

**City Board of Education
Washington Court House City Schools
Organizational Board Meeting
Monday, January 8, 2024 at 7:00 PM**

The Board of Education of the City School District of Washington Court House, Fayette County, Ohio met in regular session pursuant to the rules of section 3313.15 of the Ohio Revised Code, at 306 Highland Avenue, on Monday, January 8, 2024 at 7:00 PM and proceeded to consider business under section 3313.15 of the Ohio Revised Code.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE (Agenda Item 1)

The meeting was called to order at 7:00 PM by President Pro-Tem Mr. Upthegrove. Mr. Upthegrove led the Pledge of Allegiance.

OATH OF OFFICE (Agenda Item 2)

Zach Camp, Wendy Downing and Jennifer Lynch, elected on November 7, 2023 as Board of Education members of the Washington Court House City Schools for a 4-year term were administered the oath of office.

“ Zach Camp, Wendy Downing and Jennifer Lynch, do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as a member of the Board of Education of the Washington Court House City Schools, Fayette County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your continuance in said office?” The answer is “I do.”

ROLL CALL (Agenda Item 3)

Board Members Present:

Dr. Camp
Mr. Chrisman
Mrs. Downing
Mrs. Lynch
Mr. Upthegrove

Others Present:

Tom Bailey
Becky Mullins
Andrea Faulkner
Lisa Robinson
Trevor Patton
Joe Downing
Tim Wiseman

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA (Agenda Item 4)

Correction of retirement year for Greg Phipps to June 30, 2024

Agenda Item #10, Letter E. – Removed Amended Job Description: Athletic Director

PUBLIC PARTICIPATION REGARDING AN AGENDA ITEM (Agenda Item 5)

None

ELECTION OF PRESIDENT (Agenda Item 6)

President Pro-Tem Mr. Upthegrove called for nominations for the office of president. Dr. Camp nominated Mr. Upthegrove for President.

Motion 2024-01

Mr. Chrisman moved that nominations be closed.

On roll call the members voted as follows:

Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea (5 yeas)

President Pro-Tem Mr. Upthegrove declared nominations for President be closed.

The Board then proceeded with election of the President for the coming year.

Motion 2024-02

On roll call the members voted as follows:

Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea (5 yeas)

President Pro-Tem Mr. Upthegrove declared the motion carried.

Mr. Upthegrove, having received more than the required number of votes, was declared President for the term of one (1) year.

Treasurer Becky Mullins administered the oath of office to Mr. Upthegrove. The oath, as administered and signed is stated below.

OFFICIAL OATH

State of Ohio

County of Fayette

“Mr. Upthegrove, do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully, honestly, and impartially discharge the duties of the office of President of the Board of Education of the Washington Court House City Schools, Fayette County, Ohio during your continuance in office.” The answer is “I do”.



/s/ Kenneth Upthegrove

Sworn to and subscribed before me this 8th day of January 2024.



/s/ **Becky Mullins**

Treasurer/CFO

Washington C.H., Ohio 43160

PRESIDENT ASSUMES THE CHAIR: Mr. Upthegrove assumed the chair at this time and the meeting continued.

ELECTION OF VICE PRESIDENT (Agenda Item 7)

President Upthegrove called for nominations for the office of vice president. Mrs. Lynch nominated Dr. Camp.

Motion 2024-03

Mr. Chrisman moved that nominations be closed.

On roll call the members voted as follows:

Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea (5 yeas)

President Upthegrove declared nominations for Vice President be closed.

The Board then proceeded with election of the Vice President for the coming year.

Motion 2024-04

On roll call the members voted as follows for Vice President.

Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea (5 yeas)

President Upthegrove declared the motion carried.

Dr. Camp, having received more than the required number of votes, was declared Vice President for the term of one (1) year.

Treasurer Becky Mullins administered the oath of office to Dr. Camp. The oath, as administered and signed is stated below.

OFFICIAL OATH

State of Ohio

County of Fayette

“Dr. Camp, do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully, honestly, and impartially discharge the duties of the office of Vice President of the Board of Education of

the Washington Court House City Schools, Fayette County, Ohio during your continuance in office.” The answer is “I do”.



/s/ Zach Camp

Sworn to and subscribed before me this 8th day of January 2024.



/s/ Becky Mullins
Treasurer/CFO

VICE PRESIDENT ASSUMES THE CHAIR: Dr. Camp assumed the chair at this time and the meeting continued.

APPROVAL OF MINUTES (Agenda Item 8)

The minutes of the December 11, 2023 regular meeting were included with the agenda. President Upthegrove asked if there were any corrections, additions, or deletions to the minutes.

Motion 2024-05

Mr. Chrisman moved to accept the approval of the minutes with change of Greg Phipps retirement year.

Dr. Camp seconded the motion.

On roll call the members voted as follows:

Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea (5 yeas)

President Upthegrove declared the motion carried.

PRESENTATIONS (Agenda Item 9)

- **January OSBA School Board Recognition Month** – Certificates of appreciation were given to each board member thanking them for their services to the district.

SUPERINTENDENT’S REPORT- Dr. Bailey (Agenda Item 10)

The Superintendent recommended the approval of the following personnel items:

A. Resignation:

1. Tanya Skaggs – Cook, effective January 2, 2024

B. Change of Status:

1. Faryn Collett as school-based behavior technician from 185 days 7 hours per day to 185 days 3 ½ hours per day, effective January 8, 2024
2. Jill Sestina from substitute cook to cook, effective January 8, 2024

C. Employment:

1. Dana Byrne – Art teacher at Washington High School, effective January 8, 2024 (pending background checks)
2. Faryn Collett as K12 attendance/engagement coordinator at a daily rate of pay of \$95.00 per day (defined as 3 ½ hours a day) for 92 days of the remainder of the 23/24 school year, effective January 8, 2024 (grant funded)
3. Brandilyn Collins – Casual I
4. Janet Smith – Substitute educational aide

D. Extended Service for 2023-2024: Meghan Griffith up to 20 additional contracted days at her current daily rate of pay

E. Removed from Agenda (Amended Job Description: Athletic Director)

F. Authorization to Accept Resignations:

This resolution will authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance. The authorization provided by this resolution shall commence from January 1, 2024 and remain in effect through December 31, 2024.

G. Authorization to Hire:

This resolution will authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer. Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy. The authorization provided by this resolution shall commence from January 1, 2024 and remain in effect through December 31, 2024.

H. Approval of Substitute Teachers for Second Semester of 2023-2024 School Year:

1. Brooke Baisden
2. Annetta Baker

3. Reagan Baker
4. Barbara Beam
5. Audrey Bennett
6. Janet Bihl
7. Mark Brobeck
8. Ellen Businger
9. Jessica Chase
10. Rachel Cline
11. Cynthia Cockerill
12. Jami Conway-Flint
13. Molly Copas
14. Dorothy Countryman
15. Lisa Creditt
16. Kyle Cutter
17. Kristeen D' Aurizio
18. John Denen
19. Delite Dodds
20. Kate Downing
21. Katherine Dunn
22. Trent Dye
23. Susan Ellis
24. Kacy Eplin
25. David Evans
26. Stephanie Fisk
27. Ashley Fluent
28. Branden Frederick
29. Rick Garrison
30. Noah Gibbs
31. Tylar Griffith
32. Sarah Gruber
33. Joshua "Cade" Harper
34. Kendra Hernandez
35. Robin High
36. Haley Hixson
37. Krista Hott
38. Amber "Nicki" Jenkins
39. Lori Johnson
40. Joy Jordan
41. Katherine "Katy" Joseph
42. Paulette Justice
43. Lori "Krista" King
44. Valerie LeBeau
45. Alexis Lennert
46. Tara Malloy
47. Diane Matticks
48. Brian McCord

49. Debra Melvin
50. Debbra Minyo
51. Jane Noronha
52. Kelly Pavey
53. Mark Peters
54. Julie Pierce
55. Katie Purdin
56. Janine Ramirez
57. Pamela Robinson
58. Tina Roe
59. Glenna Rowe
60. Carli Schatmeyer
61. Jordan Shaw
62. William Snowball
63. Gage Summers
64. Ethel "Jean" Tedrick
65. JoAnne Vincent
66. Shane Walterhouse
67. Mary Weddington
68. Katrina Williams
69. Lindsay Wilson
70. RaChelle Wolfe
71. Linda Wright
72. William Wright
73. Randolph Yankowski
74. Amy Zurface

Motion 2024-06

Mrs. Lynch moved to accept the Superintendent's report A-H-74 (minus E.)
Dr. Camp seconded the motion.

On roll call the members voted as follows:

Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea; Dr. Camp, yea
(5 yeas)

President Upthegrove declared the motion carried.

75. Megan Camp

Motion 2024-07

Mr. Chrisman moved to accept the Superintendent's report H-75.
Mrs. Lynch seconded the motion.

On roll call the members voted as follows:

Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea; Dr. Camp, abstain; Mr. Chrisman,
yea

(4 yeas)
(1 abstention)

President Upthegrove declared the motion carried.

The Superintendent recommended the approval of the following instructional item:

I. Conferences, Orientations, Professional Development:

Periodically, members of the staff desire to attend conferences designed to improve their service to the schools. The Superintendent seeks the board's authority to approve these conferences as they arise.

Additionally, if district-provided orientations or professional development opportunities arise outside of the normal working day or contract, the Superintendent seeks the board's authority to approve them and pay a \$100.00 (full day) or \$50.00 (half day) stipend from state/federal program funds.

The Superintendent recommended the approval of the following operational items:

J. Request for Advancement of Tax Monies Due:

The Superintendent recommended that the Board of Education authorize the Treasurer to request advancement of funds from the Fayette County Auditor's Office as those funds become available.

K. Authorization to Make Disbursements:

The Superintendent recommended that the Treasurer be authorized to disburse funds to meet the fiscal obligations as those obligations come due.

L. Authorization to Transfer:

The Superintendent recommended that the Treasurer be authorized to make fund-to fund advances, advance returns and transfers as needed throughout the year with Board ratification as part of the financial reports.

M. Authorization to Borrow Money:

The Superintendent recommended that the Treasurer be authorized to borrow funds in anticipation of future tax receipts as permitted by Ohio Revised Code 133.301 at the best available rate for cash flow purposes.

N. Investment of Funds:

The Superintendent recommended the authorization of the Treasurer to invest monies periodically as those funds become available for investment.

O. Appointment of Counsel:

The Superintendent recommended the appointment of the firm Ennis

Britton Co., LPA as special counsel to the Board. The regular counsel to the Board is, by statute, the city law director.

P. Fundraising by a Charitable Organization:

As directed by Policy 9700, Relations with Special Interest Groups, any outside organization desiring to solicit funds on school property must receive permission to do so from the Superintendent and Board upon meeting the criteria established in the District's administrative guidelines. Approval was requested for 2024 in advance for Penny Pals (United Way of Fayette County), Jump Rope for Heart (American Heart Association), Relay for Life (American Cancer Association) and Pelotonia Bicycle Ride (Cancer research at The Ohio State University Comprehensive Cancer Center, The James)

Q. Special Education Agreements: The Superintendent seeks approval to enter into special education agreements for any additional services needed regarding students with Individual Education Plans through the calendar year of 2024.

R. Resolution to Appoint Designee for Public Records Training: This resolution appoints the Treasurer as designee for school board members Zach Camp, Wendy Downing and Jennifer Lynch all with terms beginning January 1, 2024 through December 31, 2027 and to represent them at public records training sessions.

S. Resolution Regarding Impractical Student Transportation: The Superintendent seeks the ability during the calendar year of 2024 to make determinations that student transportation is impractical after considering individual data relevant to each particular situation and analyzing the factors outlined in RC 3327.02. Such determinations shall be subject to formalization at the next following meeting of the Board.

T. Written Summary of Reported Incidents of Bullying for First Semester of 2023-2024 as attached.

The Superintendent recommended the approval of the following athletic items:

U. Athletic Supplemental Contracts:

1. Aaron Robertson – Assistant baseball coach
2. Scott Flowers – Assistant baseball coach
3. Brian Ream – Head varsity boys tennis coach
4. Greg Phipps – Assistant boys tennis coach
5. Louis Reid – Head varsity boys and girls track coach
6. Molly Dye – High school assistant girls track coach
7. Raquel Warner – High school assistant girls track coach
8. Taylor Alsop – Middle school head girls track coach
9. Jaelyn Mason – Middle school assistant girls track coach
10. Marlin Ellis – High school assistant boys track coach

11. Alan Grigsby – Middle school head boys track coach

Motion 2024-08

Mr. Chrisman moved to accept the Superintendent's report I-U.

Dr. Camp seconded the motion.

On roll call the members voted as follows:

Mrs. Lynch, yea; Mr. Upthegrove, yea; Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea (5 yeas)

President Upthegrove declared the motion carried.

TREASURER'S REPORT - Mrs. Mullins (Agenda Item 11)

A. The Treasurer recommended the acceptance of the following donations:

1. \$5.00 – Board Member Support/Donation
2. \$50.00 – Wall Family Dentistry – Bowling
3. \$50.00 – Quality Collision Repair & Refinish – Bowling
4. \$80.99 – Palaskas Scholarship
5. \$100.00 – Two Scoops of Sugar – Bowling
6. \$150.00 – McMahon Insurance & Financial Services – Bowling
7. \$383.66 – Stella Doster Hendryx & Elizabeth H Devins Palaskas Scholarship
8. \$1,000.00 – American Legion Post 25 – Bowling
9. \$1,000.00 – M & M Fasteners – Athletic Dept. Hall of Fame
10. \$1,500.00 – Veterans of Foreign Wars of Ohio/VWF Post 3762 – Bowling for AED
11. \$1,505.00 – Blue Lion Youth Basketball – Boys Basketball
12. \$1,505.00 – Blue Lion Youth Basketball – Girls Basketball
13. \$2,000.00 – Mark Voorhis – Laura Voorhis STEM Scholarship

B. The Treasurer recommended the acceptance of the following funds:

1. \$122.68 – Stronger Connections
2. \$636.21 – State Systemic Improvement Grant – Each Child on Track
3. \$1,000.00 – Great Oaks Career Development Bus Transportation Reimbursement
4. \$8,510.80 – Title IV Part A Student Support & Academic Enrichment Programs
5. \$8,988.17 – Comprehensive Literacy State Development – Round 2
6. \$24,955.20 – Public School Preschool
7. \$120,000.00 – OFCC Cultural Grant FY23
8. \$145,620.26 – Title I Disadvantaged Children
9. \$152,921.35 – IDEA Part B Grants

- C. At the request of the State Auditor, any invoice of \$3,000 or more without prior approval will need to be board approved. Therefore, the Treasurer recommended the approval of the payment of the following:
 - 1. \$7,800.00 to Community Action Commission of Fayette County regarding training in April of 2023 of teachers from the Fayette County Early Learning Center (literacy grant).
 - 2. \$10,225.00 to Soliant for speech language pathologist services for dates in November and December 2023
- D. Credit Card Rewards – Detail report of rewards based on the use of the District’s credit card accounts for 2023 as attached.
- E. Approval of Adam Bailey as substitute teacher for 2nd semester of the 2023-2024 schoolyear.
- F. The Treasurer requested the approval of amended appropriations for FY24
- G. For information and to be recorded as public record, board member Jennifer Lynch has elected family vision insurance coverage for 2024 as authorized under section 9.9 of the Ohio Revised Code.

Motion 2024-09

Mr. Chrisman moved to accept the Treasurer’s report A-F.

Dr. Camp seconded the motion.

On roll call the members voted as follows:

Mr. Upthegrove, yea; Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea (5 yeas)

President Upthegrove declared the motion carried.

HEARING OF THE PUBLIC (Agenda Item 12)

(No more than 3 minutes per individual).

Washington Court House City Schools welcome discussion, comments and ideas to grow the District. However, complaints about public school employees should be made through the procedure outlined in Board Policy and not in open session.

None

OLD BUSINESS (Agenda Item 13)

- A. **Facility Updates** – Ag building ; discussion of cultural grant application

NEW BUSINESS (Agenda Item 14)

- A. Discussion of board member representation/appointment for 2024:

Legislative Liaison/OSBA - Dr. Camp
 Student Achievement Liaison - Mrs. Lynch
 OSBA Business Meeting delegate - Zach Camp
 OSBA Business Meeting alternate - Ken Upthegrove
 Great Oaks Representative - Mark Chrisman

- **Legislative liaison** - *Each of Ohio's public-school boards should appoint one member, at the January organizational meeting, to serve as its district's legislative liaison. (Each school district should inform OSBA of the appointment as soon as possible. This appointment should be reflected on the OSBA roster form.) The legislative liaisons are a vital part of OSBA's legislative advocacy program because local board members are uniquely positioned to communicate to their legislators the local impact of the decisions made in the legislature. Each legislative liaison has four main objectives: 1) To share, at least monthly, information from OSBA about state and federal education-related legislation with their fellow board members; 2) To encourage their school board colleagues to contact their legislators on important legislative issues; 3) To establish and maintain relationships with their legislators; and 4) To join Kids PAC, OSBA's political action committee, and to encourage other board members to join, as well. Each legislative liaison will receive a copy of The Link publication. It is a monthly publication that will be sent via e-mail unless you request a hard copy be mailed. Furthermore, each Legislative Liaison will receive Facts in a Flash, OSBA's weekly legislative update. Facts in a Flash is distributed via e-mail, when the legislature is in session, and is an excellent resource for staying informed on legislative proposals and hearing schedules.*
- **Student achievement liaison** - *Each of Ohio's public-school boards should appoint one member, at the January organizational meeting, to serve as its district's student achievement liaison. (Each school district should inform OSBA of the appointment as soon as possible. This appointment should be reflected on the OSBA roster form.) The student achievement liaisons are a vital part of OSBA's Student Achievement Initiative as links among individual school boards and the OSBA Student Achievement Leadership Team (SALT). Each student achievement liaison has five main objectives: 1)To share, at least monthly, information about ways to improve student achievement with their fellow board members; 2)To encourage their school board colleagues to focus on improving student achievement; 3)To establish and maintain relationships with their academic booster groups; 4)To send information on successful district programs to the Student Achievement Leadership Team and to nominate the programs for the Student Achievement Fair; and 5)To participate in SALT activities and encourage other board members to so, as well. There are several SALT events during the Capital Conference. Furthermore, each student achievement liaison will receive Success, OSBA's monthly SALT newsletter. Success is distributed to OSBA members. Student achievement liaisons are encouraged to lead a monthly discussion with fellow board members and administrative staff on items in Success.*

ADJOURNMENT (Agenda Item 15)

Motion 2024-10

Mr. Chrisman moved to adjourn the meeting.

Dr. Camp seconded the motion.

On roll call the members voted as follows:

Dr. Camp, yea; Mr. Chrisman, yea; Mrs. Downing, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea (5 yeas)

President Upthegrove declared the meeting adjourned.

Meeting adjourned at 7:38 PM

ATTEST
President



Treasurer

