

**RECORD OF PROCEEDINGS  
MINUTES OF WEST MUSKINGUM BOARD OF EDUCATION  
REGULAR MEETING  
SEPTEMBER 9, 2021**

**ROLL CALL**

The West Muskingum Board of Education held its regular meeting on September 9, 2021 at 5:00 p.m. in the West Muskingum Middle School Library. Mr. Melsheimer called the meeting to order.

Roll Call: Mr. Dierkes, present; Mrs. Gutridge, present; Mr. Hill, present; Mr. Melsheimer, present; Mr. Vousden, present.

Everyone participated in the pledge to the American Flag.

**42-023 ADDITIONS TO THE AGENDA**

Motion made by Mr. Dierkes, seconded by Mrs. Gutridge to approve the Addendum to the Agenda. Roll Call: Mr. Dierkes, yea; Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Vousden, yea; Mr. Melsheimer, yea. Motion carried.

**PUBLIC PARTICIPATION**

Public Participation by Alan Ranck regarding school weather related closings.

**TREASURER'S REPORT**

**42-024 MINUTES**

Motion made by Mr. Dierkes, seconded by Mr. Hill to approve the minutes from the Regular Board Meeting on August 12, 2021. Roll Call: Mr. Dierkes, yea; Mr. Hill, yea; Mrs. Gutridge, yea; Mr. Vousden, yea; Mr. Melsheimer, yea. Motion carried.

**42-025 FINANCIAL REPORTS**

Motion made by Mrs. Gutridge, seconded by Mr. Hill to approve the financial reports for August 2021 as presented. Roll Call: Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Dierkes, yea; Mr. Vousden, yea; Mr. Melsheimer, yea. Motion carried.

**42-026 APPROPRIATION AND AMENDED CERTIFICATE**

Motion made by Mr. Dierkes, seconded by Mr. Vousden to approve the appropriation and amended certificate modifications, as presented. Roll Call: Mr. Dierkes, yea; Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**42-027 THEN AND NOW**

Motion made by Mr. Vousden, seconded by Mrs. Gutridge to approve the then and now certification for vendor Riddell in the amount of \$4,525.48. Roll Call: Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Dierkes, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**42-028 EXECUTIVE SESSION**

Motion made by Mr. Dierkes, seconded by Mr. Hill to go into executive session at 5:07 p.m. for the purpose of personnel matters; appointment of employee(s) (re-employment) and promotion or compensation.

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Members returned from executive session at 5:42 p.m. with the following members answering roll call: Mr. Dierkes, present; Mrs. Gutridge, present; Mr. Hill, present; Mr. Melsheimer, present; Mr. Vousden, present.

**SUPERINTENDENT'S REPORT**

**42-029 NOTICE OF ENTERPRISE ZONE APPLICATION**

Motion made by Mr. Vousden, seconded by Mr. Dierkes to approve the Notice of Enterprise Zone Application by Daniels Industrial Services, LLC. The request is for a 50% ten (10) year tax exemption covering real property improvements with a revenue sharing agreement for business to compensate school district for real property taxes. Roll Call: Mr. Vousden, yea; Mr. Dierkes, yea; Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**SUPERINTENDENT'S REPORT - PERSONNEL**

**42-030 SUPERINTENDENT CONTRACT ADDENDUM**

Motion made by Mr. Hill, seconded by Mr. Dierkes to adopt and affirm the Superintendent's contract Addendum signed by the Superintendent and the Board President on September 9, 2021. Roll Call: Mr. Hill, yea; Mr. Dierkes, yea; Mrs. Gutridge, yea; Mr. Vousden, yea; Mr. Melsheimer, yea. Motion carried.

**42-031 TREASURER CONTRACT**

Motion made by Mr. Dierkes, seconded by Mr. Vousden to adopt and affirm the Treasurer's Contract signed by the Treasurer and the Board President on September 9, 2021. Roll Call: Mr. Dierkes, yea; Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**42-032 ADMINISTRATIVE CONTRACT CHANGES**

Motion made by Mr. Vousden, seconded by Mrs. Gutridge to approve 1% Administrative Salary increases effective for the FY22 contract year for the following:

- Bryan Karling
- Jordyn Park
- Laura Tompkins
- Chester Tucker
- Pete Woods

Roll Call: Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Dierkes, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**42-033 EMPLOYMENT**

Motion made by Mr. Dierkes, seconded by Mr. Vousden to approve the following:

- **CLASSIFIED NON-BARGAINING CONTRACT** for Kolten Gaskill as District Technology Assistant for a two (2) year contract, effective September 21, 2021 through July 31, 2023, 260 days per contractual year (prorated for any partial employment period). Employment pending proper completion of personnel requirements.

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- **CLASSIFIED NEW CONTRACT(S)** Salary based on WMSA Negotiated Contract and salary pay scales, pending proper completion of personnel requirements.

| <u>Name</u>   | <u>Position</u>          | <u>Effective Date</u> |
|---------------|--------------------------|-----------------------|
| Larry Clapper | WMES Afternoon Custodian | September 15, 2021    |

- **SUPPLEMENTAL/LIMITED 3313.53 CONTRACTS** for the FY22 school year, pending proper completion of personnel requirements.

| <u>Name</u>               | <u>Position</u>                        | <u>Salary/Stipend</u> |
|---------------------------|----------------------------------------|-----------------------|
| Michelle Rooney           | LPDC Chairman                          | \$1,250.00            |
| Jennifer Hreha            | LPDC Secretary                         | \$1,250.00            |
| Chester (Troy) Tucker     | LPDC Admin. Representative             | \$1,000.00            |
| Laura Tompkins            | LPDC Admin. Representative             | \$1,000.00            |
| Brent Wilson              | LPDC Admin. Representative             | \$1,000.00            |
| Tracie Moore              | LPDC WMHS Representative               | \$1,000.00            |
| Andrew Dent               | LPDC WMHS Representative               | \$1,000.00            |
| Julie Leake               | LPDC Teacher Alternate                 | \$ 25.00/hr           |
| Ryan McLane               | LPDC Admin. Alternate                  | \$ 25.00/hr           |
| Jennifer Hreha            | WMES BLT                               | \$1,500.00            |
| Rebecca Bowman            | WMES BLT                               | \$1,500.00            |
| Michelle Rooney           | WMES BLT                               | \$1,500.00            |
| Maureen Williams          | WMES BLT                               | \$1,500.00            |
| Kelly Wohlgamuth          | WMES BLT                               | \$1,500.00            |
| Clare McCann              | WMMS BLT                               | \$1,500.00            |
| Charlotte (Amber) Salyers | WMMS BLT                               | \$1,500.00            |
| Christina Woodside        | WMMS BLT                               | \$1,500.00            |
| Megan Berkfield           | WMMS BLT                               | \$1,500.00            |
| Sean Stevens              | WMHS BLT                               | \$1,500.00            |
| Tracie Moore              | WMHS BLT                               | \$1,500.00            |
| Andrew Gray               | WMHS BLT                               | \$1,500.00            |
| Miranda Ketcham           | WMHS BLT                               | \$1,500.00            |
| Joshua Bobo               | Head Softball                          | \$2,791.39            |
| Jordan Hutcheson          | Assistant Boys Basketball              | \$2,628.05            |
| Williams Murphy II        | Assistant (JV) Boys Basketball         | \$2,628.05            |
| Joseph McFee              | Assistant Wrestling                    | \$1,746.40            |
| Joshua Stackhouse         | Assistant Wrestling                    | Volunteer             |
| Joshua Middleton          | Assistant Girls Basketball             | \$2,628.05            |
| Amy Stewart               | Assistant (JV) Girls Basketball        | Volunteer             |
| Mark Johnson              | 8 <sup>th</sup> Grade Girls Basketball | \$1,746.40            |
| Scott Renner              | 7 <sup>th</sup> Grade Girls Basketball | \$1,746.40            |

Roll Call: Mr. Dierkes, yea; Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Melsheimer, yea.  
 Motion carried.

**42-034 SUPPLEMENTAL/LIMITED 3313.53 CONTRACTS**

Motion made by Mr. Dierkes, seconded by Mr. Vousden to approve the following Supplemental/Limited 3313.53 Contract for the FY22 school year, pending proper completion of personnel requirements.

| <u>Name</u>  | <u>Position</u>            | <u>Salary/Stipend</u> |
|--------------|----------------------------|-----------------------|
| Kaleigh Hill | Assistant Girls Basketball | \$2,628.05            |

Roll Call: Mr. Dierkes, yea; Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Hill, abstain; Mr. Melsheimer, yea. Motion carried.

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**42-035 EMPLOYMENT**

Motion made by Mr. Dierkes, seconded by Mr. Vousden to approve the following:

- **SPECIAL EDUCATION TEACHER** Lacie Murphy as an intervention specialist used to fulfill students' extended IEP requirements for Summer 2021, as needed. Salary/stipend at the daily rate.
- **CLASSIFIED CONTRACT CHANGE** for Bill Harter to return to bus driving and cook per WMSA contract language, effective August 17, 2021.
- **LEAVE OF ABSENCE** FMLA leave for the following employee(s). FMLA request will include paid leave of absence until depletion of accrued sick, personal and birthday leave. If applicable, remainder of FMLA will be unpaid leave.

| <u>Name</u>        | <u>Position</u> |
|--------------------|-----------------|
| Heather Eltringham | WMES Teacher    |
| William Page       | Bus Driver      |
| Jeffery Butler     | WMHS Teacher    |

- **UNPAID LEAVE** for Alaina Hickman, WMES Art Teacher, effective October 13, 14, 15, 2021. Any unused personal and birthday days will be used before unpaid leave
- **WMLSD CLASSIFIED SUBSTITUTE LIST** additions, as maintained by the Superintendent's Office, pending proper completion of personnel requirements.

| <u>Name</u>      | <u>Position</u> | <u>Effective Date</u> |
|------------------|-----------------|-----------------------|
| Kimberly Castle  | Bus Driver      | September 10, 2021    |
| Cassandra Pettit | Bus Driver      | September 10, 2021    |

- **CERTIFIED SUBSTITUTE TEACHER COMPENSATION** at a rate of \$80.00 per day effective October 1, 2021.
- **WMLSD CERTIFIED SUBSTITUTE LIST** Substitute Teacher additions, until approved by MVEESC.

| <u>Name</u>     | <u>Position</u>    | <u>Effective Date</u> |
|-----------------|--------------------|-----------------------|
| Katherine Smith | Substitute Teacher | August 23, 2021       |
| Monica Cusick   | Substitute Teacher | August 23, 2021       |
| Jennifer Audrey | Substitute Teacher | August 23, 2021       |

- **MVEESC MASTER SUBSTITUTE LIST** for September 2021, as approved and prepared by the Muskingum Valley Educational Service Center.

Roll Call: Mr. Dierkes, yea; Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**SUPERINTENDENT'S REPORT**

**42-036 JOB DESCRIPTION**

Motion made by Mr. Vousden, seconded by Mrs. Gutridge to approve the job description for District Technology Assistant. Roll Call: Mr. Vousden, yea; Mrs. Gutridge yea; Mr. Dierkes, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

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**42-037 SEAMLESS SUMMER OPTION-FREE MEALS PROGRAM**

Motion made by Mr. Vousden, seconded by Mrs. Gutridge to approve participation in the Seamless Summer Option temporary free meals program for the 2021-2022 school year, to include Summer Feeding Program. Roll Call: Mr. Vousden, yea; Mrs. Gutridge yea; Mr. Dierkes, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**42-038 DISTRICT FLEET FUEL CARD**

Motion made by Mr. Dierkes, seconded by Mr. Vousden to approve a Co-Alliance Fleet Fuel Card for the purchase of fleet fuel, following HB312 credit card legislation and corresponding District policies. Roll Call: Mr. Dierkes, yea; Mr. Vousden, yea; Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Melsheimer, yea. Motion carried.

**42-039 JCI FIRE SUPPRESSION UPGRADES**

Motion made by Mrs. Gutridge, seconded by Mr. Hill to approve the proposal submitted by JCI for the following:

- WMMS Fire Suppression System Upgrade
- WMHS Fire Suppression System Upgrade

Roll Call: Mr. Gutridge, yea; Mr. Hill, yea; Mr. Dierkes, yea; Mr. Vousden, yea; Mr. Melsheimer, yea. Motion carried.

**42-040 JEFFERSON COUNTY EDUCATIONAL SERVICE CENTER**

Motion made by Mr. Dierkes, seconded by Mr. Hill approve the Jefferson County Educational Service Center Agreement for a two (2) year period, 2021-2022 through 2022-2023 school years.

Roll Call: Mr. Dierkes, yea; Mr. Hill, yea; Mrs. Gutridge, yea; Mr. Vousden, yea; Mr. Melsheimer, yea. Motion carried.

**42-041 STUDENT FIELD TRIP REQUEST**

Motion made by Mrs. Gutridge, seconded by Mr. Hill to approve the student field trip to the FFA National Convention being held in Indianapolis, Indiana October 27, 2021 through October 30, 2021.

Roll Call: Mrs. Gutridge, yea; Mr. Hill, yea; Mr. Dierkes, yea; Mr. Vousden, yea; Mr. Melsheimer, yea. Motion carried.

**42-042 ADJOURN**

Motion made by Mr. Vousden seconded by Mr. Hill to adjourn at 5:51 p.m.

Roll Call: Mr. Vousden, yea; Mr. Hill, yea; Mr. Dierkes, yea; Mrs. Gutridge, yea; Mr. Melsheimer, yea. Motion Carried.

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Treasurer

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Board President