

**RECORD OF PROCEEDINGS
MINUTES OF THE COVINGTON EXEMPTED VILLAGE SCHOOL DISTRICT
REGULAR SESSION OF THE BOARD OF EDUCATION
WEDNESDAY, JULY 21, 2021 – 5:30 P.M.**

The Covington EVSD Board of Education met for their regular meeting on Wednesday, July 21, 2021 in the Library at Covington K-8 building, 807 Chestnut St., Covington, Ohio, with Vice-President Mr. Lee Harmon presiding. Mr. Harmon called the meeting to order at 5:30 p.m.

Roll Call

Present: Lee Harmon, Mark Miller, Jim Rench
Absent: Kerry Murphy, Dean Pond

Additions or Corrections to the Agenda

Resolution #093-21

Motion by Mr. Miller and seconded by Mr. Rench to approve the Agenda as submitted in (Exhibit #1)

Roll Call: Ayes: Harmon, Miller, Rench.
Nays: none. Motion carried. Absent: Murphy, Pond

Open Forum

(Maximum of 30 minutes, 3 minutes per person if several people wish to speak. Please complete a "Request to Speak During Board Meeting" form.)

Kelly Thomas, Covington teacher, spoke as a parent requesting that her son be granted approval to represent the district in OHSAA swim competitions. Covington student, Drew Gessner requested that he be allowed to swim in OHSAA competitions under the school name. Pam Fulton, head coach of Miami County YMCA swimming, spoke in support of the request. Covington EVSD does not currently offer swimming as a school sponsored sport.

TREASURER'S REPORT

Resolution #094-21

Motion by Mr. Harmon and seconded by Mr. Miller to approve the minutes of the June 9, 2021 regular meeting. (Exhibit A.)

Roll Call: Ayes: Rench, Harmon, Miller.
Nays: none. Motion carried. Absent: Murphy, Pond

Resolution #095-21

Motion by Mr. Rench and seconded by Mr. Harmon to approve the following financial recommendations:

1. Approve the June 2021 Financial Reports (Exhibit B)
2. Accept Grants and Approval to Establish Funds for FY2022:

| | | |
|---|--------------|----------------|
| Title I, Targeted Assistance | \$146,797.25 | Fund #572-9221 |
| Title II-A, Improving Teacher Quality | \$ 21,224.95 | Fund #590-9221 |
| Part-B IDEA, Special Education Enrichment | \$155,429.53 | Fund #516-9421 |
| Title IV-A Student Support | \$ 11,735.12 | Fund #599-9221 |

3. Approval to establish Petty Cash and Change Funds for SY2021-2022:

| | |
|-----------------------------|-------------|
| <u>Change Funds</u> | |
| Lunchroom | \$ 100.00 |
| Athletic Department | \$ 2,000.00 |
| High School Library | \$ 10.00 |
| Sophomore Class Concessions | \$ 200.00 |
| Junior Class Concessions | \$ 200.00 |

| | |
|-------------------|-----------|
| <u>Petty Cash</u> | |
| K-6 office | \$ 100.00 |

Total \$ 2,610.00

Roll Call: Ayes: Harmon, Miller, Rench.
Nays: none. Motion carried. Absent: Murphy, Pond

Treasurer- Other – Informational

1. The treasurer provided the total outstanding student fee balance for the elementary and requested future guidance on implementation of existing Student Fee Policy #6152.
2. The District will be changing the HSA Employee Depository Institution from WPCU to American Fidelity effective 1/1/22. This will consolidate services and reduce fees for the District.
3. Investment Update

Committee Reports

- A. Community Relations Liaison – Mr. Harmon
- B. Legislative Update – Mr. Harmon/Mr. Murphy
- C. Building & Grounds Committee – Mr. Miller/Mr. Murphy
- D. Transportation Committee – Mr. Murphy/Mr. Harmon
- E. Finance/Audit Committee – Dr. Pond/Mr. Rench
- F. Upper Valley Career Center Report – Mr. Harmon

SUPERINTENDENT’S REPORTS AND REQUESTS

C – G

A. Reports

1. Commendations to Tracy Haller for earning the title of Certified EMIS Professional.

B. Administrative Consent

Resolution #096-21

Motion by Mr. Harmon and seconded by Mr. Rench to approve the following:

1. Gratefully accept the following donations:

| <u>Source</u> | <u>Purpose</u> | <u>Amount</u> |
|-----------------------|-------------------|---------------|
| Veterans Memorial | Band | \$ 200.00 |
| Kona Ice | General Athletics | \$ 195.25 |
| Troy Fish and Game | Football | \$1,000.00 |
| Various Midnight Mile | Cross Country | \$1,165.00 |
| Robert L. Brumbaugh | Football | \$1,000.00 |

2. Approve the transportation handbook for SY2021-2022 (Exhibit C.) C
3. Approve the athletic handbook for SY2021-2022 (Exhibit D.) D
4. Approve the elementary school handbook, grades K-6, for SY2021-2022 (Exhibit E.) E

- 5. Approve the CJHS/CHS school handbook, grades 7-12, for SY2021-2022 (Exhibit F.) F
- 6. Approve the agreement for the Cross Country team to use the Fraternal Order of Eagles, Covington, Ohio Aerie # 3998 73.575 acres of land for training and cross country meets. (Exhibit G) G

Roll Call: Ayes: Miller, Rench, Harmon.
 Nays: none. Motion carried. Absent: Murphy, Pond

C. Personnel Consent

Resolution #097-21

Motion by Mr. Rench and seconded by Mr. Miller to approve the following certified and classified recommendations:

Recommendations – Personnel – Certificated/Licensed

- 1. Accept the retirement resignation of certified employee Rose McMaken, with 33 years of service to Covington Schools, effective June 1, 2021.
- 2. Grant a one-year limited certified contract for the SY2021-2022 to Lauren Bell, K-6 Guidance Counselor.
- 3. Grant a one-year limited certified contract for the SY2021-2022 to Erin Olson, 7th grade Language Arts Teacher.
- 4. Approve the following certified tutor for SY2021-2022: Olson, Erin
- 5. Approve the following certified supplemental contracts for SY2021-2022:

| <u>Name</u> | <u>Position</u> |
|--------------|---|
| Ayres, Laura | HS Band Assistant Director |
| Olson, Erin | JH 8 th grade Volleyball Coach |

- 6. Approve the following certified/administrative extended day contract for SY2021-2022:

| <u>Name</u> | <u>Position</u> | <u>Ext'd Days</u> |
|-----------------|---|-------------------|
| Kerber, Bridgit | Curriculum Director/ Assistant Principal | 10 |

- 7. Grant a one-year limited certified contract to Briana King, long term substitute teacher, for SY2021-2022.
- 8. Adjust certified contract degree column for the following employee, effective with the 2021-2022 contract school year:

| <u>Name</u> | <u>Training</u> | - |
|-----------------|-----------------|---|
| Schaffer, Manda | M | |

Recommendations – Personnel – Classified

- 9. Approve Bonnie Flora as Food Service Coordinator for SY2021-2022.
- 10. Approve the following classified band, FFA volunteers and athletic coaches for SY2021-2022:

| | | |
|----------------------|---------------------------|-----------------------|
| Westfall, Bill – FFA | Hare, Mike – band | Reynolds, Jess – band |
| Beasley, Dan – band | Sandoe, Jeffery –Football | Reynolds, Greg – band |

Beasley, Linda – band
Fourman, Jennifer – band
Fourman, Thomas – band
Hare, Danel – band

DeBois, Elizabeth- band
Kuether, Michelle – band
Monnin, Jennifer – band
Ostendorf, Teresa – band

Ouelette, Shannon – band
Wolfe, Melissa – band

11. Approve the following classified supplemental contracts for SY2021-2022:

| <u>Name</u> | <u>Position</u> |
|------------------|-----------------------------------|
| Honeycutt, Tate | HS Assistant Football Coach (.50) |
| Klepacz, Bradley | HS Assistant Football Coach (.50) |

10. Grant an unpaid leave of absence for Bus Driver, Rick Reck beginning August 24, 2021 through May 29, 2022.

11. Grant a one-year limited classified contract to Xanna Feight, 3.0-hours/day Lunchroom Worker, Step 0, for SY2021-22.

12. Grant a one-year limited classified contract to Julie Edgell, Bus Driver, Step 4, for SY2021-22.

(Successful background checks & proper licensure have been completed.)

Roll Call: Ayes: Harmon, Miller, Rench.
 Nays: none. Motion carried. Absent: Murphy, Pond

D. Approval of Gifted Policy

H

Resolution #098-21

Motion by Mr. Harmon and seconded by Mr. Rench to approve the adoption of the Covington Gifted Education Policy and Procedures (Exhibit H.)

Roll Call: Ayes: Rench, Harmon, Miller.
 Nays: none. Motion carried. Absent: Murphy, Pond

E. Approval of Contract for Preparing Financial Statements

I

Resolution #099-21

Motion by Mr. Miller and seconded by Mr. Harmon to approve the engagement letter with Clark, Schaefer, Hackett to provide assistance and compilation services in preparing the cash basis financial statement for the fiscal year ending June 30, 2021, at a cost not to exceed \$3,400.

Roll Call: Ayes: Harmon, Miller, Rench.
 Nays: none. Motion carried. Absent: Murphy, Pond

F. Approve Agreement with K-12 Business Consulting

J

Resolution #100-21

Motion by Mr. Miller and seconded by Mr. Rench to authorize to enter into a customer agreement with K-12 Business Consulting, Inc. for the FY'22 Ohio Five-Year Forecast Program at an annual cost of \$6,500 with semi-annual payments of \$3,250 due in November 2021 and May 2022.

Roll Call: Ayes: Rench, Harmon, Miller.
 Nays: none. Motion carried. Absent: Murphy, Pond

G. Approve the second reading of NEOLA Proposed Revised Policy and Guidelines: Policy # 8500, Food Services, and policy # 8510, Wellness.

Resolution #101-21

Motion by Mr. Harmon and seconded by Mr. Rench to approve the second reading of NEOLA Proposed Revised Policy and Guidelines: Policy # 8500, Food Services, and policy # 8510, Wellness.

Roll Call: Ayes: Harmon, Miller, Rench
Nays: none. Motion carried. Absent: Murphy, Pond

H. MOU Between the Covington Educational Association and the Covington EVSD Board of Education

K

Resolution #102-21

Mr. Miller introduced the following Resolution and moved its passage:

Addendum B
Extracurricular salary Schedule-
Assistant Football Coach

The Covington Exempted Village School District (CEVSD) and the Covington Educational Association (CEA) agree to the Assistant Football coaching supplemental positions into two positions for the 2021-22 school year. Therefore, one Assistant Football Coaching supplemental position will consist of two 0.50 contracts. This MOU is for the 2021-2022 school year only.

Mr. Harmon seconded the motion and, after discussion, a roll call vote was taken and the results were:

Roll Call: Ayes: Rench, Harmon, Miller.
Nays: none. Motion carried. Absent: Murphy, Pond

I. Approve Agreement with the Montgomery County Educational Service Center

L

Resolution #103-21

Motion by Mr. Harmon and seconded by Mr. Harmon to enter into an agreement with Montgomery County Educational Service Center for physical therapy, assessment, and autism for approximately \$34,585.35 during FY22. (exhibit L)

Roll Call: Ayes: Miller, Rench, Harmon.
Nays: none. Motion carried. Absent: Murphy, Pond

J. Resolution Allowing the Use of On-Line Lessons or "Blizzard Bags" as Part of the District's Make-Up Day Plan

Resolution #104-21

Mr. Harmon introduced the following resolution and moved its passage:

WHEREAS, the Covington Exempted Village Board of Education desires that students have learning opportunities even when schools are closed for any of the reasons specified in section 3313.482 of the Ohio Revised Code; and

WHEREAS, section 3313.482 authorizes a board of education to adopt a resolution by August 1st of each year to provide online learning opportunities for students in-lieu-of attendance on such days of closure;

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED that the Covington Exempted Village Board of Education hereby approves the following plan:

PLAN FOR ALTERNATIVE MAKE-UP OF CALAMITY DAYS:

Pursuant to Ohio Revised Code section 3313.482, the board of education of the Covington Exempted Village Schools hereby authorizes the following plan to allow students of the district to access and complete classroom lessons in order to fulfill up to a maximum of the number of hours that are the equivalent of three school days because of the closing of schools for any of the reason specified in section 3313.482.

- 1) This plan is adopted, pursuant to approval of the board of education, prior to August 1st.
- 2) This plan includes the written consent of the teachers' employee representative as designated under division (B) of section 4117.04. Such consent is on file in the official file of the board of education and is hereby incorporated into this plan as if specifically rewritten.
- 3) Not later than November 1 of the 2021-2022 school year, each classroom teacher shall develop a sufficient number of lessons for each course taught by that teacher with such lessons requiring, in the judgment of the teacher, an amount of time equal to or greater than the number of hours that are the equivalent of three school days in such teacher's class.
- 4) The teacher shall designate the order in which the lessons are to be posted on the district's web site.
- 5) Teachers will update or replace such lessons as necessary throughout the school year based on the instructional progress of students.
- 6) As soon as practicable after an announced school closure authorized under section 3313.482, the appropriate administrator may direct staff to make the designated lessons available on the district's website. Each lesson shall be posted for each course that was scheduled to meet on the day of the school closing.
- 7) Each student enrolled in a course for which a lesson is posted shall be granted a two-week period from the date of posting to complete the lesson. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided.
- 8) Students without access to a computer shall be permitted to complete the posted lessons at school after the reopening of school. Students utilizing this option will be granted two weeks from the date of reopening to complete such lessons. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided. The district will provide access to district computers before, during, or after the school day (provided that the equipment is available and accessible at those times) or may provide a substantially similar paper lesson in order for students to complete the assignments.
- 9) The board of education hereby authorizes "blizzard bags," which are paper copies of the lessons posted online. Teachers shall prepare paper copies approximating the content of the online lessons and shall update such paper copies when updating any of the online lessons. Students shall submit completed lessons to the teachers assigning such lessons not later than two weeks after the date of school closing for which the "blizzard bag" lessons are assigned.
- 10) Nothing in the resolution supersedes or replaces Article III, Section 8, Letter F of the Master

Agreement between the Covington Exempted Village Schools and the Covington Education Association or Article 5, Section 11, Letter E of the Master Agreement between the Covington Exempted Village School District Board of Education and the Ohio Association of Public Schools Employees, AFSCME Local 4/AFL-CIO Local #532.

Mr. Miller seconded the motion and, after discussion, a roll call vote was taken and the results were:

Roll Call: Ayes: Rench, Harmon, Miller.
Nays: none. Motion carried. Absent: Murphy, Pond

K. Superintendent Contract

M

Resolution #105-21

Motion by Mr. Miller and seconded by Mr. Harmon to approve a revised contract with Superintendent Gene Gooding effective August 1, 2021, in accordance with the authority granted it by R.C. 3319.01, extending the existing contract term through July 31, 2025, increasing the salary amount and amending the terms of section 6b regarding Professional growth. All other provisions of the Contract for Employment shall remain unchanged by this Amendment. (Exhibit M)

Roll Call: Ayes: Harmon, Miller, Rench.
Nays: none. Motion carried. Absent: Murphy, Pond

L. Treasurer's Contract

N

Resolution #106-21

Motion by Mr. Harmon and seconded by Mr. Rench to establish the salary of the Treasurer, in accordance with the authority granted it by R.C. 3313.24, hereby amends the Contract to increase the salary of the Treasurer in section 4 of the Contract with such increase to be effective August 1, 2021. All other provisions of the Contract for Employment shall remain unchanged by this Amendment. This Amendment shall not be construed as a new employment contract with the Treasurer nor an extension of the termination date of the existing contract. (Exhibit N)

Roll Call: Ayes: Miller, Rench, Harmon.
Nays: none. Motion carried. Absent: Murphy, Pond

M. Carryover Vacation Days for Treasurer

Resolution #107-21

Motion by Mr. Miller and seconded by Mr. Harmon to allow one-time carryover of 2 vacation days for treasurer, Carmen Siefring, into the contract year starting August 1, 2021.

Roll Call: Ayes: Rench, Harmon, Miller.
Nays: none. Motion carried. Absent: Murphy, Pond

N. Items for Discussion

1. Advertise in Stillwater Valley Paper for sealed bid auction on obsolete CCC league gym signs.
2. Classified and Certified Substitute Pay

O. Old Business

1. Smith Field Locker Project update

P. New Business

1. Leah Wilburn, student teacher from Wright State University-Lake Campus, will be working with Kelly Turner in the PK3 Department. Leah will spend 3 days in her classroom the 1st semester and then 5 days a week 2nd semester of the school year.

Q. Executive Session

Resolution #108-21

Motion by Mr. Harmon and seconded by Mr. Miller to enter Executive Session to discuss pending legal matters.

Roll Call: Ayes: Harmon, Miller, Rench.
 Nays: none. Motion carried. Absent: Murphy, Pond

The Board entered Executive Session at 06:03 p.m.

The Board returned from Executive Session at 6:45 p.m.

R. Adjournment

Resolution #109-21

Mr. Harmon moved and seconded by Mr. Miller to adjourn the meeting.

Roll Call: Ayes: Miller, Rench, Harmon.
 Nays: none. Motion carried. Absent: Murphy, Pond

Meeting adjourned at 06:46 p.m.

The next meeting is Wednesday, August 18, 2021 at 5:30 p.m.

DEAN POND, PRESIDENT

CARMEN SIEFRING, TREASURER