

Campbell City Schools Board of Education Minutes
Special Meeting – Tuesday, December 5, 2023

A special meeting of the Campbell City Schools' Board of Education was held at 6:15 p.m. in the Board of Education Conference Room. Vice-President Tony Kelly presided and led in the Pledge of Allegiance.

The following members were present to roll call:

Mr. Gary Bednarik, Mrs. Beth Donofrio, Mrs. Judy Gozur, and Mr. Tony Kelly

I. Motion to accept the Special Meeting Notice

Moved by Mrs. Gozur - Seconded by Mrs. Donofrio
Yeas: Bednarik, Donofrio, Gozur, and Kelly

II. RESOLUTION #2023-93:

In consideration of the Board of Education that it approve the following:

- A.** WHEREAS a vacancy has been caused on the board of education by reason of resignation; and

WHEREAS this board of education has the legal authority to fill a vacancy for the unexpired term thereof;

NOW, therefore, be it resolved that Tina Tsagaris is hereby appointed to serve as a member of the Board of Education of the Campbell City School District for the remainder of the unexpired term ending on January 1, 2024.

- B.** Oath of Office to Newly Elected Board Member, Tina Tsagaris
Nora Montanez administered the Oath of Office to Tina Tsagaris.

Moved by Mr. Bednarik – Seconded by Mrs. Gozur
Yeas: Bednarik, Donofrio, Gozur, and Kelly

III. RESOLUTION #2023-94:

It is recommended by the treasurer to the Board of Education that it approve the following:

WHEREAS, this Board of Education at its meeting on the 21st day of November, 2023 by resolution duly adopted, determined the necessity of a renewal tax to be levied in excess of the ten-mill limitation for the benefit of this School District for the purpose of providing for emergency operating requirements of the School District in the amount of \$989,711 per year for a ten (10) year period, and provided that the question of levying said renewal tax shall be submitted to the electors of the entire territory of said School District at an election to be held on March 19, 2024; and

WHEREAS, if approved by the electors, said renewal tax shall first be placed upon the 2025 tax list and duplicate, for first collection in calendar year 2026; and

Campbell City Schools Board of Education Minutes
Special Meeting – Tuesday, December 5, 2023

WHEREAS, the County Auditor has certified to this Board of Education that the total current tax valuation of this School District is \$106,325,420 and that the estimated average annual levy (assuming that the amount of the tax list of this School District remains throughout the life of the levy the same as the amount of the tax list for the current year) required to produce said annual amount is 9.31 mills for each one dollar (\$1.00) of valuation, which amounts to \$326 for each \$100,000 of the County Auditor's appraised value;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Campbell City School District:

SECTION 1. That it is hereby determined to proceed with the submission to the electors of the question of levying the renewal tax described in the preambles hereto at the election to be held on March 19, 2024, under authority of Section 5705.194 of the Ohio Revised Code.

SECTION 2. That the Treasurer of this Board of Education be and is hereby directed to certify the following to the Board of Elections: (a) the resolution of this Board of Education determining the necessity of said renewal tax and said election; (b) this resolution; (c) the total current tax valuation of this School District and the amount of the average tax levy, expressed in dollars and cents for each \$100,000 of the County Auditor's appraised value, as well as in mills for each one dollar (\$1.00) of valuation, as calculated and certified by the County Auditor, and (d) the number of years said levy is to run and to notify said Board of Elections to cause notice of such election to be given as required by law.

SECTION 3. That the form of ballot, upon which the question of levying said renewal tax shall be submitted to the electors, shall be substantially as follows:

PROPOSED TAX LEVY (RENEWAL)

CAMPBELL CITY SCHOOL DISTRICT

A majority affirmative vote is
necessary for passage.

Shall a levy renewing an existing levy be imposed by the Campbell City School District, County of Mahoning, Ohio, for the purpose of providing for emergency operating requirements of the School District in the sum of \$989,711 per year, and a levy of taxes to be made outside of the ten-mill limitation estimated by the County Auditor to average 9.31 mills for each \$1 of taxable value, which amounts to \$326 for each \$100,000 of the County Auditor's appraised value, for a period of ten (10) years, commencing in 2025, first due in calendar year 2026?

	FOR THE TAX
	AGAINST THE TAX

SECTION 4. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education; and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Moved by Mrs. Donofrio – Seconded by Mrs. Tsagaris

Nora Montanez explained that this is the next step in the process. All documents must be submitted to the Board of Elections by December 20, 2023.

Yeas: Bednarik, Donofrio, Gozur, Kelly, and Tsagaris

Campbell City Schools Board of Education Minutes
Special Meeting – Tuesday, December 5, 2023

IV. RESOLUTION #2023-95:

It is recommended by the superintendent to the Board of Education that it approve the following:

- A. An agreement renewal between Campbell City Schools and the Management Council – Ohio Education Computer Network (MCOECN) for limited information processing services where MCOECN will provide HR Kiosk application and related data hosting services. (A copy of this agreement is on file in the Treasurer's Office.)

Moved by Mr. Bednarik – Seconded by Mrs. Donofrio
Yeas: Bednarik, Donofrio, Gozur, Kelly, and Tsagaris

V. RESOLUTION #2023-96:

It is recommended by the superintendent to the Board of Education that it approve the following:

- A. To adopt the attached job description for the position of "Student Monitor".
(Attachment # 1)
- B. The resignation of Clarisa Diaz from the classified position of Educational Assistant effective November 29, 2023.
- C. The appointment of Clarisa Diaz to the non-bargaining unit position of Student Monitor effective November 30, 2023.
- D. The appointment of Delaney Shuler to the position of School Resource Officer effective January 3, 2024. *(Pending drug screen.)*
- E. The appointment of Ann Finnegan to the classified position of Assistant Cook at the Elementary & Middle School. *(Pending background checks and drug screen.)*
- F. The following classified substitutes effective the 2023-2024 school year *(Pending backgrounds checks, drug screen, and/or certification.):*

NAME	SUBSTITUTE DRIVER	SUBSTITUTE CAFETERIA WORKER	SUBSTITUTE CUSTODIAL HELPER	SUBSTITUTE EDUCATIONAL ASST.
Toni Lanterman		X		
Delores Pernotto		X		

Moved by Mrs. Donofrio – Seconded by Mrs. Gozur
Yeas: Bednarik, Donofrio, Gozur, Kelly, and Tsagaris

VI. RESOLUTION #2023-97:

It is recommended by the superintendent to the Board of Education that it approve the following:

- A. Out-of-state field trip to Kraynak's Lawn & Garden Center at 180 N. Kerrwood Dr., Hermitage, PA 16148 on the following dates: December 1, 2023, December 4, 2023 and December 5, 2023.

Campbell City Schools Board of Education Minutes
Special Meeting – Tuesday, December 5, 2023

- B.** To approve the removal of instruments from inventory and sell to Daybreak Music for the amounts indicated. Funds from the sale of such instruments will be credited to the CMHS Band instrument repair account. (Attachment #2)

Moved by Mrs. Tsagaris – Seconded by Mrs. Donofrio
Yeas: Bednarik, Donofrio, Gozur, Kelly, and Tsagaris

VII. CORRESPONDENCE

VIII. ITEMS FOR DISCUSSION

- a. Nationwide Children's Hospital application is to be submitted December 6, 2023.
- b. Principal assignment – Music Teacher; Matthew Bowen discussed the internal selection process.

The next regular meeting will be held on Tuesday, December 19, 2023 at 6:15 p.m. at the CLWCC. The Organizational Meeting will be held on Monday, January 8, 2024 at 6:15 p.m. at the Board of Education Office.

The first Regular Meeting of 2024 will be held on Wednesday, January 17, 2024 at 6:15 p.m. at the CLWCC.

IX. Motion to adjourn at 6:51 p.m.

Moved by Mr. Bednarik – Seconded by Mrs. Gozur
Yeas: Bednarik, Donofrio, Gozur, Kelly, and Tsagaris

The foregoing is a correct record of the proceedings of the Board of Education special meeting held Thursday, December 5, 2023.

President

Treasurer

CAMPBELL CITY SCHOOL DISTRICT
JOB DESCRIPTION

Title:	STUDENT MONITOR	File 705
Reports to:	Principal, Administrator, and/or designee	
Job Objective:	Performs assistant duties that do not involve assistance with instructional tasks, such as supervising children on the bus, playground, cafeteria, or other non-instructional tasks	
Minimum Qualifications:	<ul style="list-style-type: none"> · High School diploma or the equivalent · A record free of criminal violations that would prohibit public school employment. · Complies with drug-free workplace rules and board policies. · Flexibility and the ability to keep current with technology and other workplace innovations that support job functions. · Valid state department of education permit appropriate for the assignment. · Ability to physically assist students with disabilities (e.g., mobility, transferring, positioning, etc.). · Self-directed, congenial disposition, and strong diplomacy skills. · Successful completion of communicable disease, child abuse/neglect, behavioral management, CPR, and/or first aid may be required as a condition of employment. 	
Essential Functions:	<p>The following are typical work responsibilities. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.</p> <ul style="list-style-type: none"> · Checks for assignments. Carefully follows directions. Seeks advice when expectations are unclear. · Upholds board policies and follows administrative guidelines/procedures. Promotes a professional image of the school district. Supports community partnerships that enhance district programs. · Promotes effective communications and assistance. Uses problem-solving techniques to tactfully address questions/concerns. Refers policy interpretation inquiries to administrative staff. · Respects personal privacy. Maintains the confidentiality of privileged information. · Upholds the student conduct code. Maintains high expectations for behavior and performance. · Works with the administrators to address persistent behavior problems. · Promotes the proper use, care, and security of school property. Reports discipline problems, vandalism, graffiti, equipment malfunctions, and other related concerns. · Reports suspected child abuse and/or neglect to civil authorities as required by law. · Participates in staff meetings and professional growth opportunities as directed. · Strives to develop rapport and serves as a positive role model for others. · Helps students understand and embrace ethical conduct and democratic values. · Maintains a professional appearance. Wears work attire appropriate for the position. · Performs other specific job-related duties as directed. <p>BUS DUTIES:</p> <ul style="list-style-type: none"> · Assists with bus loading and unloading procedures. · Takes precautions to ensure safety. Monitors situations that may indicate a problem. Provides appropriate student supervision. Works with supervisors to manage or eliminate risk factors. · Leads bus evacuations during emergencies. · Monitors safety devices used by students (e.g., harnesses, belts, etc.). Immediately corrects or reports unsafe conditions and/or defective equipment. · Attend to students as needed on the bus. · Perform other duties deemed necessary as assigned by administration. <p>LUNCHROOM DUTIES:</p> <ul style="list-style-type: none"> · Monitors students during lunch periods. Patrols assigned areas to maintain visibility and student contact. Communicates cafeteria rules to students. Keeps supervisors informed about persistent behavior problems. · Cleans up spills and deals with other conditions that may contribute to an accident. · Assists other staff as needed to deal with unexpected or urgent situations. 	

PLAYGROUND DUTIES:

- Recognizes that students need opportunities to quietly pursue personal interests. Communicates playground and indoor recess rules. Emphasizes fair play and courtesy. Mediates impasses.
- Patrols the recreation area to maintain visibility and student contact.
- Encourages social interactions among students. Supports an inclusive educational environment. Helps students with disabilities participate in appropriate learning activities as directed.
- Monitors and initiates action to protect students during adverse weather conditions.
- Stores equipment and helps keep the recreation area orderly.
- Reports unsafe conditions to the principal and/or appropriate staff (e.g., broken equipment, hazardous tree limbs, damaged pavement, standing water, ice, etc.).

CLWCC:

- Ticketing
- Membership
- Information

**Abilities
Required:**

The following personal characteristics and skills are important for the successful performance of assigned duties.

- Acknowledges personal accountability for decisions and conduct.
- Demonstrates professionalism and contributes to a positive work environment.
- Exhibits consistency, resourcefulness, and resilience.
- Maintains an acceptable attendance record and is punctual.
- Performs duties efficiently with limited supervision.
- Prepares accurate and timely paperwork. Verifies and correctly enters data.
- Reacts productively to interruptions and changing conditions.
- Uses diplomacy and exercises self-control when dealing with other individuals.

**Working
Conditions:**

To promote safety, employees are expected to exercise caution and comply with safety regulations and district policies/procedures when involved in the following situations/conditions.

- Balancing, bending, crouching, kneeling, reaching, and standing.
- Exposure to adverse weather conditions and temperature extremes.
- Exposure to air-borne particulates, chemical irritants, combustible materials, electrical hazards, equipment vibrations, noises, and odors. Exposure to wet and/or slippery surfaces.
- Exposure to blood-borne pathogens and communicable diseases.
- Interactions with aggressive, disruptive, and/or unruly individuals.
- Operating and/or riding in a vehicle.
- Lifting, carrying, and moving work-related supplies/equipment.
- Traveling to meetings and work assignments.
- Working in proximity to moving mechanical parts.

**Performance
Evaluation:**

Job performance is evaluated according to policy provisions and contractual agreements adopted by the Campbell City School District Board of Education.

The Campbell City School District Board of Education is an equal opportunity employer. This job description identifies general responsibilities and is not intended to be a complete list of all duties performed. This document is subject to change in response to student demographics, staffing factors, funding variables, modified operating procedures, and other unforeseen events. Rev. 12/23



259 West Main Street
Cortland, Ohio 44410

(330) 637-1891

(800) 845-1891

www.daybreakonline.com

Campbell Memorial High School

4 – King Altoniums	\$10.00/each	\$40.00
11 – Old Altoniums	\$5.00/Each	\$55.00
5 – Bass Trumpets	\$5.00/Each	\$25.00
1 – Lavell Tenor Sax	\$50.00	\$50.00
1 – Spray Painted Baritone	\$5.00	\$5.00
3 - Getzen Frumpets	\$0	\$0
1 – Smaller Altonium	\$5.00	\$5.00
1 – Kohler Bari Sax	\$100.00	\$100.00
1 – Conn ¾ Tuba	\$100.00	\$100.00
1 - Bundy Trombone	\$25.00	\$25.00
1 – Olds Trombone	\$25.00	\$25.00
1 – Bass Altonium	\$5.00	\$5.00
1 - King Recording Tuba	\$50.00	\$50.00
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		\$485.00

Campbell Middle School

2 – Armstrong Clarinets	\$25.00/each	\$50.00
1 – Vito Clarinet	\$25.00	\$25.00
5 – Armstrong Flutes	\$25.00/each	\$125.00
1 – Gemeinhardt Flute	\$25.00	\$25.00
1 – Noblet Alto Sax	\$100.00	\$100.00
6 – Snare Drums	\$10.00 /each	\$60.00
2 – Bass Drums	\$10.00/each	\$20.00
2 – Marching Snare	\$10.00/each	\$20.00
2 – Old Fiberglass Sousaphones	\$25.00/each	\$50.00
3 – King Trumpets	\$25.00/each	\$75.00
1 – Tr300 Trumpet	\$25.00	\$25.00
2 – Bundy Cornets	\$10.00	\$20.00
2 – King Altoniums	\$5.00/each	\$10.00
1 – Pan Am Altonium	\$5.00	\$5.00
1 – Silver Euphonium	\$5.00	\$5.00
1 – Regent “C” Trumpet	\$25.00	\$25.00
1 – American Standard Trumpet	\$25.00	\$25.00
1 – Besson Meha Trumpet	\$25.00	\$25.00
1 – King Silvertone Cornet	\$10.00	\$10.00
1 – Bass Altonium	\$5.00	\$5.00
2 – Holton Cornets	\$10.00/Each	\$20.00
1 – Yamaha Cornet	\$10.00	\$10.00
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		\$735.00

HS \$485.00

MS \$735.00

Total

\$1,220.00

CAMPBELL CITY SCHOOLS

Superintendent
Matthew L. Bowen

280 6th Street Campbell, Ohio 44405
PH: 330-799-8777 FX: 330-799-0875

Treasurer
Nora J. Montanez

Board of Education:

November 27, 2023

President

Vice President
Tony Kelly

Members:
Gary Bednarik
Beth Donofrio
Judy Gozur

NOTICE OF SPECIAL MEETING

The Campbell Board of Education will hold the following meeting:

SPECIAL MEETING

Tuesday, December 5, 2023 at 6:15 p.m.
Board of Education Conference Room



Elementary & Middle School
330-799-0054



Memorial High School
330-799-1515



NEO IMPACT Academy
330-799-8239

A handwritten signature in black ink, appearing to read 'Nora J. Montanez'.

Nora J. Montanez
Treasurer, Campbell City Schools

NJM/cmm

