

**JEFFERSON LOCAL SCHOOLS**  
**Regular Meeting**  
**May 10, 2021**

**CALL TO ORDER**

**ROLL CALL**

West Jefferson, Ohio High School, the Jefferson Local Board of Education met in regular session at 7:01 pm with the following members present: Mr. Quinn, Mrs. Adams, Dr. Hiss, Mr. Harper, Mrs. Duemmel, Superintendent, Mr. Mullett, and Treasurer, Mr. Ingles.

**PLEDGE OF ALLEGIANCE**

Mr. Mullett led in the Pledge of Allegiance.

**RECOGNITION OF VISITORS**

Mr. Mullett welcomed everyone to the meeting.

**RECOGNITION OF RETIREES**

Mr. Mullett read testimonials and thanked the following retirees who were in attendance: Jeff Mere, Sandy Boucher, Debbie Omen, Pat Owens, Tami Hill, and Cindy Niles. Mr. Harper noted that the group of retirees represents how much of a team effort it is to run the District and provide the best service to all the students.

**ADOPTION OF AGENDA (#2021-90)**

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

1. Change in the list of names provided in item L6a

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

**APPROVAL OF MINUTES (#2021-91)**

Moved by Mr. Quinn and seconded by Mrs. Duemmel that the Board approve the minutes for the Special Meeting, held on April 12, 2021 and the Regular Meeting, held on April 12, 2021.

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

Abstain: Mr. Harper

Approved

**TREASURER'S REPORT**

**MONTHLY FINANCIAL REPORTS (#2021-92)**

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

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

**AMENDED APPROPRIATIONS (#2021-93)**

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve the Amended Appropriations and Certificate of Estimated Resources as follows:

Student activity funds	+ \$ 5,005.01
General fund	+ 4,886.45
Food service	(371.36)
District managed activity	+ 24.00
Coronavirus Relief Funds	(0.01)
Building Maintenance Fund (034)	500.00

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

**UPDATED FIVE-YEAR FORECAST (#2021-94)**

Moved by Mr. Harper and seconded by Dr. Hiss that the Board approve the updated five-year forecast as presented.

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

## **EMPLOYMENT OF PAYROLL CLERK/HR COORDINATOR (BEANE) (#2021-95)**

Moved by Dr. Hiss and seconded by Mr. Quinn that the Board approve the employment of Sherrie Beane as Payroll Clerk/HR Coordinator, at a per diem rate of \$217.44, effective June 1, 2021-June 30, 2021 and on a one-year contract from July 1, 2021-June 30, 2022, step 27 of the adopted central office salary schedule.

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

## **INSURANCE PLANS FOR 2021-2022 (#2021-96)**

Moved by Mr. Harper and seconded by Mrs. Duemmel that the Board approve the following insurance plans for the 2021-2022 school year:

- a) Property insurance with the Ohio School Plan effective 7/1/2021 through 7/1/2022 in the amount of \$36,393.00.
- b) Liability/Violence/Cyber Insurance with the Ohio School Plan effective 7/1/2021 through 7/1/2022 in the amount of \$8,444.00.
- c) Auto/Fleet & Pollution Insurance with the Ohio School Plan effective 7/1/2021 through 7/1/2022 in the amount of \$11,608.00.

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

## **PUBLIC PARTICIPATION**

None

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

Professional Meetings  
Professional Meeting Reactions

## **BOARD REPORT**

### **Tolles Report – Mr. Harper**

It's been a challenge to keep up with the changes and attend all the meetings due to lack of superintendent. The Board has narrowed down the superintendent search to candidates for an in-person interviews. The staff has done a great job in preventing students from failing to receive credit.

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

The General Assembly is still discussing the state budget, with no resolution expected until late June. The federal government approved extending the seamless summer option to provide free meals to all students into the next school year.

### **Committee Reports -**

The Development and Growth Committee is very active. There is a lot of development occurring within the village and township. The Township is looking at a new form of an abatement that is different than the ones offered by the Village. The members of the committee will continue to work with village, township, and county stakeholders to ensure the District has responsible growth. There will be a bus tour of the industrial development this Friday. Mr. Hale at the village has added Mr. Mullett and Mr. Ingles to his distribution list whenever new occupancy permits are issued.

## **SUPERINTENDENT'S REPORT**

### **DONATIONS (#2021-97)**

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

- a) \$1,050.00 to the Athletic Department from the West Jefferson Athletic Boosters for reimbursement for ROC/clay track.
- b) \$717.00 to the Athletic Department from the West Jefferson Athletic Boosters for reimbursement for spring sports equipment
- c) One (1) FireKing four drawer fireproof filing cabinet (valued at \$2,000) to Jefferson Local from Dr. Ralph Rohner, Jr.
- d) Forty-two (42) dozen bottles of hand sanitizer (valued at \$1,000) to Jefferson Local from the Good Samaritan Food Pantry.
- e) Hand soap (valued at \$100) to Norwood Elementary from Target.
- f) Ice cream truck visit (valued at \$350) to Norwood Elementary staff from the Johnson/Leite family.
- g) Hand sanitizer and disposable masks (valued at \$700) to Jefferson Local from the Sawmill Road Circle K.
- h) \$500.00 to Norwood Elementary from Mary Jo Parello.

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

### **STUDENT FEE LISTS FOR 2021-2022 (#2021-98)**

Moved by Dr. Hiss and seconded by Mr. Harper that the Board approve the Student Fee Lists for the 2021-2022 school year for Norwood Elementary, West Jefferson Middle School and West Jefferson High School.

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

### **LIST OF GRADUATING SENIORS FOR MAY 22, 2021 (#2021-99)**

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve the Seniors for Graduation on May 22, 2021 in accordance with ORC 3316.61. Barring failures during the last grading period, these students will have completed the minimum State and Local requirements to receive a High School Diploma, except for foreign exchange students who will be given a certificate of attendance and completion from West Jefferson High School.

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

### **STUDENT HANDBOOK CHANGES FOR 2021-2022 (#2021-100)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the Student Handbook changes for the 2021-2022 school year for Norwood Elementary, West Jefferson Middle School (all new) and West Jefferson High School as presented.

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

### **EMPLOYMENT**

#### **Yakov Shatalov (H.S. Program Monitor) (#2021-101)**

Moved by Mrs. Duemmel and seconded by Dr. Hiss that the Board approve Yakov Shatalov as substitute saving credit program monitor at West Jefferson High School for up to 45 days through the remainder of the 2020-2021 school year at a salary of \$100 per day.

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

Mr. Bute, Mr. Mullett, and Mr. Ingles answered questions regarding the program. It was noted that it will be paid for out of COVID relief funds to address learning loss.

### **Additional Extended Service Days for 2021-2022 (#2021-102)**

Moved by Dr. Hiss and seconded by Mr. Quinn that the Board approve five (5) additional extended service days for Guidance Counselors Melanie Reed (HS) and Shelby King (MS) for the 2021-2022 school year, to be used at the discretion of the administration, for a total of 15 days each. In addition, five (5) extended service days for Secretary Jennifer Miller for the 2021-2022 school year to assist with the Middle School/High School complex transition.

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

### **EXTRACURRICULAR CONTRACTS FOR 2021-2022 (#2021-103)**

Moved by Mr. Quinn and seconded by Mr. Harper that the Board approve the following one-year extracurricular contracts for the 2021-2022 school year:

Jessica Juhn – Elem. Safety Patrol, step 4 (2684.43)  
Emily Ozbolt – 5<sup>th</sup> Grade Spelling Contest Advisor (1/2), 3% (575.24)  
Justine Dams – 5<sup>th</sup> Grade Spelling Contest Advisor (1/2), 3% (575.24)  
Sheri Winniestaffer – 5<sup>th</sup> Grade Math Contest Advisor (1/2), 3% (575.24)  
Alison Crawford – 5<sup>th</sup> Grade Math Contest Advisor (1/2), 3% (575.24)  
Thomas Ruane – Elementary Art Show Advisor, 3% (1150.47)  
Angel Hillyard – Elementary Musicals, 3% (1150.47)  
Elmer Broecker – HS/MS Instrumental Music, step 6 (5752.35)  
Rachel Armas – HS/MS Vocal Music, step 6 (4985.37)  
Brooke Simmons – HS Yearbook Publication, step 6 (4218.39)  
Jennifer Miller – HS Student Council Advisor, step 6 (2684.43)  
Jenny Siddiqi – HS National Honor Society Advisor, step 6 (2684.43)  
Amy Gravlin – HS Art Show Advisor, 3% (1150.47)  
Katie Manns – HS Musical, step 2 (1917.45)  
Karla Fry – Freshman Class Advisor, step 1 (766.98)  
Brooke Simmons – Sophomore Class Advisor (1/2) step 2 (575.24)  
Rachel Stanley – Sophomore Class Advisor (1/2), step 2 (575.24)  
Kristen Forrest – Junior Class Advisor (1/2), step 6 (1342.22)  
Jennifer Miller – Junior Class Advisor (1/2), step 6 (1342.22)  
Jennifer Miller – Senior Class Advisor (1/2), step 6 (1342.22)  
Joyce Rhoades – Senior Class Advisor (1/2), step 6 (1342.22)  
Jenny Siddiqi – Mock Trial Advisor, step 6 (2684.43)  
Mike Harkleroad – Envirothon Advisor, step 6 (2684.43)  
Shawn Buescher – Varsity Football Coach, step 6 (7478.06)  
Rachel Stanley – HS Head Volleyball Coach, step 6 (4985.37)  
Dana Farbacher – HS Head Boys' Soccer Coach, step 4 (4218.39)\*  
Austin McLean – HS Head Girls' Soccer Coach, step 1 (3067.92)\*  
Alexandria Braithwaite – HS Head Cheerleading Coach, step 3 (3067.92)  
Brad Roe – HS Head Golf Coach, step 2 (3451.41)

Zachary Olson – HS Head Freshman Football Coach, step 6 (4985.37)  
Terry Lambert – MS Head Football Coach, step 6 (4218.39)  
Brian Fortune – HS Assist. Football Coach, step 6 (5752.35)  
Jessiah Simmons – HS Assist. Football Coach, step 6 (5752.35)\*  
Nick Houk – Freshman Assist. Football Coach, step 6 (4318.39)  
Megan Jester – Freshman Cheerleading Advisor, step 2 (1917.45)  
Katie Keckley – HS Assist. Volleyball Coach, step 6 (4218.39)  
Addie Newman – Freshman Volleyball Coach, step 2 (1917.45)\*  
Jeff Patterson – MS Assist. Football Coach, step 6 (3451.41)  
Kevin Cutler – MS Assist. Football Coach, step 6 (3451.41)\*  
Payton Shays – MS Head (8<sup>th</sup>) Volleyball Coach, step 1 (2300.94)  
Dennis Boyd – MS Assist. (7<sup>th</sup>) Volleyball Coach, step 3 (2300.94)\*  
John Koehler – HS/MS Physical Fitness, step6 (1438.09 per season)  
Zachary Thomas – Volunteer HS Assist. Football Coach  
Logan Stepp – Volunteer HS Assist. Football Coach\*  
Lance Lambert – Volunteer HS Assist. Football Coach  
Herman Stanley – Volunteer MS Assist. Football Coach  
Ryan Browning – Volunteer MS Assist. Football Coach  
Laura Nulph – Volunteer HS Assist. Volleyball Coach  
Hope Schwind – Volunteer HS Assist. Volleyball Coach\*  
Jasmine Scheiderer – Volunteer HS Assist. Volleyball Coach  
Dennis Boyd – MS Student Council Advisor (1/2), 3% (575.24)  
Melanie Reed – MS Student Council Advisor (1/2), 3% (575.24)  
Jerri Kitchen – MS Spelling Contest Advisor, 3% (1150.47)  
Jessie Mace-Froehlich – MS Art Show Advisor, 3% (1150.47)  
Jessie Mace-Froehlich – MS Yearbook Advisor (1/2), step 4 (1917.45)  
Caitlin Kane - MS Yearbook Advisor (1/2), step 3 (1533.96)

\*pending completion of PAP requirements

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

### **EXTRA CURRICULAR CONTRACT FOR 2021-2022 (#2021-104)**

Moved by Mr. Quinn and seconded by Mr. Harper that the Board approve the employment of the following one-year extracurricular contract for the 2021-2022 school year:

Matt Adams – HS Assist. Football Coach, step 6 (5752.35)

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

Abstain: Mrs. Adams

Approved

**RESOLUTION FOR MEMBERSHIP IN OHSAA FOR 2021-2022 (#2021-105)**

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve the resolution authorizing membership in the Ohio High School Athletic Association for the 2021-2022 school year at a fee not to exceed \$1300.

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

Mr. Harper noted that the Boosters discussed helping pay for the increase in fees charged by OHSAA. Mr. Mullett noted that payments for hosting football playoff games may go away going forward.

**SERVICE AGREEMENT W/MADISON-CHAMPAIGN ESC FOR 2021-2022 (#2021-106)**

Moved by Dr. Hiss and seconded by Mrs. Duemmel that the Board approve the Service Agreement with the Madison-Champaign Educational Service Center for the 2021-2022 school year as presented.

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

The nays: Mr. Harper

Approved

Mr. Harper wants to keep exploring ways to save on costs associated with the ESC contract.

**ADDITION TO CLASSIFIED SUBSTITUTE LIST FOR 2020-2021 (#2021-107)**

Moved by Dr. Hiss and seconded by Mr. Quinn that the Board approve the following addition to the classified substitute list for the 2020- 2021 school year:

Shane Bumgardner

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

**CLASSIFIED CONTRACT RECOMMENDATIONS (#2021-108)**

Moved by Mr. Harper and seconded by Dr. Hiss that the Board approve the following classified contracts for the 2020-2021 school year:

One Year

Jane Breckenridge- Supt. Secretary

Two Year

Emma Hockenberry- Aide

Janette Harding- Aide



Cynthia Duke- Aide  
LouAnn VanWagner- Aide  
Dana Belcher- Mechanic  
Nicole Jacob- Bus Driver  
Herman Stanley- Bus Driver  
Dianna Willis- Bus Driver  
Amber Frey- Custodian  
Stephen Robinette- Custodian

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

**ADMINISTRATIVE CONTRACT RECOMMENDATION (#2021-109)**

Moved by Mr. Harper and seconded by Mr. Quinn that the Board approve renewing Sue Barte's contract as Norwood Elementary Principal for a three-year period effective with the 2021-2022 school year.

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

**ADMINISTRATIVE CONTRACT RECOMMENDATION (#2021-110)**

Moved by Mr. Quinn and seconded by Mr. Harper that the Board approve renewing Andrea Buescher's contract as Elementary Curriculum Director for a three-year period effective with the 2021-2022 school year.

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

Mr. Harper asked if these positions report to the superintendent and if they are eligible for pay raises. Mr. Mullett noted that they report to him and are eligible for pay raises.

**ADJOURNMENT**

Moved by Mr. Harper and seconded by Mr. Quinn that the Board adjourn the meeting at 8:03 pm.

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

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President

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Treasurer

