

**JEFFERSON TOWNSHIP LOCAL BOARD OF EDUCATION MINUTES**  
**ORGANIZATIONAL MEETING**  
**Monday, January 8, 2024**

The Jefferson Township Local School District Board of Education met for an Organizational meeting on Monday, January 8, 2024 at the Administration Office, 2625 South Union Road, Dayton, OH. The meeting was called to order at 6:00 p.m.

President Tempore Cuttino Dargan requested all present stand and recite the Pledge of Allegiance.

The oath of office was administered to the following:

- Michelle Cooper
- Shaunece Gillespie
- Renee McDaniel

Roll Call:

Ms. Michelle Cooper, present; Rev. Cuttino Dargan, present; Ms. Shaunece Gillespie, present; Ms. Renee McDaniel, present.

Four members present.

(Resolution #24.001) ADOPTION OF AGENDA

The adoption of the January 8, 2024 agenda was moved by Ms. McDaniel and seconded by Ms. Gillespie.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.002) APPROVAL OF MINUTES

The approval of the December 11, 2023 minutes was moved by Ms. Cooper and seconded by Ms. Gillespie.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.003) ELECTION OF OFFICERS-PRESIDENT

Ms. Cooper moved and Ms. McDaniel seconded the motion to approve Shaunece Gillespie as the 2024 President.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.004) ELECTION OF OFFICERS-VICE PRESIDENT

Ms. Gillespie moved and Ms. McDaniel seconded the motion to approve Michelle Cooper as the 2024 Vice President.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

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President Gillespie made the following appointments:

- Parliamentarian - Rev. Dargan
- OSBA Legislative Liaison - Tabled
- OSBA Student Achievement Liaison - Ms. McDaniel

(Resolution #24.005) RESOLUTIONS

Rev. Dargan moved and Ms. Cooper seconded the motion to approve the 2024 resolutions as follows:

**Regular Meetings**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, that the regular meetings for 2024 be held on the second Monday of each month at 6:00 p.m. in the Board of Education Room.

**Pay Warrants and Bills**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, in accordance with Ohio Revised Code Section 3313.18, that the Treasurer/CFO of this Board be authorized to pay, without concurrent Board approval, warrants (bills) issued for payment of any claim from school funds if the expenditure for which such warrants are provided for in the annual appropriations and approved by the appropriate administrative authorities.

**Tax Advances**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, that the Treasurer/CFO of this Board be authorized to request and receive advance payment of taxes collected and held by the county treasurer pending final settlement. The Auditor of Montgomery County be and hereby requested to draw his warrants to the Treasurer/CFO of this Board.

**Waive Reading of the Minutes**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, in accordance with Ohio Revised Code Section 3313.26, the reading of Board Minutes for approval be waived since the Minutes are distributed to Board Members in advance of the regular meetings.

**Board Service Fund**

**WHEREAS**, Revised Code 3315.15 provides for the setting aside from General Fund a sum not to exceed two dollars (\$2.00) for each child enrolled or twenty thousand dollars (\$20,000.00),

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whichever is greater, such sum of money to be known as the "Service Fund" to be used in paying the expense of members of the board actually incurred in the performance of their duties, or of their official representatives when sent out of the school district.

**Emergency Employment Authorization**

**WHEREAS**, it is the normal procedure of the Jefferson Township Local School District for the Superintendent to recommend that the Board of Education vote to hire applicants for employment to the Board of Education and it is the duty of the Board of Education to vote to approve or disapprove each recommended applicant;

**WHEREAS**, because the Board of Education may only have one or two formal meetings per month, there are certain limited circumstances when an applicant for employment must be hired on an emergency or immediate basis prior to Board approval;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE JEFFERSON TOWNSHIP LOCAL SCHOOL DISTRICT:**

Section 1. The Board of Education hereby authorizes the Superintendent of the Jefferson Township Local School District to hire an applicant for employment on an emergency basis prior to the approval by the Board of Education provided that such employment is approved at the next regular meeting of the Board of Education.

Section 2. This resolution shall be effective upon passage.

**Legal Counsel**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, that the following law firm be retained on an as needed basis:

Subashi, Wildermuth & Justice  
The Greene Town Center  
50 Chestnut Street, Suite 230  
Dayton, OH 45440

**Ohio School Boards Association (OSBA) Membership**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, to approve membership in the Ohio School Boards Association (OSBA) for calendar year 2024.

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**Federal Grant Participation**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, to authorize the District to participate in Federal Grants, including but not limited to Title I, I-A, I-D, II-A, VI-B, and Early Childhood Special Education-IDEA and the Superintendent act as the authorized representative of the District in connection with these grants.

**Public Records Training Designee**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, to designate the Treasurer/CFO as their public records training designee in accordance with ORC 109.43(B).

**APPROVE SUPERINTENDENT VACATION PAYMENT**

**BE IT RESOLVED**, by the Board of Education of the Jefferson Township Local School District, a majority of its full membership therein concurring, that it approves, payment to the Superintendent of ten (10) additional unused vacation days.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

**BOARD MEMBER REPORTS:**

None.

**PUBLIC PARTICIPATION:**

None.

(Resolution #24.006) **TREASURER/CFO REPORT**

The approval of the following Treasurer/CFO recommendations was moved by Rev. Dargan and seconded by Ms. McDaniel:

➤ **APPROVE FINANCIAL REPORTS**

"Be it resolved by the Board of Education of the Jefferson Township Local School District, a majority of its full membership therein concurring, that it approves, the December 2023 Financial Reports."

➤ **2023-2024 CERTIFICATE OF ESTIMATED RESOURCES**

"Be it resolved by the Board of Education of the Jefferson Township Local School District, a majority of its full membership therein concurring, that it approves, the 2023-2024 Certificate of Estimated Resources."

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Jefferson Township Local School District  
FY2024 Total Estimated Resources

	Beginning 6/26/2023	Amendment #1 8/14/2023	Amendment #2 9/11/2023	Amendment #3 12/11/2023	Amendment #4 1/11/2024	Amended Total
001 General Fund	\$11,818,944.86	\$0.00	\$0.00	\$0.00	\$0.00	\$11,818,944.86
018 Public School Support	\$2,717.62	\$0.00	\$0.00			\$2,717.62
031 Underground Storage Tank	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00
300 District Managed Activity	\$21,201.62	\$0.00	\$0.00	\$0.00	\$11,298.38	\$32,500.00
439 Early Childhood Education	\$100,000.00	\$0.00	\$0.00	\$6,250.00	-\$52,000.00	\$54,250.00
451 Public School Connectivity	\$3,600.00	\$0.00	\$0.00	\$92.20	\$1,800.00	\$5,492.20
507 ESSER	\$2,315,619.96	\$732,400.07	-\$47,449.92	-\$33,535.59	\$267,150.31	\$3,234,184.83
516 IDEA - Part B Special Education	\$108,411.68	\$0.00	\$0.00	\$0.00	\$0.00	\$108,411.68
536 Title I-School Improvement Supp	\$71,877.62	\$66,316.29	\$0.00	-\$71,877.62	\$0.00	\$66,316.29
572 Title I - Disadvantaged Children	\$579,158.99	\$84,836.61	\$0.00	-\$12.22	\$0.00	\$663,983.38
584 Title IV-A - Student Support and Acader	\$24,516.74	\$0.00	\$0.00	-\$698.39	\$0.00	\$23,818.35
587 IDEA Early Childhood Special Educatio	\$1,533.01	\$509.17	\$0.00	-\$709.49	\$0.00	\$1,332.69
590 Title II-A Improving Teacher Quality	\$70,419.84	\$0.00	\$0.00	-\$949.13	\$0.00	\$69,470.71
599 Miscellaneous Federal Funds	\$0.00	\$7,795.85	\$0.00	\$0.00	\$0.00	\$7,795.85
	<b>\$3,310,057.08</b>	<b>\$891,857.99</b>	<b>-\$47,449.92</b>	<b>-\$101,440.24</b>	<b>\$228,248.69</b>	<b>\$4,281,273.60</b>
003 Permanent Improvement	\$534,159.64	\$0.00	\$0.00	\$0.00	\$0.00	\$534,159.64
006 Food Service	\$234,524.34	\$0.00	\$0.00	\$0.00	\$0.00	\$234,524.34
007 Trust	\$3,052.86	\$0.00	\$0.00	\$0.00	\$0.00	\$3,052.86
200 Student Managed Activity	\$52.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52.00
	<b>\$3,104.86</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,104.86</b>
	<b>\$15,900,790.78</b>	<b>\$891,857.99</b>	<b>-\$47,449.92</b>	<b>-\$101,440.24</b>	<b>\$228,248.69</b>	<b>\$16,872,007.30</b>

➤ 2023-2024 APPROPRIATIONS

“Be it resolved by the Board of Education of the Jefferson Township Local School District, a majority of its full membership therein concurring, that it approves, the 2023-2024 Appropriations.”

Jefferson Township Local School District  
FY2024 Permanent Appropriations

	Original 6/26/2023	Amend #1 8/14/2023	Amend #2 9/11/2023	Amend #3 12/11/2023	Amend #3 1/11/2024	Amended Total
001 General Fund	\$6,013,124.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,013,124.00
031 Underground Storage Tank	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00
300 District Managed Activity	\$7,500.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$32,500.00
439 Early Childhood Education	\$100,000.00	\$0.00	\$0.00	\$6,250.00	-\$52,000.00	\$54,250.00
451 Public School Connectivity	\$3,600.00	\$0.00	\$0.00	\$92.20	\$1,800.00	\$5,492.20
507 ESEER	\$2,315,619.96	\$732,400.07	-\$47,449.92	-\$33,535.59	\$267,150.31	\$3,234,184.83
516 IDEA-B Special Education	\$108,411.68	\$0.00	\$0.00	\$0.00	\$0.00	\$108,411.68
536 Title I-School Improvement Supp	\$71,877.62	\$66,316.29	\$0.00	-\$71,877.62	\$0.00	\$66,316.29
572 Title I-Disadvantaged Children	\$579,158.99	\$84,836.61	\$0.00	-\$12.22	\$0.00	\$663,983.38
584 Title IV-A - Student Support and Acader	\$24,516.74	\$0.00	\$0.00	-\$698.39	\$0.00	\$23,818.35
587 IDEA Early Childhood Special Educatio	\$1,533.01	\$509.17	\$0.00	-\$709.49	\$0.00	\$1,332.69
590 Title II-A Improving Teacher Quality	\$70,419.84	\$0.00	\$0.00	-\$949.13	\$0.00	\$69,470.71
599 Title V-B Rural and Low-Income	\$0.00	\$7,795.85	\$0.00	\$0.00	\$0.00	\$7,795.85
	<b>\$3,293,637.84</b>	<b>\$891,857.99</b>	<b>-\$47,449.92</b>	<b>-\$101,440.24</b>	<b>\$241,950.31</b>	<b>\$4,278,555.98</b>
003 Permanent Improvement	\$51,939.00	\$0.00	\$0.00	\$0.00	\$0.00	\$51,939.00
006 Food Service	\$219,175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$219,175.00
007 Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
200 Student Managed Activity	\$52.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52.00
	<b>\$52.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$52.00</b>
	<b>\$9,577,927.84</b>	<b>\$891,857.99</b>	<b>-\$47,449.92</b>	<b>-\$101,440.24</b>	<b>\$241,950.31</b>	<b>\$10,562,845.98</b>

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Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

Jefferson Jr./Sr. High Principal Christopher Caldwell and Dean of Students Zequoa Zachary presented information on the Varsity Tutors program.

(Resolution #24.007) APPROVE CERTIFIED STAFF EMPLOYMENT\*

Ms. Cooper moved and Ms. Gillespie seconded the approval of the following employment for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Degree/Step</u>	<u>Effective</u>
Sarah Gayman	Virtual Lab Teacher	BA/1	12/05/2023
Barbara Long	Science Teacher	BA/14	12/01/2023
Kevin Stepp	ELA, 7-12 Teacher	MA+15/30	08/07/2023

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.008) APPROVE CLASSIFIED EMPLOYMENT

Ms. McDaniel moved and Rev. Dargan seconded the approval of the following supplement employment for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Effective</u>
Tyree Brooks	Custodian	6	01/08/2024

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.009) APPROVE ADDING ADDENDUM TO THE AGENDA

Ms. Gillespie moved and Ms. Cooper seconded the approval of adding addendum items to the agenda.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.010) APPROVE ADDENDUM CLASSIFIED EMPLOYMENT

Ms. Cooper moved and Ms. Gillespie seconded the approval of the following employment for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Effective</u>
Clyde Rogers, Jr.	Cook, Blairwood	6	12/04/2023
Ramona Wilson	Cook, Blairwood	6	12/04/2023

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Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.011) APPROVE SUPPLEMENT STAFF EMPLOYMENT

Ms. McDaniel moved and Rev. Dargan seconded the approval of the following supplemental employment for the 2023-2024 school year to the end of the basketball season:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Effective</u>
William Mitchell	Cheer Squad Coach	0	N/A

Roll call: Ms. Cooper, nay; Rev. Dargan, aye; Ms. Gillespie, nay; Ms. McDaniel, aye. Motion not carried.

(Resolution #24.012) APPROVE RESIGNATION

Ms. Gillespie moved and Ms. Cooper seconded the approval of the following resignations for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Bobby Leigh	Teacher	01/05/2024

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.013) APPROVE AGRICULTURE EDUCATION PROJECT RESOLUTION

Ms. Cooper moved and Ms. McDaniel seconded the approval of the resolution to approve Steed Hammond Paul to provide architectural services for the Agriculture Education Project as presented.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

(Resolution #24.014) APPROVE PAYMENT IN LIEU OF TRANSPORTATION

Rev. Dargan moved and Ms. Gillespie seconded the approval of the following payment in lieu of transportation payments for the 2023-2024 school year.

<u>Parent Name</u>	<u>School</u>	<u># of Children</u>
Patricia Babetto	Dayton Christian	1
Heather Harphant	Bishop Leibold	2
Heather Harphant	Chaminade Julienne	1

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

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(Resolution #24.015) SPECIAL MEETING

Ms. Gillespie moved and Rev. Dargan seconded the motion to have a special meeting on Tuesday, January 16, 2024 at 6 pm for general business purposes.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

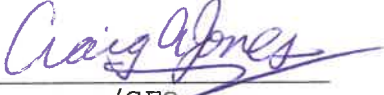
(Resolution #24.016) ADJOURNMENT

It was moved by Rev. Dargan and seconded by Ms. Gillespie that the meeting be adjourned.

Roll call: Ms. Cooper, aye; Rev. Dargan, aye; Ms. Gillespie, aye; Ms. McDaniel, aye. Motion carried.

The Treasurer/CFO declared the meeting adjourned at 6:37 p.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Treasurer/CFO