

## **JEFFERSON LOCAL SCHOOLS**

### **Regular Meeting**

**April 12, 2021**

### **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: Dr. Hiss, Mrs. Duemmel, Mr. Quinn, Mrs. Adams, Superintendent, Mr. Mullett, and Treasurer, Mr. Ingles. Mr. Harper was absent.

### **PLEDGE OF ALLEGIANCE**

Mr. Mullett led in the Pledge of Allegiance.

### **RECOGNITION OF VISITORS**

Mr. Mullett asked Mr. Daulton to provide a presentation of Hometown Ticketing, which is an online ticketing platform.

### **ADMINISTRATIVE REPORTS**

Mr. Mullett explained the reduction in force on the agenda. He gave a financial history of the District and the steps being taken to address the deficit spending. He stressed that the plan on the agenda does not result in any loss of jobs. Mr. Ingles also provided an update about the need and impact of the budget reduction plan.

### **ADOPTION OF AGENDA (#2021-72)**

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

1. Remove item M-8 Administrative Contract Recommendations
2. Item M-4b change from 4.5 hours to 5 hours per day

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

### **APPROVAL OF MINUTES (#2021-73)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the Minutes of Regular Meeting, March 8, 2021; Special Meeting, March 15, 2021.

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

### **TREASURER'S REPORT**

### **MONTHLY FINANCIAL REPORTS (#2021-74)**

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

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

### **THEN AND NOW PURCHASE ORDER (#2021-75)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the following "Then and Now" Purchase Order: PO #215305 for \$61,642.23, Invoice dated 3/18/2021; PO dated 3/22/2021.

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

### **REVISED JOB DESCRIPTION (PAYROLL/INSURANCE CLERK) (#2021-76)**

Moved by Mrs. Duemmel and seconded by Mr. Quinn that the Board approve the revised Job Description for Payroll/Insurance Clerk as presented.

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

### **APPROVE AMENDED CERTIFICATE OF ESTIMATED RESOURCES (#2021-77)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the amended certificate of estimated resources as follows:

ESSER II (507 9022)	+ \$511,604.92
IDEA Part B	- \$ 7,676.13

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

### **APPROVE AMENDED APPROPRIATIONS (#2021-78)**

Moved by Mr. Quinn and seconded by Dr. Hiss that the Board approve the amended appropriations as follows:

ESSER II (507 9022)	+ \$511,604.92
Makerspace Equipment (018-1130-640-9006)	+ \$19,000
Preschool (001-1280)	+ \$7,676.13
National Honor Society (200-9740)	+ \$220

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

### **PUBLIC PARTICIPATION**

None

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

Professional Meetings  
Professional Meeting Reactions

### **BOARD REPORT**

- **Tolles Report – Mr. Harper**

No report since Mr. Harper was absent.

- **OSBA/Legislative Liaison Report – Mrs. Duemmel**

Ohio School Boards Association provided an update on school funding reform.

- **Committee Reports**

Retirement committee was informed by the Board attorney that it cannot use Board funds to pay for retirement gifts.

### **ADDENDUM TO TREASURER'S CONTRACT (#2021-79)**

Moved by Mr. Quinn and seconded by Dr. Hiss that the Board approve the enclosed Addendum to Mark Ingles' Treasurer Contract as presented.

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

## **SUPERINTENDENT'S REPORT**

### **RESIGNATIONS/RETIREMENT (#2021-80)**

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

- a) Sandy Boucher, Payroll/Insurance Clerk, for retirement purposes, effective June 30, 2021.
- b) Lorraine Picklesimer as School Bus Driver effective March 23, 2021.
- c) Carol Grice as Cafeteria employee, for retirement purposes, effective May 31, 2021.

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

Mr. Mullett and Mr. Ingles noted the retirement of Mrs. Boucher, who gave decades of service to Jefferson LSD.

### **ADOPT JOB DESCRIPTIONS (#2021-81)**

Moved by Mr. Quinn and seconded by Dr. Hiss that the Board approve the Job Descriptions effective with the 2021-2022 school year as presented:

- a) Middle/High School Principal

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

### **ADOPT JOB DESCRIPTIONS (#2021-82)**

Moved by Dr. Hiss and seconded by Mr. Quinn that the Board approve the Job Descriptions effective with the 2021-2022 school year as presented:

- b) Middle/High School Assistant Principal

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

Abstain: Mrs. Adams

Approved

### **RESOLUTION FOR REDUCTION IN FORCE EMPLOYMENT (#2021-83)**

Moved by Mr. Quinn and seconded by Mrs. Duemmel that the Board approve the Reduction in Force list to be effective beginning with the 2021-2022 school year as presented.

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

### **EMPLOYMENT**

#### **MATT ADAMS – MS/HS ASST. PRINCIPAL (#2021-84)**

Moved by Mr. Quinn and seconded by Dr. Hiss that the Board approve the employment of Matt Adams as Middle/High School Assistant Principal on a three-year contract (185 days per year) effective August 13, 2021 with salary per the adopted teacher salary schedule.

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

#### **DIANA WILLIS – BUS DRIVER (#2021-85)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the employment of Dianna Willis on a one-year contract as School Bus Driver for the balance of the 2020-21 school year effective March 22, 2021 (approx. 5 hrs. per day), step 0 of the adopted salary schedule.

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

#### **SALARY ADJUSTMENT FOR MS/HS PRINCIPAL (BUTE) (#2021-86)**

Moved by Mr. Quinn and seconded by Mrs. Duemmel that the Board approve a salary adjustment of an additional \$5,000.00 annually, effective August 1, 2021, for Mike Bute's additional duties as Middle/High School Principal.

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

### **EXTENDED SERVICE CONTRACTS FOR 2021-2022 (#2021-87)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the following Extended Service Contracts for the 2021-2022 school year:

Karla Fry (library)	6 days
Melissa Jones (library)	6 days
Melanie Reed (guidance)	10 days
Shelby King (guidance)	10 days
Becky Krall (special ed.)	20 days
Matt Adams (asst. principal)	20 days

The ayes: Mr. Quinn, Dr. Hiss, Mrs. Duemmel.

Abstain: Mrs. Adams

Approved

### **CERTIFIED TEACHER CONTRACT RECOMMENDATIONS (#2021-88)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the certified teacher contract as presented.

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

### **ADJOURNMENT**

Moved by Mrs. Duemmel and seconded by Mr. Quinn that the Board adjourn the meeting at 7:37 pm.

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

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President

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Treasurer

