

**RECORD OF PROCEEDINGS**

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**BOARD OF EDUCATION  
CHILLCOTHE CITY SCHOOL DISTRICT**

Regular Meeting

August 23, 2021  
5:00 p.m.  
CHS/CMS Commons

Members Present: Mrs. Corzine, Mr. Dennis, Mr. Hartmus, Mr. Porter

Members Absent: Mr. Bonner

Staff Present: Ms. Swinehart, Mrs. Lawwell

**Call to Order**

Mrs. Corzine called the meeting to order and Mrs. Lawwell called the roll. Mrs. Corzine announced the meeting was being recorded.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Mrs. Corzine.

**21-08-01 Approval of Board Agenda**

It was moved by Mr. Hartmus and seconded by Mr. Porter to adopt the agenda for the August 23, 2021 Board of Education Regular Meeting as presented. Roll call: Mrs. Corzine - yes, Mr. Dennis-yes, Mr. Hartmus - yes, Mr. Porter - yes. The motion carried.

**Public Participation**

Mrs. Corzine welcomed all visitors to the meeting and opened the floor for public participation. Several people came forward to express their concerns and / or support for the District's requirement that student's wear masks both on the buses and in the classrooms. The Board thanked them for their input.

**Student Liaison Report**

Student Liaison Emma Barnes updated the Board and Administration on the opening of the new school year. Everyone is excited and happy to be back in school and looking forward to a successful year.

**21-08-02 Board of Education Actions**

It was moved by Mrs. Corzine and seconded by Mr. Hartmus to approve the following resolutions as a group.

A. APPROVAL OF SUPERINTENDENT GOALS

To approve the 2021-2022 Goals for the Superintendent as presented.

B. APPROVAL OF TREASURER GOALS

To approve the 2021-2022 Goals for the Treasurer as presented.

C. APPROVAL OF SUPERINTENDENT CONTRACT

To approve the contract for Superintendent Deborah Swinehart as presented.

D. APPROVAL OF TREASURER CONTRACT

To approve the contract for Treasurer Deborah Lawwell as presented.

E. APPROVAL OF SUPERINTENDENT ANNUAL PERFORMANCE COMPENSATION

To approve the Superintendent Annual Performance Compensation as presented.

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F. APPROVAL OF TREASURER ANNUAL PERFORMANCE COMPENSATION

To approve the Treasurer Annual Performance Compensation as presented.

G. APPROVAL OF PROCEDURE FOR INDIVIDUALS ADDRESSING THE BOARD OF EDUCATION DURING PUBLIC PARTICIPATION

To approve the updated procedure for individuals addressing the Board of Education.

H. APPROVAL OF PARKS AND RECREATION BOARD APPOINTMENT

To approve the appointment of Shawn Porter to the Chillicothe Parks and Recreation Board to complete Brad Cosenza’s current term due to his resignation.

Roll call on above group of resolutions: Mrs. Corzine - yes, Mr. Dennis, Mr. Hartmus - yes, Mr. Porter - yes. The motions carried.

**21-08-03 Treasurer’s Report and Recommendations**

It was moved by Mr. Hartmus and seconded by Mr. Porter to approve the following resolutions / recommendations as a group:

A. APPROVAL OF MINUTES

To approve the Board of Education minutes of the June 28, 2021 regular scheduled meeting and the July 8, 2021 special meeting as presented.

B. APPROVAL OF FINANCIAL REPORTS

To approve the financial reports for the month of July 2021 as presented.

C. APPROVAL OF DEPOSITORY AGREEMENTS

To approve Depository Agreements for the following banking institutions effective 08/01/2021 – July 31, 2026 as recommended.

- PNC
- Vinton County Bank
- US Bank

D. APPROVAL OF RETURN OF ADVANCE

To approve the following Return of Advances as listed effective July 1, 2021.

To: 001 General Fund                      \$507,863.41

From:

013-0000	\$ 23,067.10
018-9602	\$ 6,336.22
507-9212	\$ 267,937.16
507-9221	\$ 117,654.00
510-9212	\$ 13,179.12
516-9211	\$ 13,741.80
536-9211	\$ 36,300.00
572-9211	\$ 12,473.12
590-9211	\$ 17,174.89

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E. APPROVAL OF FUND TO FUND TRANSFER EFFECTIVE JULY 2021

To approve the following Transfer of Funds as recommended.

From:	003-7200-0000	\$-481,646.00	
To:	002-5100-9171	\$ 291,275.00	Tans Debt
	034-5100-9161	\$ 190,371.00	Facilities Maintenance

F. APPROVAL OF AMENDED CERTIFICATE #1 FY22

To approve the Amended Certificate #1 for FY22 as presented.

G. APPROVAL OF SIGNATURE CHANGE ON ACCOUNTS

To approve the change of signatures for the following accounts as listed:

Remove Michael Barren as a signer on the following accounts and add Knute Bonner as the authorized signer.  
 Account #54912 Athletic Tournament Account  
 Account #5562 Athletic Fees Account  
 Account #57902 HS Athletic Account

H. APPROVAL OF LAW FIRM

To approve the law firm: Park Street Law Group, LLC. This replaces the Lane Alton Law Firm.

I. APPOINTMENT OF OHIO SCHOOL BOARDS ASSOCIATION OFFICIAL DELEGATE AND ALTERNATE

To appoint Jeff Hartmus as the official delegate and Liz Corzine as the alternate delegate to the Ohio School Boards Annual Business Meeting to be held November 8, 2021 at the Convention Center in Columbus, Ohio.

J. APPROVAL OF MVECA INTERNSHIP AGREEMENT AND COST ESTIMATE

To approve the MVECA Internship Agreement and Cost Estimate for the 2021-2022 school year as presented.

K. ACCEPTANCE OF GIFTS AND DONATIONS

To accept the following Gifts / Donations as listed.

\$ 630.25 From Shoults & Bettendorf, Inc. donation of supplies for table decorations and set up of the Chillicothe City Schools Table at the Chamber of Commerce Annual Awards Dinner for Ross County.

\$ 200.00 From Scioto Lodge No. 6, F.&A.M. for support for the Keys to Success Program

Roll call on above group of resolutions: Mrs. Corzine - yes, Mr. Dennis, Mr. Hartmus - yes, Mr. Porter - yes. The motions carried.

**21-08-04 Superintendent's Recommendations**

It was moved by Mrs. Corzine and seconded by Mr. Porter to approve the following resolutions / recommendations as a group:

A. APPROVAL OF NUTRISLICE SOLUTIONS

To approve the purchase of Nutrislice Solutions Subscription for the 2021-2022 school year as presented.

B. APPROVAL OF VLA PARTICIPATION AGREEMENT

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To approve the VLA Participation Agreement between the Jefferson County Educational Service Center and the Chillicothe City School District as presented.

C. APPROVAL OF CAVALIER ATHLETIC CENTER – FRONT DESK WORKERS

To approve an increase to \$12.50 per hour for the front desk workers at Cavalier Athletic Center effective pay date August 5, 2021.

D. APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR CLUSTER COORDINATOR

To approve the M.O.U. between the Ross County Family and Children First Council and it’s administrative agent, The Ross County Board of Developmental Disabilities and the Chillicothe City Schools as presented.

E. APPROVAL OF TECHNOLOGY FEES FOR THE 21-22 SCHOOL YEAR

To approve the updated Technology Fee Schedule for the 21-22 school year as presented.

F. APPROVAL OF THE OTES 2.0 HANDBOOK FOR THE 21-22 SCHOOL YEAR

To approve the OTES 2.0 Handbook for the 2021-2022 school year as presented.

G. APPROVAL OF THE 2021-2022 ASSESSMENT SCHEDULES

To approve the 2021-2022 elementary and secondary assessment schedules as presented.

H. APPROVAL OF CONSULTING SERVICES AGREEMENT WITH JOSH MONTGOMERY

To approve the Consulting Services Agreement between Josh Montgomery and the Chillicothe City School District for the 2021-2022 school year as presented.

I. APPROVAL OF BOARD POLICY REVISIONS

To approve the following board policy revisions as presented. These policies reflect the changes to bring District policies into compliance with the current laws and are recommended by the Ohio School Boards Association.

- AC – Nondiscrimination
- ACA – Nondiscrimination on the Basis of Sex
- ACAA – Sexual Harassment
- ACAA-R – Sexual Harrassment Grievance Process
- BCA – Board Organizational Meeting
- BCFA – Business Advisory Council to the Board
- CBC – Superintendent’s Contract
- EB – Safety Program
- EBC – Emergency Management and Safety Plans
- EBCD – Emergency Closings
- EBCD-R – Emergency Closings
- EFH – Food Allergies
- GA – Personnel Policies Goals
- GCB-2 – Professional Staff Contracts and Compensation Plans
- GCD – Professional Staff Hiring
- GCD-R – Certified Staff Hiring
- IF – Curriculum Development
- IGCG – Preschool Program
- IGD – Cocurricular and Extracurricular Activities

**RESCIND:**

- ▶ GBRA – Family and Medical Leave Act Expansion (Families First Coronavirus Response Act)
- ▶ GBRA-R – Family and Medical Leave Act Expansion (Families First Coronavirus Response Act)
- ▶ GBRAA – Emergency Paid Sick Leave (Families First Coronavirus Response Act)
- ▶ GBRAA-R – Emergency Paid Sick Leave (Families First Coronavirus Response Act)

J. APPROVAL OF PERSONNEL ITEMS

To approve the following personnel recommendations pursuant to the terms and conditions of the new employee’s individual contract and his / her job description. Said employment will be contingent upon (1) receipt of a satisfactory criminal record check, (2) receipt of licensure / certification from ODE (3) verification of experience and training, and (4) negative results on the drug testing.

1. **Employments – Certified Personnel – 2021-2022 School Year**

Kara Reisinger – Preschool Teacher – Mt. Logan Learning Center – effective August 13, 2021 – Bachelors, 0 exp.

2. **Employments – Classified Personnel – 2021-2022 School Year**

Christen Smallwood – Aide – CPS – effective August 13, 2021 – 3 yrs exp.

Robbin Henry – Aide – Mt. Logan Learning Center – effective August 13, 2021 – 5 yrs exp.

Mariah McNichols – Aide – Mt. Logan Learning Center – effective August 13, 2021 – 1 yr exp.

Gloria Foster – P/T Aide – Mt. Logan Learning Center – effective August 13, 2021 – 5 yrs exp.

Rebecca Salyers – 5 hr Lunchroom Worker – 7-12 Building – effective August 13, 2021 – 3 yrs exp.

Justin Pack – Aide – Mt. Logan Learning Center – effective 2021-2022 school year – 2 yrs exp.

3. **Step - Salary Increase – 2021-2022 School Year – 1<sup>st</sup> Semester**

Leyna Bsot from BA to BA+150  
 Kim Fout from BA to BA+150  
 Bobbie Jones from Masters to Masters+15

4. **Assignment Transfers – Classified Personnel – 2021-2022 School Year**

Peggy Campbell from Aide at CPS to Secretary at CIS effective August 12, 2021

5. **Employments – Substitute Personnel (Used on an as needed basis)**

Frankie Perri – Substitute Teacher  
 Matthew Conaway – Substitute Teacher

Tabatha Jenkins – Substitute Aide  
 Jordan Donoho – Substitute Aide  
 Jennifer Beard – Substitute Aide

Frankie Perri – Substitute Secretary  
 Tabatha Jenkins – Substitute Secretary

Jordan Donoho – Substitute Secretary  
 Jennifer Beard – Substitute Secretary

Jordan Donoho – Substitute Cafeteria Worker

Jennifer Beard – Substitute Custodian

Lymon Manantan – Front Desk Worker at Cavalier Athletic Center  
 Payten Davis – Front Desk Worker at Cavalier Athletic Center

6. **2021 Summer Digital Academy Course and Curriculum Creation**

Marilynn Greer

7. **Extended Days – 2021-2022 School Year**

Natalie Harbert – 7 Days

8. **Employments – Supplemental Contracts 2021-2022 School Year**

Madelyn Winland – CMS – Assistant Supervisor of Cheerleading – 7<sup>th</sup> & 8<sup>th</sup> Grades, 0 exp. \$1,885  
 Payten Davis – CHS – Assistant Girls Soccer Coach – 0 exp. \$1,885  
 Michael Williamson – CMS – Assistant Football Coach – 4 yrs exp. \$2,671  
 Brad Valentine – CMS – Assistant Football Coach – 7 yrs exp. \$2,985  
 Chris Mathis – CMS – Assistant Football Coach – 23 yrs exp. \$3,299  
 Chris Constable – CMS – Assistant Football Coach – 4 yrs exp. \$2,671  
 Leslie Hamman – CMS – Assistant Volleyball Coach – 1 yr exp. \$1,257  
 Nathan Baker – CMS – Soccer Coach – 6 yrs exp. \$1,885  
 Kala Strawser – CMS – Cross Country Coach – 1 yr exp. \$1,257

Roll call on above group of resolutions: Mrs. Corzine - yes, Mr. Dennis, Mr. Hartmus - yes, Mr. Porter - yes. The motions carried.

**Board Member Comments**

Mr. Hartmus asked to revisit the previous discussion regarding Board support to help with funding PBIS activities for the new school year. He asked for a review of prior year expenses incurred by the schools for these activities to get an idea for overall costs.

Mrs. Corzine thanked everyone for their input and understanding as we move forward with the new school year.

**21-08-05 Executive Session**

It was moved by Mr. Hartmus and seconded by Mr. Dennis to enter into executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individual unless such person requests a public hearing and consider the purchase or sale of property. Roll call: Mrs. Corzine - yes, Mr. Dennis-yes, Mr. Hartmus - yes, Mr. Porter - yes. The motion carried.

Executive Session began at 5:33 p.m.  
 Regular Session resumed at 6:21 p.m.

**21-08-06 Adjournment**

It was moved by Mr. Hartmus and seconded by Mr. Dennis to adjourn. Roll call: Mrs. Corzine - yes, Mr. Dennis-yes, Mr. Hartmus - yes, Mr. Porter - yes. The motion carried.

The meeting adjourned at 6:22 p.m.