

Campbell City Schools Board of Education Minutes
Special Meeting – Wednesday, April 16, 2025

A special meeting of the Campbell City Schools' Board of Education was held at 6:00 p.m. in the Board of Education Conference Room. President Beth Donofrio presided and led in the Pledge of Allegiance.

The following members were present to roll call: Mr. Gary Bednarik, Mrs. Judy Gozur, Mr. Tony Kelly, Mrs. Tina Tsagaris and Mrs. Beth Donofrio.

I. Motion to accept the Special Meeting Notice

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

II. RESOLUTION #2025-34:

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

A. To amend the mission statement for the Campbell City School District to read as follows:

Mission & Philosophy

Campbell City Schools is a proud community that values its students, families, and shared responsibility in education.

Our mission is to:

- support each student's growth through engaging, age-appropriate learning
- encourage responsible, ethical, and self-reliant individuals
- involve the community as active partners in education
- prepare students to explore pathways that lead to continuous learning, employment, or career readiness

We meet the needs of today's learners by adapting instruction, using innovative technologies, and promoting strong character. Through this mission, we build pride in self, family, and community.

B. To amend the job description for the Family Community Outreach Coordinator. (Attachment #1)

C. The adoption of the following new, revised, and/or replacement policies:

- | | |
|-----------|---|
| a. po1613 | Student Supervision and Welfare (Revised) |
| b. po2111 | Parent and Family Engagement (Revised) |
| c. po3213 | Student Supervision and Welfare (Revised) |
| d. po4213 | Student Supervision and Welfare (Revised) |

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

III. ITEMS FOR DISCUSSION

Project review and update with the Construction Manager at Risk and architect for the Campbell Health & Community Development Center.

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The next regular board meeting will be held Tuesday, May 20, 2025 at 5:30 p.m. at the Board of Education Office.

IV. Motion to recess to executive session at 7:08 p.m. for:

Consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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

Beth Donofrio announced that the Board has come out of Executive Session at 7:17 p.m.

V. Motion to adjourn at 7:17 p.m.

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

The foregoing is a correct record of the proceedings of the Board of Education special meeting held Wednesday, April 16, 2025.

President

Treasurer

**CAMPBELL CITY SCHOOL DISTRICT
JOB DESCRIPTION**

Title: FAMILY COMMUNITY OUTREACH COORDINATOR

File 503

Reports to: Superintendent

Job Objective: Liaison between home and school for students ~~who are identified English Language learners~~

Minimum Qualifications:

- Minimum Associate Degree, Bachelor Degree preferred
- Meets all mandated health requirements (e.g., a negative tuberculosis test, etc.).
- A record free of criminal violations that would prohibit public school employment.
- Complies with drug-free workplace rules and board policies.
- Basic computer skills
- Effective organizational planning and project management skills.
- Valid driver's license with reliable transportation required.
- Available to work irregular hours and/or a non-traditional schedule.

Essential Functions: The following are typical work responsibilities. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Reports suspected child abuse and/or neglect to civil authorities as required by law.
- Encourages parent organizations and supports school-sponsored activities.
- Pursues growth opportunities that enhance professional performance and advance district goals.
- 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.
- Liaison between home and school for students ~~who are identified English language learners.~~
- Builds relationships and designs plans to address support service needs.
- Implements and updates family and community outreach plans.
- Works closely with Central Registration and coordinates home visits ~~to each identified English language learner family.~~
- Creates/implements 2 community-based events ~~easily accessible to EL families.~~ (Elementary grades)
- Engage ~~EL~~ families through regular attendance through school-based events.
- Connects families with support services and acts as family advocate at school.
- Collaborate with outside service providers to co-create additional outreach activities as needed to improve ~~English language~~ acquisition skills prior to Kindergarten entrance.
- Other duties related to School Quality Improvement Grant (SQIG) as assigned by the superintendent and grant manager.

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

- Acknowledges personal accountability for decisions and conduct.
- Averts problem situations and intervenes to resolve conflicts.
- Effectively uses listening, observation, reading, verbal, nonverbal, and writing skills.
- Engenders staff enthusiasm and teamwork. Promotes a positive work/learning environment.
- Interprets information accurately and initiates effective responses.
- Maintains an acceptable attendance record and is punctual.
- Anticipates time constraints. Manages tasks efficiently to meet deadlines.
- Skillfully manages individual, group, and organizational interactions.

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.

- Exposure to adverse weather conditions and seasonal temperature extremes.
- Exposure to air-borne particulates, chemical irritants, combustible materials, electrical hazards, equipment vibrations, noises, and odors.
- 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.
- Using a computer keyboard and monitor for prolonged periods.
- Working at various heights, in confined spaces, and/or in variable/diminished lighting.
- 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. 5/19

CAMPBELL CITY SCHOOLS

Superintendent
Matthew L. Bowen

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PH: 330-799-8777 FX: 330-799-0875

Treasurer
Nora J. Montanez

Board of Education: April 15, 2025

President
Beth Donofrio

Vice President
Judy Gozur

Members:
Gary Bednarik
Tony Kelly
Tina Tsagaris

REVISED NOTICE OF SPECIAL MEETING

Campbell City School District

Notice is hereby given that there will be a special meeting of the Board of Education of the Campbell City School District, on Wednesday, April 16, 2025 at 6:00 p.m. at the Board of Education Office to consider:

To review and revise job descriptions, to review and amend the District Mission Statement, to complete a project review and update with the Construction Manager at Risk and architect for the Campbell Health & Community Development Center, **to approve Board Policy** and to enter into Executive Session to consider the employment of a public employee(s).



Elementary & Middle School
330-799-0054



Memorial High School
330-799-1515



NEO IMPACT Academy
330-799-8239

Nora J. Montanez
Treasurer, Campbell City Schools

NJM/cmm