

**RECORD OF PROCEEDINGS**  
**CAMBRIDGE CITY SCHOOL DISTRICT**  
**Board of Education**  
**Regular Board Meeting**  
**Garfield Administrative Center — 5:00 P.M.**  
  
**November 16, 2023**

The Cambridge City School Board of Education met in Regular Session at 5:00 p.m. at Garfield Administrative Center on Thursday, November 16, 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

**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.

Alisha Novick, Teacher at Cambridge High School addressed the Board to voice her concern on the recommendation for approval of textbooks provided by Cengage Learning Inc. for Cambridge High School Social Studies and believes McGraw Hill should be selected.

### **C. ADOPTION OF AGENDA with ADDENDUM**

#### **Motion and Roll Call**

**Resolution FY2024-031** On a motion by Mr. Evancho and seconded by Mr. Taylor, the Board moved to approve the Agenda and Addendum.

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

### **D. COMMUNICATIONS**

- Public discussion of retirement/re-employing Angela Hannon
  - No comments from those in attendance
- French Club: Ms. Cammie Bunting and Mr. Jason Bunting provided the Board with an overview on a possible out of country trip to London and Paris for students which would take place from June 9, 2025 to June 16, 2025
- Carmen Feldner provided an update on an Award for Service from the Board of Developmental Disabilities
- State Support Team Each Child on Track presentation was provided by Lydia Brodegard and Susan Larson
- Handouts were provided to the Board from Primary School and The Nutrition Group

### **E. ADMINISTRATIVE COMMENTS**

No Administrative Comments

**F. OLD BUSINESS**

No Old Business

**G. TREASURER’S REPORT/RECOMMENDATIONS**

- 1. The Treasurer recommends the Board of Education approve the monthly financial statements for the month ended October 31, 2023.

Board Graphs  
 Reconciliations  
 Cash Summary  
 Spending Plan Summary including YOY Comparison

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

October 19, 2023 Regular Board Meeting

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

10/6/2023	\$100.73	7th grade field trip	Lisa Taylor
10/10/2023	\$100.00	OMUN trip to State Conference	House of Samuel
10/10/2023	\$100.00	OMUN trip to State Conference	Markley
10/16/2023	\$140.00	PAX Store	Anonymous
10/27/2023	\$345.00	OMUN trip to State Conference	Medical Associates of Cambridge

- 4. **RESOLUTION**

Approve the Treasurer to begin the process to competitively bid for the construction/renovation of the concession stand at McFarland Stadium.

- 5. The Treasurer recommends the Board of Education approve a fund to fund transfer from 001-0000 to 002-9015 in the amount up to \$95,425.00 for HB264 Principal and Interest Payments in FY2024:

- 6. The Treasurer recommends the Board of Education approve the updated 5-year forecast for the November 2023 submission to the State of Ohio as presented:

7. **RESOLUTION**

The Treasurer recommends the Board of Education approve authorizing Meta Solutions, acting jointly as a member of the Ohio School Consortium (“Consortium”), to issue a request for proposal for the purchase of competitive retail natural gas service from the lowest and best bidder submitted to consortium and authorizing the Board to purchase competitive retail natural gas service from such bidder.

**WHEREAS**, the School District is a member of META Solutions, a body authorized by state statute to aggregate the purchasing needs of schools and of related nonprofit educational entities so as to take advantage of economies of scale when purchasing essential products and services;

**WHEREAS**, in prior years, META Solutions has joined with other school districts and educational purchasing councils, acting jointly as a member of the Consortium, to conduct a Request for Proposal (“RFP”) for competitive natural gas service commencing on or about mid-February 2024;

**WHEREAS**, through prior RFP processes, the Consortium has selected the lowest and best bids submitted in response to RFPs; and the School District has previously elected to enter into a Master Supply Agreement with the lowest and best bidder for competitive retail natural gas service for all of the School District's natural gas supply;

**WHEREAS**, the Consortium intends to issue a new RFP for competitive retail natural gas service commencing with the July, 2025 billing cycle and terminating no later than the end of the June, 2030 billing cycle for participating school districts and education purchasing councils;

**WHEREAS**, the School District wishes to participate in this upcoming RFP process and potentially execute a Master Service Agreement with the lowest and best RFP bidder; and

**WHEREAS**, the Superintendent or the Superintendent's designee will review the lowest and best bid and corresponding terms when the RFP is concluded and determine whether the RFP resulted in the lowest and best bid for competitive retail natural gas service for all of the School District's natural gas supply.

**NOW, THEREFORE, BE IT RESOLVED BY CAMBRIDGE CITY SCHOOL DISTRICT, COUNTY OF GUERNSEY, STATE OF OHIO, as follows:**

Section 1. The Board of Education of the School District does hereby consent, as a member of META Solutions to the conducting of an RFP process by the Consortium for competitive retail natural gas service commencing with the July, 2025 billing cycle and terminating no later than the end of the June, 2030 billing cycle, with bids to be submitted for one, two- and three-year periods on such terms and conditions as the Consortium deems appropriate.

Section 2. The Board of Education of the School District does hereby authorize the Superintendent or the Superintendent's designee to execute a Master Supply Agreement between the School District and the lowest and best bidder in the RFP so long as the Superintendent or his appointee finds that the price reflects the results of a public and competitive RFP process.

Section 3. The Board of Education hereby directs the Treasurer to review the lowest and best bid once received and the Master Supply Agreement and determine if the School District has sufficient funds to certify this resolution and, if the Treasurer so finds, to certify this resolution.

8. **RESOLUTION**

The Treasurer recommends the Board of Education approve the treasurer to enter into a contract through TIPS consortium pricing contract program with Business Network Team (BTN), North Royalton OH for the purchase of Verkata hardware, licensing and installation of a camera surveillance system, sensors and door intercom systems. BTN is a Verkata reseller under Carahsoft.

**Motion and Roll Call**

**Resolution FY2024-032** On a motion by Mr. Gray and seconded by Mr. Miller, the Board moved to approve items 1-8.

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

H. **SUPERINTENDENT'S REPORT/RECOMMENDATIONS**

A. **GENERAL BUSINESS**

1. **RESOLUTION**

Approve a Memorandum of Understanding "MOU" with East Central Ohio Educational Service Center "ESC" regarding an amendment to the master contract for the 2023-2024 school year.

2. **RESOLUTION**

Approve Lifetouch for student pictures for the 2024-2025 school year for each of the school buildings.

3. **OVERNIGHT/OUT OF STATE TRIP FOR THE SENIOR CLASS**

Approve an overnight/out of state trip for the Senior Class to Port Canaveral (Orlando) Florida to board the Carnival Liberty to go the Bahamas/Bimini subject to mutually agreed upon contracts. Departure is March 21, 2024 through March 26, 2023.

4.     **RESOLUTION**  
 Approve an amendment to the 2023-2024 master agreement with OMERESA, ITC for Final Forms set up and implementation.
  
5.     **RESOLUTION**  
 Approve the College Credit Plus Memorandum of Understanding between Zane State College and Cambridge City School District for the Academic Year 2024-2025.

**Motion and Roll Call**

**Resolution FY2024-033** On a motion by Mr. Taylor and seconded by Mr. Evancho, the Board moved to approve items 1-5.

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

**PERSONNEL**

**Classified**

1.     **VOLUNTEERS**  
 Approve the following as volunteers for the 2023-2024 school year on an as needed basis **pending appropriate paperwork.**

Jacquelyn Ackley	Tracy Zimish	Kayla Shaddix
Desiree Williams	Elizabeth Pizzuto	Ashley Dunlap

2.     **SUBSTITUTE CUSTODIANS**  
 Approve the following as substitute custodians for the 2023-24 school year on an as needed basis **pending the appropriate paperwork.**

Amanda VanWasshenova	Hunter Williams
Douglas Stemm	Mary Stemm

3.     **SUBSTITUTE COOK**  
 Approve the following as a substitute cook for the 2023-24 school year on an as needed basis **pending the appropriate paperwork.**

Amanda VanWasshenova (effective 11/3/23)

4. **SUBSTITUTE COORDINATOR**  
Approve Kim Valentine as the substitute coordinator for the 2023-2024 school year to be paid a \$5000 stipend **pending the appropriate paperwork.**

5. **UNPAID LEAVE OF ABSENCE**  
Approve unpaid leave of absence for Tara Sichina for October 25, 2023

6. **CPS AND/OR CIS 21st CENTURY COMMUNITY LEARNING CENTER (CCLC) AIDES**  
Approve the following individuals as 21st Century Community Learning Center (CCLC) Aides 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):

Rachel Levi  
Stephanie Taylor  
Jordan Ball  
Christine Albaugh  
Morgan Lahmers

7. **RESIGNATION**  
Approve the resignation of Sierra Smith a cook at CPS effective November 2, 2023.

8. **ATHLETIC VOLUNTEERS**  
Approve the following as athletic volunteers for the 2023-2024 school year **pending the appropriate paperwork.**

Sarah Lanning      Kellie Spratt      Scott Meredith      Robert Hill

9. **COMPUTER TECHNICIAN ASSISTANT**  
Approve the following as a Computer Technician Assistant on an as needed basis to be paid \$15.00 per hour **pending the appropriate paperwork.** (time sheets required)

Brayden Waggoner

10. **RESIGNATION**  
Approve the resignation of Tara Sichina cook at CHS effective November 9, 2023.

Certified

11. **SUPPLEMENTAL CONTRACT/ASSISTANT ATHLETIC DIRECTOR/CMS**  
Approve the following as Assistant Athletic Director for CMS athletics.

Tamara Gibson

12. **EXTENDED SERVICE**  
Approve 20 days of extended service for Ray Leek for the 2023/2024 school year.

13. **EXTENDED SERVICE**  
Approve 20 days of extended service for Rodney Gray for the 2023/2024 school year.

14. **CHS 21st CENTURY COMMUNITY LEARNING CENTER (CCLC) - TEACHERS**  
Approve the following individuals as 21st Century Community Learning Center (CCLC) Teachers at Cambridge High School, funded by the 21st CCLC Grant #20250 for the 2023-2024 school year (effective 9/20/23 - 4/26/24):

Kimberly Lynn  
Jana McConkey

15. **MTSS (MULTI-TIERED SYSTEMS OF SUPPORT) COORDINATORS**  
Approve the following as the MTSS Coordinators to be paid \$750 stipend per Pod upon completion of all requirements for the 2023-2024 school year funded by Title IV-A.

Marlo Barker Pod B  
April Castello Pod B  
April Massey Pod A and Pod B

16. **SUBSTITUTE TEACHER**  
Approve the following as a substitute teacher on an as needed basis **pending the appropriate paperwork.**

Samantha Livingston



17. **CIS 21st CENTURY COMMUNITY LEARNING CENTER (CCLC) - TEACHER**  
Approve the following individual as 21st Century Community Learning Center (CCLC) Teacher at Cambridge Intermediate School, funded by the 21st CCLC Grant #20247 for the 2023-2024 school year (effective 9/20/23 - 4/26/24):

Lyndsey Hummell

18. **SUBSTITUTE CUSTODIANS/MAINTENANCE**  
Approve the following as substitute custodians/maintenance for the 2023-2024 school year on an as needed basis **pending the appropriate paperwork.**

Keaton Kyser

Drew Yanico

Kohl Ward

19. **SUBSTITUTE COOK**  
Approve the following as a substitute cook for the 2023-2024 school year on an as needed basis **pending the appropriate paperwork.**

Mashelle Frohnapfel

20. **SUBSTITUTE SECRETARY**  
Approve the following as a substitute secretary for the 2023-2024 school year on an as needed basis **pending the appropriate paperwork.**

Mashelle Frohnapfel

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

Brianne Scott (effective 11/15/23) Taylor Baumberger

22. **PART TIME BUS DRIVER**  
Approve Shanna Surrarrer as a part time bus driver in training. Her permanent employment would be dependent on successfully completing the training and obtaining the certificate. Part time position not to exceed 25 hours per week to be paid at step 1 per the negotiated agreement effective December 4, 2023 **pending the appropriate paperwork.**

23. **UNPAID LEAVE OF ABSENCE**

Approve unpaid leave of absence for Cindy Lucas on December 20, 2023.

**Motion and Roll Call**

**Resolution FY2024-034** On a motion by Mr. Evancho and seconded by Mr. Gray, the Board moved to approve items 1-23.

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. 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 FY2024-035** On a motion by Mr. Evancho and seconded by Mr. Taylor, the Board discussed the recommendation and agreed to table items 1-2 until next Board Meeting.

**K. POLICY CONSIDERATION/ADOPTION**

No Policy Consideration/Adoption

**1. REQUEST EXECUTIVE SESSION**

No Request for Executive Session

**L. NEXT MEETING**

DATE December 21, 2023

TIME 5:00 P.M.

PLACE Garfield Administrative Center

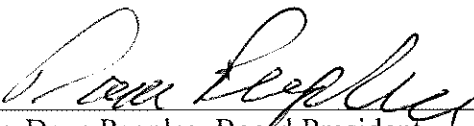
**M. ADJOURNMENT**

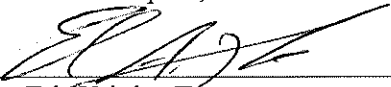
**Motion and Roll Call**

**Resolution FY2024-030** On a motion by Mr. Evancho and seconded by Mr. Taylor, the Board moved to adjourn.

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

The meeting adjourned at 6:01 p.m.

  
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Mr. Dave Peoples, Board President

  
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Mr. Ed Wright, Treasurer

