

**City Board of Education
Washington Court House City Schools
Board Meeting
Monday, November 24, 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, November 24, 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 Lynch. Mrs. Lynch asked Mrs. Megan Anderson to lead the Pledge of Allegiance.

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
Erica Malone
Megan Anderson
April Self

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

Added Item #6 B. Executive Session for personnel

Removed Item #7 G. 5. Caleb McKinney - Head varsity softball coach, non-certified

APPROVAL OF MINUTES (Agenda Item 4)

The minutes of the October 27, 2025 regular meeting were included with the agenda. President Lynch asked if there were any corrections, additions, or deletions to the minutes.

Motion 2025-91

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.

PUBLIC PARTICIPATION REGARDING AN AGENDA ITEM (Agenda Item 5)
None

PRESENTATIONS (Agenda Item 6 A)

- **Preschool Presentation – Mrs. Amy Joseph, CAC of Fayette County and Mrs. Amy Brown, Director of Curriculum, Instruction, and Assessment, K-12**
- **Special Education – Mrs. Stephenie Starkey, Director of Special Education**
- **Legislative Liaison Report – Zach Camp**
- **Student Achievement Liaison Report – Wendy Downing**

EXECUTIVE SESSION (Agenda Item 6 B)

Motion 2025-92

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.”

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.

The Board entered into Executive Session at 7:37 PM
Reentered Regular Session at 8:17 PM

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

The Superintendent recommended the approval of the following personnel items:

A. Resignations:

1. Molly Dye – Social Studies teacher at Washington High School, effective October 22, 2025
2. Candice Wilson – Custodian, effective October 24, 2025
3. (Willis) Jim VanDyke – Maintenance 2, effective December 12, 2025
4. Kyle Callahan – Intervention Specialist at Washington High School, effective December 31, 2025

B. Change of Status:

1. Ken Smith – from bus driver in training to bus driver, effective November 4, 2025

C. Employment:

1. Matthew Henry – English/Language Arts teacher at Washington Middle School, effective November 11, 2025
2. Jacob Hays – Bus driver in training, effective November 4, 2025
3. Randy Woods – Van driver, effective November 13, 2025
4. Alison Budinski – Substitute educational aide
5. Rachelle Williams – Substitute cook
6. (Ciara) Jadie Mason – Substitute custodian

Supplemental Contracts

7. David Penwell – High school student council advisor
8. Nick Geruntino – HiY advisor
9. Leandra Thompson – Mentor (RESA/1)
10. Kristin Preston – \$250.00 stipend for orchestra for high school musical
11. Matt Stanley -\$250.00 stipend for orchestra for high school musical
12. Greg Barlow - \$3,000.00 stipend as Federal Programs Coordinator

Substitute Teachers

13. Hannah Girton
14. Teresa Myers

The Superintendent recommended the following operational items:

- D. Resolution to Adopt the Special Education Model Policies and Procedures V1.0 2025:** See attached.
- E. Contract for Homeless Transportation:** For WCHCS and Blanchester Local School District to agree to equally share the transportation costs for homeless students in 2025-2026. See attached.

The Superintendent recommended the approval of the following athletic items:

F. Athletic Supplemental Contact Resignations:

1. Alan Grigsby – Head varsity cross country coach and middle school head boys track coach

G. Athletic Supplemental Contract Employment:

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 valid pupil activity permits.

1. Stephan Morrison – Middle school girls wrestling coach, non-certificated, effective October 31, 2025
2. Ryan Noble – 8th grade boys basketball coach, non-certificated, effective November 7, 2025

3. Todd Mustain – Volunteer wrestling coach, certificated, effective November 5, 2025
4. Ryan Stuckey – Volunteer wrestling coach, certificated, effective November 7, 2025
5. Removed from Agenda - Caleb McKinney – Head varsity softball coach, non-certificated
6. Brian Ream – Head varsity boys tennis coach, non-certificated
7. Louis Reid – Head varsity boys and girls track coach, certificated

H. Athletic Supplemental Contract Changes of Status:

1. Eric Ely – from assistant boys basketball coach to freshman boys basketball coach, effective November 4, 2025

Motion 2025-93

Mr. Chrisman moved to accept the Superintendent's report A-H (Removed G. 5.)

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.

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

- A. The Treasurer recommended approval of the financial reports for October 2025.
- B. The Treasurer recommended acceptance of the following donations:
 1. \$4.00 – Board Member Support
 2. \$7.00 – Anonymous – FFA Fundraiser Breast Cancer Awareness
 3. \$50.00 – Atomic Credit Union – Robotics
 4. \$50.00 – Rita Butcher – High School Vocal Music
 5. \$50.00 – Debbie Reed – High School Vocal Music
 6. \$65.02 – Palaskas Scholarship
 7. \$200.00 – Haze Holdings – Robotics
 8. \$200.00 – Blue Lion Athletic Boosters – Athletics for Homecoming Pep Rally
 9. \$500.00- Epifano McDonalds, L.L.C. – FFA
 10. \$500.00 – Epifano McDonalds L.L.C. – High School Principal Support
 11. \$625.00 – Unity Way of Fayette Co – Cherry Hill Stuff the Bus
 12. \$1,000.00 – Jeremy Howland – Robotics
 13. \$1,000.00 – VFW Post 3762 – FFA
 14. \$1,500.00 – VFW – Lady Lion Basketball
 15. \$1,500.00 – Huntington Bank – DECA
 16. \$2,500.00 – BPOE Elks 129 Charity Breakfast – Rachel Brubeck's Class
 17. \$3,100.00 – Ohio State Eagles – FFA
- C. The Treasurer recommended acceptance of the following funds:
 1. \$3,085.15 – Rural and Low Income

2. \$4,000.00 – School Management Services/EMIS ITC/OECN ITC/K-12 Connectivity/EdTech Subsidy Payments
 3. \$11,241.99 – Improving Teacher Quality
 4. \$21,935.82 – Title IV Part A Student Support & Academic Enrichment Programs
 5. \$90,923.20 – IDEA Part B Grants
 6. \$173,073.45 – Title I- Disadvantaged Children
- D.** At the request of the State Auditor, any invoice of \$3,000 or more without prior approval needs to be board approved. Therefore, the Treasurer recommended the approval of:
1. \$3,000.00 to Rodney L. Miller, composer for commission for school anniversary
 2. \$7,980.38 to Filter Technology for filters for all 4 buildings from January 1, 2025
- E.** The Treasurer recommended the approval of amended appropriations for FY26. See attached.

Motion 2025-94

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

Mrs. Downing 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.

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)

Update on window project to begin in January 2026

NEW BUSINESS (Agenda Item 11)

- A. Service Agreement for Associate Producer Services with MVTCG:** See attached.
- B. Exclusive Beverage Agreement with G&J Pepsi-Cola Bottlers, Inc.:** See attached.
- C. Addendum to Treasurer's Contract**

Motion 2025-95

Dr. Camp moved to accept items A-C under New Business.

Mr. Upthegrove seconded the motion.

On roll call the members voted as follows:

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

President Lynch declared the motion carried.

D. Review of Board Meeting Dates for 2026: Monday, January 12 (organizational), Monday, February 23, Monday, March 23, Monday, April 27, Monday, May 18, Monday, June 29, Monday, July 27, Monday, August 24, Monday, September 28, Monday, October 26, Monday, November 23, Monday, December 14. All meetings will be held at 306 Highland Avenue at 7:00 PM unless a change is announced in advance. Upon request to the Superintendent, the District shall make a reasonable accommodation for a disabled person to be able to participate in this activity.

ADJOURNMENT (Agenda Item 12)

Motion 2025-96

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 8:31 PM

ATTEST
President



Treasurer

