

**JEFFERSON LOCAL SCHOOLS**  
**Regular Meeting**  
**November 9, 2020**

**CALL TO ORDER**

**ROLL CALL**

West Jefferson, Ohio High School, the Jefferson Local Board of Education met in regular session at 7:00 PM with the following members present: Mrs. Duemmel, Mr. Harper, Dr. Hiss, Mrs. Adams, Mr. Quinn, Superintendent Mr. Mullett, and Treasurer, Mr. Ingles.

**PLEDGE OF ALLEGIANCE**

Mr. Ingles led in the Pledge of Allegiance.

**RECOGNITION OF VISITORS**

Mr. Mullett welcomed those in attendance.

**PRESENTATIONS/ADMINISTRATIVE REPORTS**

Mr. Mullett provided an update on the COVID-19 pandemic and its impact on Jefferson LSD. The county health commission informed the county superintendents that new orders regarding school operations are forthcoming. Jefferson LSD should not be affected since it is already spacing its students 6 feet apart. The high school/middle school will remain in a hybrid setting through at least the winter break. Mr. Mullett noted that cases are rising in the county, with the hospitals nearing capacity. The governor will be speaking tomorrow, and he may order further restrictions. Lt. Governor Jon Husted is hosting a meeting about winter sports. At this time, it appears that winter sports are a go. Jefferson LSD has had 3 cases of COVID-19 so far, which is lower than the other county schools. To date there is no strong evidence about the virus spreading in school settings.

Mr. Harper asked if the COVID-19 tests can tell the difference between COVID-19 and the common flu. He has heard that the case numbers are skewed because of that. Mr. Mullett didn't know for sure but can follow up. Mr. Mullett noted that tests are getting more advanced. The possibility of a vaccine was discussed as well.

A board work session was announced for December 7.

**ADOPTION OF AGENDA (#2020-178)**

Moved by Mrs. Adams and seconded by Mr. Quinn that the Board adopt the agenda with the following changes:

1. Remove discussion of the Transfinder contract, to be discussed at a later meeting

The ayes: Mrs. Adams, Mrs. Duemmel, Mr. Harper, Mr. Quinn, Dr. Hiss. Approved.

**APPROVAL OF MINUTES (#2020-179)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the Minutes of Special Meeting, September 14, 2020; Regular Meeting, October 12, 2020; Special Meeting, Nov. 2, 2020.

The ayes: Dr. Hiss, Mr. Quinn, Mrs. Duemmel, Mrs. Adams, Mr. Harper. Approved.

**TREASURER'S REPORT**  
**MONTHLY FINANCIAL REPORTS (#2020-180)**

Moved by Mrs. Adams and seconded by Mr. Quinn that the Board approve the Monthly Financial Reports as presented.

The Ayes: Mr. Quinn, Mrs. Adams, Dr. Hiss, Mr. Harper, Mrs. Duemmel. Approved/

**REIMBURSEMENT (FITZPATRICK) (#2020-181)**

Moved by Mrs. Adams and seconded by Mrs. Duemmel that the Board approve the reimbursement of \$750 to Jackie Fitzpatrick for cheerleader gift cards.

The ayes: Mr. Harper, Dr. Hiss, Mrs. Adams, Mrs. Duemmel  
Abstain: Mr. Quinn. Approved.

It was noted that this vote is a formality to prevent future audit issues.

**TRANSFER OF FUNDS (#2020-182)**

Moved by Mr. Quinn and seconded by Mrs. Adams that the Board approve the transfer of \$600 from Class of 2020 to Class of 2021 (prom deposit).

The ayes: Mrs. Duemmel, Dr. Hiss, Mr. Harper, Mrs. Adams, Mr. Quinn. Approved.

The transfer is to correct a posting error made during the last fiscal year.

## **FIVE-YEAR FORECAST (#2020-183)**

Moved by Dr. Hiss and seconded by Mrs. Adams that the Board approve the Five-Year Forecast as presented.

The ayes: Dr. Hiss, Mr. Harper, Mrs. Duemmel, Mr. Quinn, Mrs. Adams. Approved.

Mr. Ingles gave a brief presentation on the changes to the forecast since the last update in May 2020. He noted that the forecast and detailed notes is going to be available on the website for the public.

## **PUBLIC PARTICIPATION**

None

## **ITEMS OF INTEREST OR GENERAL INFORMATION**

Professional Meeting  
Professional Meeting Reactions

## **BOARD REPORT**

### **Tolles Report – Mr. Harper**

Mr. Harper noted that Tolles Career Center is experiencing COVID-19 cases that are brought by students from their home schools. Tolles is providing free meals to students for this school year, as part of the US Department of Agriculture's extended Summer Seamless Option program. This is the same program Jefferson LSD is participating in. He also noted Tolles' board meetings are open to the public.

### **Legislative Liaison Report – Mr. Harper**

Mr. Harper noted that the Fair School Funding plan has been introduced in the State Senate. This is a companion bill to the one introduced in the House. It is being forwarded to the General Assembly for consideration and approval.

Mr. Harper gave an update on the Ohio School Boards Association executive session. He noted that there is a push to have an educational requirement for board members. The information from the session will be shared once its available. Mr. Harper encouraged the Board to be involved in the organization.

## **SUPERINTENDENT'S REPORT**

### **TEACHER SUBSTITUTES FOR 2020-2021 SCHOOL YEAR (#2020-184)**

Moved by Dr. Hiss and seconded by Mr. Quinn that the Board approve the following teacher substitutes for the 2020-2021 school year:

Chris Boring  
Sara Moore  
Yakov Shatalov  
Robert Penry

The ayes: Mrs. Adams, Mrs. Duemmel, Mr. Quinn, Mr. Harper, Dr. Hiss. Approved.

### **TEACHER SUBSTITUTE FOR 2020-2021 SCHOOL YEAR (#2020-185)**

Moved by Mrs. Adams and seconded by Mrs. Duemmel that the Board approve the following teacher substitute for the 2020-2021 school year:

Kassidy Harper

The ayes: Mr. Quinn, Mrs. Adams, Dr. Hiss, Mrs. Duemmel  
Abstain: Mr. Harper Approved.

Mr. Harper abstained due the candidate being a family relative.

### **CLASSIFIED SUBSTITUTES FOR 2020-2021 SCHOOL YEAR (#2020-186)**

Moved by Dr. Hiss and seconded by Mrs. Adams that the Board approve the following classified substitutes for the 2020-2021 school year:

Alisha Hale (Nurse)  
Baylie Miller  
Cathy Meadows  
Madison Andre  
Alicia Little

The ayes: Mrs. Duemmel, Dr. Hiss, Mr. Harper, Mrs. Adams, Mr. Quinn. Approved.

### **DONATIONS (#2020-187)**

Moved by Mrs. Adams and seconded by Mr. Quinn that the Board accept the following donations:

- a) Fifty (50) plus handmade cloth masks from Linda Collins, Greg Manger and his mother (approximate value of \$200).
- b) \$3,900 Grant, written by Curt Dennis, for technology equipment from Target.
- c) \$1578.00 to the Athletic Department from the West Jefferson Athletic Boosters.

The ayes: Mr. Harper Mr. Quinn, Mrs. Adams, Dr. Hiss, Mrs. Duemmel. Approved.

### **FIRST READING TO ADOPT BOARD POLICY DJH-R (#2020-188)**

Moved by Dr. Hiss and seconded by Mrs. Adams that it be duly noted in the minutes that this is the first reading to amend Policy DJH/Credit Cards and remove DJH-R (regulation).

The ayes: Dr. Hiss, Mr. Harper, Mrs. Duemmel, Mr. Quinn, Mrs. Adams. Approved.

### **FIRST READING TO ADOPT BOARD POLICY ACA/ACAA/ACAA-R (#2020-189)**

Moved by Mr. Quinn and seconded by Dr. Hiss that it be duly noted in the minutes that this is the first reading to adopt new Policy ACA/Non-Discrimination on the Basis of Sex; adopt new Policy ACAA/Sexual Harassment; and adopt new Regulation ACAA-R/Sexual Harassment Grievance Process.

The ayes: Mrs. Adams, Mrs. Duemmel, Mr. Quinn, Mr. Harper, Dr. Hiss. Approved.

A conversation was held about the roles within the new policy. Specifically if it is tied to the person or the position. Mr. Mullett noted that at this time it is tied to the person. Dr. Hiss asked if there was a female staff member who can fill a role in the event an employee didn't feel comfortable speaking with a male staff member. Mr. Mullett stated that Mrs. Barte is available if needed.

Mr. Harper asked where the policy came from. Mr. Mullett noted that the policy came from Ohio School Boards Association but it is a required policy under the law. Mr. Harper asked if there is a process in place to ensure required policy updates are not missed. Mr. Mullett stated that Mr. Ingles and himself receive updates as does Mr. Mullett's secretary. Mrs. Breckenridge has been tasked with monitoring updates from OSBA and holding discussions with Mr. Mullett and Mr. Ingles.

**SECOND READING/ADOPTION OF BOARD POLICY – CAFETERIA (#2020-190)**

In accordance with ORC 3313.20 and Board Policies BF, BFB and BFC, it is required that the Superintendent submits in writing to the Board and that two separate readings at two separate meetings are completed before policy can be adopted or amended. The first reading was heard at the October 12, 2020 regular board of education meeting.

Moved by Mrs. Adams and seconded by Mrs. Duemmel that the Board approve Board policy for Cafeteria Meal Charges as presented.

The ayes: Mr. Quinn, Mrs. Duemmel, Mrs. Adams, Dr. Hiss, Mr. Harper. Approved.

Mr. Harper noted that he voted “no” on the first reading of the policy due to concerns he had with cafeteria operations. He is encouraged by the full review that is being undertaken of the cafeteria.

**SECOND READING/ADOPTION OF BOARD POLICY – GRADUATION (#2020-191)**

In accordance with ORC 3313.20 and Board Policies BF, BFB and BFC, it is required that the Superintendent submits in writing to the Board and that two separate readings at two separate meetings are completed before policy can be adopted or amended. The first reading was heard at the October 12, 2020 regular board of education meeting.

Moved by Dr. Hiss and seconded by Mrs. Adams that the Board approve the adoption of new policy IKFC/Graduation Plans and Students At Risk of Not Qualifying for a High School Diploma as presented.

The ayes: Mrs. Duemmel, Dr. Hiss, Mrs. Adams, Mr. Quinn, Mr. Harper. Approved.

Mr. Bute noted that his team was in the process of developing the process and procedure to comply with this Board policy. He noted that it is difficult to do from grades 9-12 but will be complaint with the policy and law.

## **EMPLOYMENT**

### **HERMAN STANLEY – BUS DRIVER (#2020-192)**

Moved by Mr. Quinn and seconded by Dr. Hiss that the Board approve the employment of Herman Stanley on a one-year contract as School Bus Driver effective October 30, 2020 for the 2020-2021 school year, approx.4.75 hrs. per day, at step 0 of the adopted salary schedule.

The ayes: Mrs. Adams, Mr. Quinn, Mrs. Duemmel, Mr. Harper, Dr. Hiss. Approved.

Mr. Quinn asked if by this hire the transportation department is back to full strength. Mr. Hiss noted that with the upcoming resignation of Bonnie Ward he would still be down 2 bus drivers. There have been advertisements taken out in an effort to recruit more drivers. Mr. Hiss noted that his two substitute drivers have been picking up routes that are not covered.

### **JOAN SCOFIELD – GIFTED SERVICES (#2020-193)**

Moved by Dr. Hiss and seconded by Mr. Quinn that the Board approve a one-year supplemental contract for Joan Scofield for Gifted services for the 2020-2021 school year at the rate of \$21.59 per hour on an as-needed basis.

The ayes: Dr. Hiss, Mr. Harper, Mr. Quinn, Mrs. Duemmel, Mrs. Adams. Approved.

Mrs. Buescher is exploring options to be certified in this area to provide this service in the future.

### **EXTRACURRICULARS FOR 2020-2021 SCHOOL YEAR (#2020-194)**

Moved by Mrs. Adams and seconded by Mr. Quinn that the Board approve the following one-year extracurricular contracts for the 2020-2021 school year:

Andrew Bevan – MS Head Wrestling Coach, step 1 (2300.94)\*

\*pending background checks/PAP

The ayes: Mr. Harper, Mrs. Duemmel, Dr. Hiss, Mrs. Adams, Mr. Quinn. Approved.

### **DISABILITY LEAVE – BALL (#2020-195)**

Moved by Mr. Quinn and seconded by Mrs. Adams that the Board approve Disability Leave for M.S. teacher Kevin Ball as approved by the State Teachers Retirement System of Ohio effective December 1, 2020.

The ayes: Mrs. Duemmel, Mr. Harper, Dr. Hiss, Mrs. Adams, Mr. Quinn. Approved.

### **RESIGNATIONS/RETIREMENT (#2020-196)**

Moved by Dr. Hiss and seconded by Mrs. Adams that the Board accept the following resignations/retirement as requested:

- a) Jeff Mere as Middle School Language Arts Teacher, for retirement purposes, effective May 28, 2021.
- b) Alicia Little as School Bus Driver effective October 29, 2020.
- c) Patricia Owens as Cafeteria employee, for retirement purposes, effective Jan. 1, 2021.

The ayes: Mrs. Adams, Dr. Hiss, Mr. Quinn, Mr. Harper, Mrs. Duemmel. Approved.

Mr. Harper noted that the Board should recognize retiring employees. He stated that employees with decades of service to the District should recognize to encourage current teachers to continue their service. Mr. Mullett noted that traditionally there is an end of the year celebration where retiring employees are recognized but that was canceled last year due to COVID-19. Mr. Harper challenged the Board and the administration to think of ways to honor retiring employees. Mr. Mullett welcomed suggestions to come to him via email.

### **ADJOURNMENT**

Moved by Mr. Quinn and seconded by Mrs. Adams that the Board adjourn the meeting at 7:57 pm.



The ayes: Mrs. Adams, Dr. Hiss, Mr. Quinn, Mr. Harper, Mrs. Duemmel. Meeting  
Adjourned.

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President

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Treasurer