

RECORD OF PROCEEDINGS
CAMBRIDGE CITY SCHOOL DISTRICT
Board of Education
Regular Board Meeting
Garfield Administrative Center — 5:00 P.M.

December 21, 2023

The Cambridge City School Board of Education met in Regular Session at 5:00 p.m. at Garfield Administrative Center on Thursday, December 21, 2023.

A. PRESIDENT’S PROCEDURES

1. Call to Order
2. This meeting is a meeting of the Board of Education in public for purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.
3. Pledge of Allegiance
4. Roll Call

Board Members answering the roll call were:

Members present were:

Mr. David Evancho
Mr. Dave Gray
Mr. Ron Miller
Mr. Dave Peoples
Mr. Steve Taylor

Also present were: Mr. Dan Coffman, Superintendent
Mr. Ed Wright, Treasurer
Mr. Dave Caldwell, Director of Business Operations

B. RECEPTION OF VISITORS

1. All visitors are asked to sign in if they wish to address the Board. It is the policy of the board to invite public participation in its meetings. However, to promote the efficient conduct of the board’s business, the following limits are required.

2. A member of the public may speak no more than once on any subject and for no longer than five (5) minutes.
3. The total length of any or all audience participation at one given meeting shall not exceed one (1) hour.
4. Public participation may only take place during the time scheduled on the agenda – RECEPTION OF VISITORS.

C. ADOPTION OF AGENDA and ADDENDUM

Motion and Roll Call

Resolution FY2024-037 On a motion by Mr. Evancho and seconded by Mr. Gray, the Board moved to approve the Agenda and Addendum.

Roll Call: Mr. Evancho, aye, Mr. Gray, aye, Mr. Miller, aye, Mr. Peoples, aye, Mr. Taylor, aye, Motion passed 5-0.

D. COMMUNICATIONS

- Public Hearing regarding the 2024-2025 student master calendar.

Mr. Coffman provided an overview of the 2024-2025 student master calendar and there were no additional comments from anyone in attendance.

E. ADMINISTRATIVE COMMENTS

Mr. Coffman share with the Board a tragic loss of a parent, who had two students in the district.

F. OLD BUSINESS

1. **RESOLUTION**

Approve the following textbooks for Cambridge High School Social Studies:

Publisher: National Geographic Learning, Cengage Learning Inc.

Title: "American Government"

Publisher: National Geographic Learning, Cengage Learning Inc.

Title: "World History, Voyages of Exploration" by Kenneth R. Curtis

Publisher: National Geographic Learning, Cengage Learning Inc.

Title: "U.S. History from 1877 to the present, America Through The Lens"

2. **RESOLUTION**
 Approve the following textbooks for Psychology and Sociology for Cambridge High School:
 Publisher: McGraw Hill
 Title: Sociology, A brief introduction, 14th Edition by Richard T. Schaefer

 Publisher: Glencoe McGraw Hill
 Title: Understanding Psychology by Kasschau

Motion and Roll Call
Resolution FY2024-038 - Old Business

Roll Call: Mr. Evancho, aye, Mr. Gray, aye, Mr. Miller, aye, Mr. Peoples, aye, Mr. Taylor, aye,
 Motion passed 5-0.

G. TREASURER’S REPORT/RECOMMENDATIONS

1. The Treasurer recommends the Board of Education approve the monthly financial statements for the month ended November 30, 2023.

Board Graphs
 Reconciliations
 Cash Summary
 Spending Plan Summary including YOY Comparison

2. The Treasurer recommends the Board of Education approve the following minutes:

November 16, 2023 Regular Board Meeting

3. The Treasurer recommends the Board of Education approve the following donations:

11/3/23	\$345.00	OMUN trip to State Conference	Rotary Club of Cambridge
11/8/23	\$172.50	OMUN trip to State Conference	King Karpet
11/8/23	\$172.50	OMUN trip to State Conference	Swim Away Pools & Spa
11/8/23	\$345.00	OMUN trip to State Conference	Arthur Rogovin
11/8/23	\$345.00	OMUN trip to State Conference	Penny Parnell
11/21/23	\$100.00 Gift Card	CMS Hygiene Pantry	Dollar General Corporation

4. The Treasurer recommends the Board of Education approve the Amended Section 125 Cafeteria Plan resolution effective January 1, 2024.

5. The Treasurer recommends the Board of Education approve the Annual Appropriations of \$34,959,171.91 and the Amended Certificate of \$51,437,208.85 for FY24.
6. The Treasurer recommends the Board of Education approve and accept the General Purpose External Financial Statements for the Fiscal Year Ended June 30, 2023.

7. **RESOLUTION**

WHEREAS, the Cambridge City School District Board of Education (“Board”) has determined that renovations to its football stadium’s concession stand are necessary due to the structure’s age and to alleviate concerns raised by the local health department; and

WHEREAS, consistent with the Ohio’s competitive bidding requirements set forth in Ohio Revised Code Section 3313.46, the Board advertised for bids to complete the project; and

WHEREAS, the Board’s advertisement for bids separated the project into three parts: (1) “footer, masonry block, concrete slab, and installing 1 provided exterior door;” (2) “steel beam fireproofing;” and (3) “roll up doors and installation;” and

WHEREAS, the Board’s advertisement permitted responsive bidders to bid on one, two, or all three of the separate project parts; and

WHEREAS, the Board’s advertisement specified that such bids would be opened by the Treasurer on December 18, 2023, at 11:30 a.m.; and

WHEREAS, upon opening the received bids, the Treasurer received responsive bids for the “roll up doors and installation” part of the project, but the Treasurer did not receive any bids for the other two parts of the project by the date and time of opening the bids; and

WHEREAS, all three parts of the project are necessary to alleviate the concerns raised by the age of the facility and by the local health department; and

WHEREAS, the successful bidder has committed to completing its portion of the project by April 30, 2024; and

WHEREAS, the Board does not have sufficient time to re-bid the two parts of the project for which it did not receive any responsive bids unless it were to delay the entire project; and

WHEREAS, the Board has no reason to believe that re-bidding the remaining two parts of the project would result in the receipt of any responsive bids.

THEREFORE, BE IT RESOLVED, that the Cambridge City School District Board of Education hereby expressly finds and declares that a case of urgent necessity exists for the prompt renovations of the football stadium’s concession stand by way of (1) “footer, masonry block, concrete slab, and installing 1 provided exterior door;” and (2) “steel beam fireproofing.” This urgent necessity is declared because there is insufficient time to re-bid the project parts and because the Board already engaged in competitive bidding and did not receive any responsive bids.

BE IT FURTHER RESOLVED, that the Cambridge City School District Board of Education hereby authorizes and directs the Superintendent and Treasurer, at their earliest opportunity, to obtain quotes from responsible contractor(s), to evaluate the quotes received and negotiate and execute a contract with the most responsible contractor for the renovations of the football stadium's concession stand by way of (1) "footer, masonry block, concrete slab, and installing 1 provided exterior door;" and (2) "steel beam fireproofing," and to proceed with the urgently needed work as soon as possible

Motion and Roll Call

Resolution FY2024-039 On a motion by Mr. Evancho and seconded by Mr. Miller, the Board moved to approve items 1-7.

Roll Call: Mr. Evancho, aye, Mr. Miller, aye, Mr. Gray, aye, Mr. Peoples, aye, Mr. Taylor, aye, Motion passed 5-0.

H. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

A. GENERAL BUSINESS

1. **RESOLUTION**

Approve to enter into a Memorandum of Understanding with the Cambridge-Guernsey County Health Department regarding reporting and investigation of communicable diseases. This MOU does not have any financial impact or change how the two groups conduct business as partners.

2. **BOARD OF EDUCATION RESOLUTION**

WHEREAS, the Board of Education has offered a contract to direct, supervise, or coach a pupil-activity program **Cross Country Coach** 3319.22 of the Revised code; and

WHEREAS, no such employees qualified to fill the position has accepted it; and

WHEREAS, the Board then advertised the position as available to any individual with such a license who was qualified to fill it an who was not employed by the Board, and no such person applied for and accepted the position, and

WHEREAS, the District has identified a non-licensed individual; who meets the standards promulgated by the State Board of Education and who has been deemed by the Board to have good moral character and competence to direct, supervise, or coach the pupil-activity program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Cambridge City School District that the District enter into a contract to direct, supervise or coach a pupil activity program Cross Country Coach for the 2024-2025 school year **Jennifer Hatfield**. Compensation shall be fixed at the same amount as was offered to the District's licensed employees. The contract shall specify the compensation, duration, and other terms of employment, and that compensation shall not be reduced unless such reduction is a part of a uniform plan affecting the entire District.

BE IT FURTHER RESOLVED THAT the Superintendent and Treasurer are authorized and directed to take all steps necessary to enter into this contract, and to execute it on behalf of the Board.

3. **BOARD OF EDUCATION RESOLUTION**

WHEREAS, the Board of Education has offered a contract to direct, supervise, or coach a pupil-activity program Girls Tennis Coach 3319.22 of the Revised code; and

WHEREAS, no such employees qualified to fill the position has accepted it; and

WHEREAS, the Board then advertised the position as available to any individual with such a license who was qualified to fill it an who was not employed by the Board, and no such person applied for and accepted the position, and

WHEREAS, the District has identified a non-licensed individual; who meets the standards promulgated by the State Board of Education and who has been deemed by the Board to have good moral character and competence to direct, supervise, or coach the pupil-activity program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Cambridge City School District that the District enter into a contract to direct, supervise or coach a pupil activity program Girls Tennis Coach for the 2024-2025 school year **Tim Gibson**. Compensation shall be fixed at the same amount as was offered to the District's licensed employees. The contract shall specify the compensation, duration, and other terms of employment, and that compensation shall not be reduced unless such reduction is a part of a uniform plan affecting the entire District.

BE IT FURTHER RESOLVED THAT the Superintendent and Treasurer are authorized and directed to take all steps necessary to enter into this contract, and to execute it on behalf of the Board.

4. **RESOLUTION**

Approve entering into a non-financial agreement with East Central Ohio Educational Service Center (ESC) for Literacy Coach Services.

5. **BOARD OF EDUCATION RESOLUTION**

WHEREAS, the Board of Education has offered a contract to direct, supervise, or coach a pupil-activity program **Swim Coach** 3319.22 of the Revised code; and

WHEREAS, no such employees qualified to fill the position has accepted it; and

WHEREAS, the Board then advertised the position as available to any individual with such a license who was qualified to fill it an who was not employed by the Board, and no such person applied for and accepted the position, and

WHEREAS, the District has identified a non-licensed individual; who meets the standards promulgated by the State Board of Education and who has been deemed by the Board to have good moral character and competence to direct, supervise, or coach the pupil-activity program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Cambridge City School District that the District enter into a contract to direct, supervise or coach a pupil activity program **Swim Coach** for the 2023-2024 school year **Steve Clinard**. Compensation shall be fixed at the same amount as was offered to the District's licensed employees. The contract shall specify the compensation, duration, and other terms of employment, and that compensation shall not be reduced unless such reduction is a part of a uniform plan affecting the entire District.

BE IT FURTHER RESOLVED THAT the Superintendent and Treasurer are authorized and directed to take all steps necessary to enter into this contract, and to execute it on behalf of the Board. (**Pending the appropriate paperwork**)

6. **RESOLUTION**

Approve the renewal of the Cambridge Area Chamber of Commerce membership dues for 1/01/2024 - 12/31/2024.

7. Resolution to enter into agreement with Transfinder for transportation routing software, licensing and hosting.

Motion and Roll Call

Resolution FY2024-040 On a motion by Mr. Taylor and seconded by Mr. Gray, the Board moved to approve items 1-7.

Roll Call: Mr. Taylor, aye, Mr. Gray, aye, Mr. Evancho, aye, Mr. Miller, aye, Mr. Peoples, aye, Motion passed 5-0.

PERSONNEL

Classified

1. **VOLUNTEER**

Approve the following as a volunteer for the 2023-2024 school year on an as needed basis **pending the appropriate paperwork.**

Elizabeth Pizzuto

2. **REGULAR COOK/CPS**

Approve the following as a regular cook at CPS for 3.5 hours per day to be paid per the negotiated agreement effective 12/6/23 **pending the appropriate paperwork.** Days worked will be according to Board approved work calendar.

Fay Shaw

3. **CMS 21st CENTURY COMMUNITY LEARNING CENTER (CCLC) - AIDE**

Approve the following individual as 21st Century Community Learning Center (CCLC) Aide at Cambridge Middle School, funded by the 21st CCLC Grant #15167 for the 2023-2024 school year (effective October 2, 2023 - April 26, 2024)

Morgan Lahmers

4. **CPS AND/OR CIS 21st CENTURY COMMUNITY LEARNING CENTER (CCLC) AIDE**

Approve the following individual as 21st Century Community Learning Center (CCLC) Aide at Cambridge Primary School and/or Cambridge Intermediate School, funded by the 21st CCLC Grant #20247 for the 2023-2024 school year (effective October 2, 2023 - April 26, 2024):

Jeremy Wheeler

5. **SUBSTITUTE CLERICAL**

Approve the following as a substitute secretary for the 2023-2024 school year on an as needed basis pending the appropriate paperwork effective November 16, 2023.

Sharon Bishop

6. **REGULAR COOK/CHS**
Approve the following as a regular cook at CHS for 3 hours per day to be paid per the negotiated agreement effective December 6, 2023 **pending the appropriate paperwork.** Days worked will be according to the Board approved work calendar.

Cristal White

7. **BUS #35**
Approve the following as a bus driver for Bus #35 for 5 hours per day to be paid per the negotiated rate effective December 4, 2023 **pending the appropriate paperwork.** Days worked will be according to the Board approved work calendar.

Michael Hill

Certified

8. **RESIGNATION**
Approve the resignation of Tamara Gibson as the assistant girls basketball coach effective November 17, 2023.

9. **SUBSTITUTE TEACHERS**
Approve the following as substitute teachers for the 2023-2024 school year on an as needed basis **pending the appropriate paperwork.**

Ian Smith	Adam Smith	Khloe Taylor
Rachel Levi (11/30/23)		Zachary Ogle
Caitlyn Todd		

10. **ATHLETIC VOLUNTEER**
Approve the following as a volunteer for the 2023-2024 school year on an as needed basis **pending the appropriate paperwork.**

Tamara Gibson

11. **REHIRE/RETIREE**
Approve the following for a one (1) year limited contract effective for the 2024-2025 school year.

Angela Hannon

12. **ATHLETIC SUPPLEMENTAL CONTRACTS**

Approve the following one-year athletic supplemental contracts for the 2024-2025 school year **pending the appropriate paperwork.**

Head Varsity Football Coach	Ray Leek
Head Varsity Volleyball Coach	Lyndsey Hummell
Cheer Advisor	Alaina Tharp
Boys Soccer Coach	JR Fox

13. **CHS 21st CENTURY COMMUNITY LEARNING CENTER (CCLC) - TEACHER**

Approve the following individual as 21st Century Community Learning Center (CCLC) Teacher at Cambridge High School, funded by the 21st CCLC Grant #20250 for the 2023-2024 school year (effective 9/20/23 - 4/26/24):

Kayla Wehr

14. **CPS 21st CENTURY COMMUNITY LEARNING CENTER (CCLC) - TEACHERS**

Approve the following individuals as 21st Century Community Learning Center (CCLC) Teachers at Cambridge Primary School, funded by the 21st CCLC Grant #20247 for the 2023-2024 school year (effective 9/20/23 - 4/26/24):

Rachel Levi
Alexandria Kintner

15. **RESIGNATION**

Approve the resignation of Jennifer Bates as MTSS Coordinator at Cambridge Middle School effective immediately.

16. **MTSS (MULTI-TIERED SYSTEMS OF SUPPORT) COORDINATOR**

Approve the following as an MTSS Coordinator at Cambridge Middle School to be paid \$750 stipend upon completion of all requirements for the 2023-24 school year funded by Title IV-A.

Heath Hayes

17. **RESIGNATION**

Approve the resignation of Megan Clodfelter teacher at Primary effective December 31, 2023.

18. **RETIREMENT**

Approve the retirement of Perry Waltz effective June 30, 2024.

Motion and Roll Call

Resolution FY2024-041 On a motion by Mr. Evancho and seconded by Mr. Gray, the Board moved to approve items 1-18.

Roll Call: Mr. Evancho, aye, Mr. Gray, aye, Mr. Miller, aye, Mr. Peoples, aye, Mr. Taylor, aye, Motion passed 5-0.

I. NEW BUSINESS

No New Business

J. BOARD RECOMMENDATIONS

1. **PRESIDENT PRO-TEM**

Motion to open the floor for nominations for President Pro-Tem – Dave Gray

Nominations: David Evancho

Motion to close the floor for President Pro-Tem – Steve Taylor

Board member Present Pro-Tem vote:

Evancho David Evancho **Gray** David Evancho **Miller** David Evancho **Peoples** David Evancho
Taylor David Evancho

K. POLICY CONSIDERATION/ADOPTION

1. **POLICIES/ADMINISTRATIVE GUIDELINES**

Resolution indicating the **first** reading of new, revised and deleted policy. Policies are available at the Board Office for review. Policy adoption to occur in a subsequent Board meeting.

#6423

Motion and Roll Call

Resolution FY2024-042 On a motion by Mr. Evancho and seconded by Mr. Miller, the Board moved to approve the first reading of the policy in item 1.

Roll Call: Mr. Evancho, aye, Mr. Miller, aye, Mr. Gray, aye, Mr. Peoples, aye, Mr. Taylor, aye, Motion passed 5-0.

2. **REQUEST EXECUTIVE SESSION**

No Request for Executive Session

L. NEXT MEETING

DATE January 9, 2024
TIME 5:00 P.M.
PLACE Garfield Administration Center


M. ADJOURNMENT

Motion and Roll Call


Resolution FY2024-043 On a motion by Mr. Miller and seconded by Mr. Gray, the Board moved to adjourn.

Roll Call: Mr. Miller, aye, Mr. Gray, aye, Mr. Evancho, aye, Mr. Peoples, aye, Mr. Taylor, aye
Motion passed 5-0.

The meeting adjourned at 5:14 p.m.



Mr. Dave Peoples, Board President



Mr. Ed Wright, Treasurer