

West Muskingum Board of Education

Agenda

April 18, 2024

West Muskingum Middle School Library, 5:00 p.m.

Board Members:

Dan Ankrum, Marcus Farley, Julie MacLaine, Bryan Melsheimer, Ab Vousden

Note:

This is a meeting of the Board of Education for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting. The portion of the meeting which the participation of the public is invited shall be limited to 30 minutes. All statements shall be directed to the presiding officer; no person may address or question Board member individually. All cell phones should be turned off during board meetings.

Citizens of the West Muskingum School District and employees who wish to speak with the Board are requested to keep items presented as brief as possible. Items are limited to five minutes. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.

Call to Order:

Pledge:

Roll Call:

Mr. Ankrum ____ Mr. Farley ____ Mrs. MacLaine ____ Mr. Melsheimer ____ Mr. Vousden ____

Additions to the Agenda:

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

Public Participation:

Presentations:

WMES Wax Museum: Mrs. Pickrell and Payton McCoy; Mrs. Lestock and Jason Pickrell;
Mrs. Eltringham and Ethan Havens; Mrs. Huff and Kamryn Deason; Mrs. McLain and Willow Paul

I. TREASURER’S REPORT

1. Minutes of previous meeting(s) - Attachment

Recommendation to approve the minutes from the March 13, 2024, regular board meeting.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

2. Financial Report - Attachments

Recommendation to approve the March 2024 financial reports as presented.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

3. **Appropriation and Amended Certificate Modifications** – Hand Carry
Recommendation to approve the amended certificate modifications as presented.

Ankrum ___ Farley ___ MacLaine ___ Melsheimer ___ Vousden ___

4. **Rea and Associates, Inc.**
Approve the Memorandum of Agreement and Certification of Compliance, as supplied by the Ohio Auditor of State’s Office, between the Ohio Auditor State, Rea & Associate, Inc. and the West Muskingum Local School District of the audits of West Muskingum LSD for the fiscal periods July 1, 2023 through June 30, 2028, as presented, and authorize the Treasurer to sign the MOA and Certification of Compliance as the designee of the District.

Ankrum ___ Farley ___ MacLaine ___ Melsheimer ___ Vousden ___

5. **Auditor of State LGS Contract**
Recommendation to approve the one-year contract with the Ohio Auditor of State for Local Government Services (LGS) to compile the annual financial statement for the year ending June 30, 2024.

Ankrum ___ Farley ___ MacLaine ___ Melsheimer ___ Vousden ___

6. **Then and Now**
Recommendation to approve the Then and Now Certificate for vendor Roger Touvell in the amount of \$3,897.00.

Ankrum ___ Farley ___ MacLaine ___ Melsheimer ___ Vousden ___

7. **Audit**
Recommendation to approve the Audit Committee Minutes for audit period ending June 30, 2023.

Ankrum ___ Farley ___ MacLaine ___ Melsheimer ___ Vousden ___

8. **Records Retention**
Recommendation to review and approve the revised Records Retention Schedule update and approve the annual records retention meeting minutes.

Ankrum ___ Farley ___ MacLaine ___ Melsheimer ___ Vousden ___

9. **Workers Compensation/Unemployment Compensation Third Party Administrator**
Recommendation to approve participation in the Ohio School Compensation OSBA/OASBO Workers’ Compensation Retrospective Group Rating Program/Unemployment Services through Sedgwick/CompManagement as the District third party administrator (TPA) and Sedgwick/CompManagement Health Services as the District managed care organization (MCO) for the rating period of January 1, 2025 through December 31, 2025.

Ankrum ___ Farley ___ MacLaine ___ Melsheimer ___ Vousden ___

10. Discussion Items

a. Food Service Administrative Review

Discussion to include Wellness Policy

b. Auction of Personal Property

c. Board of Revisions Valuation Complaint

II. SUPERINTENDENT’S REPORT – PERSONNEL

1. Executive Session

WHEREAS boards of education and other governmental bodies are required by statute “to take official action and to conduct all deliberations upon official business only in open meetings, unless the subject matter is specifically excepted by law”;

WHEREAS “the minutes need only reflect the general subject matter of discussions in executive session”, and

WHEREAS the members of a public body may hold an executive session only at a regular or special meeting for the sole purpose of consideration of any of the matters set forth below.

NOW THEREFORE BE IT RESOLVED under the provisions of ORC 121.22, the board hereby enters executive session for the reason(s) herein stated:

- personnel matters
 - o appointment of employee(s) (re-employment)
 - o promotion or compensation
 - o dismissal, discipline, or demotion of employee(s) or student(s)
 - o investigation of charges or complaints of employee(s) or student(s)
- consider the purchase of property for public purposes
 - o sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantages to a person whose personal, private interest is adverse to the general public interest
- conference with an attorney to discuss matters which are subject of pending or imminent court action
- preparing for, conducting, or reviewing negotiations or bargaining sessions with employees
- matters required by federal law or state statutes to be confidential
- specialized details of security arrangements

Motion: Dierkes ____ Gutridge ____ Hill ____ Melsheimer ____ Vousden ____

§ Time entered executive session: _____ p.m.

§ Time returned to public session: _____ p.m.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

2. **Superintendent Contract Addendum**

BE IT RESOLVED THAT THE Board hereby adopt and affirm the contract Addendum signed by the Superintendent and the Board President on April 18, 2024.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

3. **Superintendent**

Recommendation to approve a five-year contract for the period of August 1, 2025 through July 31, 2030 for Superintendent Chad J. Shawger.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

4. **Retirement(s)/Resignation(s)**

Recommendation to approve the following retirement(s)/resignation(s):

Retirement

- Holly Ross, WMMS teacher, effective June 1, 2024

Resignations

- Melissa Burkhart, bus driver, effective end of school year FY24
- Kaycie Lawler, WMES teacher, effective end of school year FY24
- Ann Howard, WMHS administrative assistant, effective June 30, 2024

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

5. **Certified New Contract FY25**

Recommendation to approve the following new FY25 certified contract, salary based on negotiated contract and salary pay scales, pending proper completion of personnel requirements:

- Ashley Smith, WMES Grade 4 teacher
- Joseph Pachuta, WMES Grade 3 teacher

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

6. **Classified Non-Bargaining Contract**

Recommendation to approve **Ann Howard**, Administrative Assistant to the Superintendent, effective July 1, 2024.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

7. **Classified New Contract(s) FY24**

Recommendation to approve the following classified contract(s), salary based on negotiated contract, pending proper certification of personnel requirements:

- Kylee Martin, WMHS administrative assistant, 220-day contract per year, effective April 22, 20224
- Jessica Baker, WMHS administrative assistant, 220-day contract per year, effective August 1, 2024

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

8. Gate Worker(s) – Spring Sports

Recommendation to approve the following gate worker for the spring sports season:

Tara Woods	Monica Davis
Tina Jones	Mark Johnson
Amy Johnson	

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

9. Unpaid Leave of Absence

Recommendation to approve unpaid leave for the following employee(s). Accumulated personal and birthday days will be used before unpaid leave.

<u>Name</u>	<u>Position</u>	<u>Date(s)</u>
Mary Smith	WMES custodian	March 6-8, 2024 (3 days)
Randall Calendine	Bus driver	March 25-28, 2024 (4 days)
Kayla Loyd	WMES paraprofessional	March 25-28, 2024 (4 days)
Zackery Durfee	WMMS teacher	March 28, 2024 (.5 days)
Ryan Barks	WMMS teacher	May 24, 2024

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

10. Certified Contract Changes FY25

- Lauren Vensil, WMHS intervention specialist, changing to WMES intervention specialist
- Kelly Wohlgamuth, WMES grade 3 teacher, changing to WMES grade 4 teacher
- Cole Smith, WMMS math teacher, changing to WMMS social studies teacher
- Teresa McClain, WMES grade 4 teacher, changing to WMES kindergarten teacher

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

11. Classified Contract Change(s)

- Jacob Hammonds, WMES afternoon custodian, change to WMHS afternoon custodian, effective March 18, 2024

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

12. Non-Renewal of Limited 3313.53 Contracts

Recommendation to non-renew the following Supplemental/Limited 3313.53 contracts upon their expiration date:

Kelsie Alexander	Cheerleading
Joshua Bobo	Head Softball Coach
David Bower, Jr.	Assistant Softball Coach
David Boyer	Assistant Girls Basketball Coach
Chester Coleman	Head Swim Coach
Ashley Dillon	Assistant Softball Coach
Caitlyn Drake	7th Grade Girls Basketball .5 FTE
Taylor Evans	Assistant Track Coach

Miranda Fraunfelder	Assistant Softball Coach
Jason (Garrett) Frederici	Assistant Baseball Coach (.5 FTE)
Hannah Fulkerson	7-9 (7th) Volleyball
Mackenzie Hill	WMHS Cheerleading Advisor (Fall and Winter)
Isabella Hutchison	7-9 (8th) Volleyball
Jared Jesse	Assistant Football 9-12 Coach
Courtney Kuhn	Head Girls Soccer Coach
James (Trey) Lucas	Assistant Wrestling Coach
Ray Lynn	7-9 (8th) Grade Boys Basketball
Matthew Lynn	8th Grade Boys Basketball
Rob McBurney	Assistant Boys Soccer 9-12 Coach
Andrew McGee	Assistant Baseball Coach
Justin Middleton	(WMMS) 7-9 Grade Football Coach
Robert Moon	Assistant Track Coach
Jeremy Moore	Varsity Boys Soccer
Natalie Moore	WMMS Cheerleading - fall and winter
Ryan Moore	Assistant Girls Soccer Coach
Benton Mowery	7-8 Track Coach
William Murphy II	Assistant Boys Soccer 9-12 Coach
William Murphy II	Assistant Boys Basketball 9-12 Coach
Alyson Newsom	8th Grade Girls Basketball Coach
Gage Newsom	7th Grade Girls Basketball .5 FTE
Renee Newsom	7-9 Girls Basketball Coach
Samuel Osborn	Varsity Boys Soccer
Connor Paima	7th Grade Boys Basketball .5 FTE
Christopher Pettit	Assistant Baseball Coach
Troy Pierce	WMMS Wrestling Coach
Courtney Prang	Head Track (Boys/Girls) 9-12 Coach
Noah Ray	7th Grade Boys Basketball .5 FTE
Scott Renner	Assistant Girls Basketball Coach
Jeff Rinkes	Head Boys Basketball Coach
Konnor Samson	WMMS Wrestling Coach
Daryl Satterfield	Event Manager – Fall and Winter
Michele Shirer	Head Cross Country Coach
Chelsea Stanbery	Assistant Girls Basketball Coach
Amy Stewart	Assistant Girls Basketball Coach
Brenda Watson	7-9 (9th) Volleyball
Emily Weaver	Assistant Volleyball Coach
Talor Woodard	Head Wrestling Coach

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

13. WMLSD Classified Substitute List

Recommendation to approve the following addition(s) to the WMLSD Classified Substitute List as maintained by the Superintendent’s Office. Additions will be approved monthly as needed (pending proper completion of personnel requirements).

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Kylee Martin	Administrative Assistant	April 9, 2024
Marcia Wamack	Cook; custodian; bus aide	April 19, 2024

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

14. MVESC Master Certificate Substitute List

Recommendation to approve the April 2024 MVESC Master Certificated Substitute List as approved and prepared by the Muskingum Valley Educational Service Center.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

SUPERINTENDENT’S REPORT

15. WMHS Student Course Fees – Second Readings

Recommendation to approve WMHS Student Course Fees for the 2024-2025 school year.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

16. 2024-2025 School Year Calendar – Second Reading

Recommendation to approve the 2024-2025 School Year Calendar.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

17. West Muskingum High School Gym Light Replacement - Attachment

Recommendation to approve Hittle Electric, Inc. to replace existing light fixtures in the West Muskingum High School gymnasium.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

18. West Muskingum Local School District Track Project - Attachment

Recommendation to approve the agreement for construction services between West Muskingum Local School District and The Motz Group, L.L.C. for the West Muskingum High School Track Project.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

19. Ohio Student Accident Insurance Program

Recommendation to approve Student Protective Agency, Guarantee Trust Life Insurance Agency for district participation in the Ohio Student Accident Insurance Program for the 2024-2025 school year.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

20. Maintenance Contract for HVAC Units

Recommendation to approve Roger Touvell Heating & A/C, Inc. HVAC contract for the period July 1, 2024 through June 30, 2025.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

21. Donations

Recommendation to approve the following donation(s):

- Muskingum Soil and Water Conservation District to West Muskingum FFA for shop project - \$200.00
- West Muskingum Athletic Boosters to WMHS Athletic Department for special awards - \$137.80
- West Muskingum Athletic Committee to WMHS Athletic Department for electrical work to move concession stands at baseball/softball fields - donated services equivalent to monetary amount of \$1,155

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

22. Discussion Items

Open Enrollment - elementary
Open enrollment bussing

III. Board Member Reports and Concerns

- A. Legislative Report
- B. Mid-East Career and Technology Center Report
- C. Facility Committee Report
- D. Policy Committee Report

IV. Executive Session

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 - o investigation of charges or complaints of employee(s) or student(s)

- consider the purchase of property for public purposes
 - o sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantages to a person whose personal, private interest is adverse to the general public interest
- conference with an attorney to discuss matters which are subject of pending or imminent court action
- preparing for, conducting, or reviewing negotiations or bargaining sessions with employees
- matters required by federal law or state statutes to be confidential
- specialized details of security arrangements

Motion: Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

§ Time entered executive session: _____ p.m.

§ Time returned to public session: _____ p.m.

Roll Call:

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____

V. Adjournment

Meeting Adjournment at _____ P.M.

Ankrum ____ Farley ____ MacLaine ____ Melsheimer ____ Vousden ____