

**City Board of Education  
Washington Court House City Schools  
Organizational Board Meeting  
Monday, January 3, 2022 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 3, 2022 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. Garrison. Mr. Garrison led the Pledge of Allegiance.

**OATH OF OFFICE** (Agenda Item 2)

Zach Camp, Mark Chrisman and Kenneth Upthegrove elected as Board of Education members of the Washington Court House City Schools for a 4-year term (Zach Camp for a 2-year term) on November 2, 2021, were administered the oath of office by Treasurer Becky Mullins.

*“ Zach Camp, Mark Chrisman and Kenneth 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 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:

Mr. Camp  
Mr. Chrisman  
Mr. Garrison  
Mrs. Lynch  
Mr. Upthegrove

Others Present:

Tom Bailey  
Becky Mullins  
Erica Malone  
Lisa Robinson  
Trevor Patton

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

Agenda Item #10, Letter C 77. – Added Rebecca Palmer as a Substitute Teacher for Second Semester of 2021-2022 School Year

Agenda Item #13 – Added Discussion of Athletic Facility for baseball/softball/soccer complex

**PUBLIC PARTICIPATION REGARDING AN AGENDA ITEM (Agenda Item 5)**

None

**ELECTION OF PRESIDENT (Agenda Item 6)**

President Pro-Tem Mr. Garrison called for nominations for the office of president. Mrs. Lynch nominated Mr. Garrison for President.

Motion 2022-01

Mr. Upthegrove moved that nominations be closed.

Mr. Chrisman seconded the motion.

On roll call the members voted as follows:

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

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

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

Motion 2022-02

On roll call the members voted as follows:

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

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

Mr. Garrison, 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. Garrison. The oath, as administered and signed is stated below.

**OFFICIAL OATH**

**State of Ohio**

**County of Fayette**

"Mr. Garrison, 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/ Dennis Garrison

Sworn to and subscribed before me this 3<sup>rd</sup> day of January 2022.

  
 /s/ Becky Mullins  
 Treasurer/CFO  
 Washington C.H., Ohio 43160

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

**ELECTION OF VICE PRESIDENT** (Agenda Item 7)

President Garrison called for nominations for the office of vice president. Mr. Upthegrove nominated Mr. Chrisman.

Motion 2022-03

Mr. Upthegrove moved that nominations be closed.

Mr. Camp seconded the motion.

On roll call the members voted as follows:

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

President Garrison declared nominations for Vice President be closed.

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

Motion 2022-04

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

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

President Garrison declared the motion carried.

Mr. Chrisman, 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 Mr. Chrisman. The oath, as administered and signed is stated below.

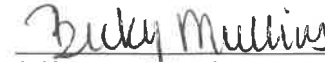
**OFFICIAL OATH**

**State of Ohio**  
**County of Fayette**

“Mr. Chrisman, 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/ Mark Chrisman

Sworn to and subscribed before me this 3<sup>rd</sup> day of January 2022.

  
 /s/ Becky Mullins  
 Treasurer/CFO

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

**APPROVAL OF MINUTES** (Agenda Item 8)

The minutes of the December 13, 2021 regular meeting were included with the agenda. President Garrison asked if there were any corrections, additions, or deletions to the minutes.

Motion 2022-05

Mrs. Lynch moved to accept the approval of the minutes.

Mr. Upthegrove seconded the motion.

On roll call the members voted as follows:

Mr. Camp, yea; Mr. Chrisman, abstain; Mr. Garrison, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea

(4 yeas)

(1 abstention)

President Garrison declared the motion carried.

**PRESENTATIONS** (Agenda Item 9)

- **January OSBA School Board Recognition Month**
- **Board Legislative Liaison Report – Dennis Garrison**

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

The Superintendent recommended the approval of the following personnel items:

**A. 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, 2022 and remain in effect through December 31, 2022.

**B. 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, 2022 and remain in effect through December 31, 2022.

**C. Approval of Substitute Teachers for Second Semester of 2021-2022**

**School Year:**

1. Janet Abare
2. Chester Akers
3. Jessica Alt
4. Barbara Beam
5. Audrey Bennett
6. Mark Brobeck
7. Ann Campbell
8. George Carr
9. Christine Chaney
10. Cynthia Cockerill
11. Molly Copas
12. Marcella Core
13. Jane Ann Curry
14. Delite Dodds
15. Keri Douglas
16. Kate Downing
17. John G. Enochs
18. David Evans
19. Stephanie Fisk
20. Ashley Fluent
21. Phillip Gilmore
22. Alyssa Gomez
23. Scott Gorslene
24. Teresa Hatch
25. Taylor Heath
26. Erica Hilton
27. Krista Hott
28. Megan Huston
29. Donald Hutchins

30. Lori Johnson
31. Katy Joseph
32. Paulette Justice
33. Kathryn Laswell
34. Quinton Lewis
35. Tara Malloy
36. Keene Marstrell
37. Diane Matticks
38. Annabelle Meddock
39. Debra Melvin
40. Connie Miller
41. Sarah Milner
42. Debbra Minyo
43. Jerred Mitchell
44. Morgan Morrow
45. Jessica Neumann
46. Jane Noronha
47. Travis O'Connor
48. Christina Orchard
49. Katie Penwell-Purdin
50. Mark Peters
51. Mary Peters
52. Matthew Peters
53. Julie Pierce
54. Janine Ramirez
55. Denise Reed
56. Brenda Riley
57. Kameron Rinehart
58. Pamela Robinson
59. Tina Roe
60. Glenna Rowe
61. William Snowball
62. Bradley Stallman
63. Ashley Strahler
64. Caleb Tong
65. Thomas Trimmer
66. Larry Waugh
67. Regina Webb
68. John Welling
69. Nathan White
70. RaChelle Wolfe
71. Linda Wright
72. William Wright
73. Trevin Wyant
74. Randolph Yankowski
75. Amy Zurface

Motion 2022-06

Mrs. Lynch moved to accept the Superintendent's report A-C-75.

Mr. Chrisman seconded the motion.

On roll call the members voted as follows:

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

President Garrison declared the motion carried.

#### 76. Megan Camp

Motion 2022-07

Mr. Chrisman moved to accept the Superintendent's report C-76.

Mr. Upthegrove seconded the motion.

On roll call the members voted as follows:

Mr. Garrison, yea; Mrs. Lynch, yea; Mr. Upthegrove, yea; Mr. Camp, abstain; Mr. Chrisman,  
yea  
(4 yeas)  
(1 abstention)

President Garrison declared the motion carried.

#### 77. Rebecca Palmer

The Superintendent recommended the approval of the following instructional item:

##### **D. 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:

##### **E. 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.

##### **F. 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.

**G. 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.

**H. 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.

**I. Investment of Funds:**

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

**J. 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.

**K. 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 is requested for 2022 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)

**L. Rental and Facility Use Request:**

1. Jon Creamer and Amy Knisley, on behalf of Heart to Heart Christian Church requested use of Mrs. Knisley's classroom at Washington Middle School on Sundays from 9 AM- 12 PM for church services. This request begins January 2, 2022 through June 26, 2022 at \$25.00 per week. The amount of \$650.00 has been paid and a liability policy naming the district as a certificate holder has been received.
2. Travis O'Connor, representing South Central Rebels Basketball program for boys and girls, requested use of Washington Middle School gym for practices on Thursdays from 6:00 p.m. to 9:00 p.m. beginning March 24, 2022 through May 19, 2022. He agrees to work in full cooperation with the administrators and athletic department for

all scheduling in the event of a conflict. A liability policy naming the district as a certificate holder has been requested and will be received prior to the start date.

The Superintendent recommended the approval of the following athletic items:

**M. Athletic Supplemental Contracts:**

1. Tyler Flora – Game worker, effective December 18, 2021
2. Tyler Beedy – Assistant wrestling coach (1/2 contract), effective December 22, 2021

**N. Indoor Track and Field:** A recommendation was made to sponsor indoor track and field for the 2021-2022 school year. There are three meets in January, three meets in February and the State Championship in March. Also, recommended is Tim Walters as a volunteer coach. Indoor track and field is a non-recognized sport with the Ohio High School Athletic Association but may be sponsored as a school sport for interscholastic competition.

Motion 2022-08

Mrs. Lynch moved to accept the Superintendent's report C 77.-N.

Mr. Chrisman seconded the motion.

On roll call the members voted as follows:

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

President Garrison declared the motion carried.

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

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

1. \$4.00 – Board Member Support
2. \$50.00 – Melody Moon – Thomas P Williams Scholarship
3. \$100.00 – Shane McMahon State Farm Cybergrants & Matching Gift – Cross Country
4. \$150.00 – Bring Change to Mind – High School Principal Support
5. \$220.00 – John & Sandra Gruber – Belle Aire Principal Support for Social Worker
6. \$250.00 – Crossroads Christian Church – Big Blue Bus
7. \$300.00 – Varsity Calendar – Athletic
8. \$500.00 – ConServe Concrete & Construction Services for Guy Penrod Concert – Auditorium Restoration
9. \$700.00 – Heather & Jessica Fryer – Wrestling Camp
10. \$1,093.76 – Downtown Photo – Commissions
11. \$1,700.00 – Coldliner Express – Wrestling Camp
12. \$10,000.00 – Joseph White – White Scholarship

- B. The Treasurer recommended the acceptance of the following funds:
  - 1. \$253.49– Auditor of State – ARP Homeless
  - 2. \$3,716.48 – Auditor of State – Title II A
  - 3. \$48,800.89 – Auditor of State – Special Education IDEA Part B
  - 4. \$59,601.67 – Auditor of State – Title I
- 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 in the amount of \$4,890.20 to ArchiveSocial, Inc. for social media archiving subscription (9 months @\$499/month)
- D. Approval of Mary Bailey as substitute teacher for 2<sup>nd</sup> semester of the 2021-2022 schoolyear

Motion 2022-09

Mrs. Lynch moved to accept the Treasurer's report A-D.

Mr. Upthegrove seconded the motion.

On roll call the members voted as follows:

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

President Garrison declared the motion carried.

## HEARING OF THE PUBLIC (Agenda Item 12)

None

## OLD BUSINESS (Agenda Item 13)

(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.*

Discussion to proceed with cost proposal for the revised layout of the locker room/restroom facility to be located at the baseball/softball/soccer complex.

Mr. Upthegrove moved to proceed with cost proposal.

Mr. Camp seconded the motion.

Motion 2022-10

On roll call the members voted as follows:

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

President Garrison declared the motion carried.

**NEW BUSINESS (Agenda Item 14)****A. Discussion of board member representation/appointment for 2022:**

Mr. Garrison volunteered as legislative liaison/OSBA

Mrs. Lynch volunteered as student achievement liaison

- **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 do 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.*

**EXECUTIVE SESSION (Agenda Item 15)**

None.

**ADJOURNMENT** (Agenda Item 16)

Motion 2022-11

Mr. Chrisman moved to adjourn the meeting.

Mr. Camp seconded the motion.

On roll call the members voted as follows:

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

President Garrison declared the meeting adjourned.

Meeting adjourned at 8:47 PM

ATTEST  
President



Treasurer

