

RECORD OF PROCEEDINGS
Minutes of the Northern Local Schools Board of Education
Regular Meeting – September 19, 2024

The Northern Local Schools Board of Education met in regular session in the District Office Board Room.

The Pledge of Allegiance was said.

Call to Order - President Dale DeRolph called the meeting to order at 6:30 p.m.

Roll Call – Treasurer Jennie Clifton called the roll:

Members Present:

Sharon Cains
Dale DeRolph
Levi Dupler
Patrick Hogan
Megan Miller

Members Absent:

Recognition of Visitors and Public Participation - Mr. DeRolph welcomed Ms. Kim Thomas as a visitor.

Recommendation for Approval - Mr. Dupler moved to approve the following meeting minutes:

1. Regular Meeting, August 15, 2024

Mrs. Miller seconded the motion.

Roll call: Mrs. Cains, abstain; Mr. Dupler, aye; Mrs. Miller, aye; Mr. Hogan aye; Mr. DeRolph, aye.

Motion carried 4-0.

Mid-East Vocational School Report – Mr. Richard France began his presentation by complimenting the finished product of Coal Ranck’s Eagle Scout project at the entrance of Sheridan High School. He then presented the Board with an update about the happenings at the Mid-East Vocation School, stating that the summer was positive with the addition of extra parking at both the Zanesville and Buffalo campuses, the construction project is on schedule at the Zanesville campus and two new classrooms are also being added at the Buffalo camous. Mid-East enrollment has increased for the 2024-25 school year to an estimated 1150 students which does not include the satellite program enrollments at Zanesville City Schools and Franklin Local Schools. Mr. France stated that 42 CDL driving simulators have been approved for Mid-East Campuses and another 11 will be used at home school locations. These should be delivered by year end. The Mid-East Hall of Fame Ceremony will take place on October 22 and 24, 2024. Mr. France also added that he recently toured the barn at the Buffalo campus and was impressed with classroom facilities that are at the barn allowing students to study and observe the animals in close proximity.

Superintendent’s report – Mrs. Gussler presented the Superintendent’s Report.

Business and Finance

Treasurer’s Report – Mrs. Clifton presented the Treasurer’s Report.

Recommendation for Approval – Mrs. Cains moved to approve the following:

1. August Financial Reports Attachment
Recommend the Board approve the August 2024 financial reports, as presented.
2. Resolution to Approve Certificate of Project Completion
WHEREAS, the Northern Local School District, Perry County, Ohio, entered into a Classroom Facilities Assistance Program with the Ohio Facilities Construction Commission on December 20, 2000, and
WHEREAS, all construction has been completed and all contractual obligations have been met, and
WHEREAS, the final reconciliation of the Northern Local Schools District's Project Construction Fund (Fund 010) with the Ohio Facilities Construction Commission has been completed,
THEREFORE BE IT RESOLVED, that the Board of Education of the Northern Local School District, Perry County, Ohio, approve the Certification of Project Completion and authorize the President and Treasurer to execute the Certificate, and,
BE IF FURTHER RESOLVED, that the Treasurer be authorized to close the Project Construction Fund (010) and dispose of the remaining funds in accordance with Ohio Revised Code, Section 3318.12.
3. Approval of Records Retention Schedule Attachment
Recommend the Board approve the Records Retention Schedule, as presented
4. Then and Now Certificates
Recommend the Board approve the following Then and Now Certificates:
 - a) PO #130675, Brandon Fox, Wastewater Plant Maintenance
 - b) PO #130203, BSN Sports, Boys Basketball Uniforms
 - c) PO #130448, Debra Julian, Summer Volleyball Official
 - d) PO #130868, Hard Fire Suppression, Fire System Maintenance
 - e) PO #130645, Jenna McCandlish, Mileage Reimbursement
 - f) PO #130794, Makinze Miller, Admin Team Pullovers
 - g) PO #130735, Koinonia Farms Camp, Football Team Camp
 - h) PO #130782, Laura's Custom Embroidery, Summer Volleyball Tournament Shirts
 - i) PO #130446, Linda Mangia, Summer Volleyball Official
 - j) PO #130646, Lisa Householder, Mileage Reimbursement
 - k) PO #130879, Lisa Miller, MS Cheerleading Fundraiser
 - l) PO #130666, Local Team Shop, Football Camp Shirts
 - m) PO #130728, META Solutions, Internet Service Provider
 - n) PO #130871, ML Tech Services, Water Softener Service
 - o) PO #130849, Muskingum Valley ESC, STARS Program Expenses
 - p) PO #130837, Ohio Department of Agriculture, Pesticide Application License
 - q) PO #130810, Paul Culver, Football Shoulder Pads
 - r) PO #130860, Pepsi, Beverage Delivery
 - s) PO #130694, Ridgeview Lumber, Maintenance Supplies
 - t) PO #130721, Rush Truck Center, Bus Repairs
 - u) PO #130447, Scott Carson, Summer Volleyball Official
 - v) PO #130838, Showcase Lawn & Landscape, Grounds Maintenance
 - w) PO #130839, Showcase Lawn & Landscape, Grounds Maintenance

5. Approval of Support Fund Account

Recommend the Board approve the establishment of the following support fund account:

a) Somerset STARS

6. Budget Adjustments

Recommend the Board approve the following adjustments:

Estimated Revenue

Class of 2023 (200-967Y)	(\$3,468.07)
Class of 2024 (200-967Z)	(\$2,190.59)
Class of 2026 (200-968B)	\$5,658.66
MS Washington DC Trip (200-920J)	\$2,286.00
Stronger Connections (584-9224)	\$21,914.23
HS Cheerleading (300-950I)	(\$24,804.48)

Appropriations

Class of 2023 (200-967Y)	(\$3,468.07)
Class of 2024 (200-967Z)	(\$2,190.59)
Class of 2026 (200-968B)	\$5,658.66
MS Washington DC Trip (200-920J)	\$59,726.85
Stronger Connections (584-9224)	\$21,914.23
HS Cheerleading (300-950I)	\$4,775.52

7) Transfer of Activity Funds

Recommend the Board approve the transfer of \$3,468.07 from the Class of 2023 (200-967Y) and \$2,190.59 from the Class of 2024 (200-967Z) to the Class of 2026 (200-968B)

8) Glenford Roofing Contract

Attachment

Recommend the Board approve Option #2 of the Revere Roofing proposal for structural repairs to the Glenford Roof Replacement Project, as presented

9) Miller Transportation Contract

Attachment

Recommend the Board approve the proposal from Miller Transportation to provide busing for the 2024-25 Middle School Washington DC Trip, as presented

10) Perry County Transit Contract

Attachment

Recommend the Board approve the contract with Perry County Transit to provide transportation services as determined by the Superintendent, as presented

11) 21st Century Learning Grant Consultant Contract

Attachment

Recommend the Board approve the 21st Century Learning Grant Consultant Contract with S. Wright Consulting for the 2024-2025 School Year, as presented

12) Farnham Equipment Contract

Attachment

Recommend the Board approve the proposal from Farnham Equipment to replace and repair bleacher seating in Glen Hursey Gymnasium, as presented

- 13) Northern Local School District Bus Routes-2024-2025 Attachment

Recommend the Board approve the 2024-2025 Bus Routes, as presented

- 14) Scholarship & Endowment Funds

Recommend the Board recognize and approve the establishment of the following scholarship and endowment fund accounts:

- a) Wall of Honor Fund (007-9013)
- b) Kathleen Ridenour Book Fund (007-913R)
- c) Wylie Tussing Endowment Fund (008-0000)
- d) Bonda Willman Hennigan Endowment Fund (008-9090)
- e) Randy Masterson Endowment Fund (008-9091)
- f) Lucille Love Endowment Fund (008-9097)
- g) Eloise Mechling Musician/Athlete Endowment Fund (008-9098)
- h) B. Swern / K. Ballantine Science Endowment Fund (008-9197)
- i) Sheridan High School Alumni Foundation Endowment Fund (008-9198)
- j) Craig Dupler Scholarship Fund (008-9200)
- k) Doug Lattimer Scholarship Fund (008-9201)
- l) Larry Dennis Scholarship Fund (008-9203)
- m) Megan Custer Memorial Scholarship Fund (008-9209)
- n) Sheridan Scholarship Fund (008-9216)
- o) Laura Weber Scholarship Fund (008-9217)
- p) James Murray Memorial Scholarship Fund (008-9219)
- q) Lisa Forgrave Scholarship Fund (008-921F)
- r) Larry Remmert Memorial Scholarship Fund (008-921R)
- s) Glen Hursey Scholarship Fund (008-9225)
- t) Stimmel Scholarship Fund (008-922S)
- u) Bontrager Scholarship Fund (008-923B)
- v) AMVETS Scholarship Fund (008-924A)
- x) Betsy Founds Scholarship Fund (008-924F)
- y) Somerset American Legion Scholarship Fund (008-925A)
- z) The Moose Lodge Scholarship Fund (008-925B)
- aa) L Teeters Scholarship Fund (008-925C)
- bb) Laura Weber Scholarship Fund (008-925D)
- cc) W Winegardner Scholarship Fund (008-925E)
- dd) Richland Circle Farms Scholarship Fund (008-925F)
- ee) Ricketts/Hughes Scholarship Fund (008-925G)

- 15) Donations

Recommend the Board accept the following donations:

- a) Sheridan Youth Girls Softball; Elementary School Supplies
- b) Luke Vansickle; Backpacks & School Supplies to Sheridan High School
- c) Thornport Dollar General; School Supplies
- d) Somerset EMS; Blankets, Tape, & Labels for Safety Buckets to Sheridan High School
- e) Barbara Sanderson; 29 new books to Glenford Elementary
- f) Raymond Young; 25 3-ring binders to Glenford Eementary
- g) Buckeye Lake Moose; School Supplies to Glenford Elementary
- h) Tin Cup Ministries; Girls Leggings to Glenford Elementary.
- i) Spring Hills Community Church; approximately 40 meal bags per week to Glenford Elementary
- j) Mt. Perry Presbyterian Church; School Supplies to Glenford Elementary
- k) Rose Emmert; Girls Clothing to Somerset Elementary

- l) Lexi Schooley; School Supplies to Somerset Elementary
- m) Marcum Down, LLC; School Supplies to Somerset Elementary
- n) New Lexington Eagles; Book Bags, School Supplies & Sweatshirts to Somerset Elementary
- o) Ohio Valley Independent Cattlemen’s Alliance; \$581.00 to Sheridan FFA
- p) Kilbarger Family Farm; \$100 to Sheridan FFA
- q) Tier1 Medical Services; \$100 to Sheridan FFA
- r) Rich & Margo Maxwell; \$100 to Sheridan FFA
- s) Tyler & Kelli Poling; \$100 to Sheridan FFA
- t) Kevin & Andrea Emmert; \$100 to Sheridan FFA
- u) Tom & Mendy Hupp; \$100 to Sheridan FFA
- v) Chuck & Ally Post; \$100 to Sheridan FFA
- w) Michelle Wright; \$100 to Sheridan FFA
- x) Ben & Tiffany Hupp; \$100 to Sheridan FFA
- y) White Family Farm; \$100 to Sheridan FFA
- z) Sheridan Athletic Boosters; \$1,000 to Sheridan High School Fall Fest
- aa) Kona Ice of Newark; \$305.10 for Football Turf Replacement
- bb) Thornville AmVets; School Supplies to Thornville Elementary
- cc) Cheryl Salyers; School Supplies to Glenford Elementary
- dd) Women’s Auxiliary of Thornville AmVets; School Supplies to Glenford Elementary
- ee) Magnetic Springs; Water to High School for Fall Fest
- ff) Pepsi; Pop to High School for Fall Fest
- gg) SHS Athletic Boosters; \$1000 to High School for Sprit Items at Fall Fest

16) Items for Disposal

Recommend the Board approve the following items for disposal:

- a) Glenford Kindergarten Classroom Library Books, old/damaged
- b) Glenford Teacher Chair, broken
- c) Glenford Headphones, broken
- d) Glenford Computer Speakers
- e) Elementary Math Hardcourt Textbooks, obsolete
- f) Elementary English Language Arts Macmillan/McGraw-Hill Textbooks, obsolete

Mr. Dupler seconded the motion.

Roll call: Mrs. Cains, aye; Mr. Dupler, aye; Mr. Hogan, aye; Mrs. Miller, aye; Mr. DeRolph, aye.

Motion carried 5-0.

Employment

Recommendation for Approval – Mr. Hogan moved to approve the following:

1. Resignations

Recommend the Board approve the following resignations:

- a) Amanda Krofft, 8th Grade Girls Basketball Coach
- b) Kirk Washburn, High School Assistant Track Coach
- c) Adam Huffman, High School Boys Head Track Coach
- d) Angela Sheets, Assistant Cook, effective August 11, 2024

2. FMLA / Maternity Leave

Recommend the Board approve the following FMLA / Maternity Leave request:

- a) Jenna McCandlish, 8 weeks estimated to begin November 19, 2024

3. Certified Contract Correction

Recommend the Board approve the following certified staff correction for the 2024-25 school year:

- a) Kathryn Stepanovich, Somerset Elementary 2nd Grade Teacher, Step 1

4. Certified Substitutes

Attachment

Recommend the Board approve the following certified substitutes for the 2024-25 school year:

- a) MVESC substitutes for the 2024-25 school year – as presented
- b) MVESC substitute Jenny Mohler, retroactive to August 14, 2024

5. Non-Certified

Recommend the Board approve the following non-certified positions for the 2024-25 school year:

- a) Ashleigh Knotts, Nurse Aide, 7.5 hours per day, Step 10, effective September 23, 2024, pending certification and successful FBI/BCI background check.
- b) Karen Starner, High School Assistant Cook, 2.5 hours per day, Step 0, effective September 9, 2024

6. Non-Certified Substitutes

Recommend the Board approve the following non-certified substitutes for the 2024-25 school year:

- a) Danielle Huff, Substitute Cook
- b) Danielle Huff, Substitute Secretary
- c) Danielle Huff, Substitute Educational Assistant
- d) Phil Dodson, Substitute Bus Driver, pending successful FBI/BCI background check
- e) Amy Kulow, Substitute Bus Driver
- f) Amy Koehler, Substitute Secretary
- g) Amy Koehler, Substitute Educational Assistant
- h) Richard Leavitt, Substitute Cook
- i) Renee Abram, Substitute Cook
- j) Brigette Rose, Substitute Educational Assistant
- k) Brigette Rose, Substitute Custodian
- l) Bridgette Rose, Substitute Secretary
- m) Marilyn Winegardner, Substitute Cook
- n) Marilyn Winegardner, Substitute Secretary
- o) Allison Corwin, Substitute Educational Assistant
- p) Colleen Fahey, Substitute Educational Assistant
- q) Steve Fealty, Substitute Bus Driver
- r) Steve Fealty, Substitute Custodian
- s) Catie Fritsche, Substitute Educational Assistant
- t) Catie Fritsche, Substitute Secretary
- u) Alyson Hay, Substitute Educational Assistant
- v) Sharon Herder, Substitute Cook
- w) Sharon Herder, Substitute Custodian

- x) Jan Kaffenberger, Substitute Secretary
- y) Melissa King, Substitute Van Driver
- z) Karen Knisley, Substitute Educational Assistant
- aa) Ambir McDonald, Substitute Cook
- bb) Karli Meyer, Substitute Librarian
- cc) Karli Meyer, Substitute Educational Assistant
- dd) Donna Payne, Substitute Educational Assistant
- ee) Donna Payne, Substitute Secretary
- ff) Stephanie Reyher, Substitute Educational Assistant
- gg) Stephanie Reyher, Substitute Secretary
- hh) Elizabeth Schein, Substitute Educational Assistant
- ii) Elizabeth Schein, Substitute Cook
- jj) Mary Smith, Substitute Secretary
- kk) Sarah Swickard, Substitute Cook
- ll) Sarah Swickard, Substitute Secretary
- mm) Tonya Thurston, Substitute Educational Assistant
- nn) Jena Wharton, Substitute one on one
- oo) Jena Wharton, Substitute Educational Assistant
- pp) Margaret Wilkins, Substitute Secretary
- qq) Dan Williams, Substitute Bus Driver
- rr) Deanna Wilson, Substitute Cook
- ss) Deanna Wilson Substitute Custodian
- tt) Deanna Wilson, Substitute Bus Driver
- uu) Michael Wilson, Substitute Bus Driver
- vv) Rayanna Rinehart, Substitute Cook
- ww) Rayanna Rinehart, Substitute Secretary
- xx) Rayanna Rinehart, Substitute Educational Assistant

7. Supplementals

Recommend the Board approve the following supplementals for the 2024-25 school year:

- a) JD Walters, Boys Head Track Coach, Step/Experience 16
- b) Trent Smith, Assistant Track Coach (Throws), Step/Experience 4

8. Athletic Event Student Workers

Recommend the Board approve payment for Athletic Event Student Workers at the Ohio Minimum Wage rate for the 2024-25 school year, to be paid from the Athletic Fund (300-900H)

9. High School Work Study Student Workers

Recommend the Board approve payment for High School Work Study Student Workers at the Ohio Minimum Wage rate for the 2024-25 school year.

10. Student Teaching Placements

Recommend the Board approve the following student teaching placements for the 2024-2025 school year:

- a) Rylee Newlon, Kindergarten at Glenford Elementary
- b) Megan VanHorn, Preschool at Thornville Elementary

Mrs. Miller seconded the motion.

Roll call: Mr. Hogan, aye; Mrs. Miller, aye; Mrs. Cains, aye; Mr. Dupler, aye; Mr.

DeRolph, aye.
Motion carried 5-0.

Curriculum & Instruction

Recommendation for Approval – Mr. Hogan moved to approve the following:

1. Curriculum License Agreement Attachment
Recommend the Board approve a Curriculum License Agreement with DARTdrones, LLC, as presented.
2. ROX Grant Participation
Recommend the Board approve High School Participation in the ROX Grant sponsored by the Mental Health & Recovery Services Board
3. Title 1 Parent and Family Engagement Policy Attachment
Recommend the Board approve the Title 1 District Parent and Family Engagement policy, as presented
4. Resolution Of Intent Attachment
Recommend the Board approve the Resolution of Intent Not to Provide Career-Technical Education in Grades 7 and 8, as presented
5. High School Field Trips
Recommend the Board approve the following High School Field Trips for the 2024-25 school year:
 - a) September 24 SHE Dig field trip
 - b) October 2 JA Inspire field trip with the Junior class
 - c) October 4 Zane State College Fair field trip
 - d) October 7 OSU field trip with interested Juniors
 - e) October 16 Hocking College field trip for interested Freshmen
 - f) November 7 Mideast Buffalo Campus field trip with interested Sophomores
 - g) November 15 Mideast Zanesville Campus field trip with interested Sophomores
6. Ag/FFA Field Trips Attachment
Recommend the Board approve the Ag/FFA Field Trips for the 2024-25 school year, as presented

Mr. Dupler seconded the motion.

Roll call: Mr. Hogan, aye; Mr. Dupler, aye; Mrs. Cains, aye; Mrs. Miller, aye; Mr. DeRolph, aye.
Motion carried 5-0.

Volunteers

Recommendation for Approval – Mrs. Cains moved to approve the following:

- A. Recommendation for approval

1. Band Volunteers

Recommend the Board approve the following Band Volunteers for the 2024-25 school year:

- a) Chris Cashdollar, Band
- b) Katie Couch, Band
- c) Jordan McCallum, Band
- d) Cynthia West, Band, pending successful FBI/BCI background check
- e) Joe West, Band, pending successful FBI/BCI background check

2. Building Volunteers

Recommend the Board approve the following Educational Volunteers for the 2024-25 school year:

- a) Sharon Bailey, Glenford Elementary
- b) Bonita Leach, Glenford Elementary
- c) Debbie Helser, Glenford Elementary
- d) Brittany Phillis, Glenford Art
- e) Chelsea Doss, Glenford Art
- f) Barb Kidwell, Glenford Art
- g) Ashley Osbourne, Glenford Art
- h) Sarah Chandler, Glenford Art
- i) Beverly Johnson, Glenford Art
- j) Marian DeRolph, Glenford Art
- k) Katie Drumm, Glenford Art
- l) Rachel Miller, Glenford Art
- m) Brooke Cook, Glenford Art
- n) Jamie Gioffre, Glenford Art
- o) Steve Gioffre, Glenford Art
- p) Jordan Preston, Glenford Art
- q) Stephanie Isham, Glenford Art
- r) Amanda Havidich, Glenford Art
- s) Kelley Murphy and Therapy Dog Jax, Thornville Elementary
- t) Brenda Whetherholt, Thornville Elementary, pending successful FBI/BCI background check
- u) Jamie Hancock, High School Art
- v) Jake Stepanovich, High School Art, pending successful FBI/BCI background check
- w) Sue Noll, Somerset Elementary, pending successful FBI/BCI background check
- x) Jean Downour, Foster Grandparent Program at Somerset Elementary
- y) Sarah Smith, Somerset Elementary

3. Ag/FFA Volunteers

Recommend the Board approve the following Ag/FFA Volunteers for the 2024-25 school year:

- a) Joe Ball, Ag/FFA
- b) Carly Fitz, Ag/FFA
- c) Dr. Tom Turner, Ag/FFA
- d) Dakota Brame, Ag/FFA
- e) Jennifer Kilbarger, Ag/FFA
- f) Stacey Melick, Ag/FFA
- g) Mark Bassinger, Ag/FFA
- h) Linda Grum, Ag/FFA
- i) Patty Lanning, Ag/FFA
- j) Jessie Bennett, Ag/FFA
- k) Josh Lutz, Ag/FFA

- l) Ethan Grum, Ag/FFA
- m) Andrea Emmert, Ag/FFA
- n) Kevin Emmert, Ag/FFA
- o) Ross Emmert, Ag/FFA
- p) Mitchell Wyer, Ag/FFA
- q) Elizabeth Smith, Ag/FFA
- r) Candy Black, Ag/FFA
- s) Trevor Murphy, Ag/FFA
- t) Ray Breagel, Ag/FFA
- u) Dawn Breagel, Ag/FFA
- v) Bradon Snider, Ag/FFA
- w) Kim Snider, Ag/FFA
- x) Paula Calendine, Ag/FFA
- y) Stanley Knox, Ag/FFA
- z) Levi Dupler, Ag/FFA
- aa) Patrick Hogan, Ag/FFA
- bb) Mendy Hupp, Ag/FFA
- cc) Toshia Boring, Ag/FFA
- dd) Kenny Miller, Ag/FFA
- ee) Cassidy Cox, Ag/FFA
- ff) Wes Snider, Ag/FFA
- gg) Charity Conn, Ag/FFA
- hh) Johnathan Conn, Ag/FFA
- ii) Jessica Alfman, Ag/FFA
- jj) Jason Conrad, Ag/FFA
- kk) JB Miller, Ag/FFA

Mrs. Miller seconded the motion.

Roll call: Mrs. Cains, aye; Mrs. Miller, aye; Mr. Dupler, abstain; Mr. Hogan, abstain; Mr. DeRolph, aye.

Motion carried 3-0.

Board Policy and Procedure

Recommendation for Approval – Mr. Hogan moved to approve the following on first reading:

1. Board Policies
 - a) po1432 – Sick Leave
 - b) po3432 – Sick Leave
 - c) po4432 – Sick Leave

Mr. Dupler seconded the motion.

Roll call: Mr. Hogan, aye; Mr. Dupler, aye; Mrs. Cains, aye; Mrs. Miller, aye; Mr. DeRolph, aye.

Motion carried 5-0.

Executive Session

Mrs. Cains moved to enter executive session at 7:18 p.m. for the purpose the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or the investigation of charges or complaints against an employee or student unless the employee or official or student requests a public hearing.

Mrs. Miller seconded the motion.

Roll call: Mrs. Cains, aye; Mrs. Miller, aye; Mr. Dupler, aye; Mr. Hogan, aye; Mrs. Mr. DeRolph, aye.

Motion carried 5-0.

The Board returned from executive session at 8:11 p.m.

Adjournment – Mr. Hogan moved to adjourn the meeting. Mr. Dupler seconded the motion.

Roll call: Mr. Hogan, aye; Mr. Dupler, aye; Mrs. Cains, aye; Mrs. Miller, aye; Mr. DeRolph, aye.

President DeRolph declared the meeting adjourned.

ATTEST:

President

Treasurer