

JEFFERSON LOCAL SCHOOLS
Regular Meeting
June 13, 2022

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, Ms. Newman, Mr. Harper, Mr. Quinn, Superintendent, Mr. Mullett, and Treasurer, Mr. Ingles.

PLEDGE OF ALLEGIANCE

Mr. Mullett led in the Pledge of Allegiance.

RECOGNITION OF VISITORS

Visitors were welcomed to the meeting.

PRESENTATIONS/ADMINISTRATIVE REPORTS

Recognition of Norwood Elementary Math Team

Mrs. Barte recognized the students and coaches. The students received certificates.

Presentation by LifeWise

Student release time for Christian education character development. It will be for elementary students. It will utilize existing board policy to allow for students to attend. Organizers have gathered 160 signatures from community members who support the program. The classes would be held weekly for 35-45 minutes. The US Supreme Court ruled in the 1950's that release time programs are ok as long as there is no active involvement from the public school district. The classes will be held off school property with transportation provided by Lifewise. The program started in 2012 in Van Wert, Ohio. It is currently in surrounding school districts like Upper Arlington, Olentangy, and Worthington. Harvest Chapel has offered use of its facilities for the program. The program is looking for vehicles and drivers to provide transportation. The program cannot legally conflict with core curriculum and as such will work with Mrs. Barte to ensure no conflict. Lifewise also has umbrella insurance coverage for liability. All volunteers undergo a background check. Sessions are generally not recorded but community members may sit in on classes. A sample curriculum is available online. There will be a Board Work Session to discuss the program before a decision is made.

Presentation by Elem. Principal Sue Barte – Proposed Report Card Changes

Report Cards have not changed since 2014. Every grade level had a chance to review and make suggestions on how to change the report card to suit their class needs. Habits are incorporated as a measure. The report card focuses on standards and do not include grades. It shows how well students are developing skills in key areas. There are data days for tier II teachers so they can look at data and develop and provide additional support for students.

Administrative Reports as presented

Mr. Mullett presented Mr. Harper with a plaque in honor of Mr. Harper's retirement from the Board of Education. Mrs. Duemmel also presented a metal West Jefferson logo sign to Mr. Harper.

ADOPTION OF AGENDA (#2022-118)

Moved by Mr. Quinn and seconded by Mrs. Duemmel that the Board adopt the agenda with no changes.

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

APPROVAL OF MINUTES (#2022-119)

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve the Minutes of Regular Meeting, May 9, 2022.

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

TREASURER'S REPORT

MONTHLY FINANCIAL REPORTS (#2022-120)

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

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

AMENDED FINAL CERTIFICATE OF ESTIMATED RESOURCES FY22 (#2022-121)

Moved by Mrs. Duemmel and seconded by Mr. Quinn that the Board approve the Final Amended Certificate of Estimated Resources FY 2022:

NW Uniform Supply	+ \$ 6,000.00
Title I	+ \$11,576.62

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

AMENDED FINAL APPROPRIATIONS FY22 (#2022-122)

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve the Final Amended Appropriations FY 2022:

Food Service	+ \$30,000.00
Title I	+ \$11,576.62

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

INITIAL CERTIFICATE OF ESTIMATED RESOURCES FY23 (#2022-123)

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve the Initial Certificate of Estimated Resources FY 2023.

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

PERMANENT APPROPRIATIONS FY23 (#2022-124)

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve the Permanent Appropriations FY 2023.

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

TRANSFERS (#2022-125)

Moved by Mr. Quinn and seconded by Mr. Harper that the Board approve the following transfers:

\$6,000 from the General Fund to the Norwood Uniform School Fund

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

CONTRACT WITH JULIAN AND GRUBE FOR GAAP SERVICES (#2022-126)

Moved by Mrs. Duemmel and seconded by Mr. Harper that the Board approve the contract with Julian and Grube to provide GAAP compilation services for financial reports for fiscal years ending 2022, 2023 and 2024 at a cost of \$6,900 annually as presented.

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

CONTRACT WITH CHARTWELLS FOR 2022-2023 (#2022-127)

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve the one-year renewal contract with Chartwells for the 2022-2023 school year as presented.

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

OHIO SCHOOL PLAN PROPERTY INSURANCE FOR 2022-2023 (#2022-128)

Moved by Mr. Quinn and seconded by Mr. Harper that the Board approve the renewal contract with Ohio School Plan for property insurance for the 2022-2023 school year as presented.

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

THEN & NOW PURCHASE ORDER (#2022-129)

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve the Then and Now for purchase order #221310 (original p.o. did not cover total costs) as presented.

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

FIRST RESOLUTION FOR SUBSTITUTE LEVY ON NOV. 8, 2022 BALLOT (#2022-130)

Moved by Ms. Newman and seconded by Mr. Quinn that the Board pass the Resolution of Necessity of Substitute Levy for the November 8, 2022 ballot as presented.

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

Public Participation

None

ITEMS OF INTEREST OR GENERAL INFORMATION

Professional Meetings
Professional Meeting Reactions

BOARD REPORT

Tolles Report – Mr. Harper

Mr. Harper presented a written report to the Board. He stated that 37 West Jefferson students have been accepted for the following school year. Seven students have withdrawn. The unmanned aircraft program has been discontinued for the low numbers. There is a great market for welders. Mr. Harper is continuing on the Tolles Board until the end of his term. Concerns regarding the program should be routed through the Board President and superintendent for forwarding to Mr. Harper.

Legislative Liaison Report – Mrs. Duemmel

The legislature passed several laws ahead of its recess for the August primary election. The temporary substitute teacher provisions have been extended for 2023-2024. That will allow for substitute teachers with lower certification requirements.

Committee Reports

None.

SECOND READING/ADOPTION OF AMENDED BOARD POLICY BCC/QUALIFICATIONS AND DUTIES OF THE TREASURER/TREASURER JOB DESCRIPTION (#2022-131)

In accordance with ORC 3313.20 and Board Policy BF, 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 May 9, 2022 regular board of education meeting.

It is the recommendation of the Board President that the Board approve amending Policy BCC/Qualifications and Duties of the Treasurer/ Treasurer Job Description as presented.

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve the amended policy.

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

RESIGNATION OF BOARD MEMBER DAVID HARPER (#2022-132)

It is the recommendation of the Board President that the Board accept the resignation of Board Member David Harper effective June 17, 2022.

Moved by Mr. Quinn and seconded by Mrs. Duemmel that the Board accept Mr. Harper's resignation.

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

Withdrawn: Mr. Harper.

Approved.

SUPERINTENDENT'S REPORT

DONATIONS (#2022-133)

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

- a) Sixty (60) tea drinks (valued at \$200) to Norwood Elementary from West Jeff Nutrition for Teacher Appreciation Week.
- b) Sixty-five (65) McDonalds gift cards (\$5.00 ea) to Norwood Elementary from Madison Health for Teacher Appreciation Week.
- c) Crayons, coloring books, staples, tissues (valued at \$250) to Norwood Elementary from S.P. Richards Co.
- d) Thirty-three (33) Informational Books on Stamps (valued at \$800) to the Middle School/High School Media Center from Ed and Phyllis Calomeni.
- e) \$27,821.70 to the District from the Madison County Prosecutor's Office for the installation of Nightlock Door Security Stoppers for all of our facilities.
- f) \$50 to the Athletic Department from Marilyn Myers in memory of Gary McNeal.
- g) \$50 to the Athletic Department from Ron and Lynn Thompson in memory of Gary McNeal.
- h) \$100 to the Athletic Department from Virginia and Francis Murray in memory of Gary McNeal.
- i) \$50 to the Athletic Department from Emma and Jack Rhyan in memory of Gary McNeal.

- j) \$200 to the High School MD Classroom Unit from the Madison County Auditor's Office.
- k) \$100 to the Athletic Department from Pam and James McCormick in memory of Gary McNeal.

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

STUDENT HANDBOOK CHANGES FOR 2022-2023 (#2022-134)

Moved by Mrs. Duemmel and seconded by Mr. Quinn that the Board approve the Student Handbook changes for West Jefferson Middle School and West Jefferson High School for the 2022-2023 school year as presented.

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

Mrs. Duemmel noted several inconsistencies with titles and prefixes. Mr. Mullett and Mr. Adams stated that those will be corrected before publication.

SECOND READING/ADOPTION OF AMENDED BOARD POLICY

POLICY CCA/ORGANIZATIONAL CHART (#2022-135)

In accordance with ORC 3313.20 and Board Policy BF, 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 May 9, 2022 regular board of education meeting.

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve amending the following policies as presented:

- a) Policy CCA/Organizational Chart
- b) Policy GDBE/Support Staff Vacations and Holidays
- c) Policy DH/Bonded Employees and officers

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

SECOND READING/ADOPTION OF JOB DESCRIPTIONS (#2022-136)

In accordance with ORC and Board Policy BF, it is required that the Superintendent submits in writing to the Board that the readings at two separate meetings are completed before policy can be adopted or amended. The first reading was heard at the May 9, 2022 regular board of education meeting.

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve adopting the following Job Descriptions as presented:

- a) Intervention Specialist
- b) HS/MS Assistant Principal/Curriculum
- c) Elementary Assistant Principal/Curriculum

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

EMPLOYMENT OF TEACHER AIDE (LANGE) (#2022-137)

Moved by Mrs. Duemmel and seconded by Mr. Quinn that the Board approve the employment of Karena Lange on a one-year contract as Paraprofessional Aide at Norwood Elementary effective August 23, 2022 for the 2022-2023 school year, step 4 on the adopted aide salary schedule.*

*pending renewal of aide permit

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

EXTENDED SERVICE CONTRACTS FOR 2022-2023 (#2022-138)

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve Extended Service Days for the following staff for the 2022-2023 school year:

Karla Fry (HS/MS Library)	6 days
Melissa Jones (Norwood Library)	6 days
Shelby King (MS Guidance)	10 days
Jeannette Haskins (HS Guidance)	10 days

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

Ms. Newman asked what purpose the extended days serves. Mr. Adams provided information on how they are used. Mr. Mullett noted that it may be a bargaining item in the future to incorporate extended days into the standard contract for these positions.

HOME INSTRUCTION FOR 2021-2022 (#2022-139)

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve Home Instruction services for an elementary student beginning May 11, 2022 for a maximum of twenty-five (25) hours.

It is also recommended that Sheri Winniestaffer be approved as the student's tutor, on an as needed basis, at the rate of \$21.59 per hour.

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

ELEMENTARY REPORT CARD CHANGES FOR 2022-2023 (#2022-140)

Moved by Mrs. Duemmel and seconded by Ms. Newman that the Board approve the proposed changes to the Elementary Report Cards as presented

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

EXTRACURRICULARS FOR 2022-2023 (#2022-141)

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve the following one-year extracurricular contracts for the 2022-2023 school year:

Elmer Broecker – HS/MS Instrumental Music, step 6 (6073.20)
Amanda Rose-Hobbs – HS/MS Vocal Music, step 2 (3643.92)
Brooke Simmons – HS Yearbook Publication, step 6 (4453.68)
Jennifer Miller – HS Student Council Advisor, step 6 (2834.16)
Shelby King – MS Yearbook Advisor, step 2 (1/2) (607.32)
Caitlin Kane – MS Yearbook Advisor, step 4 (1/2) (1012.20)
Karla Fry – Sophomore Class Advisor, step 2 (1214.64)
Brooke Simmons – Junior Class Advisor, step 3 (1/2) (809.76)
Jennifer Miller – Senior Class Advisor, step 6 (1/2) (1417.08)
Kristen Dehart – Senior Class Advisor, step 6 (1/2) 1417.08)
Abigail Simmons – HS National Honor Society Advisor, step 1 (809.76)
Mike Harkleroad – HS Envirothon Advisor, step 6 (2834.16)
Jenny Siddiqi – HS Mock Trial Advisor, step 6 (2834.16)
Jerri Kitchen – MS Spelling Contest Advisor, 3% (1214.64)
Kyle Haidet – MS Math Contest Advisor, 3% (1214.64)
Dennis Boyd – MS Student Council Advisor (1/2), 3% (607.32)
Krysten Smith – MS Student Council Advisor (1/2), 3% (607.32)
Amanda Rose-Hobbs – HS Musical, step 1 (1619.52)
Shawn Buescher – HS Head Football Coach, step 6 (7895.16)
Dana Farbacher – HS Head Boys' Soccer Coach, step 5 (4858.56)
Austin McLean – HS Head Girls' Soccer Coach, step 2 (3643.92)
Alexandria Braithwaite – HS Head Cheerleading Advisor/Football, step 4 (3643.92)*

Brad Roe – HS Head Golf Coach, step 3 (4048.80)
Nick Houk – HS Head Freshman Football Coach, step 3 (4048.80)*
Roberta Roberts – MS Head Cheerleading Advisor/Football, step 2 (2024.40)
Jeff Patterson – MS Head Football Coach, step 4 (3643.92)*
Josh Peters – MS Head soccer Coach, step 2 (2834.16)
Dennis Boyd – MS Head Volleyball Coach, step 2 (2834.16)
Zach Olson – HS Assist. Football Coach, step 6 (6073.20)
Brian Fortune – HS Assist. Football Coach, step 6 (6073.20)*
Jessiah Simmons – HS Assist. Football Coach, step 6 (6073.20)
Zach Thomas – HS Freshman Assist. Football Coach, step 1 (2429.28)
Megan Jester – HS Assist. Cheerleading Advisor/Football, step 3 (2429.28)*
Trevor Bausch – HS Assist. Girls’ Soccer Coach, step 2 (2834.16)
Zoie Fisher – HS Assist. Boys’ Soccer Coach, step 2 (2834.16)
Jasmine Scheiderer – HS Freshman Volleyball, step 1 (1619.52)
Katie Keckley – HS Assist. Volleyball Coach, step 6 (4453.68)
Josh Hahn – MS Assist. Football Coach, step 1 (1619.52)*
Ryan Browning – MS Assist. Football Coach, step 1 (1619.52)
Cynthia Duke – MS Assist. (7th gr.) Volleyball, step 1 (1619.52)
Jared Wheeler – Volunteer HS Assist. Football Coach*
Zach Williams – Volunteer HS Assist. Football Coach*
Zach Maxwell – Volunteer MS Assist. Football Coach*
Herman Stanley – Volunteer MS Assist. Football Coach*
Justin Hooker – Volunteer MS Assist. Football Coach*
Laura Nulph – Volunteer HS Assist. Volleyball Coach*
Hope Schwind – Volunteer HS Assist. Volleyball Coach

*pending pupil activity permit

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

Mr. Harper would like to see a review of the extracurricular salary schedule. This would be subject to negotiations and bargaining.

EXTRA CURRICULAR FOR 2022-2023 (#2022-142)

Moved by Mr. Quinn and seconded by Mrs. Duemmel that the Board approve the following one-year extracurricular contracts for the 2022-2023 school year:

Rachel Stanley – Junior Class Advisor, step 3 (1/2) (809.76)*

Rachel Stanley – HS Head Volleyball Coach, step 6 (5263.44)*

*pending pupil activity permit

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

Abstain: Ms. Newman

Approved.

ELEMENTARY SCIENCE CLUB STIPENDS (#2022-143)

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve the employment of the following staff for an Elementary Science Club, July 25-28 and August 1-5, at the rate of \$21.59 per hour not to exceed forty (40) hours): Jessica Juhn, Alison Crawford, Justine Dams, Dawn Klein.

*paid with ESSER funds

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

FIRST READING TO AMEND BOARD POLICY EF/EFB-P - CAFETERIA MEAL CHARGES (#2022-144)

That it be duly noted in the minutes that this is the first reading to amend Board Policy EF/EFB-P - Cafeteria Meal Charges as presented.

Moved by Mrs. Duemmel and seconded by Mr. Quinn that the Board approve the first reading of the amended policy.

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

EMPLOYMENT FOR EXTENDED SCHOOL YEAR SERVICES FOR SUMMER 2022 (#2022-145)

Moved by Mr. Harper and seconded by Dr. Hiss that the Board approve the employment of the following to provide Extended School Year Services for summer 2022 (paid from ESSER funds):

- a) Tricia Pankewicz to provide speech/language therapy up to seven (7) half days of service not to exceed \$475.00.
- b) Sara Hamilton to provide academic (reading and math instruction) up to fifteen (29) half days or fourteen and one-half (14.5) full days of service not to exceed \$2000.00.

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

SCHOOL BUS PURCHASES (#2022-146)

Moved by Mrs. Duemmel and seconded by Mr. Quinn that the Board approve the purchase of two (2) 72-passenger conventional type C buses at a cost of \$102,292.00 each and one (1) type A bus at a cost of \$103,720.00 from Rush Truck Centers. Please note these prices will actually be \$45,000 less per bus due to our awarded grant.

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

ADJOURNMENT

Moved by Mr. Harper and seconded by Mr. Quinn that the Board adjourn the meeting at 8:06 pm.

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

President

Treasurer