

**City Board of Education
Washington Court House City Schools
Organizational Board Meeting
Monday, January 13, 2025 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 13, 2025 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 Chrisman. Mr. Chrisman led the Pledge of Allegiance.

ROLL CALL (Agenda Item 2)

Board Members Present:

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

Others Present:

Tom Bailey
Becky Mullins
Andrea Faulkner
Lisa Robinson
Erica Malone
Trevor Patton
Tim Wiseman

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA (Agenda Item 3)

Added Addendum and Executive Session

SUPERINTENDENT'S REPORT- Dr. Bailey (Agenda Item 9)

The Superintendent recommended the approval of the following personnel item:

B. 2. Unpaid Leave of Absence: Lisa Langley from December 20, 2024 through February 2, 2025

The Superintendent recommended the approval of the following athletic item:

Q. 2. Athletic Game Worker: Isic Sword, effective January 13, 2025

PUBLIC PARTICIPATION REGARDING AN AGENDA ITEM (Agenda Item 4)

None

ELECTION OF PRESIDENT (Agenda Item 5)

President Pro-Tem Chrisman called for nominations for the office of president. Dr. Camp nominated Mrs. Lynch for President.

Motion 2025-01

President Pro-Tem 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 Chrisman declared nominations for President be closed.

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

Motion 2025-02

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 Chrisman declared the motion carried.

Mrs. Lynch, 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 Mrs. Lynch. The oath, as administered and signed is stated below.

OFFICIAL OATH

State of Ohio

County of Fayette

“Mrs. 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, 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/ **Jennifer Lynch**

Sworn to and subscribed before me this 13th day of January 2025.


/s/ **Becky Mullins**
Treasurer/CFO

PRESIDENT ASSUMES THE CHAIR: Mrs. Lynch assumed the chair at this time and the meeting continued.

ELECTION OF VICE PRESIDENT (Agenda Item 6)

President Lynch called for nominations for the office of vice president. Mr. Chrisman nominated Dr. Camp.

Motion 2025-03

President Lynch 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 Lynch declared nominations for Vice President be closed.

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

Motion 2025-04

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 Lynch 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.

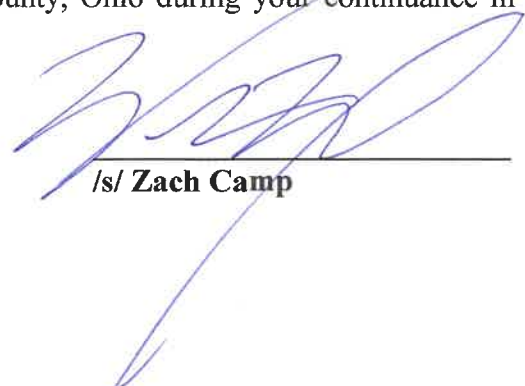
Treasurer Becky Mullins administered the oath of office to Dr. Camp. The oath, as administered and signed is stated below.

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 13th day of January 2025.


 /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 7)

The minutes of the December 16, 2024 regular meeting were included with the agenda. President Lynch asked if there were any corrections, additions, or deletions to the minutes.

Motion 2025-05

Mr. Chrisman moved to accept the approval of the minutes.

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 Lynch declared the motion carried.

PRESENTATIONS (Agenda Item 8)

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

SUPERINTENDENT'S REPORT- Dr. Bailey (Agenda Item 9)

The Superintendent recommended the approval of the following personnel items:

A. Resignations:

1. Lisa Massie – Cook and van driver, effective December 17, 2024
2. Vivian Thomas – Cook, effective February 3, 2025
3. Brandi Montgomery – Substitute teacher, effective January 8, 2025
4. Tiffany Null – 1st grade teacher, due to retirement, effective May 31, 2025

B. Change of Status:

1. Kyle Hoppes – from bus driver in training to substitute bus driver, effective December 30, 2024
2. **Unpaid Leave of Absence:** Lisa Langley from December 20, 2024 through February 2, 2025

C. 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, 2025 and remain in effect through December 31, 2025.

D. 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 record 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, 2025 and remain in effect through December 31, 2025.

E. Approval of Substitute Teachers for Second Semester of 2024-2025 School Year:

1. Janet Abare
2. Robert Armentrout
3. Annetta Baker
4. Barbara Beam
5. Brendee Billings
6. Janet Bihl
7. Jeri Brown
8. Katelyn Buckler
9. Ellen Businger
10. Addison Campbell
11. Lisa Creditt
12. Kyle Cutter
13. Kristeen D'Aurizio
14. Delite Dodds
15. Kate Downing
16. Trent Dye
17. Alexandria Elliott
18. Susan Ellis
19. Kacy Eplin

20. David Evans
21. Stephanie Fisk
22. Jessica Fryer
23. Sydney Griffith
24. Tara Grimm
25. Brock Haines
26. Kendra Hernandez
27. Krista Hott
28. Stacey Howard
29. Amber “Nicki” Jenkins
30. Samantha Jordan
31. Paulette Justice
32. Lori “Krista” King
33. Christy Larrick
34. Alexis Lennert
35. Tara Malloy
36. Diane Matticks
37. Brian McCord
38. Scott McCoy
39. Debra Melvin
40. Debbra Minyo
41. Brandi Montgomery
42. Ingrid Moore
43. Christin Morris
44. Trista Mount
45. Krista Newton
46. Kelly Pavey
47. Matthew Peters
48. Beatrice Pettiford
49. Ryan Pontius
50. Katie Purdin
51. Pamela Robinson
52. Glenna Rowe
53. Carli Schatmeyer
54. Jorden Shaw
55. Trista Strong
56. Gage Summers
57. Ethel “Jean” Tedrick
58. Caleb Tong
59. Tiffany Vanzant
60. Shane Walterhouse
61. Mark White
62. Katrina Williams
63. Bailey Wilson
64. Lindsay Wilson
65. RaChelle Wolfe

- 66. Linda Wright
- 67. Sarah Wuellner
- 68. Jackie Uhrig
- 69. Randolph Yankowski
- 70. Kaitlynn Young

Motion 2025-06

Dr. Camp moved to accept the Superintendent's report A-E 70.

Mrs. Downing 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 Lynch declared the motion carried.

- 71. Megan Camp

Motion 2025-07

Mr. Chrisman moved to accept the Superintendent's report E 71.

Mr. Upthegrove 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 Lynch declared the motion carried.

The Superintendent recommended the approval of the following instructional item:

F. 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:

G. 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.

H. 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.

I. 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.

J. 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.

K. Investment of Funds:

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

L. 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.

M. 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 2025 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)

N. 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 2025.

O. Resolution to Adopt the Special Education Model Policies and Procedures: See attached.

P. Resolution Regarding Impractical Student Transportation:

The Superintendent seeks the ability during the calendar year of 2025 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.

Q. 1. Written Summary of Reported Incidents of Bullying for First Semester of 2024-2025 as attached.**2. Athletic Game Worker:** Isic Sword, effective January 13, 2025

The Superintendent recommended the approval of the following athletic items:

R. Athletic Supplemental Contracts:

The following personnel are recommended for employment on the Supplemental Salary Schedule for Fiscal Years 2024-2026. Pursuant to ORC 3313.53, vacant positions were posted for certificated employees and certificated non-employees and no persons may have applied for or accepted the positions. For the positions for which there were no qualified certificated individuals, qualified non-certificated individuals may be recommended. All coaching recommendations are subject to holding valid pupil activity permits.

1. Aaron Robertson – Assistant baseball coach, non-certificated
2. Scott Flowers – Assistant baseball coach, non-certificated
3. Molly Dye – High school assistant girls track coach, certificated
4. Raquel Warner – High school assistant girls track coach, certificated
5. Taylor Alsop – Middle school head girls track coach, certificated
6. Jaelyn Mason – Middle school assistant girls track coach, non-certificated
7. Marlin Ellis – High school assistant boys track coach, certificated
8. Alan Grigsby – Middle school head boys track coach, certificated
9. Tim Wiseman – Assistant softball coach, non-certificated
10. Greg Knisley – Volunteer softball coach, non-certificated

Motion 2025-08

Mr. Chrisman moved to accept the Superintendent's report F – R10.

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 Lynch declared the motion carried.

11. Caitlin Chrisman – Reserve softball coach, certificated

Motion 2025-09

Dr. Camp moved to accept the Superintendent's report R 11.

Mr. Upthegrove seconded the motion.

On roll call the members voted as follows:

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

(4 yeas)

(1 abstention)

President Lynch declared the motion carried.

TREASURER'S REPORT - Mrs. Mullins (Agenda Item 10)

A. The Treasurer recommended the approval of the financial report for December 2024.

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

1. \$4.00 – Board Member Support/Donation
2. \$50.00 – Kendrick – DECA
3. \$59.50 – Pawse for a Cause – Senior Hi-Y
4. \$75.00 – Nancy Marr – Washington MS for PD Speaker
5. \$100.00 – LeElla Lanes – Robotics
6. \$100.00 – Kile Landscaping – Bowling
7. \$100.00 – YUSA – Bowling
8. \$150.00 – Shane McMahon/ State Farm - Cybergrant – Bowling
9. \$250.00 – American Legion Post 25 – Bowling
10. \$300.00 – Nancy Marr – Washington MS Transportation Costs
11. \$470.83 – Stella Doster Hendryx & Elizabeth H Devins Palaskas Scholarship
12. \$698.40 – Belle Aire PTO – Belle Aire Spring Field Trips
13. \$1,000.00 – Barbara Reed – Washington MS Vocal Music
14. \$1,000.00 – Washington Blue Lion Athletic Boosters – Robotics
15. \$3,000.00 – OS Eagles – DECA
16. \$10,026.76 – LH Battery Company, the LGES-Honda Joint Venture Battery Plant - Robotics

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

1. \$750.00 – Bus Transportation Reimbursement- Great Oaks
2. \$4,920.50 – Elementary and Secondary School Emergency Relief Fund
3. \$9,668.44 – Comprehensive Literacy State Development – Round 2
4. \$23,178.60 – Rural and Low Income

- D. 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. \$8,318.90 – EMS LINQ, LLC – Regarding the school website - CMS Hosting, ADA Compliance Scan, eSV2Go App and License
- E. Credit Card Rewards – Detail report of rewards based on the use of the District’s credit card accounts for 2024 as attached.

Motion 2025-10

Dr. Camp moved to accept the Treasurer’s report A-E.

Mrs. Downing 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 Lynch declared the motion carried.

- F. Approval of Adam Bailey as substitute teacher for 2nd semester of the 2024-2025 school year.
- G. For information and to be recorded as public record, board member Jennifer Lynch has elected single dental insurance and family vision insurance coverage for 2025 and board member Wendy Downing has elected family dental insurance and family vision insurance coverage for 2025 as authorized under section 9.9 of the Ohio Revised Code.

Motion 2025-11

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

Mr. Upthegrove 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 Lynch 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)

None

NEW BUSINESS (Agenda Item 13)

- A.** Motion to Bid Window Replacement Project Estimated at Approximately \$5 Million.

Motion 2025-12

Mr. Chrisman moved to accept the Motion to Bid Window Replacement Project.

Dr. Camp seconded the motion.

On roll call the members voted as follows:

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

President Lynch declared the motion carried.

- B.** Discussion of board member representation/appointment for 2025:

Legislative Liaison/OSBA - Dr. Camp

Student Achievement Liaison - Mrs. Downing

- **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.

Announcements (Agenda Item 14)

- A.** The Washington Court House City School District will hold a special meeting on Tuesday, January 14, 2025 at 5:30 P.M. at the Board of Education office located at 306 Highland Avenue, Washington Court House, Ohio 43160, for the purpose of Board of Education work session and any other such business that may come before the Board.

EXECUTIVE SESSION (Agenda Item 14 A)

Motion 2025-13

Dr. Camp moved to enter into executive session solely to discuss one or more of the following issues exempted from public sessions:

“Pursuant to Ohio Revised Code Section 121.22, I hereby move that the Board adjourn to executive session for the consideration of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.”

Mr. Chrisman 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 Lynch declared the motion carried.

The Board entered into Executive Session at 7:38 PM
Reentered Regular Session at 8:24 PM

ADJOURNMENT (Agenda Item 15)

Motion 2025-14

Mr. Chrisman moved to adjourn the meeting.

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 Lynch declared the meeting adjourned.

Meeting adjourned at 8:24 PM

ATTEST
President



Treasurer

