



**KETTERING BOARD OF EDUCATION
REGULAR SESSION
DECEMBER 12, 2023**

The Board of Education of the Kettering City School District met in Regular Session at Kettering Fairmont High School Recital Hall, 3301 Shroyer Road, Kettering, OH 45429 on December 12, 2023 at 5:00 p.m.

The meeting was called to order by the Board President, Toby Henderson at 5:00 p.m.

Roll Call: Present, Four. Mr. Toby Henderson, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar
Absent, One. Mr. Mark Martin (Mr. Martin arrived at 5:05 p.m.)

In Attendance:

Mrs. Mindy McCarty-Stewart, Superintendent, Mr. Ken Miller, Assistant Superintendent for Human Capital, Mr. Jeff Johnson, Director of Business Services, Mr. Dan Von Handorf, Assistant Superintendent for Teaching & Learning, Mrs. Kari Basson, Coordinator of Community Relations and Auxiliary Services, and Mr. Rick Taylor, Interim Treasurer.

Motion 148-23 Enter Executive Session

It was moved by Mr. Henderson, seconded by Mrs. Kane to enter Executive Session for the purpose of considering the discipline of a public employee of the School District.

Roll Call: Ayes, Four. Mr. Toby Henderson, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

The Board of Education entered Executive Session at 5:02 p.m.

Mr. Martin arrived at 5:05 p.m.

The Board of Education returned to Regular Session at 6:05 p.m.

Motion 149-23 Adoption of Agenda as Amended

It was moved by Mrs. Kane, seconded by Mr. Lautar to approve the agenda of the December 12, 2023 Regular Meeting as amended to include item XI.C., a recommendation to approve the suspension of employment of Matthew Koehler of all duties without pay, during the pendency of the criminal action, effective December 7, 2023. This includes prohibiting Mr. Koehler from being present on any school property or at any school district activities or having contact with any Kettering City Schools students.

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Mr. Henderson led the meeting with the Pledge of Allegiance.

Motion 150-23 Approve Minutes

It was moved by Ms. Richards, seconded by Mr. Lautar to approve the minutes of the November 28, 2023 Regular Meeting.

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Recognition and Reports

Mr. Von Handorf presented the Portrait of a Graduate awardees nominated as Lifelong Learners for each school building.

Matthew Salyer presented Van Buren Middle School's safety and wellness initiatives including "go bags" and student survey data, climate and culture examples for staff and students, and quality learning environment interventions for students.

Nicole Will gave an update on the workforce collaborator position including the creation and funding of the position, and opportunities available to Kettering students.

Board Committee Reports

Mr. Lautar highlighted the Van Buren Middle School's 6th grade instrumental concert and commended the district's music program and staff.

Hearing of the Public Regarding Agenda Items

None.

Information for Decision Making

- A. Mr. Henderson announced the 2024 Organizational Meeting on January 9, 2024 at 6:00 p.m. at Kettering Fairmont High School, Recital Hall with the regular meeting to immediately follow.

Mrs. Kane informed attendees that the 2024 Board of Education meeting schedule will be determined at the January 9, 2024 Organizational Meeting.

Motion 151-23 Approve Board of Education Agenda Item

Mr. Johnson presented a second reading of the new and revised policies.

It was moved by Mr. Lautar, seconded by Mr. Martin to adopt revised and new Board of Education Policies as follows:

Policy 0113 – Address

Policy 0141.2 – Conflict of Interest

Policy 0164 – Notice of Meetings

Policy 2623.02 – Third Grade Reading Guarantee

Policy 3120.08 – Employment of Personnel for Co-Curricular/Extra-Curricular Activities

Policy 4120.08 – Employment of Personnel for Co-Curricular/Extra Curricular Activities

Policy 5113.01 – Intra-District Open Enrollment
Policy 5320 – Immunization
Policy 5337 – Care of Students with Active Seizure Disorders (NEW)
Policy 6240 – Board of Revision Complaints and Countercomplaints (NEW)
Policy 6700 – Fair Labor Standards Act (FLSA)
Policy 7440 – Facility Security
Policy 8120 – Volunteers
Policy 8210 – School Calendar
Policy 8330 – Student Records
Policy 8600 – Transportation
Policy 8650 – Transportation by School Van
Policy 9160 – Public Attendance at School Events
Policy 9270 – Equivalent Education Outside the Schools & Participation in Extra-Curricular for Students Not Enrolled in the District

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Motion 152-23 Approve Human Capital Agenda Items

It was moved by Mrs. Kane, seconded by Mr. Martin to approve Human Capital Agenda Items XI.A. and XI.B. as recommended.

Discussion: Mrs. McCarty Stewart recommended the Human Capital agenda for approval.

XI. Human Capital Agenda

A. Certificated Employees

1. Recommendation to approve the Adjustment of the following 2022-23 School Year Assignment:
 - a) Judy Ann Costa, from 71.4% to 100%, to reflect the assignment of the yearbook course, Family & Consumer Science Teacher, Kettering Fairmont High School, effective 2022-23 School Year
2. Recommendation to approve the Adjustment of the following 2022-23 Flexible Extended Service Days:
 - a) Judy Ann Costa, Family & Consumer Science Teacher, Kettering Fairmont High School, 9 days total
3. Recommendation to approve the Adjustment of the following 2023-24 School Year Assignment:
 - a) Judy Ann Costa, from 71.4% to 100%, to reflect the assignment of the yearbook course, Family & Consumer Science Teacher, Kettering Fairmont High School, effective 2023-24 School Year
4. Recommendation to approve the Adjustment of the following 2023-24 Flexible Extended Service Days:
 - a) Judy Ann Costa, Family & Consumer Science Teacher, Kettering Fairmont High School, 9 days total
5. Recommendation to approve the following Unpaid Leave of Absence:
 - a) Brittany Lauren Geiger, 7th Grade English Language Arts Teacher, Kettering Middle School, due to exhausted sick leave, November 30 (3/4 day) - December 22, 2023 (16 3/4 days)
6. Recommendation to recognize the following Unapproved Unpaid Leave of Absence:
 - a) Christine Maria Fitzpatrick, Intervention Specialist, Kettering Early Childhood Education Center, due to personal reasons, December 11-15, 2023 (5 days)

7. Recommendation to approve the following Resignation of the 2023-24 School Year Supplemental Assignment:
 - a) Aaron Baker, Girls Track Head Coach, Kettering Fairmont High School
8. Recommendation to approve the following 2023-24 School Year Supplemental Contracts:
 - a) Mary Beth Hughes, Athletic Site Manager, Van Buren Middle School
 - b) **Tina Caserta, Detention Monitor, Kettering Fairmont High School
 - c) **Tina Caserta, Friday Night School Monitor, Kettering Fairmont High School

+ Contract will be issued upon verification and receipt of CPR/AED, Concussion, Sudden Cardiac Arrest and Fundamentals of Coaching Certificates, appropriate reports from Ohio BCII and FBI background checks as well as a current Pupil Activity Permit.

* Has a teaching certificate but no base contract.

** Does not have a teaching certificate. In accordance with the provisions of Section 3313.53 ORC, the Board has offered via a posting this position to certificated employees of the district and has thereafter advertised said position as available to other qualified, certificated persons not employed by the district. With no such qualified persons having applied and/or accepted said position, this noncertificated person is employed for this position for the 2022-23 school year at the designated rate per year.

9. Recommendation to approve the following 2023-24 Substitute Teachers:
 - a) Jennifer Lynn Henry
 - b) Jeffrey Adams Showell
 - c) Victoria Jean Kollert
 - d) Caitlin E. Arden
10. Recommendation to approve the following 2023-24 Long-Term Substitute Teachers:
 - a) Julie Anstaett for Lauren Kramer, Intervention Specialist, Indian Riffle Elementary School, effective October 30, 2023
11. Recommendation to place the following Substitute Teachers on the current teacher salary schedule, having substituted 30 working days in the same assignment, in accordance with the Ohio Department of Education, and continuing until the assignment ends:
 - a) Marcia Boisvert for Tina Rudisill, Southdale Elementary School, effective November 28, 2023
 - b) Jamalee Stone for Angie Relick, Van Buren Middle School, effective December 4, 2023
12. Recommendation to approve the following Adjustment of Substitute Teachers on the current teacher salary schedule, having substituted 60 working days in the same assignment, in accordance with the Ohio Department of Education, and continuing until the assignment ends:
 - a) Amanda Newhart for Open Position, Southdale Elementary School, from effective November 8, 2023, to effective November 14, 2023
13. Recommendation to place the following Substitute Teachers on the current teacher salary schedule, having substituted 60 working days in the same assignment, in accordance with the Ohio Department of Education, and continuing until the assignment ends:
 - a) Karen Fulton for Open Position (IS Math), Kettering Fairmont High School, effective November 29, 2023
 - b) Candice Roberts for Abigail Hoggatt, Orchard Park Elementary School, effective November 30, 2023
 - c) Katie Ives for Ruth Budd, Kettering Fairmont High School, effective December 8, 2023
14. Recommendation to approve the following 2023-24 Home Instructors:
 - a) Sarah Michel-Harwood, Masters Degree

B. Classified Employees

1. Recommendation to accept the following Resignations from Employment to Retirement:
 - a) Samuel L. Thorpe, Sr., Groundskeeper, Buildings & Grounds, effective end of day February 29, 2024 (11 years in Kettering)

- b) Mary Frances Thorpe, Manager II, Van Buren Middle School, effective end of day February 29, 2024 (37 years in Kettering)
- 2. Recommendation to approve the Adjustment to the November 28, 2023, Board Agenda item (X,B,3,e) for the following employee:
 - a) Ashley Kay McMeel, Secondary School Secretary II, Kettering Middle School, from effective November 27, 2023, to effective December 4, 2023
- 3. Recommendation to approve Food & Nutrition Services Substitute Rate from \$12.00 per hour to \$13.50 per hour, effective December 11, 2023.
- 4. Recommendation to approve the following 2023-24 Classified Substitutes:
 - a) Christina R. Wilson, Food & Nutrition Services
 - b) Ryan Joseph Combs, Paraprofessional
 - c) Devin Michael Foster, Transportation Department
 - d) Liam Thomas McAllaster, Paraprofessional
 - e) Dorothy Louise Hunter, Clerical
- 5. Recommendation to approve the following Adjustment to the 2023-24 Classified Substitute Resignation:
 - a) Jennifer Nicole Cahall, from effective date November 12, 2023, to effective date end of day November 14, 2023
- 6. Recommendation to approve the following Unpaid Leaves of Absence:
 - a) Nicole Marie Bishop, Special Education Paraprofessional, Indian Riffle Elementary School, due to exhausted sick leave, November 27, 29, December 4-5, 2023 (16 hrs & 45 min)
 - b) Michelle Yvonne Wallace, Bus Aide, Transportation Department, due to exhausted sick leave, November 3 - December 22, 2023 (132 hrs & 45 min)
 - c) Alexis C. Wehner, Special Education Paraprofessional, Indian Riffle Elementary School, due to personal reasons, November 17, 2023 (1 hr & 15 min)
 - d) Rachel Elaine Nissen, Special Education Paraprofessional, Indian Riffle Elementary School, due to exhausted sick leave, December 4-7, 2023 (24 hours)
 - e) Brittany Amanda Combs, Special Education Paraprofessional, John F. Kennedy Elementary School, due to exhausted sick leave, October 23, 2023 (4 1/2 hours) November 16, 2023 (7 hours)
- 7. Recommendation to recognize the following Unapproved Unpaid Leaves of Absence:
 - a) Rhonda Jaye Blagg, Bus Driver, Transportation Department, due to personal reasons, December 5-7, 2023 (16 hrs & 30 min)
 - b) Sally Grace Shupe, Bus Aide, Transportation Department, due to personal reasons, December 8-15, 2023 (31 hrs & 30 min)

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
 Nays, None.
 The president declared the motion carried.

Motion 153-23 Approve Human Capital Agenda Item

It was moved by Mrs. Kane, seconded by Ms. Richards to approve the suspension of employment of Matthew Koehler of all duties without pay, during the pendency of the criminal action, effective December 7, 2023. This includes prohibiting Mr. Koehler from being present on any school property or at any school district activities or having contact with any Kettering City Schools students.

Discussion: Mrs. McCarty Stewart recommended the personnel item for approval.

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Motion 154-23 Approve Business Services Agenda Items

It was moved by Ms. Richards, seconded by Mr. Lautar to approve the Business Services Agenda as recommended.

Discussion: Mrs. McCarty Stewart recommended the Business Services agenda for approval.

- A. Recommendation to Authorize the Commencement of Bidding, including the Advertising and the Review of Bids, for renovation of the Career Tech Center for the Advanced Manufacturing Engineering Lab and New Lab Addition Area.

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Motion 155-23 Approve Office of the Treasurer Agenda Items

It was moved by Mr. Lautar, seconded by Mr. Martin to approve the Office of the Treasurer Agenda as recommended.

Discussion: Mr. Taylor gave a financial update and recommended the Office of the Treasurer agenda for approval.

- A. Recommendation to accept the November Financial and Investment Report. (Enclosure)
- B. Recommendation to accept the following donations:
 - 1. Gary and Melanie Abfalter to Fairmont Industries in the amount of \$2,000.00.
 - 2. Dorwood Optimist Club to Orchard Park Elementary in the amount of \$835.00.

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Motion 156-23 Approve Teaching and Learning Agenda Items

It was moved by Mr. Martin, seconded by Mrs. Kane to approve the Teaching and Learning Agenda as recommended.

Discussion: Mrs. McCarty-Stewart recommended the Teaching and Learning agenda for approval.

- A. Recommendation to approve the agreement between Kettering City Schools and the City of Kettering to provide outdoor learning experiences with the Land Lab Learning Centers for the 2023-2024 school year with the option to renew this agreement for an additional one-year period expiring on June 30, 2025. (Enclosure)

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Hearing of the Public Non-Agenda Items

Mr. Henderson made the following statement:

“Our board meetings, like all school board meetings in Ohio, are a time for the Board of Education to conduct its official business. By the time we convene a board meeting, each board member has individually obtained, reviewed, and studied whatever information they respectively believe is necessary for that individual board member to make educated decisions about the items identified on our consent agendas.

Our board meetings provide an opportunity for all board members to ask any remaining questions they may have about any of the agenda items before making a final decision on whether to support an agenda item or not.

Public comment opportunities during school board meetings are not required in Ohio but they are opportunities this Board believes are important and valuable. The board uses the public comment periods during our meetings as an opportunity to listen to citizen thoughts and concerns, but not to debate issues or enter into a question-and-answer session between the public and individual members.

When a community member speaks during the section of a meeting reserved for public comment on agenda items, each board member considers, however he or she deems best, the information shared that may be relevant to an agenda item.

When the board learns of an issue during the public comment period of the board meeting that is reserved for non-agenda items, the board will request – when appropriate – that Ms. McCarty-Stewart or another administrator follow up on the issue.

It is important to understand that members of this board receive information from the district’s stakeholders in a variety of ways outside of our meetings. Any person who is interested in sharing a thought or concern with the board need not wait until a board meeting. For any person interested in speaking at a board meeting, the board certainly encourages the public to take advantage of that opportunity.”

Jeff Ward addressed the Board regarding employee misconduct and the termination of volleyball coaches.

Motion 157-23 Adjournment

It was moved by Mrs. Kane, seconded by Mr. Martin to adjourn the meeting at 7:03 p.m.

Roll Call: Ayes, Five. Mr. Toby Henderson, Mr. Mark Martin, Mrs. Jennifer Kane, Ms. Chrissie Richards, Mr. William Lautar.
Nays, None.
The president declared the motion carried.

Attest: Interim Treasurer, Board of Education

Attest: President, Board of Education