

**City Board of Education
Washington Court House City Schools
Board Meeting
Monday, March 23, 2026 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, March 23, 2026 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 Camp. Dr. Camp asked first grader, Adalyn Atkinson to lead the Pledge of Allegiance.

ROLL CALL (Agenda Item 2)

Board Members Present:

Mr. Bunch
Dr. Camp
Mrs. Downing
Mr. Upthegrove

Board Member Absent:

Mrs. Lynch

Others Present:

Chris Briggs
Becky Mullins
Erica Malone
Lisa Robinson
Patricia Blake
Christy Wall
Meghan Griffith
Jeff Coy
Anthony Glass
Brady Streitenberger
Amy Vernon
Kim Lotz
Jo Anderson
Nicole Esker
PR Marshall
Charlotte Brown
Matt Pisarcik
Tyler Osborne
Bailey Huff
Dustin Blake
Eric Wayne
Tony Anderson
Brian Cartwright

Susan Eckles
Nicole Fatica-Mavis
Craig Maddux

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

Item #7 SUPERINTENDENT'S REPORT - Dr. Briggs

The Superintendent recommends the approval of the following personnel items:

A. Resignations:

7. Kaylin Mitchell – Educational aide, effective March 23, 2026

B. Employment:

35. Solanna Rittenhouse – Substitute educational aide

D. 2. New Job Description for TBT Facilitator: Attached

The Superintendent recommends the approval of the following instructional items:

E. 2. Addition to Washington High School Course Description Catalog for 2026-2027: Attached

Item #11 NEW BUSINESS

1. Field Source Proposal for Field Renovation of Gardner Park: Attached

APPROVAL OF MINUTES (Agenda Item 4)

The minutes of the February 23, 2026 regular meeting and the minutes of the March 4, 2026 special meeting were included with the agenda. President Camp asked if there were any corrections, additions, or deletions to the minutes.

Motion 2026-24

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

Mrs. Downing seconded the motion.

On roll call the members voted as follows:

Mr. Bunch, yea; Dr. Camp, yea; Mrs. Downing, yea; Mr. Upthegrove, yea
(4 yeas)

President Camp declared the motion carried.

PUBLIC PARTICIPATION REGARDING AN AGENDA ITEM (Agenda Item 5)

None

PRESENTATIONS (Agenda Item 6)

- **Cherry Hill Presentation – Craig Maddux, Principal**
- **Student Services Presentation – Mrs. Laura McNamara, Director**
- **Board Legislative Liaison Report – Zach Camp**
- **Student Achievement Liaison Report – Wendy Downing**

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

The Superintendent recommended the approval of the following personnel items:

A. Resignations:

1. Susan Eckles – Title 1/Literacy teacher at Cherry Hill Primary School, due to retirement, effective August 2, 2026
2. Renee McKay – Intervention specialist at Belle Aire Intermediate School, due to retirement, effective June 30, 2026
3. Sydney Mycroft – Substitute teacher, effective March 9, 2026
4. Evalena Rickman – Educational aide, effective June 1, 2026
5. David Scott – Vocal music teacher at Washington High School, effective August 2, 2026
6. Jennifer Updike - Literacy specialist at Washington Middle School, effective July 31, 2026 and pending approval of the administrator contract.
7. Kaylin Mitchell – Educational aide, effective March 23, 2026

B. Employment:

1. Jennifer Updike – Director of Curriculum, Instruction and Assessment (grades 6-12), 3 year administrator contract, effective August 1, 2026
2. Larry Votaw – Bus driver, effective March 3, 2026
3. Trina Caldwell - Custodian
4. Kevin Evans - \$1000.00 stipend for Encore Foundation – Hotel California concert

Big Blue Bus Workers

5. Amanda Blakeley
6. Jeri Bogard
7. Teresa Brown
8. Olivia Clay
9. Collin Clouser
10. Charity Eggleton
11. Wes Hatfield
12. Shea Haycook
13. Deanna Hecoax
14. Kayla Hertenstein
15. Meredith Hooper
16. Pam Hostetler
17. Kamryn Joseph
18. Katy Joseph
19. Teresa Knisley
20. Margaret Matthews
21. Becky Russell
22. Shandon Shadburn
23. Jill Sestina
24. Mary Ann Smith
25. Joy Storey

- 26. Sarah Taylor
- 27. Dawn Ventry
- 28. Amy Washburn
- 29. Pam Wilt
- 30. Linda Wright
- Substitute Teachers
- 31. Mahala Henson
- 32. Paige Rowe
- 33. Matthew Six
- 34. Caleb Tong
- 35. Solanna Rittenhouse – Substitute educational aide

C. Change of Status of Administrator Contract:

- 1. Megan Anderson – From Assistant Principal of Cherry Hill Primary School to Principal of Cherry Hill Primary School – 3 year contract (26-29), effective August 1, 2026

D. 1. New Job Description for Math Instructional Coach: Attached

2. New Job Description for TBT Facilitator: Attached

Motion 2026-25

Mr. Upthegrove moved to accept the Superintendent's report A-D.

Mr. Bunch seconded the motion.

On roll call the members voted as follows:

Dr. Camp, yea; Mrs. Downing, yea; Mr. Upthegrove, yea; Mr. Bunch, yea
(4 yeas)

President Camp declared the motion carried.

The Superintendent recommended the approval of the following instructional items:

- E. 1. Foreign Exchange Student:** An application for approval has been received from Shiina Mitsui from Japan as a foreign exchange student in grade 11 at Washington High School for the 2026-2027 school year. The host family is Manuela and Scott Dallmayer, 225 N. Hinde St., Washington Court House. The request is from Education First High School Exchange Year.

2. Addition to Washington High School Course Description Catalog for 2026-2027: Attached

The Superintendent recommended the approval of the following service item:

- F. Service Agreement with Fayette County Board of Health** providing specific public health nursing services July 1, 2026 to June 30, 2027. See attached.

The Superintendent recommended the approval of the following operational items:

G. WCHC TV: Randy Young to receive 15% commission based on received advertising sales for WCHC TV, effective January 1, 2026 – June 30, 2026.

H. Policies: The following policies are recommended for adoption:

- Policy 2431.06 – Name, Image and Likeness (NIL) in Athletics (new)
- Policy 3440/4440 – Job -Related Expenses (revised)
- Policy 4162 – Drug and Alcohol Testing of CDL License Holders Who Perform Safety-Sensitive Functions (revised)
- Policy 4162.01 – Drug and Alcohol Testing of Employees Without CDL Licenses Who Transport Students in Alternative Vehicles (Non-DOT Testing) (new)
- Policy 5112 – Entrance Requirements (revised)
- Policy 5430 – Class Rank (revised)
- Policy 6220 – Budget Preparation (revised)
- Policy 6320 – Purchasing and Bidding (revised)
- Policy 6325 – Procurement – Federal Grants/Funds (revised)
- Policy 6423 – Use of District Credit Card (revised)
- Policy 6424 - Procurement Cards (revised)
- Policy 6425 – Use of District Tax Exempt Certificate (new)
- Policy 6460 – Vendor Relations (revised)
- Policy 6465- Affinity, Rewards, or Other Discount Programs (new)
- Policy 7540.09 – Artificial Intelligence (AI) (replacement)
- Policy 8500 – Food Services (revised)
- Policy 8600 – Transportation (revised)
- Policy 8600.04 – Bus and Alternative Vehicle Driver Certification (revised)
- Policy 8640 – Transportation for Non-Routine Trips (revised)
- Policy 8650 – Transportation by Alternative Vehicles (revised)

I. Rental and Facility Use Requests:

1. Matt Stanley, on behalf of the Fayette County Community Band requested use of the WHS band room for practices on Thursday evenings from April through August 2026 from 7:00 PM – 8:30 PM and to hold a concert in the WHS cafeteria on Thursday, July 2, 2026.
2. Dean Duros, on behalf of Young Life requested use of the WHS gym for a 3 v 3 fundraiser basketball tournament on Saturday, May 9, 2026 from 9:00 AM – 4:00 PM. A certificate of liability has been requested before the event.

The Superintendent recommended the approval of the following athletic items:

J. Athletic Supplement Contract Resignation:

1. Tara Bivens – Head cheer coach

K. 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. Jeff Moore – Volunteer softball coach, effective March 11, 2026 (non-certificated)
2. Will Ramey – Volunteer baseball coach, effective March 19, 2026 (non-certificated)

Motion 2026-26

Mr. Upthegrove moved to accept the Superintendent's report E-K.
Mrs. Downing seconded the motion.

On roll call the members voted as follows:

Mrs. Downing, yea; Mr. Upthegrove, yea; Mr. Bunch, yea; Dr. Camp, yea
(4 yeas)

President Camp declared the motion carried.

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

- A. The Treasurer recommended the approval of the financial report for February 2026.
- B. The Treasurer recommended acceptance of the following donations:
 1. \$4.00 – Board Member Support
 2. \$46.23 – Palaskas Scholarship
 3. \$50.00 – Anonymous – High School Vocal Music
 4. \$2,500.00 – Eagles #423 – Baseball
 5. \$2,500.00 – VFW Post 3762 – Baseball
 6. \$2,590.00 – Blue Lion Athletic Boosters – DECA
 7. \$3,000.00 – Walmart – Spark Good Local Grant – Boys Basketball
 8. \$3,500.00 – Ohio Goes to the Movies Stipend
- C. The Treasurer recommended acceptance of the following funds:
 1. \$750.00 – Great Oaks - Bus Transportation Reimbursement
- D. The Treasurer recommended approval of amended appropriations for FY26 as attached.

Motion 2026-27

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

Mr. Bunch seconded the motion.

On roll call the members voted as follows:

Mr. Upthegrove, yea; Mr. Bunch, yea; Dr. Camp, yea; Mrs. Downing, yea

(4 yeas)

President Camp 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 auditorium grant funding and update on window project

NEW BUSINESS (Agenda Item 11)

1. Field Source Proposal for Field Renovation of Gardner Park: Attached

Motion 2026-28

Mr. Upthegrove moved to accept the Field Source Proposal for Field Renovation of Gardner Park.

Mr. Bunch seconded the motion.

On roll call the members voted as follows:

Mr. Bunch, yea; Dr. Camp, yea; Mrs. Downing, yea; Mr. Upthegrove, yea

(4 yeas)

President Camp declared the motion carried.

ANNOUNCEMENTS (Agenda Item 12)

- A. Inter-District Open Enrollment:** Inter-district open enrollment applications for the 2026-2027 school year will take place during **the entire months of April 2026 and May 2026**. Under the inter-district open enrollment policy, students from any district in Ohio may be admitted to the Washington C.H. City Schools tuition free providing all guidelines are met. Guidelines for open enrollment will be included with the application. Students now attending under open enrollment must re-apply each new school year. A separate application is required for each student. Those interested in applying for open enrollment are directed to complete the form on the Washington Court House City Schools website. Click on "student registrations" and then

on “open enrollment”. **The form will open April 1, 2026 and close on May 31, 2026.** For questions, please call 740-335-6620.

- B. Kindergarten Registration for 2026-2027: Online registration** for Kindergarten for the 2026-2027 school year **will open on April 1, 2026** using FinalForms. **In-person registration** for the parent/guardian and the child will be May 4, 2026 from 3:30 PM – 6:00 PM in the cafeteria at Cherry Hill Primary, 720 Oakland Avenue. Please have all documents uploaded into FinalForms prior to this date. The child will need to be present for a short assessment at the in-person registration. Children must be 5 years old by August 14, 2026 to enroll in kindergarten. Please note that registration for your child will not proceed without the following documents: immunization record (to include all required K shots); certified copy of birth certificate; parent driver’s license, state ID or current passport; proof of residency (deed/building permit, rental agreement, tax statement, voter registration card, mortgage/lease agreement, rent payment receipt/copy of money order for rent, utility bill, W-2, letter from parent’s employer on company letterhead to establish residency, parent affidavit forms 5111F2a/5111F2b); proof of custody with court stamped documents, if applicable. If your child needs kindergarten immunizations, you may contact the Fayette County Health Dept. at 740-335-5910.

ADJOURNMENT (Agenda Item 14)

Motion 2026-29

Mr. Upthegrove moved to adjourn the meeting.

Mrs. Downing seconded the motion.

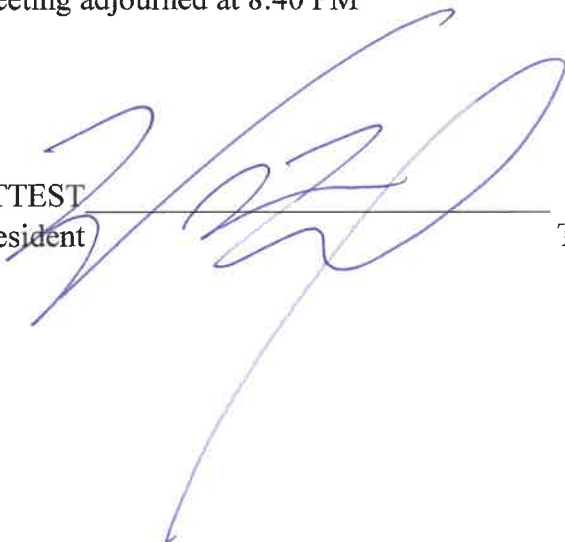
On roll call the members voted as follows:

Dr. Camp, yea; Mrs. Downing, yea; Mr. Upthegrove, yea; Mr. Bunch, yea
(4 yeas)

President Camp declared the meeting adjourned.

Meeting adjourned at 8:40 PM

ATTEST
President



Treasurer

Becky Mullins