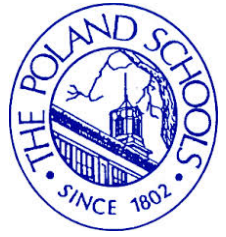




**Poland Local Schools**  
**Regular Board of Education Meeting - December 12, 2024**  
**Dobbins Board of Education Room**  
**3030 Dobbins Rd., Poland, Ohio 44514**



The Regular Board of Education meeting of the Poland Local Board of Education will be held on Thursday, December 12, 2024 at 6:00 p.m.

**CALL TO ORDER**

Pledge of Allegiance

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

**REGULAR SESSION**

**PRESENTATIONS**

- **Fall Athletic Awards 2024 presented by PSHS Athletic Administrator Brian Banfield**  
 ■ **Fall Athletic Awards 2024.pdf**
- **Washington, DC Field Trip Presentation - Principal Kevin Snyder/Abbey Aebischer**
- **Matt McKenzie & Matt Sagone Presentation - North Lease**  
 ■ **North Lease Agreement - Draft.pdf** ■ **North Map - Coded.pdf**
- **Bullying Summary** - A requirement that the district administration semi annually (December/May) provide the president of the district board a written summary of all reported incidents and post the summary on its web site, if the district has a web site, to the extent permitted by section [3319.321](#) of the Revised Code and the "Family Educational Rights and Privacy Act of 1974," 88 Stat. 571, 20 U.S.C. 1232g, as amended.

McKinley Elementary: ZERO  
 Poland Middle School 4-5-6: ZERO  
 Poland Seminary: THREE

**PUBLIC PARTICIPATION**

The President is the presiding officer and shall be guided by the following rules:

- Participants must sign in.
- Participants must announce their name, address, and group affiliation if applicable.
- Individuals may not register others or give time to others to speak during public participation.
- Each statement made by a participant shall be limited to three (3) minutes duration; fifteen (15) minutes per topic. The Treasurer is responsible for timekeeping.

- During the portion of the meeting designated for public participation, no participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- All statements shall be directed to the presiding officer; no person may address or question Board members individually.

On behalf of the Board, we welcome all students, staff, parents and interested community members to tonight's Board of Education meeting. Please be reminded that this is a meeting of the Board of Education held in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. Board members generally do not provide a response to questions during public participation.

For those wishing to make public comments, participants will be recognized at this time by the president of the Board of Education in the order in which participants signed in.

You have before you a copy of the items considered for tonight's consent agenda, would any Board member wish to remove any item to be considered separately?

**Treasurer/CFO Recommendations: Janet Muntean**

Motion to approve the following 1-4 Financial recommendations as presented: **(#2024-117)**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

1. **APPROVE** the Minutes of the Regular meeting of November 13, 2024
  - November 13, 2024 Min.pdf
2. **APPROVE** the Financial Report of November 2024 as submitted.
  - Cash Reconciliation Report November 2024.pdf
  - Cash Summary Report November 2024.pdf
  - Monthly Investments November 2024.pdf
  - MTD Expenditure Report November 2024.pdf
  - Appropriation Summary Report November 2024.pdf
  - Revenue Summary Report November 2024.pdf
  - Revenue and Exp Activity through November 2024.pdf
3. **ACCEPT** the following donations:
  - Martin Financial Services - Interact Club - \$50.00
4. **APPROVE** the updated Substitute Wage Document Effective 1/1/2025. Minimum wage is scheduled to increase to \$10.70 per hour.
  - Updated Substitute-Noncontract-Vendor Wages 24-25.pdf

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

### Treasurer/CFO Requests Not Included in Consent

1. **AUTHORIZE** the Treasurer to issue Science of Reading stipend payments, effective with the beginning of the 2024-2025 school year, to applicable educators in the amounts of \$1,200 or \$400, depending on required pathway, in accordance with the requirements set forth by House Bill 33. A formal approval process has been put in place by the district to document verification of completion, payment and reimbursement from ODEW. (#2024-118)

Moved by \_\_\_\_\_ Second by \_\_\_\_\_

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren





### Superintendent's Requests of Consent : Craig Hockenberry 1-15

Motion to approve items 1-15 consent agenda recommendations as presented. (#2024-119)







Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

### HR/STAFFING

1. **APPROVE** the requested unpaid maternity/parental leave for the following certified employees as indicated on their individual letters of request.
  - Madison Kasten - [Madison Kasten Maternity Leave Letter.pdf](#)
  - Helen Muntean [Muntean, Helen Unpaid Leave.pdf](#)
2. **APPROVE** Liam Burk as a Volunteer Coach for the Speech and Debate Team for the 2024-2025 School Year:
  - Liam Burk - [Liam Burk Recommendation Letter and Application.pdf](#)
3. **ACCEPT** the resignations of these classified employees for the 2024-2025 School Year:
  - Janet Donnadio - Pre/Server/Cashier - [Donnadio Resignation Letter.pdf](#)  
Effective 12/12/2024

4. **APPROVE** the following non-teaching individual to be placed on the approved substitute list for the 2024-2025 school year according to the wage rate for the assignment designated; all required reports are on file, unless noted:
  - Timothy Yeager - Custodian  T. Yeager Application.pdf
  - Janet Donnadio - Prep/Server/Cashier
  - Bob Barnhart - Bus Aide Effective 12/16/2024
5. **APPROVE** the following classified employees for the 2024-2025 school year with receipt of all required reports on file:
  - Rachel Hritz - Porter/PSHS  R. Hritz Application.pdf Effective 12/16/2024
6. **APPROVE** the On-Board Instructor for the 2024-2025 School Year. (OBI) is a certified professional who trains new school bus drivers in Ohio. Effective date 12/3/2024: \$30.00 per hour:
  - Ryan Dunn -  Ryan Dunn Application.pdf
7. **ACCEPT** the following certified retirement effective the end of the 2024-2025 school year:
  - Karen Vasko - 5th Grade Teacher ELA  Karen Vasko Retirement Letter.pdf

### CURRICULUM/INSTRUCTION

8. **APPROVE** the preschool handbook for the 2025-2026 school year:
  -  Preschool Handbook 2025-2026.pdf
9. **APPROVE** the Poland Seminary High Schools request for the Annual 8<sup>th</sup> grade field trip to Washington, DC leaving on Wednesday, May 21, 2025 and returning Friday, May 23, 2025. The cost of the trip will be \$624.00 and payments will be sent directly to Premier Tour and Travel.
  -  Washington DC 24-25 Request Form, Schedule and Information.pdf
  -  DC Board Approval Letter 2024-25.pdf
10. **APPROVE** the sixth grade Outdoor Education Program at Camp Fitch spending three days and two nights beginning on May 14, 2025 and returning on May 16, 2025. The cost will be \$160 per student. This includes a Camp Fitch t-shirt, lodging, six meals, snacks, Camp Fitch staff and fees, as well as the use of recreational equipment. Please see attached information and Camp Fitch Packet:
  -  Camp Fitch 2025 Request Letter and Forms.pdf
  -  2025 Camp Fitch Packet.pdf
11. **APPROVE** the updated Gifted Education Policy and Plan:
  -  Poland Gifted ID Plan and Policy.pdf

### ATHLETICS

12. **AUTHORIZE** the Treasurer to issue payment to YSU for the 2025 Poland Swim/Dive Team Pool

Rental not to exceed \$6,000.00.

13. **ACCEPT** the following athletic supplemental resignation for the 2025 Fall Athletic Season:
  - Aleah Diamond - Head Varsity Volleyball Coach 📎 A. Diamond Resignation.pdf
14. **APPROVE** the following individual to fill the volunteer athletic position listed for the 2024-2025 school year All required credentials on file, including BCI & FBI checks:
  - Anthony Fuller - Assistant Freshman Boys Basketball Coach  
📎 A. Fuller Application.pdf
15. **APPROVE** the following individual to fill the athletic position listed for the 2024-2025 school year and to be awarded the applicable supplemental and/or pupil activity contract. The coach will have all required credentials on file, including BCI & FBI checks, prior to working with any Poland student athlete.
  - Frank LaRubbio - Freshman Baseball Coach 📎 F. LaRubbio Application.pdf

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

## ITEMS NOT INCLUDED IN CONSENT

### BOARD OF EDUCATION

1. SET the Date/Time for 2025 Organizational Meeting and APPROVE the Poland Board of Education meeting dates for 2025. See below: (#2024-120)

Organizational Meeting Date: **Wednesday January 8, 2025**

### **POLAND BOARD OF EDUCATION MEETINGS**

### **Scheduled For 2025**

Board Business Meetings and Work Sessions are open to the public and scheduled on Wednesdays at 6:00 p.m. unless otherwise indicated. Board action may be taken at any or all meetings.

“Upon request to the Treasurer, the District shall make reasonable accommodation for a disabled person to be able to participate in this activity.”

**BOARD BUSINESS MEETINGS** are scheduled at the Poland Board Office (Dobbins Early Learning Center), 3030 Dobbins Road unless otherwise indicated\* at 6:00 p.m. on the following dates:

**Wednesday, January 8, 2025 – Organizational Meeting**

**Wednesday, January 22, 2025 – Regular Meeting**

**Wednesday, February 5, 2025 – Regular and/or Work Session**

**Wednesday, February 19, 2025 – Regular Meeting**

**Wednesday, March 12, 2025 – Regular and/or Work Session**

**Wednesday, March 26, 2025 – Regular Meeting**

**Wednesday, April 16, 2025 – Regular and/or Work Session**

**Wednesday, April 23, 2025 – Regular Meeting**

**Wednesday, May 7, 2025 – Regular and/or Work Session**

**Wednesday, May 21, 2025 – Regular Meeting**

**Wednesday, June 25, 2025 – Regular Meeting**

**Wednesday, July 16, 2025 – Regular Meeting**

**Wednesday, August 13, 2025 – Regular Meeting**

**Wednesday, September 10, 2025 – Regular and/or Work Session**

**Wednesday, September 24, 2025 – Regular Meeting**

**Wednesday, October 8, 2025 – Regular and/or Work Session**

**Wednesday, October 22, 2025 – Regular Meeting**

**Wednesday, November 5, 2025 – Regular and/or Work Session**

**Wednesday, November 19, 2025 – Regular Meeting**

**Wednesday, December 10, 2025 – Regular Meeting**

**\*The April Meeting will take place at the Little Red School House**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

## OPERATIONS

1. **APPROVE** the 3 Year Spring-Fall Contract for JRB Landscaping. Effective, January 1, 2025 - December 31, 2027. (**#2024-121**)

📎 Requests for Proposals (Mowing and Landscaping).pdf 📎 JRB Proposal.pdf

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

## STUDENT SERVICES

1. **APPROVE** a contract with Homecare with Heart for nursing services for a specific student in accordance with state and federal law. The contract is effective December 12, 2024 - July 31, 2025. (**#2024-122**)

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

## ATHLETICS

1. **APPROVE** the master agreement between Power Ad Company and Poland Seminary High School for Power Ad Company to deliver to the School electronic scoring and/or advertising equipment. The Company will contract with advertisers to place advertising sponsors upon static, LED or scrolling advertising panels that are to be displayed during all regular season home sporting events at the Poland Seminary High School Varsity Sports venue. 📎 **Power\_Ad\_DocuSign\_Contract.pdf (#2024-123)**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

## POLAND BOARD OF EDUCATION

1. To Review Poland Board of Education Policies, listed below, as presented for the first reading. Second reading and approval on January 22, 2025 at the regular scheduled meeting of the Board of Education.

### REVIEW OF POLAND BOARD OF EDUCATION REVISED POLICIES:

- **0100 - Definitions (Revised)** ■ po0100.pdf
- **1130 - UGG/EDGAR Revisions CONFLICT OF INTEREST (Revised)** ■ po1130.pdf
- **0142.1 - Oath (Revised)** ■ po0142.1.pdf
- **0151 - Organizational Meeting (Revised)** ■ po0151.pdf
- **0152 - Officers (Revised)** ■ po0152.pdf
- **0155 - Presiding Officer (Technical Correction)** ■ po0155.pdf
- **0163 - Presiding Officer (Technical Correction)** ■ po0163.pdf
- **0164 - Notice of Meetings (Revised)** ■ po0164.pdf
- **0165 - Board Meetings (New)** ■ po0165.pdf
- **0165.1 - Regular Meetings (Rescind)** ■ po0165.1.pdf
- **0165.2 - Special Meetings (Rescind)** ■ po0165.2.pdf
- **0166 - Agendas (New)** ■ po0166.pdf
- **0167.2 - Executive Session (Renumbered)** ■ po0167.2.pdf
- **0167.7 - Use of Personal Communication Devices (Renumbered/Revised)** ■ po0167.7.pdf
- **0173 - Board Officers (Rescind)** ■ po0173.pdf
- **2265 - (Special Update) PROTECTIONS OF INDIVIDUAL BELIEFS, AFFILIATIONS, IDEALS, OR PRINCIPLES OF POLITICAL MOVEMENTS AND IDEOLOGY** ■ po2265.pdf
- **3113 - UGG/EDGAR Revisions CONFLICT OF INTEREST (Revised)** ■ po3113.pdf
- **4113 - UGG/EDGAR Revisions CONFLICT OF INTEREST (Revised)** ■ po4113.pdf
- **4120.08 - Employment of Personnel for Co-Curricular/Extra-Curricular Activities (Revised)** ■ po4120.08.pdf
- **4121 - Criminal History Record Check (Revised)** ■ po4121.pdf
- **5131 - Student Transfers (Revised)** ■ po5131.pdf
- **5136.01 - Electronic Equipment (Revised)** ■ po5136.01.pdf
- **5200 - Attendance (Revised)** ■ po5200.pdf
- **5500 - Student Conduct (Revised)** ■ po5500.pdf
- **5780 - Student/Parent Rights (Revised)** ■ po5780.pdf
- **6110 - UGG/EDGAR Revisions GRANT FUNDS** ■ po6110.pdf
- **6111 - UGG/EDGAR Revisions INTERNAL CONTROLS** ■ po6111.pdf



- **6112 - UGG/EDGAR Revisions CASH MANAGEMENT OF GRANTS** 📄 po6112.pdf
- **6114 - UGG/EDGAR Revisions COST PRINCIPLES - SPENDING FEDERAL FUNDS**  
📄 po6114.pdf
- **6144- Investments** 📄 po6144.pdf
- **6320 - Purchasing and Bidding (Revised)** 📄 po6320.pdf
- **6325 - UGG/EDGAR Revisions PROCUREMENT - FEDERAL GRANTS/FUNDS** 📄 po6325.pdf
- **6460 - Vendor Relations (Revised)** 📄 po6460.pdf
- **6550 - UGG/EDGAR Revisions TRAVEL PAYMENT & REIMBURSEMENT/RELOCATION COSTS**  
📄 po6550.pdf
- **7310 - UGG/EDGAR Revisions DISPOSITION OF SURPLUS PROPERTY** 📄 po7310.pdf
- **7450 - UGG/EDGAR Revisions PROPERTY INVENTORY** 📄 po7450.pdf
- **7530.02 - Staff Use of Personal Communication Devices (Revised)** 📄 po7530.02.pdf
- **7540.03 - Student Technology Acceptable Use and Safety (Revised)**  
📄 po7540.03.pdf
- **7540.04 - Student Technology Acceptable Use and Safety (Revised)**  
📄 po7540.04.pdf
- **7540.09 - Artificial Intelligence ("AI") (New)** 📄 po7540.09.pdf
- **8310 - Public Records (Revised)** 📄 po8310.pdf
- **8500 - Food Services** 📄 po8500.pdf
- **9160 - Public Attendance at School Events (Revised)** 📄 po9160.pdf

## INFORMATIONAL ITEMS

### REPORTS/PRESENTATIONS

- Foundation – Mr. Larry Warren
- Legislation – Mr. Jeff Sabrin
- Student Achievement - Mrs. Michelle Elia

**RECOMMEND ENTERING INTO EXECUTIVE SESSION** to consider the appointment, employment, dismissal of a public employee or official and matters required to be kept confidential by federal law or rules or state statutes.

**(#2024-124)**

Moved by \_\_\_\_\_ seconded by \_\_\_\_\_.

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

## RECONVENE TO REGULAR SESSION AND ADJOURN

**(#2024-125)**

Moved by \_\_\_\_\_ seconded by \_\_\_\_\_.

Roll Call: \_\_\_ Mr. Sabrin \_\_\_ Dr. Dinopoulos \_\_\_ Mrs. Elia \_\_\_ Mr. Riddle \_\_\_ Mr. Warren

**ANNOUNCEMENT**

**The next scheduled organizational meeting will be held on Wednesday, January 8, 2025 at Dobbins Learning Center Board Room at 6:00 p.m.**

**The next scheduled regular meeting will be held on Wednesday, January 22, 2025 at Dobbins Learning Center Board Room at 6:00 p.m.**