

Campbell City Schools Board of Education Minutes
Special Meeting – Tuesday, May 6, 2025

A special meeting of the Campbell City Schools' Board of Education was held at 8:00 a.m. in the CLWCC Conference Room and transitioned to Room 310 at Memorial High School at 11:00 a.m. President Beth Donofrio presided and led in the Pledge of Allegiance.

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

I. Motion to accept the Special Meeting Notice

Moved by Mrs. Gozur - Seconded by Mr. Kelly

Yeas: Gozur, Kelly, and Donofrio

II. RESOLUTION #2025-35:

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

- A.** To approve the job description for the position of *Director of Whole Child Supports*. (Attachment #1)
- B.** To add the position of *Director of Whole Child Supports* to the Administrative Salary Schedule, with no additional changes. Position made available through grant proceeds from the Appalachian Children's Coalition. (Attachment #2)
- C.** To amend the employment contract of Jim Goske to reflect the change in position from Associate K-3 Principal the position of *Director of Whole Child Supports* effective August 1, 2025.

Moved by Mr. Kelly - Seconded by Mrs. Gozur

Yeas: Gozur, Kelly, and Donofrio

III. CORRESPONDENCE

President Beth Donofrio presented a letter from Alumni Association

IV. ITEMS FOR DISCUSSION

- A.** 8:45 a.m.-10:30 a.m. - Discussion with seniors from Northeast Ohio Impact Academy
- B.** 10:30 a.m. - Travel to Memorial High School
- C.** 11:00 a.m.-12:45 p.m. - Discussion with seniors from Memorial High School

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

V. Motion to adjourn at 1:45 p.m.

Moved by Mrs. Tsagaris- Seconded by Mr. Kelly

Yeas: Gozur, Kelly, and Donofrio

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The foregoing is a correct record of the proceedings of the Board of Education special meeting held Tuesday, May 6, 2025.

President

Treasurer

CAMPBELL CITY SCHOOL DISTRICT
JOB DESCRIPTION

Title:	DIRECTOR OF WHOLE CHILD SUPPORTS	File 112
Reports to:	Campbell City School District Superintendent/Superintendent Designee	
Job Objective:	<p>To lead the district's year-round commitment to providing comprehensive supports for students, families, and the community through the district's Community Learning Center. This innovative and holistic approach focuses on academic, social-emotional, health, STEAM, and workforce development. The Director will ensure that the district's programs align with Ohio's Whole Child Framework, offering a continuum of year-round services that meet the evolving needs of students and families. By working collaboratively with internal teams, community organizations, and external service providers, the Director will foster an environment that promotes student success, strengthens family engagement, and contributes to community well-being.</p>	
Minimum Qualifications:	<ul style="list-style-type: none"> · Master's degree in Education, Social Work, Public Health, or a related field preferred. · Minimum of 5 years of experience in educational leadership, community services, or a related field. · 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. · Keeps current with technology and other workplace innovations that support job functions. · Successful teaching and administrative experience. · Effective organizational planning and project management skills. · Experience: <ul style="list-style-type: none"> ○ Minimum of 5 years of experience in educational leadership, community services, or a related field. ○ Proven track record of developing and managing comprehensive student support programs, with experience in PBIS, health, social-emotional learning, and career readiness. ○ Experience working with diverse student populations and a commitment to equity in education. · Skills: <ul style="list-style-type: none"> ○ Strong leadership, communication, and organizational skills. ○ Data-driven decision-making with experience in analyzing student data and program outcomes. ○ Knowledge of STEM education, workforce development, and career exploration programs. ○ Ability to build and sustain relationships with internal and external partners, including service providers, families, and community organizations. ○ Familiarity with marketing and communication tools, including social media platforms and community outreach. 	
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"> · Develop and Oversee Whole Child Supports Program: <ul style="list-style-type: none"> ○ Ensure the district's approach aligns with Ohio's Whole Child Framework, incorporating the following: <ul style="list-style-type: none"> ▪ Safe and Supportive Learning Environment ▪ Healthy, Engaged, and Challenged Students ▪ Student-Centered and Family-Driven Resources and Activities ▪ Strong Community and School Partnerships ▪ Inclusive and Equitable Education Systems ○ Develop programs that integrate health, academic support, and social-emotional learning, ensuring students' well-being is prioritized year-round. ○ Embed Positive Behavior Intervention and Supports (PBIS) initiatives to improve student attendance and reduce behavioral disruptions by reinforcing positive behaviors and fostering an environment of respect and engagement. · Support Attendance Initiatives: <ul style="list-style-type: none"> ○ Actively work to improve student attendance year-round through strategic initiatives, utilizing PBIS to incentivize good attendance and reduce absenteeism. ○ Partner with school counselors, teachers, and parents to provide support for at-risk students and ensure consistent attendance monitoring. 	

- Family and Community Engagement:
 - Coordinate ongoing year-round family engagement activities that allow families to be active participants in their child's education and well-being.
 - Facilitate community events such as career fairs, workshops, and family nights to foster a strong relationship between families, schools, and community partners.
 - Promote transparent communication with families and stakeholders through various channels, including newsletters, social media, and community meetings.
 - Survey students, families, and community partners regularly to ensure that services are aligned, accessible, and effective in meeting the needs of the whole child.
- Student Clubs, Camps, and Activities:
 - Assist in scheduling and coordinating district-wide student clubs, camps, and extracurricular activities.
 - Monitor and track student participation in these activities to increase engagement in the school community as a deterrent to risk behaviors.
 - Provide guidance and support to ensure that these activities align with student interests and educational goals.
- STEM Initiatives and Workforce Pathway Exploration:
 - Support the development and implementation of STEAM programs to cultivate student interest in science, technology, engineering, art, and mathematics fields year-round.
 - Support Workforce Pathway Exploration initiatives, providing students with opportunities to explore career pathways, internships, and mentorships through partnerships with local businesses, and higher education institutions.
- Healthcare and Social-Emotional Support Coordination:
 - Coordinate healthcare services on-site, including vision, dental, and mental health care, to ensure accessibility and reduce barriers to learning.
 - Lead efforts to expand social-emotional support systems, including counseling and mental health services, to create an inclusive and nurturing school environment.
 - Work with community organizations to provide wraparound services and resources for families in need, such as access to the Care Closet in partnership with United Way.
- Farm-to-School Program:
 - Promote healthy eating through the Farm-to-School Program, ensuring that students have access to fresh, locally sourced foods.
 - Collaborate with local farms and nutritionists to incorporate farm-to-school principles into meal planning and curriculum development, encouraging healthier eating habits among students.
- Career Fairs and Career Exploration:
 - Serve as the Coordinator for Ongoing Career Fairs, organizing events that connect students with local businesses, industry professionals, and community partners to explore career options.
 - Ensure that students have access to career exploration activities and information, including internships, job shadowing, and vocational training.
- Wraparound Services and Resource Coordination:
 - Coordinate additional wraparound services for students, working with both public and private partners to expand access to health services, social-emotional supports, and educational opportunities.
 - Support the current and expanding Care Closet, providing students and families with essential resources such as clothing, food, and hygiene products.
- Data Analysis and Measurable Goals:
 - Use data analysis to measure the effectiveness of all whole child programs, identifying trends and areas for improvement.
 - Set clear, measurable goals for each program and regularly assess progress to ensure the success of initiatives.
 - Conduct regular surveys and assessments to collect feedback from students, families, and community partners, ensuring continuous alignment of services and support.
- Community Communication and Marketing:
 - Lead efforts to communicate program updates and successes across multiple platforms, including social media, school websites, newsletters, and community forums.
 - Develop marketing materials to increase awareness of services available through the Whole Child Supports initiative.

- Ensure that families and the wider community are kept informed about available programs, events, and opportunities to engage with the school district.
- Liaison with Appalachia Children’s Coalition:
 - Act as a liaison between the district and the Appalachia Children's Coalition to facilitate data sharing related to student and family engagement, attendance, and achievement.
 - Collaborate on evidence-based practices that promote student success and community involvement.

Additional Requirements: Ability to work flexible hours, including evenings and weekends, for community engagement activities.

- Commitment to creating an inclusive, supportive, and equitable environment for all students.
- Strong communication skills, both verbal and written, to interact with diverse audiences.

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

- Proven success in a senior administrative role, preferably working with a board
- Demonstrated leadership qualities – organizing people and processes
- High ethical standards
- Excellent oral and written communication skills
- The ability to work collaboratively with coworkers and other school community members
- Keen analytical skills and a detail-oriented work style
- Proficiency in database management, Excel, PowerPoint, Word and other computer skills, are required
- Ability to work in a fast-paced environment with multiple priorities and frequent deadlines

Supervisory Responsibility: Supervises and evaluates staff as authorized by board policy, administrative guidelines, and contractual agreements. Assumes responsibility for the results of duties delegated to staff.

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 blood-borne pathogens and communicable diseases.
- Interactions with aggressive, disruptive, and/or unruly individuals.
- Operating and/or riding in a vehicle.
- Traveling to meetings and work assignments.

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. 5/25

CAMPBELL CITY SCHOOLS

Superintendent
Matthew L. Bowen

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Treasurer
Nora J. Montanez

Board of Education:

April 29, 2025

President
Beth Donofrio

Vice President
Judy Gozur

Members:
Gary Bednarik
Tony Kelly
Tina Tsagaris

NOTICE OF SPECIAL MEETING

Campbell City School District

The Work Session previously scheduled for the Board of Education of the Campbell City School District, on May 6, 2025 at 7:30 a.m. has been changed to a **Special Meeting**. The Special meeting will be held at 8:00 a.m. in the Conference Room at the CLWCC and will transition to the Conference Room in the Board of Education Office. The purposes of the Special Meeting are as follows:

- To approve the job description for the position of the *Director of Whole Child Supports*
- To add the position of the *Director of Whole Child Supports* to the Administrative salary schedule with no additional changes
- To approval the assignment of the position of the *Director of Whole Child Supports*
- To review and discuss correspondence from the Alumni Association
- To engage in discussions with graduating seniors from Northeast Ohio Impact Academy (8:45 a.m.-10:30 a.m.) and Memorial High School (11:00 a.m.-12:45 p.m.), with a focus on student voice



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