

**REGULAR MEETING
OF THE EVERGREEN BOARD OF EDUCATION
APRIL 20, 2020, 6:00 P.M.**

President Nora Kiefer called the meeting to order. Members in attendance were Nora Kiefer, Jason Miller, Zach Murry, Don Smith and Matt Vaculik. Due to the COVID-19 restrictions, the meeting was live streamed on You-Tube.

President Nora Kiefer asked if anyone wished to add, delete, or separate any items of the consent agenda as proposed. No items were added, deleted, or separated from the agenda.

Matt Vaculik moved, supported by Jason Miller to approve the meeting agenda as presented for the Regular Board meeting on April 20, 2020. **48-20**

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nayes: None Motion Carried

Zach Murry moved, supported by Don Smith to approve the minutes of the Regular Board Meeting held on March 9, 2020 and the Special Board of Education Meeting held on March 30, 2020. **49-20**

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nayes: None Motion Carried

PUBLIC PARTICIPATION

None.

FINANCIAL

Treasurer's Report

Treasurer Denise Leu reviewed the financial reports, noting that revenues and expenditures continue to trend very close to expectations, and that due to the COVID-19 crisis and school not being held on campus, that spending in certain areas would be less than budgeted for the fiscal year. Mrs. Leu informed the Board that she expects that income tax and possibly state foundation revenues may be impacted by the COVID-19 crisis over the next couple of years. She stated that as there is no precedent for the situation we are in, there is currently no guidance on what we should expect in the way of revenue reductions. Mrs. Leu reported that because of the Great Recession of 2008, the district saw a decrease of about 8% over a two to three-year period in income tax revenue, and slightly more than that in state

foundation funding. While she does not expect to see any reduction in revenue in the current fiscal year, depending on how long it takes to get back to a more normal economic situation, she believes that we could potentially see at least the same kind of decline in revenues as a result of this crisis. Mrs. Leu reported that she is currently working on updating the Five-Year forecast which the Board must approve at the May board meeting, and asked for the Board's feedback on how they would like to see income tax and foundation revenue presented. She stated that she typically tries to be as reasonably conservative in her estimates as possible, and is leaning toward building the same level of reductions the district experienced during the recession into the current forecast. By the next required Five-Year Forecast filing in October, there should be better information available, and all of these estimates will need to be re-evaluated. After discussion and several questions, the Board affirmed taking this more conservative approach.

FINANCIAL CONSENT AGENDA

- A. Approve March 2020 financial reports including the Cash Reconciliation, Cash Summary Report, Financial Summary Report, and Annual Spending Plan.
- B. Approve the following appropriation modification:
 - Increase 300-4532-419-9532 Girls Basketball FR Purchased Services - \$12,457.45
 - Increase 070-5300-620-9039 Architect Services-HS Locker Room Project - \$142,500.00
- C. Approve a revised Auxiliary Services Agreement (Revision #5) with the Educational Service Center of Lake Erie West for the 2019-2020 school year for \$82,221.76, for services of Auxiliary Services personnel for the benefit of Holy Trinity School and to amend resources and modify appropriations accordingly.
- D. Approve the following additional federal grant fund allocations for FY20 and to amend resources and modify appropriations accordingly:
 - Increase 572-9020 Title I - \$3,266.94
 - Increase 590-9020 Title II-A - \$1,270.07
 - Increase 599-9020 Title IV-A - \$257.95

E. Accept the following donations:

- Two LED signs valued at \$700.00 from Scotty B's LED's to Evergreen Elementary School and Evergreen Local Schools.
- \$500.00 from Anderzak-Pitzen to 018-9227 Donation-General Activity-MS for lunches for testing days.
- \$750.00 from Robert H. Tripp to 007-9097 Tripp Family Scholarship

Don Smith moved, supported by Zach Murry to approve the March 2020 financial reports and other financial items. **50-20**

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nayes: None Motion Carried

PERSONNEL CONSENT AGENDA

- A. Non-renew all supplemental and pupil service contracts such as coaches, club moderators, etc. for the 2019 – 2020 school year.
- B. Accept the resignation of Ms. Monica Carrizales, Elementary Guidance Counselor. Ms. Carrizales's resignation will become effective on July 31, 2020. Ms. Carrizales's service to the district and our students is greatly appreciated.
- C. Offer a one-year, 220-day contract for the 2020-2021 school year, effective August 1, 2020 to:
- Derick Stoup, Athletic Director (7-12) at an initial salary of \$64,173.00

All other pay and benefits will be according to Board adopted policy and contractual agreement.

As recommended by Eric J. Smola, Superintendent, Jason Miller moved, supported by Matt Vaculik to approve the above listed personnel positions. **51-20**

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nayes: None Motion Carried

OTHER BUSINESS

- 52-20** Zach Murry moved, supported by Matt Vaculik to approve an agreement with Northwest Ohio Educational Service Center (NwOESC) to cooperatively participate in special education services for fiscal year 2020-2021 at an estimated cost of \$676,961.63 The Board and NwOESC agree that \$601,922.00 of this amount shall be paid pursuant to R.C. 3313.845 or applicable law by having this amount deducted from the Board's state foundation payment, with any remaining balance being invoiced and paid directly to the NwOESC.

Ayes: Smith, Vaculik, Murry, Kiefer
Abstained: Miller
Nays: None Motion Carried

- 53-20** Matt Vaculik moved, supported by Zach Murry to approve continued participation in the **OHI (Optimal Health Initiatives)** Charter Workers Compensation Group Rating Program for the 2021 calendar year.

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

- 54-20** Jason Miller moved, supported by Matt Vaculik to authorize the Superintendent and Treasurer to accept the lowest, best bid from Cardinal Bus Sales & Service, Inc., in Lima, Ohio, and to purchase two (2) 72-passenger diesel powered buses at a cost of \$173,498.00 (\$86,749.00 each), less a total trade-in allowance of \$4,400.00 for two (2) old buses.

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

- 55-20** Don Smith moved, supported by Jason Miller to approve a contract with Laurie's Empty Nest, LLC to provide physical therapy services for students in the Evergreen Local School District for the 2020-2021 school year. Services shall occur approximately six hours per week and will not exceed eight hours per week at an hourly rate of \$70 per hour.

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

- 56-20** Don Smith moved, supported by Matt Vaculik to approve a 2020 – 2021 service agreement between **Healthcare Process Consulting (HPC)** and Evergreen Local School District for the purpose of HPC assisting in managing the district's Ohio Medicaid School Program (OMSP), in order to procure Federal Medical reimbursement for Medicaid eligible services provided by the district. The term of this agreement shall be for one year, commencing on July 1, 2020 and ending on June 30, 2021, both dates inclusive at an annual fee of \$3,500.00. Renewal and/or

amendments of this agreement can be made upon mutual agreement of both parties prior to its expiration.

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

Zach Murry moved, supported by Jason Miller to approve an agreement with Northwest Ohio Educational Service Center to provide training, support, resources, and handbooks to all mentor program participants for the 2020 – 2021 school year.

57-20

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

Matt Vaculik moved, supported by Zach Murry to accept the lowest, best bid in the amount of \$156,025.40 from Brint Electric, Inc., Toledo, Ohio, and to commence work on the Exterior Lighting portion (Phase #2), and the High School Building portion (Phase #3) of the district LED lighting conversion project.

58-20

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

WHEREAS, Ohio Revised Code §3313.48 mandates that a school district must be open for instruction with pupils in attendance for a minimum number of hours each school year; and

59-20

WHEREAS, Board Policy further requires that the District be open for instruction each school year for a minimum of 910 hours for students in grades kindergarten through six, and 1001 hours for students in grades seven through twelve; and

WHEREAS, R.C. §3313.482 authorizes a board of education to adopt a plan that permits students to make up and complete hours of instruction via online/remote learning in the event that schools are closed to students for a disease epidemic or other reasons; and

WHEREAS, House Bill 197 (2020), which was enacted on March 27, 2020 in response to the COVID-19 pandemic health emergency, authorizes the Evergreen Local Schools District Board of Education (“Board of Education”) to adopt a plan to provide for online learning opportunities for students to make up/complete an unlimited number of hours in lieu of attendance on days when buildings are not open to students during the 2019-2020 school year in compliance with any order issued by the Ohio Director of Health and/or a local board of health; and

WHEREAS, the Evergreen Local School District Board of Education (hereafter the “Board”) has developed a contingency plan in accordance with R.C. §3313.482 under which district students will make up any time missed through online instruction/remote learning that caused the district to fall below the minimum number of hours of instruction required by section 3313.48 of the Ohio Revised Code and Board Policy; and

WHEREAS, the Board further authorizes licensed staff including intervention specialist to provide instructional support and related services within the scope of their practice by electronic delivery method or telehealth communication to district students, including students who receive special education and related services under an Individualized Education Plan or Section 504 Services Plan, while the Director of Health's order to close schools to students remains in effect.

WHEREAS, the Board desires to adopt said plan.

SECTION I

Pursuant to R.C. §3313.482 and House Bill 197 (2020), the Board of Education hereby authorizes the following plan to allow students of the Evergreen Local School District to access and complete online/remote lessons in order to fulfill the required number of hours during the 2019-2020 school year:

- A. Each teacher shall develop a sufficient number of lessons equal to or greater than the amount of instructional time the student would receive for the days and hours of closure. A lesson shall be posted for each course that was scheduled to meet on a day that the school was closed.
- B. Teachers will submit the lessons to the building principal for approval. The building principal will certify that the lessons are equal to or greater than the amount of instructional time the student missed.
- C. The appropriate administrator will direct staff about how to make lessons available through a District approved website or other technology portal.
- D. The teacher will be responsible for posting the lessons online.
- E. Teachers will regularly assess the progress of students and will update or replace such lessons as necessary throughout the remainder of the school year based on the results of the assessments.
- F. Each student enrolled in a course for which a lesson or assignment is posted shall be granted a two-week period from the date of posting to complete the lesson/assignment. If the student does not complete the lesson/assignment within this time period, the student may receive an incomplete or failing grade unless the student provides a sufficient reason to the teacher justifying why they failed to complete the lesson/assignment.
- G. For students who experience difficulty accessing the online material or who do not have access to a computer. The Board of Education hereby authorizes "blizzard bags" as needed, which are paper copies of the lessons/assignments posted. 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. Blizzard bags will be distributed weekly or as needed. Printed copies of any graded lessons or

end of the school year. We continue to follow our Remote Learning Plan to provide online instruction to students in grade 3-12 and provide work packets for pick up for students in K-2. An FAQ section has been added to the district website to help parents adjust to remote learning. Plans are being developed in each building to address collection of school property and the return of students' property.

B. Student Lunch Program

We will continue to provide free "grab and go" lunches for students throughout the duration of the school closure. Approximately 195 lunches are being provided daily. Students receive five lunches; three are delivered on Mondays, the other two are delivered on Thursdays. Pick up locations remain at The Farmhouse in Metamora, Christ the Word Church near Sylvania, Chesterfield Township Hall, and the entrance to the Swanton Meadows mobile home park in Ai. Families are still able to sign up for this program.

C. Renovation Projects

Phase 1 of the LED lighting project at the Elementary school is complete and we have received the First Energy rebate for this project. Phase 2 exterior lights and Phase 3 high school interior lights, are ready to begin and First Energy rebates apply to both projects and are still available.

The high school locker room and weight room renovation and expansion is on schedule. We will host a contractor walk through on April 28th for those interested in bidding on the project. We plan to begin work at the end of May and complete the project in two phases.

ADMINISTRATIVE REPORT

Mr. Smola presented the following report on behalf of Brent Miller, Maintenance Coordinator.

COVID 19 Work Status:

The custodial staff has been working two days a week. Staff are deep cleaning classrooms and painting hallways and restrooms. Starting April 27 custodial staff will be back to working full time in order to prepare for students returning to school or to begin summer cleaning if the mandated closure is extended until the end of the school year. We do have disinfectants, cleaning supplies, as well as gloves in stock and ready if students do come back to finish the school year. Evergreen donated about 8-10 cases of disinfectants and gloves to the local EMS since they had a need and we were not using them at this time.

Mowing season has started and so has weeding. We are trying a new weed killer that sterilizes the ground and is supposed to keep weeds away for a year. Custodians are going to help with landscaping and mowing this summer if we finish the school year online. We will also forgo having student helpers this year since there will be extra time that the custodians can help.

Recent Projects:

- Door to the football storage was repaired and a functional lock added so that we can ensure a secured building.
- A part has been ordered to permanently secure the Middle School front doors.
- The replacement window for the press box has been ordered. We also have pricing for a new doorframe for Door 13 in the high school. We are planning to add handicap accessibility to the doors for when guests come to athletic events. It is more cost effective for us to do this outside of the locker room renovation project.
- New film is currently being installed on various windows to add bullet resistance protection.
- We replaced and added numerous cameras throughout district buildings and campus to improve coverage and picture quality. We utilized a BWC grant to pay for these upgrades.
- Phase 1 of the LED lighting upgrade was completed in the elementary building. The lights are working great and the building is much brighter than it was previously.
- Tyler Athletics is now working on the practice field to level it out and make it the correct dimensions. The field is expected to be ready for fall sports.

Upcoming Projects:

- The new swing set donated by MVP has been delivered and we are preparing for installation. We are looking at getting a curb installed to keep the mulch in place and avoid a trip hazard for students.
- Phase 2 and 3 of the LED light upgrade are ready to begin after Board approval.

- We are scheduled to do a walk through with contractors on April 28 to start the process of the locker room and weight room expansion. We are hoping to find out what areas will be affected by the construction at what time so that we can develop a plan for moving furniture and equipment.

EXECUTIVE SESSION

60-20 Jason Miller moved, supported by Matt Vaculik and invited guests to go into executive session for the following reason:

- To consider the employment of public employees: ORC 121.22(G)(1).
- To consider the investigation of charges or complaints against a public employee, official, licensee or student: ORC 121.22(G)(1).

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

The Board entered executive session at 6:40 p.m. and returned to regular session at 7:35 p.m. taking no further action.

ADJOURNMENT

61-20 Matt Vaculik moved, supported by Zach Murry to adjourn the April 20, 2020 Regular Meeting of the Evergreen Local Board of Education.

Ayes: Smith, Vaculik, Murry, Miller, Kiefer
Nays: None Motion Carried

Nora Kiefer, Board President

Denise Leu, Treasurer