

**City Board of Education
Washington Court House City Schools
Board Meeting
Monday, June 23, 2025 at 4:00 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, June 23, 2025 at 4:00 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 4:00 PM by President Lynch. Mrs. Lynch led the Pledge of Allegiance and asked for a moment of silence in honor of a student who recently lost his life.

ROLL CALL (Agenda Item 2)

Board Members Present:

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

Others Present:

Chris Briggs
Becky Mullins
Lisa Robinson
Andrea Faulkner
Brady Streitenberger
Curt Bradshaw

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

Added Addendum –

Item #7 SUPERINTENDENT’S REPORT – Dr. Briggs

Personnel

A. 2. Approval of Administrative Salary Schedule, Column 4: See attachment.

D. 2. Change of Status: Dawn Ventry from substitute bus driver to bus driver for 2025-2026 school year

E. Resignations:

4. Alyssa Roark – Bus driver, effective July 31, 2025

F. Employment:

30. Stephanie Woodruff – Bus driver for 2025-2026 school year

31. Chris Hurst – Bus driver for 2025-2026 school year

Item #11 NEW BUSINESS

- A. Resolution to Suspend Classified Staff Contract Pursuant to a Reduction in Force.** See attachment.
- B. Resolution to Suspend Administrator Contracts Pursuant to a Reduction in Force and Abolish an Administrative Position.** See attachment.
- C. Special Board Meeting on June 30, 2025 at 7:00 PM**

APPROVAL OF MINUTES (Agenda Item 4)

The minutes of the May 19, 2025 regular meeting, the minutes of the May 29th, 2025 and June 2nd, 2025 special meetings were included with the agenda. President Lynch asked if there were any corrections, additions, or deletions to the minutes.

Motion 2025-60

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

Mr. Upthegrove 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.

The minutes from the special meetings on June 14, 2025 and June 18, 2025 were dispensed until the regular meeting on July 28, 2025.

PUBLIC PARTICIPATION REGARDING AN AGENDA ITEM (Agenda Item 5)

Dr. Andrea Faulkner addressed the board.

PRESENTATIONS (Agenda Item 6)

- **Legislative Liaison Report – Zach Camp**
- **Student Achievement Liaison Report – Wendy Downing**

SUPERINTENDENT’S REPORT- Dr. Bailey (Agenda Item 7)

The Superintendent recommended the approval of the following personnel items:

- A. New Job Description for Director of Gifted Services**
- A. 2. Approval of Administrative Salary Schedule, Column 4:** See attachment.
- B. Memorandum of Understanding with Washington Education Association to Employ an Individual Who Holds a Career-Technical Work-Force Development License.** See attachment.
- C. Non-Acceptance of Contracts:**
 - 1. Travis DeWitt – Bus mechanic
 - 2. Michelle Hinegardner – Math teacher at Washington Middle School
- D. Unpaid Leave of Absence:**
 - 1. John Clark, custodian beginning May 5, 2025 and ending June 16, 2025
 - 2. **Change of Status:** Dawn Ventry from substitute bus driver to bus driver for 2025-2026 school year

E. Resignations:

1. Morgan McCluskey – Intervention specialist at Washington Middle School, effective August 2, 2025
2. Paulette Justice – Substitute teacher, effective August 13, 2025
3. Trevor Patton – Director of Marketing and Communications, effective July 31, 2025 pending his employment as CTE Media Arts teacher at Washington High School and licensure approval from the Ohio Department of Education and Workforce
4. Alyssa Roark – Bus driver, effective July 31, 2025

F. Employment:

1. Darian Sizemore – Math teacher at Washington Middle School
2. Shelly Wyman – ELA teacher at Washington Middle School, pending background checks
3. Zachary Beasley – Social studies teacher at Washington High School, pending background checks
4. Trevor Patton – CTE Arts & Communications – Media Arts Teacher at Washington High School, pending career tech licensure for the position
5. Stephanie Woodruff – Van driver, effective May 27, 2025
6. Matt Rader – Summer school teacher (ACT tutoring) at Washington High School up to 19 days of instruction at \$40.00 per hour and 4 hours per day from May 27, 2025 through **July 3, 2025**. No summer school on June 19 and June 20.
7. Diane Matticks – English Language Learner Tutor
8. Jodi Adams – Tutor
9. Shaleigh Adams – Tutor
10. Cheri Bailey – Tutor
11. Mary Bailey – Tutor
12. Rachel Brobeck – Tutor
13. Kyle Callahan – Tutor
14. Shay Carrig – Tutor
15. Natasha DeBoard – Tutor
16. Angela DuVernay – Tutor
17. Kendra Ely – Tutor
18. Ginger Hixson – Tutor
19. Meredith Hooper – Tutor
20. Katy Joseph – Tutor
21. Kay Kimmet - Tutor
22. Krystal Matthews – Tutor
23. Rebecca Matthews – Tutor
24. Diane Matticks – Tutor
25. Kyle Maust – Tutor
26. LeeAnne Picklesimer - Tutor
27. Rebecca Pope – Tutor
28. Jill Sanderson – Tutor
29. Leandra Thompson – Tutor
30. Stephanie Woodruff – Bus driver for 2025-2026 school year

31. Chris Hurst – Bus driver for 2025-2026 school year

G. Extended Service for 2024-2025:

1. Amy Brown – Director of Curriculum, Instruction and Assessment – Up to 15 days
2. Laura McNamara – Director of Student Services – Up to 15 days

H. Pay Schedule Adjustment for Column #7 with Asterisk on a Regular

Cook: An increase of \$0.50 per hour may be paid to a Regular Cook (one at each building) who is trained in ordering, paperwork processing, and assumes additional responsibilities upon the absence of the Head Cook. The increase will be on the employee's full contract, not just when the Head Cook is absent from duty. Each employee who will receive this increase must be approved by the Board of Education and are listed below:

1. Pam Carper – Washington High School
2. Susan Spears – Washington Middle School
3. Pam Wilt – Cherry Hill Primary School

The Superintendent recommended the approval of the following instructional items:

- I. Approval of Student Handbooks for Washington High School, Washington Middle School, Belle Aire Intermediate School, Cherry Hill Primary School and Cherry Hill Pre-School Program for 2025-2026–** Changes are attached.
- J. Resolution to Seek a Waiver for Career-Technical Education:** Recommendation to adopt the resolution for 7/8 grade career tech education waiver for the 2025-2026 school year as attached.
- K. Student Instructional Supply Fees Waived:** Effective for the 2025-2026 school year, the following list of instructional fees for all students is recommended to be waived: course fees, textbook fees, unified art fees, and classroom supply fees. This waiver by the Board of Education does **not** include the following list: use of district owned chromebooks, lost/damaged chromebooks and/or accessories, extracurricular and co-curricular student activity fees, athletic fees, field trips, lost/damaged textbooks, failed CCP courses, meals, and all past due amounts from previous school years.
- L. Written Summary of Reported Incidents of Bullying for Second Semester of 2024-2025:** 36 reports with 0 confirmed cases of bullying
- M. Memorandum of Understanding with Great Oaks Career Campuses for Satellite Program Standards and Maintenance Agreement.** See attachment.
- N. Memorandum of Understanding: Bloomboard Program Implementation with Teacher Apprenticeship Agreement.** This agreement includes financing of “Grow Your Own” grant funding in the amount of \$7,500.00 per year. See attachment.
- O. Memorandum of Understanding: Bloomboard Program Implementation.** The agreement does not include financing as the degree program is the participant's responsibility. See attachment.

The Superintendent recommended the approval of the following operational items:

- P. Territory Transfer Agreement with Miami Trace Local School District and KDT Farms, LLC.** See attachment.
- Q. Territory Transfer Agreement with Miami Trace Local School District and JLB1 Properties.** See attachment.
- R. Community Eligibility Provision Agreement with the Ohio Department of Education and Workforce, Office of Nutrition.** See attachment.
- S. Rental and Facility Use Requests:**
 - 1. Mason Coffman of Excel Athletix, LLC requested use of the high school track area from June 2, 2025 through August 8, 2025 on Mondays, Wednesdays, and Fridays from 3:00 pm until 4:30 pm and Tuesdays and Thursdays from 5:00 pm until 6:30 pm. The rental fee is \$350.00 and a certificate of liability insurance has been received. See attachment.
- T. Substitute Teacher Compensation:** Rate of pay for a substitute teacher at \$150.00 per day, effective August 1, 2025 for the 2025- 2026 school year.
- U. Cell Phone Reimbursement Schedule for 25/26:** Level 1 \$63.00, Level 2 \$40.50, Level 3 \$27.00 and Level 4 \$22.50 Reimbursements will be made in 6 month increments in December and June and pro-rated as applicable. See attachment.
- V. Insurance Coverage:** For the period July 1, 2025 to June 30, 2026,
 - 1. Property, fleet and liability with Ohio School Plan for \$142,177.00
 - 2. Excess crime with Traveler's Insurance for \$11,679.00 (annual installments of \$3,893.00)
 - 3. Cyber liability with CFC Underwriting for \$10,960.00

The Superintendent recommended approval of the following athletic items:

- W. Compensation for Workers as District Host:**
 - 1. Olivia Clay – Tickets for track at \$100.00 per day – 1 day
 - 2. Deanna Hecoax – Tickets for track at \$100.00 per day – 2 days
 - 3. Lisa Hoppes – Tickets for track at \$100.00 per day – 1 day
 - 4. Pam Robinson – T-shirts for track at \$100.00 per day – 2 days
 - 5. Tina Wilson – Event management for track at \$125.00 per day – 2 days
 - 6. Olivia Clay – Tickets for baseball at \$40.00 per day – 1 day
 - 7. Joe Kimling – Event management for baseball at \$100.00 per day – 1 day
- X. Athletic Supplemental Contract Resignation:** Buckie Caulley as head boys bowling coach for 2025-2026
- Y. Athletic Supplemental Contract Employment:**

The following personnel were 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 applied for or accepted the positions. For the positions for which there were no qualified certificated individuals, qualified non-certificated individuals are

recommended. All recommendations are pending valid pupil activity permits.

1. Jaelyn Mason – Middle school girls soccer coach - certificated
2. Keisha Ryan – Middle school cross country coach – non-certificated
3. Emilee Anschutz – Middle school cheer coach, fall and winter – non-certificated
4. Jason Waters – Volunteer football coach – non-certificated
5. Roger Wilson – Volunteer football coach – non-certificated

Motion 2025-61

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

Mr. Chrisman 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.

TREASURER'S REPORT - Mrs. Mullins (Agenda Item 8)

- A. The Treasurer recommended approval of the financial reports for May 2025.
- B. The Treasurer recommended acceptance of the following donations:
 1. \$5.00 – Board Member Support
 2. \$20.00 – Anonymous – High School Vocal Music
 3. \$20.00 – Anonymous – High School Vocal Music
 4. \$25.00 – Rod & Melody Farmer - Cyndi Meriweather Memorial Book & Supply Fund
 5. \$30.00 – Jeffrey & Robyne Smith – Cyndi Meriweather Memorial Book & Supply Fund
 6. \$49.00 – Brendee Billings – FFA
 7. \$50.00 – Carson & Virginia Carter - Cyndi Meriweather Memorial Book & Supply Fund
 8. \$50.00 – Jay & Martha Burns - Cyndi Meriweather Memorial Book & Supply Fund
 9. \$50.00 – Kevin Keiffer - Cyndi Meriweather Memorial Book & Supply Fund
 10. \$50.00 – Anita Sheridan - Cyndi Meriweather Memorial Book & Supply Fund
 11. \$50.00 – Mark & Kitten Richards - Cyndi Meriweather Memorial Book & Supply Fund
 12. \$100.00 – Carl & Jodie Wilt - Cyndi Meriweather Memorial Book & Supply Fund
 13. \$200.00 – King Business Interiors, Inc. - Cyndi Meriweather Memorial Book & Supply Fund
 14. \$225.00 – Thomas & Melody Reed – Lady Lion Basketball Camp

15. \$76.96 – Palaskas Scholarship
16. \$100.00 – Alisa Pinciotti - Cyndi Meriweather Memorial Book & Supply Fund
17. \$100.00 – The Rusty Keg – Wellness Incentives
18. \$100.00 – Jane Lyle - Cyndi Meriweather Memorial Book & Supply Fund
19. \$100.00 – Dairy Queen – Wellness Incentives
20. \$150.00 – Quali-Tee Design Sportswear – Wellness Incentives
21. \$250.00 – Fayette Co. Health Dept. – Wellness Incentives
22. \$400.00 – Knights of Columbus - Football
23. \$500.00 – American Red Cross Scholarship
24. \$1,000.00 – Chief Steven Eric Disario Memorial Scholarship
25. \$2,000.00 – Kyle M. Brown Memorial Foundation to Middle School Student Council
26. \$2,050.00 – Class of 1995 Scholarship
27. \$4,000.00 – Kyle M. Brown Scholarship
28. \$5,000.00 – GBC Inc. - Football
29. \$5,000.00 – William S. Halliday Scholarship
30. \$7,695.00- Fayette Aerie No. 423 Eagles – Athletics (ceiling suspended flag)

C. The Treasurer recommended acceptance of the following funds:

1. \$2,257.13 – Title IV Part A Student Support &
2. \$4,230.82 – McKinney-Vento Homeless Assistance Program
3. \$5,587.09 – Rural and Low Income
4. \$12,132.14 – State Systemic Improvement Grant – Each Child on Track
5. \$14,379.40 – Improving Teacher Quality
6. \$14,827.06 – IDEA Preschool- Handicapped
7. \$16,780.07 – Comprehensive Literacy State Development
8. \$72,383.96 – Comprehensive Literacy State Development Round 2
9. \$78,129.57 – Public School Preschool
10. \$115,363.23 – IDEA Part B Grants
11. \$178,744.96 – Title I – Disadvantaged Children

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 \$4,100.16 to Ag-Pro Ohio for service, parts and labor on utility tractor.

Motion 2025-62

Dr. Camp moved to accept the Treasurer's report A-D.

Mrs. Downing 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.

HEARING OF THE PUBLIC (Agenda Item 9)

(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 10)

WDC Architects are meeting soon to discuss bid process and vendor selection

NEW BUSINESS (Agenda Item 11)

- A. Resolution to Suspend Classified Staff Contract Pursuant to a Reduction in Force.** See attachment.
- B. Resolution to Suspend Administrator Contracts Pursuant to a Reduction in Force and Abolish an Administrative Position.** See attachment.

Motion 2025-63

Mr. Chrisman moved to accept the Resolutions to Suspend Contracts Pursuant to a Reduction in Force.

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.

C. Special Board Meeting on June 30, 2025 at 7:00 PM

EXECUTIVE SESSION (Agenda Item 12)

Motion 2025-64

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:

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

President Lynch declared the motion carried.

The Board entered into Executive Session at 4:29 PM

Reentered Regular Session at 8:51 PM

ADJOURNMENT (Agenda Item 13)

Motion 2025-65

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 Lynch declared the meeting adjourned.

Meeting adjourned at 8:51 PM

ATTEST
President



Treasurer

