessment   LLI System
10. Specifics of Implementation (training, coaching, system structures, implementation)	Training Tutoring team to use the LLI system	Grade level teams analyzing MAP Growth reports to decide tutoring needs	Grade level teams analyzing MAP Growth reports to decide tutoring needs

support and  
leadership  
structures)Grade level  
teams analyzing  
Growth reports  
to decide  
tutoring needs

11. Measure of Success	Growth Reports for 1st Benchmark	Growth Reports for students, benchmark LLI Progress Monitoring	Growth Reports-End of year, growth measures LLI Progress Monitoring
12. Check-In/Review Date	Fall 2022	Winter 2023	Spring 2023

**SECTION 6: ACTION PLAN MAP(S)**

*Each action plan map describes how implementation of the local literacy plan will take place for each specific literacy goal that the plan is designed to address. Each plan must include at least one specific literacy goal. Add as many action map goals as necessary.*

**Goal #3 Action Plan Map**

Goal Statement: NWEA MAP Growth-Reading (Instructional Planning)

	Action Step 1	Action Step 2	Action Step 3
<b>Components</b>	NWEA MAP Growth Reading Assessments (Grades 2-6)	Progress monitor NWEA MAP Growth Reading Assessments (Grades 2-6)	End of year NWEA MAP Growth Reading Assessments (Grades 2-6)
13. Timeline	Fall 2022	Winter 2023	Spring 2023
14. Lead Person(s)	Classroom Teachers/Admin team	Classroom Teachers/Admin team	Classroom Teachers/Admin team
15. Resources Needed	NWEA MAP assessment/Training to operate	NWEA MAP Assessment	NWEA MAP Assessment

	assessment system	Professional Development-Growth Reports	
16. Specifics of Implementation (training, coaching, system structures, implementation support and leadership structures)	Beginning of the year training for NWEA MAP  Admin team supporting teachers during assessment times.	Professional Development for staff to gain knowledge of how to analyze and interrupt Growth Reports	
17. Measure of Success	Growth Reports for 1st Benchmark	Growth Reports for students, benchmark	Growth Reports-End of year, growth measures
18. Check-In/Review Date	Fall 2022	Winter 2023	Spring 2023

#### SECTION 6: ACTION PLAN MAP(S)

*Each action plan map describes how implementation of the local literacy plan will take place for each specific literacy goal that the plan is designed to address. Each plan must include at least one specific literacy goal. Add as many action map goals as necessary.*

### Goal #4 Action Plan Map

Goal Statement: Classroom teachers will conduct the Benchmark Assessment System (BAS) with the students in the classroom. This assessment will be conducted twice this school year (winter and spring). Using the assessment data collected, teachers will strategically construct reading groups and provide instruction that is developmentally appropriate for these groups of students.

Evidence-Based Practice: Benchmark Assessment System (LLI)

	Action Step 1	Action Step 2	Action Step 3
<b>Components</b>	Conduct BAS assessment in grades k-3	Conduct BAS assessment in grades k-3	
19. Timeline	Winter 2023	Spring 2023	
20. Lead Person(s)	Classroom Teachers	Classroom Teachers	
21. Resources Needed	BAS Kits	BAS Kits	
22. Specifics of Implementation (training, coaching, system structures, implementation support and leadership structures)	Teachers have received training on BAS kits on how to use the assessment kits	Teachers have received training on BAS kits on how to use the assessment kits	
23. Measure of Success	Growth from the Spring 2022 assessment 1-2 levels of growth	Growth from the Spring 2022 assessment 1-2 levels of growth	
24. Check-In/Review Date	Winter 2023	Spring 2023	

## SECTION 7: PLAN FOR MONITORING PROGRESS TOWARD THE LEARNER PERFORMANCE GOAL

*Describe how progress toward each learner performance goal will be monitored, measured and reported, consistent with all applicable privacy requirements.*

### **Goal 1: Acadience Learning**

Acadienne Learning has a reporting website. After each assessment cycle, classroom teachers will enter assessment data into the data portal. These scores are shared with stakeholders throughout the year.

### **Goal 2: NWEA MAP (Tutoring)**

NWEA has a reporting website. After the testing window is closed, teachers are able to access several reports. Teachers can see individual reports, classroom reports, and grade level reports can be shared with each team. These reports can be printed and shared with families during meetings, NWEA has a specific “Family Report” that makes information available and easy to share.

### **Goal 3: NWEA MAP (Instructional Planning)**

NWEA has a reporting website. After the testing window is closed, teachers are able to access several reports. Teachers can see individual reports, classroom reports, and grade level reports can be shared with each team. These reports can be printed and shared with families during meetings, NWEA has a specific “Family Report” that makes information available and easy to share.

### **Goal 4: Benchmark Assessment System (BAS)-Instructional Planning**

The Benchmark Assessment System will be conducted twice this school year (Winter/Spring). Our district has created internal reports systems to document growth of our students from year to year. This assessment data is shared with stakeholders during academic meetings.



## SECTION 8: EXPECTATIONS AND SUPPORTS FOR LEARNERS AND PROFESSIONALS

### SECTION 8, PART A: EVIDENCE-BASED PRACTICES AND INTERVENTIONS TO SUPPORT LEARNERS

1. *Describe the specific evidence-based practices and interventions that will be used to improve language and literacy development. This description should include evidence-based practices supporting core literacy instruction, as well as evidence-based interventions.*

*Programs that are implemented in our building that promote literacy development:*

*-Leveled Literacy Intervention-Groups of 3 to 4 students meet with members of our reading support team for 30 minutes*

*-Reading Recovery:1st grade students that are identified as students to receive Reading Recovery receive 16-20 weeks of 1 on 1 instruction for periods of 30 minutes.*

*-Orton-Gillingham-Explicit method of teaching reading, writing, and spelling. This approach of instruction can be completed one on one or in small groups.*

2. *For each evidence-based practice and intervention, identify the ESSA tier of evidence associated with that practice or intervention, and describe how the leadership team made that determination;*

**Leveled Literacy Intervention (LLI) ESSA Tier: Strong-** LLI is a small-group tutoring model taught by literacy specialists to struggling readers. Sessions are 30 minutes each day for about 16-18 weeks. The content focuses on oral language, phonics, fluency, vocabulary, and comprehension. Lessons alternate between “independent level” texts and more challenging “instructional level” texts, which students may also take back to their classrooms or homes. This intervention mode of instruction allows for larger amounts of students to be serviced while keeping the instructional practices within the readiness of the students in the groups. This intervention pairs with our English Language Arts Curriculum, Fountas and Pinnell. In addition, this intervention allows for our tutoring team to service more students that have similar skill sets.

**Reading Recovery ESSA Tier: Strong-**Specially trained teachers provide these lowest achieving students daily 30-minute lessons that include fluency instruction, letter and word identification skills, phonemic and orthographic awareness instruction, reading a new, challenging book with scaffolded teacher support, and daily progress monitoring of independent oral reading. There are two possible outcomes, both positive: students either reach average levels of reading and writing within 20 weeks, or if they do not respond well, they can then be more reliably referred on for additional testing and possible placement in a more intensive instructional setting. This intervention is one of the most intense programs, servicing the lower achieving students in 1st. This timeline allows for students to “recover” and have ample time before the high stakes third grade ELA assessments. This intervention allows our reading specialist teachers to meet with low performing students that have been identified through various assessments and data points. This intervention is conducted during 1st grade and allows for the student to continue to “recover” up to the Spring 3rd grade ELA assessment.

**Orton–Gillingham** is an evidence-based teaching approach specifically designed to help struggling readers by explicitly teaching the connections between letters and sounds. Students are then taught in small groups with others at similar skill levels. Instructors follow a highly structured approach that teaches skills in a particular order. This order is based on an understanding of how children naturally develop language. This model of instruction allows for students to be serviced in groups to build foundational understanding of letters and sounds.

3. Describe how the proposed evidence-based practices and interventions support specific learner needs, as identified in Section 3

**Leveled Literacy Intervention (LLI)**-This program focuses on building comprehension skills for younger students. Our tutors that implement this program will meet with students to read literature that is developmentally appropriate for their skill set. Each book/lesson has guided questions and prompts to measure progress of the students.

**Reading Recovery**-This program focuses on providing tier 3 intervention to students that have been identified as the lowest performing individuals. 1st grade students work on students developing word sense and using these explicitly taught skills and applying the skills to reading texts.

#### SECTION 8, PART B: ENSURING EFFECTIVENESS AND IMPROVING UPON STRATEGIES

1. Describe how the leadership team will offer/provide support for implementation of the identified evidence-based practices and interventions (professional learning, coaching, etc.).

Our district has participated in various opportunities for Professional Development with a highly-training professional from Fountas and Pinnell. Teachers participated in learning how to use various parts of the English language arts curriculum as well how to implement the Benchmark Assessment System.

Our school has partnered with NWEA to implement MAP Growth Assessment for Math and Reading for the 2022-2023 school year. Within this programming, NWEA will send a trainer to meet with our 2nd-6th teachers to learn about different reports and how to analyze their reports to guide their instructions as well as building tutoring groups.

Our district is in the beginning stages of training our staff to screen students and provide interventions to students that show tendencies of being dyslexic. This training will be provided by the Clark County ESC and will take place during the summer of 2023 and fall of 2023.

2. *Describe how the early childhood provider or LEA will ensure proposed evidence-based strategies in Section 8, Part A will be effective, show progress and **improve upon strategies utilized during the two prior consecutive years** (fidelity of adult implementation).*

*This year will be our first year to show comparisons and growth using BAS from Fountas and Pinnell. Our district's implementation has been halted by Covid-19 as well as moving into our new school building during the 2021-2022 school year.*

*NWEA is a new program for our school year, 2022-2023. Moving forward we will be able to compare students' growth from school year to school year. As well as compare grade level achievement and growth from year to year. As we "track" our students, we will be able to identify students that may be considered "at-risk" academically and then focus interventions toward that student population.*

#### SECTION 8, PART C: PROFESSIONAL DEVELOPMENT PLAN

*Insert a professional development **plan** that supports the evidence-based strategies proposed in the local literacy plan and clearly identifies the staff involved in the professional development. Refer to the definition of professional development in the guidance document. The early childhood provider or LEA is encouraged to use the professional development plan template from the Striving Readers Comprehensive Literacy subgrant application. This will help to ensure alignment between the local literacy plan and Striving Readers subgrant application, as well as aid the Department's technical review team when reviewing local literacy plans.*

#### **Fall 2022:**

- Teachers view instructional videos of how to proctor the assessment for NWEA MAP Growth. These four videos gave our staff members knowledge of how to set up the assessment, run reports, and start to use data to guide their instruction.

#### **Winter/Spring 2023:**

- Teachers will attend a Professional Development meeting during our Virtual Day in January. This Professional Development meeting will be conducted by a representative from NWEA. This training will focus on analyzing "Student Reports", "Classroom Reports", and the "Learning Continuum". This training will encourage the use of student data to drive instructional decisions and develop tutoring groups for additional interventions.
- Teachers and departments in the building will meet together to discuss their Grade Level English Language Arts Curriculum Maps. These Curriculum Maps guide instructional units for our staff, allow for teachers to review content, pacing, learning targets, and common assessments.

## APPENDICES

*You might include a glossary of terms, data summary, key messages, description of program elements, or any other information as needed.*

**December 13, 2022**

The Clark-Shawnee Local Board of Education met in a regular session on December 13, 2022, at Shawnee Middle and High School, 1675 East Possum Road, Springfield, OH 45502. The meeting was called to order at 6:30 p.m. by President DeHart. Those answering the roll by Mr. Faulkner:

Mr. Galbreath  
Mrs. Garrett  
Mrs. Pierce  
Dr. Page  
Mr. DeHart

Also present: Mr. Brian Kuhn, Superintendent  
Mr. Brian Masser, Asst. Superintendent

All stood and recited the Pledge of Allegiance.

**ACCEPTANCE OF THE AGENDA AND ADDENDUM (2022-1322)**

Mrs. Garrett moved to accept the agenda and addendum.

Mrs. Pierce Seconded the motion.

Ayes: Garrett, Pierce, Page, DeHart, Galbreath.

The President declared the motion carried.

**REQUESTS AND CONCERNS OF THE GENERAL PUBLIC**

Janel Bumgardner

Athletic Facilities

Jeff Bumgardner

Athletic Facilities

**ACCEPTANCE OF CONSENT CALENDAR – FINANCIAL (2022 - 1323)**

Mrs. Garrett moved to approve the following:

- 1. Signing of the Minutes of the Previous Meeting**
- 2. Treasurer's Report and Condition of the Funds**
- 3. Monthly Bills and Allowance of those that are in Order**
- 4. Permission to Pay Ohio BWC Invoice for 2023 Premium in the Amount of \$57,379.00**

5. **Permission to transfer from the 003 PI Fund to the 034 Maintenance Fund in the amount of \$171,908.**
6. **Appropriations Modifications**
7. **Acceptance of donation of \$1351.09 from The Giving Pump, True North Energy, LLC., for the Brave Leaders Club.**
8. **Continuation of Current Student Breakfast Pricing**  
Mr. Tom Faulkner, Treasurer, is requesting permission to extend the current no-cost breakfast offering to students for the duration of the 2022-2023 school year.

Dr. Page Seconded the motion.

Ayes: Pierce, Page, DeHart, Galbreath, Garrett.

### **ACCEPTANCE OF CONSENT CALENDAR – PERSONNEL (2022-1324)**

Dr. Page moved to approve the following:

#### **Resignation**

To accept Mrs. Tiffany Cotrell, Middle School Basketball Cheerleading Advisor, letter of resignation effective November 21, 2022.

To accept Mrs. Dawn York, Custodian, letter of resignation effective November 21, 2022.

#### **Employment**

##### **Certified**

To employ Mrs. Linda Slusher as Title 1 Tutor for the 2022-2023 school year. [Current Assignment: Shawnee Elementary]

##### **Additional Duty Certified**

To employ Mr. Mark Myers as Winter Site Manager for the 2022-2023 school year.

##### **Support Staff**

To employ Mr. Steve Stewart for snow removal on an as-needed basis for the 2022-2023 school year.

##### **Additional Duty Support Staff**

***The following supplemental positions for the pupil activity programs in the Clark-Shawnee Local School District were first offered to those employees of the***

***District who are licensed individuals and no such employee applied and was qualified to fill the position such that the position was accepted by any such employee. The Board then advertised the position as available to any licensed individual who is qualified to fill it and who is not employed by the Board, and no such person has applied for and accepted the position. Thus, the Board resolved to employ the following non-licensed individuals to fill the following supplemental position.***

To employ Mr. James Ballard as Middle School Wrestling Assistant Coach for the 2022-2023 school year.

To employ Mrs. Mallory Krouse as Middle School Basketball Cheerleading Advisor for the 2022-2023 school year.

#### Substitutes

To employ Ms. Jamie Jackson as Substitute Bus Driver for the 2022-2023 school year.

#### **Non-Paid Leave**

To approve Mrs. Erin Delk, Teacher at Shawnee HS, request for non-paid medical leave beginning on/around May 22, 2023 through June 8, 2023.

#### **Rescinding Employment Action**

To rescind the October 18, 2022 action to employ Mr. James Todd Ballard as Girls Varsity Basketball Assistant Coach for the 2022-2023 school year.

#### **Memorandum of Understanding: Modification to Girls High School Varsity Head Basketball Supplemental Contract**

To approve Mr. Brian Kuhn's, Superintendent, recommendation to approve the Memorandum of Understanding with the Clark-Shawnee Local Education Association modifying the Girls High School Varsity Head Basketball supplemental contract. [Reference Exhibit B.]

#### **Memorandum of Understanding: Stipends for Dyslexia Training as Required by ORC Sections 3323.251, 3319.077, 3319.078, and 3323.25**

To approve Mr. Brian Kuhn's, Superintendent, recommendation to approve the Memorandum of Understanding with the Clark-Shawnee Education Association to pay stipends to teachers required to complete dyslexia training as codified in ORC Sections 3323.251, 3319.077, 3319.078, and 3323.25. [Reference Exhibit C.]

Mrs. Pierce seconded the motion.

Ayes: Page, DeHart, Galbreath, Garrett, Pierce.

### **CONTRACT AMENDMENTS (2022-1325)**

Mr. Galbreath moved to approve the following:

To amend the employment contract of Mr. Mark Martin, PM Custodian, to Mid-Shift/PM Coordinator effective December 12, 2022. [Current Assignment: Shawnee ES]

To amend the bus driver (removing Ms. Naomi Smith) and bus aide contracted route times as outlined in Exhibit A for the 2022-2023 school year.

Mrs. Garrett Seconded the motion.

Ayes: DeHart, Galbreath, Garrett, Pierce, Page.

### **SMITH CONTRACT AMENDMENT (2022-1326)**

Mrs. Garrett moved to approve the following:

To amend the contracted route time of Ms. Naomi Smith as outlined in Exhibit A for the 2022-2023 school year.

Mr. Galbreath Seconded the motion.

Ayes: Galbreath, Garrett, Pierce, Page.

Abstain: DeHart.

### **ACCEPTANCE OF CONSENT CALENDAR – RESOLUTIONS/MISCELLANEOUS (2022-1327)**

Mrs. Pierce moved to approve the following:

#### **Business Advisory Council with Clark County ESC**

WHEREAS, Ohio Revised Code Section 3313.82 requires the board of education of each school district to appoint a business advisory council, except that a school district that has entered into an agreement under section 3313.843 of the Revised Code to receive any services from an educational service center is not required to appoint a council if the school district and educational service center agree that the educational service center's council will represent the business of the district; and

WHEREAS, the Clark-Shawnee Local School District Board of Education ("Board") is in an agreement under Ohio Revised Code Section 3313.843 to receive



services from the Clark County Educational Service Center for the 2022-2023 school year; and

WHEREAS, the Clark County Educational Service Center ("Center") has appointed a business advisory council for Clark County school districts for the 2022-2023 school year;

NOW, THEREFORE BE IT RESOLVED, that the Clark-Shawnee Local School District Board of Education ("Board") hereby authorizes and agrees that the business advisory council for the Clark County Educational Service Center ("ESC") will represent the business of the Clark-Shawnee Local School District for the 2022-2023 school year;

BE IT FURTHER RESOLVED that through this authorization and agreement, the Board expects that the business advisory council for the ESC will advise and provide recommendations to the Board on matters specified by the Board including, but not necessarily limited to, the delineation of employment skills and the development of curriculum to instill these skills, changes in the economy and in the job market, and the types of employment in which future jobs are most likely to be available, and suggestions for developing a working relationship among businesses, labor organizations, and educational personnel.

### **OSBA Membership**

To approve Mr. Brian Kuhn's, Superintendent, recommendation to renew the board's OSBA membership.

### **Approval of Engagement Letter for Legal Counsel**

To approve Mr. Brian Kuhn's, Superintendent, recommendation to engage with Roetzel & Andress for legal services from Mrs. Lisa Burleson. [Reference Exhibit D.]

Dr. Page Seconded the motion.

Ayes: Garrett, Pierce, Page, DeHart, Galbreath.

### **RELEASE TIME FOR RELIGIOUS INSTRUCTION (2022-1328)**

Mrs. Pierce moved to approve the following:

To approve board policy 5223–Release Time for Religious Instruction. (Tabled from the November 17, 2022, regular meeting.)

Mr. Galbreath Seconded the motion.

Ayes: Pierce, DeHart, Galbreath, Garrett.

Nays: Page.

## **EXECUTIVE SESSION (2022-1329)**

Mr. DeHart moved to go into Executive Session for the discipline of public employees at 8:15 pm.

Mrs. Pierce Seconded the motion.

Ayes: Page, DeHart, Galbreath, Garrett, Pierce.

Mr. DeHart declared the board out of executive session at 8:35 pm.

## **RESOLUTION TO ISSUE A LAST CHANCE AGREEMENT AND SUSPEND WITHOUT PAY THE NON-TEACHING CONTRACT OF MRS. BARBARA YIRAK (2022-1330)**

Mrs. Garrett moved to approve the following:

WHEREAS, Section 3319.081 of the Ohio Revised Code, which governs termination and suspension procedures for non-teaching employees, provides that a board of education may suspend a non-teaching employee for a definite period of time for reasons set forth in the statute, which includes the reason of violation of written rules and regulations as set forth by the board of education and for dishonesty; and

WHEREAS, the Clark-Shawnee Local School District Board of Education ("Board") employs Betsy Yirak ("Yirak") under a limited non-teaching contract pursuant to Ohio Revised Code Section 3319.081; and

WHEREAS, the Superintendent has determined, based upon internal investigation, that Yirak has engaged in conduct that violates various Policies of the Board, and has also engaged in dishonesty as part of the investigation of said conduct, as set forth in the notice of intent issued to Yirak by the Superintendent on December 12, 2022; and

WHEREAS, based upon the results of said internal investigation, the Superintendent is recommending that the Board impose a disciplinary suspension without pay for a period of five (5) work days starting on December 19, 2022 and ending on January 3, 2023, as well as a last chance agreement, based upon the grounds as set forth in the Superintendent's written notice of intent issued to Yirak dated December 12, 2022; and

WHEREAS, in the Superintendent's written notice of intent issued to Yirak dated December 12, 2022, Yirak was served with official written notice of her right to a due process hearing before the Board at the Board's regular public meeting on December 13, 2022, regarding the Superintendent's recommendation that the Board impose a disciplinary suspension without pay, prior to the Board taking any public action regarding the Superintendent's recommendation; and

WHEREAS, Yirak did not appear for the due process hearing before the Board, held in executive session of the Board, at the Board's regular public meeting December 13, 2022; and

WHEREAS, the Board has fully considered all matters presented to and before the Board regarding the grounds for the Superintendent's recommendation that impose a disciplinary suspension without pay for a period of five (5) work days, as well as a last chance agreement, and the Board takes official public action on the Superintendent's recommendation as follows;

NOW, THEREFORE BE IT RESOLVED, that the Clark-Shawnee Local School District Board of Education ("Board") hereby acts to approve the Superintendent's recommendation to place non-teaching employee Betsy Yirak on disciplinary suspension without pay for a period of five (5) work days, starting on December 19, 2022, and ending on January 3, 2023, based upon the grounds as stated in the Superintendent's written notice of intent issued to Yirak dated December 12, 2022, which the Board has determined, upon its review and consideration of the Superintendent's recommendation, constitutes grounds for such action under Ohio Revised Code Section 3319.081;

BE IT FURTHER RESOLVED, that the Clark-Shawnee Local School District Board of Education hereby acts to approve the Superintendent's recommendation to impose a last chance agreement to govern the remaining term of non-teaching employee Betsy Yirak's limited contract of employment with the District, on the terms as presented to the Board;

BE IT FURTHER RESOLVED, that the Clark-Shawnee Local School District Board of Education hereby directs its Treasurer to issue official written notice of same forthwith, along with a copy of said Resolution, to non-teaching employee Betsy Yirak, and further hereby directs its Superintendent and Treasurer to faithfully execute the terms this Resolution as stated herein.

Mr. Galbreath Seconded the motion.

Ayes: DeHart, Galbreath, Garrett, Pierce, Page.

### **EXECUTIVE SESSION (2022-1331)**

Mr. DeHart moved to go into Executive Session for the employment of personnel 8:36 pm.

Mrs. Pierce Seconded the motion.

Ayes: Galbreath, Garrett, Pierce, Page, DeHart.

Mr. DeHart declared the board out of executive session at 8:46 pm.

## **ADJOURNMENT**

Mrs. Garrett moved to adjourn the meeting at 9:30 p.m.

Mr. Galbreath Seconded the motion.

Ayes: Garrett, Pierce, Page, DeHart, Galbreath.

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President

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Treasurer

## EXHIBIT A

NAME	POISITION	CURRECT CONTRACT HOURS	AMENDED CONTRACT HOURS
BARGER , REBECCA L	BUS DRIVER	6	6.5
BECKEL , GINA R	BUS DRIVER	5.5	5.25
BOWERS , PEGGY L	BUS DRIVER	6	6.25
BOWERS, PEGGY L	PRESCHOOL ROUTE	1.25	1
GRUBBS, CHASEY	BUS DRIVER	5	5.25
HOLMES , MERITA J	BUS DRIVER	5.5	6
HOWARD , AMY K	BUS AIDE	5.5	6
HOWARD , TERRA J	BUS DRIVER	5.75	5.5
JOHNSON, ANGELA	BUS AIDE	5.5	6
JONES , DREMA D	BUS DRIVER	5.25	5.5
LIAS, ALAN	BUS DRIVER	5.25	5.5
LYONS, JANICE	PRESCHOOL ROUTE	1.25	1.5
NOFFKE , JODIE L	BUS DRIVER	5.75	5.25
SMITH , NAOMI R	BUS DRIVER	5.75	6
SPICER , KELSEY	BUS DRIVER	5.25	5.5
WILLIAMS , STEVEN J	BUS DRIVER	6.25	6.5

# ALTERNATIVE TAX BUDGET INFORMATION

School District

Fiscal Officer Signature  For the Fiscal Year Commencing July 1, 2023 Date 1/11/2023

## COUNTY OF CLARK

### **Background**

Substitute House Bill No. 129 (HB129) effective June 3, 2002, was enacted by the 124th General Assembly in part to allow a county budget commission to waive the requirement that a taxing authority adopt a tax budget for a political subdivision or other taxing unit, pursuant to Ohio Revised Code (ORC) Section 5705.281.

Under the law in effect prior to June 3, 2002, the budget commission could only waive the tax budget for a subdivision or other taxing unit that was receiving a share of the county undivided local government fund or the county undivided local government revenue assistance fund under an alternative method or formula pursuant to ORC Sections 5747.53 and 5747.63. Thus, tax budgets could be waived only for counties, municipalities, townships, and park districts. This restriction is now removed.

### **Ohio Revised Code Section 5705.281**

Under the amended version of this section pursuant to HB 129, a county budget commission, by an affirmative vote of a majority of the commission, including an affirmative vote by the county auditor, may waive the tax budget for any subdivision or other taxing unit. However, the commission may require the taxing authority to provide any information needed by the commission to perform its duties, including the division of the tax rates as provided under ORC Section 5705.04.

### **County Budget Commission Duties**

The county budget commission must still certify tax rates to each subdivision or other taxing unit, by March 1 for school districts and by September 1 for all other taxing authorities under ORC Section 5705.35, even when a tax budget is waived. Also, the commission is still required to issue an official certificate of estimated resources under ORC Section 5705.35 and amended official certificates of estimated resources under ORC Section 5705.36.

Therefore, when a budget commission is setting tax rates based on a taxing unit's need, for purposes of ORC Sections 5705.32, 5705.34, and 5705.341, its determination must be based on that other information the commission asked the taxing authority to provide under ORC Section 5705.281, when the tax budget was waived. Also, an official certificate must be based on that other information the commission asked the taxing authority to provide.

### **Alternative Tax Budget Information Filing Deadline**

The fiscal officer for each school district must file one copy of this document with the County Auditor on or before January 20.

# **GUIDELINES FOR COMPLETING THE ALTERNATIVE TAX BUDGET INFORMATION\***

## **SCHEDULE 1**

The general purpose of schedule 1 is to meet the requirement of Ohio Revised Code (ORC) Section 5705.04 which requires the taxing authority of each subdivision to divide the taxes levied into separate levies. For help use the schedule B issued by the budget commission for the current year and add any new levies. This will help to ensure that no levies are missed.

In column 1 list only those individual funds which are requesting general property tax revenue. In column 2 purpose refers to the following terms, inside, current expenses, and special levy for example. In column 4 levy type refers to renewal, additional, and replacement for example. In column 9 identify the amount of general property tax you wish to request.

## **SCHEDULE 2**

The general purpose of schedule 2 is to demonstrate the need to produce property tax revenues to cover the estimated expenditures for the budget year. ORC Section 5705.341 states in part;

"Nothing in this section or any section of the ORC shall permit or require the levying of any rate of taxation, whether within the 10 mill limitation or whether the levy has been approved by the electors, the political subdivision or the charter of a municipal corporation in excess of such 10 mill limitation, unless such rate of taxation for the ensuing fiscal year is clearly required by a budget properly and lawfully, adopted under this chapter or by other information required per ORC 5705.281."

Property tax revenue includes real estate taxes, but DOES NOT INCLUDE personal property taxes, homestead and rollback, and the personal property 10,000 exempt monies, which are detailed on other columns.

## **SCHEDULE 3**

The general purpose of schedule 3 is to provide for the proper amount of millage to cover debt service requirements on voted bond issues. Major capital improvement projects are sometimes financed through the use of voted bonds. The taxing authority seeks voter approval of general obligation bonds and of the levy of property taxes outside the indirect debt limitation in whatever amount is necessary to pay debt service on those bonds.

In column 6 you must take into consideration any carry over plus or minus cash balance estimated for the current year. This can happen because there are no sure things concerning tax payments and the valuation of personal property taxpayers.

## **SCHEDULE 4**

The general purpose of schedule 4 is to properly account for tax anticipation notes. See schedule 4 for more details.

**\* Please reproduce all pages as necessary.**

## DIVISION OF TAXES LEVIED

(Levies Inside & Outside 10 Mill Limitation, Inclusive Of Debt Levies)  
(List All Levies Of The Taxing Authority)

### Funds (General, Permanent Im., Library, Other)

### SCHEDULE 1

I	II	III	IV	V	VI	VII	VIII
Fund	Purpose	Authorized By Voters On MM/DD/YY	Levy Type	Number Of Years Levy To Run	Tax Year Begins/ Ends	Collection Year Begins/ Ends	Maximum Rate Authorized
General	Current Expense	1/1/1976	Continuing	NA	1976	NA	31.90
General	Current Expense	8/2/2022	Continuing Substitute Levy	NA	2023	NA	12.10
Debt Service	Classroom Facilities	8/8/2017	Bond Issue	37	2018	2054	5.30
Totals							49.30





<u>FUND</u>		<u>BEGINNING ESTIMATED UNENCUMBERED FUND BALANCE</u>	<u>PROPERTY TAXES</u>	<u>HOMESTEAD/ ROLLBACK</u>	<u>MANUFACTURED HOMES</u>	<u>TPP REIMBURSEMENT</u>	<u>INCOME TAXES</u>	<u>OTHER RECEIPTS</u>	<u>ADVANCES/ TRANSFERS IN</u>	<u>TOTAL RESOURCES AVAILABLE FOR EXPENDITURE</u>	<u>TOTAL ESTIMATED EXPENDITURES &amp; ENCUMBRANCES</u>
024	Employee Benefits Self-Insurance	-	-	-	-	-	-	-	-	-	-
025	Computer Network - Class "A" Sites	-	-	-	-	-	-	-	-	-	-
027	Workers' Compensation Self-Insurance	-	-	-	-	-	-	-	-	-	-
Total All Internal Service Funds		-	-	-	-	-	-	-	-	-	-
PRIVATE PURPOSE TRUST FUNDS											
007	Special Trust	17,107	-	-	-	-	-	3,500	-	20,607	8,520
008	Endowments	-	-	-	-	-	-	-	-	-	-
Total All Private Purpose Trust Funds		17,107	-	-	-	-	-	3,500	-	20,607	8,520
AGENCY FUNDS											
022	District Agency	-	-	-	-	-	-	-	-	-	-
200	Student Managed Activity	131	-	-	-	-	-	28,131	-	28,262	28,262
Total All Agency Funds		131	-	-	-	-	-	28,131	-	28,262	28,262
TOTAL ALL FUNDS		8,607,708	15,286,525	1,162,127	1,551	2,697	-	11,353,941	351,908	36,766,455	29,808,004

## VOTED and UNVOTED DEBT OUTSIDE 10 MILL LIMIT

**FOR THE CALENDAR/COLLECTION YEAR ENDING DECEMBER 31, 2024**

### SCHEDULE 3

[illegible]

# Monthly Discipline Reports

## December 2022

[illegible]

# Monthly Discipline Reports

## December 2022

[illegible]

# Monthly Discipline Reports

## December 2022

[illegible]

Clark Shawnee Local School District

# **Board of Education Meeting**

## **January 11, 2022**

# Tax Budget 2023-2024

- Must be approved by the Board Education by the 15<sup>th</sup> and submitted to the County Auditor by January 20<sup>th</sup>
- Is not used for financial planning by the district
- Used by the County Auditor to set the tax rate for debt service and to certify resources for the next fiscal year
- Resources are revised once the Treasurer submits fiscal yearend balances on June 30<sup>th</sup>



# Tax Budget 2023-2024 Schedule 1

Fund	Purpose	Authorized By Voters On MM/DD/YY	Levy Type	Number Of Years Levy To Run	Tax Year Begins/ Ends	Collection Year Begins/ Ends	Maximum Rate Authorized
General	Current Expense	1/1/1976	Continuing	NA	1976	NA	31.90
General	Current Expense	8/2/2022	Continuing Substitute Levy	NA	2023	NA	12.10
Debt Service	Classroom Facilities	8/8/2017	Bond Issue	37	2018	2054	5.30
Totals							49.30

# Tax Budget 2023-2024 Schedule 2

	ESTIMATED BEGINNING							RESOURCES	ESTIMATED
	UNENCUMBERED	PROPERTY	HOMESTEAD/	MANUFACTURED	TPP	OTHER	TRANSFERS	AVAILABLE FOR	EXPENDITURES &
GOVERNMENTAL FUND TYPES	<u>FUND BALANCE</u>	<u>TAXES</u>	<u>ROLLBACK</u>	<u>HOMES</u>	<u>REIMBURSEMENT</u>	<u>RECEIPTS</u>	<u>IN</u>	<u>EXPENDITURE</u>	<u>ENCUMBRANCES</u>
GENERAL FUND	5,129,895	13,413,900	1,121,438	1,364	2,697	6,996,914	90,000	26,756,208	22,397,952
001 General Operating Fund									
DEBT SERVICE FUNDS	791,846	1,872,625	40,689	187	-	275	-	2,705,621	1,838,200
002 Bond Retirement Fund									
SPECIAL REVENUE FUNDS	1,029,658	-	-	-	-	2,814,349	261,908	4,105,915	3,922,223
018 PRINCIPAL SUPPORT ,034 Maintenance ,300s Advisor Lead Student Activities,400s State Funds and 500s Federal Grants									
CAPITAL PROJECTS FUNDS	1,490,283	-	-	-	-	-	655,648	2,145,931	712,620
003 PI ,004 LFI ,010 STATE AND LOCAL SHARE CONSTRUCTION FUNDS									

# Tax Budget 2023-2024 Schedule 2

	ESTIMATED BEGINNING							RESOURCES	ESTIMATED
	UNENCUMBERED	PROPERTY	HOMESTEAD/	MANUFACTURED	TPP	OTHER	TRANSFERS	AVAILABLE FOR	EXPENDITURES &
PROPRIETARY FUND TYPES:	FUND BALANCE	TAXES	ROLLBACK	HOMES	REIMBURSEMENT	RECEIPTS	IN	EXPENDITURE	ENCUMBRANCES
ENTERPRISE FUNDS	148,788	-	-	-	-	855,123	-	1,003,911	900,227
006 Lunch Fund and 020 Latchkey									
	ESTIMATED BEGINNING							RESOURCES	ESTIMATED
	UNENCUMBERED	PROPERTY	HOMESTEAD/	MANUFACTURED	TPP	OTHER	TRANSFERS	AVAILABLE FOR	EXPENDITURES &
FIDUCIARY FUND TYPES:	FUND BALANCE	TAXES	ROLLBACK	HOMES	REIMBURSEMENT	RECEIPTS	IN	EXPENDITURE	ENCUMBRANCES
PRIVATE PURPOSE TRUST FUND	17,107	-	-	-	-	3,500	-	20,607	8,520
007 SCHOLARSHIP FUNDS									
AGENCY FUNDS	131	-	-	-	-	28,131	-	28,262	28,262
200 Stunden Lead Student Activities									

# Tax Budget 2023-2024 Schedule 2

	ESTIMATED BEGINNING							RESOURCES	ESTIMATED
	UNENCUMBERED	PROPERTY	HOMESTEAD/	MANUFACTURED	TPP	OTHER	TRANSFERS	AVAILABLE FOR	EXPENDITURES &
	<u>FUND BALANCE</u>	<u>TAXES</u>	<u>ROLLBACK</u>	<u>HOMES</u>	<u>REIMBURSEMENT</u>	<u>RECEIPTS</u>	<u>IN</u>	<u>EXPENDITURE</u>	<u>ENCUMBRANCES</u>
TOTAL - ALL FUND TYPES	8,607,708	15,286,525	1,162,127	1,551	2,697	10,698,293	1,007,556	36,766,455	29,808,004

# Tax Budget 2023-2024 Schedule 3

Purpose Of Notes Or Bonds	Authorized By Voters On MM/DD/YY	Date Of Issue	Final Maturity Date	Principal Amount Outstanding At The Beginning Of The Year	Amount Required To Meet Collection Year Principal & Interest Payments
OFCC Project -2017	<b>8/8/2017</b>	1/1/2018	11/1/2054	\$33,395,000.00	\$1,843,500.00
OFCC Project-2017 Collection Shortfall 2019					\$70,000.00
Total Needed to make debt service payment					\$1,913,500.00

# Monthly Financial Report

Copies of this report can be obtained by emailing Tom Faulkner at

[tom.faulkner@cslocal.org](mailto:tom.faulkner@cslocal.org) or (937)717-2401

A detailed financial forecast is available on our website

[http://www.clark-shawnee.k12.oh.us/.](http://www.clark-shawnee.k12.oh.us/)