



JUNE 14, 2023 CSD BOD VOTING MEETING MINUTES

06/14/2023 [07:00 PM-08:00 PM] @ Alice Schafer Annex Gym

JUNE 14, 2023 CSD BOD VOTING MEETING MINUTES

1. Open Meeting

Minutes

Mrs. Luckock opened the meeting at 7 pm.

2. 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."

5. Call to Order

Minutes

The following were present for the meeting-

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mr. McGuirk-yes Mr. McQuiston-yes

it is noted Mrs. Klink was absent.

Administrators present-

Jarrin Sperry, Susy Dressel, Heather (Mr. Joseph's associate), Susy Dressel, Christine Krankota, Brenda Kantz, and Frank Kimmel.

Attendance for building administrators was not taken.

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. McGuirk, second by Mr. Klink.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

8. Approval of Minutes

Request the Board to approve the following Minutes;

May 3, 2023 Budget/Finance Committee Meeting Minutes

May 3, 2023 CSD BOD Work Session Minutes

May 10, 2023 CSD BOD Voting Meeting Minutes

Minutes

Motion by Mr. McGuirk, second by Mr. McQuiston.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

9. Approval of Budget Transfers

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

Minutes

Motion by Mr. Hornstein, second by Mr. Klink to approve items 9 and 10.A-C.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

10. FINANCIALS - BILLS

10.a. Approve May 2023 Bills Fund 10 in the amount of \$1,663,910.86

Request the Board to Approve to pay Bills out of Fund 10 Total Checks, Direct Deposits and Wire Transfers for the Month in the amount of \$1,663,910.86, as per detailed backup on Agenda Manager.

10.b. Approve Fund 31 Capital Project Bills in the amount of \$13,503.50

Request the Board to approve Fund 31 Capital Project Bills in the amount of \$13,503.50

10.c. Approve Fund 50 Cafeteria Food Service Bills in the amount of \$72,842.34

Request the Board to approve the Fund 50 Cafeteria Food Service Bills in the amount of \$72,842.34

11. TREASURERS REPORT

11.a. Approve Treasure's Reports

Request the Board to approve the Treasurer's Reports for September, 2022 through April, 2023, as per detailed backups on Agenda Manager.

Minutes

Motion by Mr. McGuirk, second by Mr. Hornstein.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

12. INVESTMENT REPORT - July 2022 through May 2023

As information...Investment Reports for July, 2022 through May, 2023, as per detailed backups on Agenda Manager.

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

13.a. General Fund Report - Revenues/Expenditures - May 2023

13.b. Student Activity Fund Reports - None at this time.

13.c. Food Service Operating Statement - no report

14. OTHER FINANCIALS with Changes/Additions

14.a. Approve to Close 2022/2023 Books

Request that the Superintendent and the Board Secretary be authorized and directed to close the 2022/2023 Conneaut School District budget as of June 30, 2023; that all bills that arrive and are due by June 30, 2023, be approved for payment provided the Administration reviews the bills and is satisfied the same are just and proper obligations of the School District and provided said expenditures are within the budget; that the transfer of funds necessary for the completion of budget expenditures be approved; and that the School District auditors be contacted and directed to proceed to conduct the necessary financial transactions and audit for the close of the fiscal year 2022/2023; and that the action of the Administration be brought to the regularly scheduled meeting to be spread upon the Minutes as information.

Minutes

Motion by Mr. Hornstein, second by Mr. McGuirk.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

14.b. Approve the 2023/2024 FY Budget

RESOLVED, BY THE BOARD OF THE SCHOOL DIRECTORS OF THE CONNEAUT SCHOOL DISTRICT, as follows:

The Proposed Final Budget of the Conneaut School District for the 2023/2024 fiscal year on form PDE-2028 as presented to the School Board is adopted as a Final Budget for the General Fund with a tax increase in the amount of General Fund Expenditures: \$44,901,941.

Minutes

Motion by Mr. Hornstein, second by Mr. Klink.

Motion passed by Roll Call.

Mr. Burnham-no Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

14.c. Approve Capital Projects Budget for 2023/2024 SY

Request the Board to approve a Capital Projects Budget for the 2023/2024 SY in the amount of \$651,402

Minutes

Motion by Mr. Hornstein, second by Mr. Hall to approve items 14.C, D and E.

Motion passed by Roll Call.

Mr. Burnham-no Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

14.d. Approve Food Service Budget

Request the Board to approve the Food Service Budget of (\$288,478) for the 2023/2024 school year.

14.e. Approve Capital Projects Transfer

Request the Board to approve a transfer of up to \$250,000, representing unused appropriations from the 2022/2023 school year, from the General Fund to the Capital Projects Fund.

14.f. Approve Resolution to Set Real Estate Millage

Request the Board to approve the Resolution to Set Real Estate Millage as follows;

1. WHEREAS, in the judgment of the Board of School Directors of the Conneaut School District it has been determined, as a result of the study of the proposed budget presented to said

Board at a meeting on May 3, 2023 held in the gymnasium of the Alice Schafer Annex, and tentatively adopted by the Board of School Directors on May 10, 2023, said school district must enact minimum salaries of its professional and supervisory employees and the mandated increases on salaries and further, in order to pay for various other expenses and obligations of the school district for the said school year;

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, that the Conneaut School District hereby enact a real estate tax on all taxable real property situated within the geographical limits of the Conneaut School District, said tax to be based upon the assessed valuation of such properties by the chief assessor Crawford County, Pennsylvania; and that the Conneaut School District hereby fixes a real estate tax millage for the school year 2023/2024 at 53.55 mills in order that salaries of its professional and supervisory employees and mandated increases on salaries, debts and obligations for capital improvements as well as all other various expenses and obligations of the school district. Said rate of taxation for the school year 2023/2024 as expressed in dollars and cents is \$53.55 on each \$1,000.00 of assessed valuation of taxable property.

Minutes

Motion by Mr. McQuiston, second by Mr. Hornstein.

Motion passed by Roll Call.

Mr. Burnham-no Mr. Hall-no Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

14.g. Approve Per Capita Tax Resolution - Section 679

Request the Board to approve the Per Capita Tax Resolution - Section 679 as follows;

WHEREAS, the Board of School Directors of the Conneaut School District desires to enact a Per Capita Tax for the school year 2023/224 in conformity with Section 679 of the Public School Code of 1949, 24 P.S. 6-679;

WHEREAS, the enactment of said Per Capita Tax is necessary for the proper operation of the school district and for meeting the anticipated expenditures of the school district for the year 2023/2024;

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, by the Board of School Directors of the Conneaut School District that pursuant to the authority contained in the Public School Code of 1949, Section 679, thereof, 24 P.S. 6-679, a Per Capita

Section 1. An annual per capita tax, at the rate hereinafter established, is hereby levied, enacted and imposed upon each resident or inhabitant, being eighteen (18) years of age or

older, and residing in the geographic area encompassed and covered by the Conneaut School District.

Section 2. The rate or amount of said per capita tax, hereby levied, enacted and imposed, shall be \$5.00 on each resident and inhabitant being (18) years of age or older, and residing in the Conneaut School District.

Section 3. The amount to be received from the collection of the tax herein imposed, levied and enacted, shall be used for general revenue purposes of the School District.

Section 4. The names of the residents and inhabitants taxable under the provisions of this resolution shall be furnished to the School District by the local assessors and/or the chief assessor of Crawford County, Pennsylvania, as the case may be, and in accordance with the applicable provisions of the laws and statutes of the Commonwealth of Pennsylvania relating thereto.

Section 5. In accordance with Section 680 of the Public School Code of 1949, as amended, every resident or inhabitant of the Conneaut School District, upon attaining eighteen (18) years of age and every inhabitant of said School District, shall within twelve (12) months of the happening thereof, notify the proper local assessor of the municipality wherein said individual resides or the chief assessor of Crawford County, Pennsylvania, of the fact that said individual has become of age or has become a resident or inhabitant. Any person failing, within said period of time, to notify the proper assessor or the chief assessor of Crawford County, Pennsylvania, shall, in addition to the tax levied herein, be liable to the Conneaut School District in a penal sum equal to such tax.

Section 6. The tax herein imposed, levied and enacted shall be collected in the same manner as other school taxes are collected under the applicable and pertinent provisions of the laws and statutes of the Commonwealth of Pennsylvania.

Section 7. All taxpayers subject to the payment of taxes under this resolution shall be entitled to a discount of three (3%) percent from the amount of such tax upon making payment of the whole amount thereof within two (2) months after the date of the tax notice. All taxpayers who shall fail to make payment of the tax herein imposed for four (4) months after the date of the tax notice, shall be charged a penalty of ten (10%) percent, which penalty shall be added to the taxes by the tax collector and be collected by him.

Section 8. The resolution is adopted pursuant to the Public School Code of 1949, Act of March 10, 1949, P.L. 30, and all of the provisions of such Act relating to the imposition, collection and payment of the per capita tax are hereby incorporated in this resolution by reference thereto.

Section 9. All applicable statutes and laws of the Commonwealth of Pennsylvania, relating to the assessment of subjects of taxation and the collection of taxes enacted by a public school district are hereby incorporated in this resolution by reference thereto excepting so far as this resolution conflicts therewith.

Section 10. If any section, clause or sentence or part of this resolution is for any reason found to be unconstitutional, illegal or invalid or in conflict with any provision of the Public School Code under which this resolution is adopted, such unconstitutionality, illegality, invalidity or conflict shall not affect or impair any of the remaining provisions, sentences, clauses or sections or parts of this resolution. It is hereby declared as the intent of the Conneaut School District that this resolution would have been adopted had such unconstitutional, illegal, invalid or conflicting sentence, clause, section or part thereto not been included herein.

RESOLVED AND PASSED by the Board of School Directors of the Conneaut School District on the 14th day of June, 2023.

Minutes

Motion by Mr. Hornstein, second by Mr. McQuiston to approve items 14.G through 14.M.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

14.h. Approve Act 511 Tax Resolution

Request the Board to approve Act 511 Tax Resolution as follows;

BE IT RESOLVED, that the Board of School Directors of the Conneaut School District continue to enact a .5% wage tax, the \$5.00 per capita tax, and the realty transfer tax, heretofore enacted under Act 511 without change.

14.i. Approve Homestead and Farmstead Exclusion Resolution - with Corrected Backup

Request the Board to approve the Homestead and Farmstead Exclusion Resolution;

CONNEAUT SCHOOL DISTRICT

Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of Conneaut School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2023, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as per attachment on Agenda Manager.

14.j. Remove Motion - Approve Debt Resolution

~~Request the Board to approve the Debt Resolution relating to the issuance of Series 2020 General Obligation Bonds for the purpose of currently refunding the Series 2015 General Obligation Bonds. Backup available at the voting meeting.~~

14.k. Approve Cyber Services Program Full Time Student Reimbursement

Request the Board to approve to authorize the Administration to pay District students who are enrolled in the District's cyber services program as a full time student the actual cost up to a maximum amount of \$30 per month for each month of such enrollment as reimbursement for internet service which is necessary to support the cyber services program. The full time student or his/her parent/guardian shall provide proof of the actual cost of internet service in a form acceptable to the Administration. Where multiple full time students in one household are enrolled in the cyber services program, only one monthly reimbursement shall be provided to the household. Each full time student or household shall be entitled to reimbursement for a maximum of ten months during each school year.

14.l. Approve Northwest Tri-County IU#5 Special Education Services for 2023/2024 SY w/Addition

Request the Board to approve the Northwest Tri-County IU#5 Special Education Services for 2023/2024 SY as follows;

IU Special Education Contract – \$615,855

Bethesda Partial Emotional Support - \$112,308

Added- Bethesda Acute Partial - \$171,677

Bethesda Therapeutic Education- \$141,377

14.m. Approval of Capital Projects 5 Year Plan

Request the Board to approve the Capital Projects 5 Year Plan, as per detailed backup on Agenda Manager.

14.n. Approve Audit Engagement Letter

Request the Board to approve the Audit Engagement Letter from McGill, Power, Bell & Associates, LLP, as per detailed backup on Agenda Manager.

Minutes

Motion by Mr. Hornstein, second by Mr. Klink to approve items 14.N through 14.T.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

14.o. Approve ESS Addendum to Summer School Substitute Nurses

Request the Board to approve the Addendum between the Conneaut School District and ESS Northeast, LLC regarding summer school substitute nurses pay rates effective June 12, 2023 and July 20, 2023, as per detailed backup on Agenda Manager.

14.p. Approve Revised Memorandum of Agreement

Request the Board to approve the revised Memorandum of Agreement between the Conneaut Education Association and the Conneaut School District regarding the 2023 summer school and extended school year staff pay rates to include RN's and LPN's, as per detailed backup on Agenda Manager.

14.q. Approve Request to Establish a Student Activity

Request the Board to approve the following request to establish a student activity;

Conneaut Area Senior High School Aeronautics Club to establish a student activity club and use the funds primarily for funding the Fly-In Expo Trip yearly.

14.r. Approve Renewal of Constables Agreement

Request the Board to approve the renewal of the Constables Agreement effective July 1, 2023 through June 30, 2026, as per detailed backup on Agenda Manager.

14.s. Approve Disabled Vet Exemption Request

Request the Board to approve the two Disabled Vet Exemption Request, as per detailed backup on Agenda Manager.

14.t. Approve Consent for Repository Sale

Request the Board to approve the Consent for Repository Sale, as per detailed backup(s) on Agenda Manager.

14.u. Approve to Create a Position

Request the Board to approve to create a part time, 6 1/2 hours/day with 1/2 hour unpaid lunch, Title 1 Instructional Aide to work half a year at Conneaut Lake Elementary School and half a year at

Conneaut Valley Elementary School. To be paid out of Title 1 Funding (not district). All wages and benefits are in accordance with the contract between the Conneaut Educational Services Professionals Association and the Conneaut School District.

Minutes

Motion by Mr. McQuiston, second by Mr. Hornstein to approve items 14.U through 14.Z.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McQuirk-yes Mr. McQuiston-yes

14.v. Approve Intent to Eliminate Position

Request the Board to approve Administrations recommendation and intention to eliminate the part time 5.75 hr/day kitchen helper position at Conneaut Valley Middle School, effective Monday, May 8, 2023. This position was previously held by Jessica Numer with her resignation effective Friday, May 5, 2023, her resignation was board approved at the May 10, 2023 voting meeting.

14.w. Approve Correction in Extra Days for 2023/2024 School Year

Request the board to approve a correction from the previously approved extra days for specific staff (board approved 5/10/23) in the extra days for the 2023/2024 school year as follows;

***Note:** In accordance with the Collective Bargaining Agreement, employees whose contract specifies a work year beyond 185 days will be paid for each day at a rate of 1/185th of annual salary.*

MUSIC DEPARTMENT

Conneaut Lake Middle School	Arielle Supinger	2.5 days 0 Days
Conneaut Lake Middle School	Ruth Rea	2.5 days 5 Days

14.x. Addition to Agenda - Approve PSBA Membership Renewal for 2023/2024

Request the board to approve the 2023/2024 membership renewal to PSBA Pennsylvania School Board Association for a Standard Membership and Policy Maintenance, at a total cost of \$12,189.04, as per detailed backup on Agenda Manager.

14.y. Addition to Agenda- 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 the Art, Paper and Industrial Arts Bids for a total of \$46,411.56

Vendor	Art Bid	Paper Bid	Industrial Arts Bid	Total
Cascade School Supplies	639.49	1,496.70		2,136.19
Contract Paper Group		20,432.25		20,432.25
Forest County Wood Products, Inc.			9,692.50	9,692.50
Kurtz Brothers	773.62	4,257.52		5,031.14
Lakeshore Learning Materials		59.80		59.80
Metco Supply, Inc.			1,484.76	1,484.76
Midwest Technology Products			2,152.19	2,152.19
National Art & School Supplies	545.34			545.34
Pyramid School Products	3,153.38		348.51	3,501.89
Quill, LLC	452.79	922.71		1,375.50
Total	5,564.62	27,168.98	13,677.96	46,411.56

14.z. Addition to Agenda - Approve Revised Composite Rates for Health Insurance

Request the Board to approve the revised Composite Rates for Health Insurance for 2023/2024

Revised Composite Rates for Health Insurance

2023/2024 Rates

	PPO Rates	Over 65 Rates
Single	875.40	662.10
P&C	2053.97	0
P&CH	2159.38	0
H&W	2386.72	1324.11

Family	2492.48	0
2023/24 Composite Rate		1957.64
2023/24 Active Rate		2046.41

2023/2024 COBRA Rates

	PPO Rates
Single	892.91
P&C	2095.05
P&CH	2202.57
H&W	2434.45
Family	2542.33

14.aa. Addition to Agenda - Approve Dental Insurance Rates

Request the Board to approve the Dental Insurance Rates for the 2023/2024 school year, note unchanged from 2022/2023.

2023/2024 Dental Rates

	Base
Single	29.51
Family	76.35

Minutes

Motion by Mr. Hornstein, second by Mr. Klink.

Motion passed by Roll Call.

Mr. Burnham-yes Mr. Hall-yes Mr. Horne-yes

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

Mrs. Klink-absent Mr. McGuirk-yes Mr. McQuiston-yes

15. BOARD CONCERNS

15.a. Correspondence

15.b. Student Representatives - None this month

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

Minutes

Mr. McQuiston read his report.

15.d. Northwest Tri-County Intermediate Unit #5 Representative - Dorothy Luckock, IU Board

Minutes

Mrs. Luckock provided her report.

15.e. Conneaut Education Association - Sue Moss, President

Minutes

No report.

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

Minutes

No report.

15.g. Committee Reports -

Minutes

The Athletic Committee reported the Shannon family have been coaching for a number of years in Lacrosse. The girls won back to back championships, correction three times. They have chosen to retire and we look for next month approving the head coach. We are very excited for replacement coach who interviewed last night and are excited for the future.

A very incredible year in sports, all 8 girls teams made districts this year. Baseball enjoyed great year and this year for the first time made the D10 game, the first in history of CASH. Softball had a banner year and made semi finals in D10 and again the Girls lacrosse team had their 3rd straight D10 championship, incredible year in athletics.

Eagles Foundation tickets available for the July 15 concert.

16. OTHER with Additions

16.a. As Information - Policies for 1st Reading

Policies for 1st Reading as information;

Policy 113.1 Discipline of Students with Disabilities

Policy 115 Vocational Education

16.b. Approve Policies for Second Reading and Adoption

Request the Board to approve to Waive 1st Reading and go to 2nd Reading and Adoption, as per detailed backup on Agenda Manager.

Policy 101 - Mission Statement/Vision Statement/Shared Values

Policy 102 - Academic Standards

Policy 107 - Adoption of Courses of Study

Policy 107.1 - Dropping/Adding Courses

16.c. Approve PSBA 2023 Voting Delegates with Name Added

Request the Board to appoint Kathy Klink and _____ as the 2023 PSBA Voting Delegates.

16.d. Approve Handbooks for 2023/2024 School Year

Request the Board to approve the 2023/2024 School Year Handbooks;

Conneaut Lake Elementary Student Handbook

Conneaut Valley Elementary Student Handbook

Conneaut Lake Middle School Student Handbook

Conneaut Valley Middle School Student Handbook

Conneaut Area Senior High School Student Handbook

Athletic Handbook

Faculty Handbook

Support Professionals Handbook

Cafeteria Handbook

16.e. Approve Employee Assistance Program

Request Board approval to enter in a one (1) year agreement with the Meadville Medical Center to provide an Employee Assistance Program for staff members at a cost of \$8,122.00 effective July 1, 2023 through June 30, 2024. As per detailed backup on Agenda Manager.

16.f. Approve Police Memorandum of Understanding

Request the Board to approve the Memorandums of Understanding for the 2023/2024 and 2024/2025 School Years between;

Pennsylvania State Police and Conneaut Valley Elementary School/Conneaut School District

Pennsylvania State Police and Conneaut Valley Middle School /Conneaut School District

Conneaut Lake Regional Police and Conneaut Lake Elementary/Conneaut School District

Conneaut Lake Regional Police and Conneaut Lake Middle School/Conneaut School District

Linesville Police Department and Conneaut Area Senior High/Alice Schafer Annex/Conneaut School District

The purpose of this Memorandum is to:

1. A. Establish procedures to be followed when any of the following incidents occurs on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity, including but not limited to a school bus:
 1. Possession of a weapon
 2. Act of Violence
 3. Possession, use or sale of a controlled substance or drug paraphernalia;
 1. Purchase, consumption, possession or transportation of liquor or malt or brewed beverages by a minor under the age of 21 years and/or malt or brewed beverages;
 1. Gang-related activity;
 2. Ethnic intimidation;
 3. Harassment and stalking
1. B. Foster a relationship of cooperation, mutual support and the sharing of information and resources between the school district and law enforcement.
1. C. Determine Law Enforcement Jurisdiction and priorities.
1. D. Determine School District Priorities.

E. Determine Legal Authority.

16.g. Approve Local Advisory Committee of Record

Request the Board to approve Administrations recommendation to utilize the Crawford County Career and Technical Center’s Local Advisory Committee (LAC) as the LAC of Record for the Conneaut Area Senior High Agriculture program for the 2023-24 school year”

16.h. Addition to Agenda - Approve Resolution(s)

Request the Board to approve the following Resolution(s), as per detailed backups on Agenda Manager.

1. School Board Resolution in Support of Universal School Meals for All
2. Resolution to create a new process of Paying Fees for Cyber Charter Tuition.

17. OLD BUSINESS

18. NEW BUSINESS

19. PERSONNEL with Additions

19.a. Approve ESS Substitute Personnel

Request the Board to approve ESS Substitute Personnel listing, as per detailed backup on Agenda Manager.

19.b. Approve Anderson Bus Drivers Staff Listing

Request the Board to approve the updated list of bus drivers, as per detailed backup on Agenda Manager.

19.c. Approve Contracted Custodial Personnel

Request the Board to approve the Contracted Custodial Personnel list, as per detailed backup on Agenda Manager.

19.d. Approve Resignation(s)

Request the Board to accept the following resignations;

1. David Peffer II, 5th grade English Language Arts and Social Studies teacher, CVMS, effective August 27, 2023, as per detailed backup on Agenda Manager.

2. Christina Sweeney, school psychologist, effective June 30, 2023, as per detailed backup on Agenda Manager.

19.e. Approve Appointment

Request the Board to approve to promote Dr. Adam Jardina from Principal at Conneaut Valley Elementary School to the position as the Director of Curriculum, Instruction and Assessment/Title I Services, effective July 1, 2023 at an annual salary of \$122,804. All wages and benefits are in accordance with the current Conneaut School District Director of Curriculum, Instruction and Assessment/Title I Service Compensation Plan and Amendment No 1 thereto, as per detailed backup on Agenda Manager.

19.f. Approve Cyber Appointment

Request the Board to approve the appointment of Mary Wilson as the Cyber Grade 5 Social Studies teacher at a rate of \$33/hour for one hour/day when students are in session outside of regular school hours, effective Tuesday, August 29, 2023.

19.g. Approve 2023 Summer School Co-Coordinators

Request the Board to approve to hire, retroactive to June 1, 2023, (2) Co-Coordinators for High School Summer School – Total number of hours vary June 1st, 2023 through August 31st, 2023 at the discretion of the principal. During summer school, which runs June 26, 2023, through July 20, 2023, 5 hours per day @ \$45.00 per hour ESSER Funded. There will be no summer school on July 3rd or 4th, 2023;

Lisa Lichota and Melissa Flinchbaugh

19.h. Approve 2023 Summer School Nurses

Request the Board to approve the following nurses for the 2023 Summer School, which will be conducted Monday, June 19, 2023 through Thursday, July 13, 2023

2 Elementary/Middle School Nurses – Total number of hours: 4 hours per day, 8:00am – 12:00pm, for 4 days per week (with the exception of no summer school on July 3rd and 4th) @ \$40.00 per hour for RN and \$35.00 per hour for LPN (ESSER funded)

1. Irene Howick
2. Theresa Turner – via ESS contract

19.i. Approve Additional Substitute(s) for 2023 Summer School Substitutes

Request the board to approve 2023 Summer School Substitutes, which will be conducted Monday, June 19, 2023 through Thursday, July 13, 2023 for Elementary and Middle School. total number of hours for each teacher: 4 hours of instruction with 1 hour planning, grading, and on-site availability per day for 4 days per week (with the exception of no summer school on July 3 and 4, 2023 and paid at \$40/hour out of ESSER Funds.

Lori Hogan, Adam Jesse and Patricia Prebor

19.j. Approve Waivers of Unpaid Leave Disciplinary Actions

Request the Board to approve requests to waive unpaid leave disciplinary actions, as per detailed backups on Agenda Manager.

19.k. Approve Leave Request(s)

Request the Board to approve the following leave request;

1. Kelly Allen, instructional aide, half day, General Unpaid Leave, Monday, May 8, 2023.
2. Katheryn Berry, instructional aide, 25 1/2 Days, General Unpaid Leave, starting Tuesday, February 21, 2023 through Friday, April 28, 2023.
3. Diana Bish, office aide, 1 Day, General Unpaid Leave, Friday, May 12, 2023.
4. Diana Bish, office aide, half day, General Unpaid Leave, Thursday, May 25, 2023.
5. Ashley Farley, teacher, 30 Days, Childrearing, starting Thursday, September 28, 2023 through Wednesday, November 8, 2023.
6. Heather Fuller, instructional aide, half day, General Unpaid Leave, Friday, April 14, 2023.
7. Benjamin Gillette, Coordinator of Student & Financial Accounting, 3 1/2 Days, General Unpaid Leave, half day Tuesday, May 30, 2023 and full days on Wednesday, May 31, 2023 through Friday, June 2, 2023.
8. Amy Jo Haggerty, teacher, 1 day, Unpaid FMLA, Wednesday, April 26, 2023.
9. Amy Jo Haggerty, teacher, 1 1/2 days, Unpaid FMLA, Friday, May 5, 2023 full day and Monday, May 8, 2023 half day.
10. Amy Jo Haggerty, teacher, 1 Day, Unpaid FMLA, Tuesday, May 23, 2023.
11. Lucille Horne, instructional aide, 4 Days, General Unpaid Leave, Monday, February 27, 2023; Tuesday, February 28, 2023, Wednesday, March 1, 2023 and Wednesday, April 19, 2023.
12. Lucille Horne, instructional aide, 2 Days, General Unpaid Leave, Thursday, May 25, 2023 and Wednesday, May 31, 2023.
13. Kristen Johnston, cafeteria helper, 2 Days, General Unpaid Leave, Friday, March 24, 2023 and Thursday, April 13, 2023.
14. Camille Kobrys, instructional aide, 1 Day, General Unpaid Leave, Monday, May 15, 2023.
15. Holly Luce, instructional aide, 2 Days, General Unpaid Leave, Wednesday, May 3, 2023 and Thursday, May 4, 2023.
16. Holly Luce, instructional aide, 2 Days, Temporary Disability, Thursday, June 8, 2023 and Friday, June 9, 2023.
17. Toni Messina, instructional aide, 1 Day, General Unpaid Leave, Thursday, May 11, 2023.

18. Toni Messina, instructional aide, 1 Day, General Unpaid Leave, Tuesday, May 30, 2023.
19. Ariel Supinger, teacher, 3 Days, Paid Military Leave, Tuesday, April 18, 2023 through Thursday, April 20, 2023.
20. Jenna White, office aide, 1 Day, General Unpaid Leave, Monday, April 3, 2023.
21. Chrystal Wise, instructional aide, 2 1/2 Days, General Unpaid Leave, Wednesday, February 14, 2023; Friday, March 10, 2023 and half day on Friday, March 24, 2023.
22. John Workmeister, teacher, 1 Day, General Unpaid Leave, Friday, May 5, 2023.

19.I. Motion Removed -Approve Fund Raising Request(s)

Striking motion, not on district property and no students involved-

~~Request the Board to approve the following Fundraising Requests, as per detailed backups on Agenda Manager;~~

~~**Conneaut Area Senior High School**~~

- ~~1. CASH Girls Soccer parents to host A Night of Racing selling tickets \$10 per ticket and \$20 per horse starting July 15, 2023 through October 14, 2023. Proceeds will be used to cover needs not covered by general fund or boosters.~~

19.m. Approve Field Trip/Student Activity Trip Requests

Request the Board to approve the Field Trip/Student Activity Trips, as per detailed backups on Agenda Manager.

Conneaut Area Senior High School

1. Chuck Morris, Jason Wertelet and Melissa Flinchbaugh to take the seniors (approximately 145) dressed in their caps and gowns to tour the middle and elementary schools on May 25, 2023. District Cost: busing \$367.00.
2. Bill Stevenson to take seven juniors and seniors in the CASH Aeronautics Program to visit the Oshkosh Fly-In Facility and Exposition in Oshkosh, WI on July 23, 2023 through July 26, 2023. District Cost: registration \$98 (students free), school van, tolls \$180.00, hotel \$1,120.00 and meals \$180.00.

19.n. Approve Supplemental Coach Appointments for 23/24 SY w/Addition & Strike

Band Supplementals were tabled until July.

Request the Board to approve the following supplemental request(s) for the 2023/2024 school year. Note: all necessary clearances have been received before submitting for board approval. Detailed backups are on Agenda Manager;

Conneaut Area Senior High School w/Addition

Girls V/JV Volleyball

Christine Krankota Head Girls Volleyball Coach

Lori Lyman Assistant Girls Volleyball Coach

Lindsay Peterson Assistant Girls Volleyball Coach

Boys V/JV Basketball

Bob Uzelac 9th Grade Boys Assistant Coach

Addition... Ryan Steele V/JV Boys' Assistant Coach

Band

Cheryl Cameron Band Front

Jason Gillette Marching Band Section Helper

Nicole Szallar Band Front

~~Paul Michael Szallar Marching Band Section Helper~~

Girls V/JV Basketball

Christine Krankota Head Girls Basketball Coach

Lori Lyman Assistant Girls Basketball Coach

Conneaut Lake Middle School

Jr High Girls Basketball

April Bowman Assistant Jr High Girls Basketball Coach

Kimberly Litwin Assistant Jr High Girls Basketball Coach

Conneaut Valley Middle School

Jr High Boys Basketball

Brian McCall Jr High Boys Assistant Basketball Coach

Jr High Girls Basketball

Steve Mickle Jr High Girls Assistant Basketball Coach

SuAnne Dendis Jr High Girls Assistant Basketball Coach

19.o. Approve Volunteer Coaches for 2023/2024 School Year with Strike Throughs

Request the Board to approve the Volunteer Coaches for the 2023/2024 school year. Note- all necessary clearances have been submitted prior to board approval. Details per backups on Agenda Manager;

Conneaut Area Senior High School

~~Quinn Cameron - Volunteer Marching Band Helper~~

Elizabeth Heckman - Volunteer Marching Band Helper

~~Anna Morton - Volunteer Marching Band Section Helper~~

Bill Stevenson - Volunteer Boys' V/JV Basketball

Aaron White - Volunteer Marching Band Section Helper

Nathan White - Volunteer Marching Band Section Helper

Conneaut Lake Middle School

Megan Bartic - Jr High Football Cheerleading Volunteer

Jenel Burger - Jr High Football Cheerleading Volunteer

19.p. Motion FAILED - Approve Athletic Initiative/Athletic Intramural Proposal(s)

~~Request the Board to approve the Athletic Initiative/Athletic Intramural Proposals as follows;~~

~~**Conneaut Valley Middle School**~~

~~Steve Mickle to conduct girls basketball for grades 4-8 for up to 20 hour starting July 6, 2023 through August 8, 2023 at \$22.50/hour. Program the previous year had 20 students participating.~~

19.q. Addition to Agenda - Approve Termination

Request the Board to approve Administrations recommendation to terminate Joe Drda, effective May 19, 2023.

19.r. Addition to Agenda - Approve Conference Request(s)

Request the Board to approve the Conference Request(s) as follows, per detailed backup on Agenda Manager.

1. Dave Maskrey to attend the NISL Course 1a World Class Schooling: Vision fo Goals online July 10 & 11; August 7 & 8 and September 6 & 7, 2023. No Cost to the District.

20. CURRICULUM

20.a. Approve to Create Cyber Course

Request the Board to approve to create the following anticipated cyber courses;

1. Cyber Agriculture Ed 4

21. BUILDINGS AND GROUNDS with Addition

21.a. Approve Buildings and Grounds Project Requests

Request the Board to approve the Buildings and Grounds Project Request(s) as discussed at the monthly committee meeting and/or monthly board work session. As per detailed backup on Agenda Manager.

21.b. Approve Pay Application

Request the Board to approve the pay application reviewed by Christopher D. Coughlin RA of HRLC Architects LLC and Administrations recommendation to process for final payment for work done for the generator installations electrical work at ASA and CLE from A&MP Electric Inc. in the amount of \$8,100.00 as per detailed backup on Agenda Manager.

21.c. Approve Facility Use Request with Fee Waiver Request

Request the Board to approve the fee waiver request for facility use request as follows;

Denise Gable, requestor for Anderson Bus Drivers to use the weight room 2 days a week at CVMS from July 1, 2023 through June 31, 2024. Requesting fees to be waived.

21.d. Addition to Agenda - Approve HVAC Controls Upgrade Proposal

Request the Board to approve Administrations recommendation that Combustion Service & Equipment Company be awarded to perform the monthly servicing of all HVAC Controls for the next five years in six school buildings and Central Office at the annual costs listed below beginning the 2023/2024 school year through the 2027/2028 school year;

2023/2024 \$13,908.00

2024/2025 \$14,400.00

2025/2026 \$14,832.00

2026/2027 \$15,288.00

2027/2028 \$15,756.00

22. TRANSPORTATION

22.a. Approve Anderson Bus Stops

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

23. *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.

24. BOARD CONCERNS

The next regular scheduled Board meeting will be;

July 12, 2023 Combined Work Session/Regular Board voting meeting at Alice Schafer Annex gym/cafeteria, starts at **6 PM**.

25. EXECUTIVE SESSION

EXECUTIVE SESSION - to review and discuss agency business which, if conducted in public, might lead to disclosure of information protected by law, specifically to discuss school security report and student concerns, CL Municipal litigation and personnel.

26. ADJOURNMENT

27. INFORMATION

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

27.a. Facility Use Request... as information.

Conneaut Lake Middle School

Kevin Jacobs, requestor for Our Lady Queen of the Americas Church to use the parking lot at CLMS on August 6, 2023 for parking overflow for an event at Our Lady Queen of the America's Church. A shuttle bus will travel back and forth, requesting for fees to be waived.

27.b. Cyber Charter Report...as information.



Dorothy Luckock, Board President



Christine Krankota, Board Secretary