

CLARK-SHAWNEE LOCAL SCHOOL DISTRICT  
Clark County, Ohio  
BOARD OF EDUCATION MEETING  
February 27, 2025  
6:30 p.m. Regular Board Meeting  
Clark-Shawnee Administrative Offices

**AGENDA**

**OPENING**

- A. Call to Order**
- B. Roll Call**      \_\_\_DeHart    \_\_\_Galbreath    \_\_\_Garrett    \_\_\_Page    \_\_\_Pierce
- C. Pledge of Allegiance**
- D. Acceptance of the Agenda**

***Motion by:***

\_\_\_Mr. DeHart    \_\_\_Mr. Galbreath    \_\_\_Mrs. Garrett    \_\_\_Dr. Page    \_\_\_Mrs. Pierce

***Second by:***

\_\_\_Mr. DeHart    \_\_\_Mr. Galbreath    \_\_\_Mrs. Garrett    \_\_\_Dr. Page    \_\_\_Mrs. Pierce

***Roll Call:***

\_\_\_Mr. DeHart    \_\_\_Mr. Galbreath    \_\_\_Mrs. Garrett    \_\_\_Dr. Page    \_\_\_Mrs. Pierce

**REQUESTS AND CONCERNS OF THE GENERAL PUBLIC**

**Reminders Concerning Public Participation**

The Board welcomes and encourages the public to communicate with the Board on educational issues and school matters of community interest. The Board values public comment on such matters and seeks to provide the public with a meaningful opportunity to express points relative to such matters. Please note that the purpose of public participation is to give the public an opportunity to provide such comments, but the purpose is not for the Board to respond to any such comments. The Board will take all comments that are of an appropriate nature relative to educational issues and school matters of community interest under advisement and will respond in a manner the Board deems appropriate.

Please be advised that public participation may not be repetitive, obscene, and/or comments that constitute a true threat. Any such comments may be interrupted, warned, or terminated by the Board's presiding officer, and the Board's presiding officer may seek removal of any participant who does not observe reasonable decorum.

Also please be advised that public participation may not exceed three (3) minutes in length per participant. If you have a comment and/or question after the public

participation period has closed, please submit your comment/question to the board in writing. Individuals desiring to participate in the public participation period must register on the sign-in sheet prior to the start of the meeting.

### III. ROUNDTABLE

#### E. Graduation Seal Presentation–Shawnee HS

#### F. Career Technology Center Update

Mr. Ben Galbreath will update the Board of Education members on the activities of the Career Technology Center.

#### G. Assistant Superintendent Update

Mr. Adam Billet, Assistant Superintendent, will provide an update to the Board of Education.

#### H. Superintendent Update

Mr. Brian Kuhn, Superintendent, will provide an update to the Board of Education.

### Administrative Reports/Action Items

***The following items have been reviewed by the board members prior to the meeting. Discussion will be limited, but board action is required.***

### IV. TREASURER’S REPORT

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#### ACCEPTANCE OF CONSENT CALENDAR – FINANCIAL

Action by the Board of Education in “Acceptance of Consent Calendar” at this point of the agenda means that items I through N are adopted by one single motion unless a member of the board or the Superintendent requests that any such item be removed from the “Consent Calendar” and voted upon separately.

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#### ***Motion by:***

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

#### ***Second by:***

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

- I. Signing of the Minutes of the Previous Meeting**
- J. Treasurer's Report and Condition of the Funds**
- K. Monthly Bills and Allowance of those that are in Order**
- L. Appropriations Modification**
- M. Approval to Participate in Grant-Funded Program**

Mr. Tom Faulkner, Treasurer, is requesting permission to participate in the Ohio MHAS Youth to Youth program and accept a grant in the amount of \$10,000.00 for the STARS Program at Shawnee Middle School

Recommendation: To approve the above request.

**N. Resolution Accepting Amounts and Rates**

WHEREAS, the Clark-Shawnee Board of Education ["Board"] in accordance with the provisions of the law has previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1, 2025; and

WHEREAS, The Budget Commission of Clark County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten-mill tax limitation;

THEREFORE, BE IT RESOLVED, By the Board of Education of the Clark-Shawnee Local School District, Clark County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten-mill limitation as follows:

<b>SCHEDULE A</b>				
<b>SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES</b>				
<b>FUND</b>	<b>Amount to Be Derived from Levies Inside</b>	<b>Amount to Be Derived from Levies Outside</b>	<b>County Auditor's Estimate of Tax Rate to Be Levied</b>	
	<b>the 10 Mill Limitation</b>	<b>the 10 Mill Limitation</b>	<b>Inside 10 Mill Limit</b>	<b>Outside 10 Mill Limit</b>
	<b>Column II</b>	<b>Column IV</b>	<b>V</b>	<b>VI</b>
<b>General Fund</b>	<b>\$3,005,653</b>	<b>\$7,083,853</b>	<b>6.600</b>	<b>25.300</b>
<b>Substitute Levy Fund</b>		<b>\$4,754,396</b>		<b>10.440</b>
<b>Bond Retirement Fund</b>		<b>\$1,926,350</b>		<b>4.230</b>
<b>Totals</b>	<b>\$3,005,653</b>	<b>\$13,764,599</b>	<b>6.600</b>	<b>39.970</b>

<b>SCHEDULE B</b>		
<b>LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</b>		
<b>FUND</b>	<b>Maximum Rate Authorized to be Levied</b>	<b>County Auditor's Estimate of Yield of Levy</b>
<b>Current Expense Levy authorized by voters on November, 1976 for not to exceed Continuing years.</b>	<b>25.30</b>	<b>\$7,083,853</b>
<b>Substitute Levy authorized by voters on August 3, 2022 for not to exceed Continuing years.</b>	<b>5.44 *</b>	<b>\$2,477,386</b>
<b>Substitute Levy authorized by voters on August 3, 2022 for not to exceed Continuing years.</b>	<b>5.00 *</b>	<b>\$2,277,010</b>
<b>* = Millage needed based upon current values for tax year 2024.</b>		
<b>Totals</b>	<b>35.740</b>	<b>\$11,838,249</b>

AND BE IT FURTHER RESOLVED, that the Treasurer of this Board be and is hereby directed to certify a copy of this resolution to the Clark County Auditor.

Request: To approve the above resolution.

**Roll Call:**

**Mr. DeHart**     **Mr. Galbreath**     **Mrs. Garrett**     **Dr. Page**     **Mrs. Pierce**

**V. SUPERINTENDENT’S REPORT**

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**ACCEPTANCE OF CONSENT CALENDAR – PERSONNEL**

Action by the Board of Education in “Acceptance of Consent Calendar” at this point of the agenda means that items O through R are adopted by one single motion unless a member of the board or the Superintendent requests that any such item be removed from the “Consent Calendar” and voted upon separately.

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**Motion by:**

**Mr. DeHart**     **Mr. Galbreath**     **Mrs. Garrett**     **Dr. Page**     **Mrs. Pierce**

**Second by:**

**Mr. DeHart**     **Mr. Galbreath**     **Mrs. Garrett**     **Dr. Page**     **Mrs. Pierce**

**O. Resignations**

Mrs. Brenda Emmons, Cook, has submitted a letter of resignation for the purpose of retirement effective June 1, 2025.

Mrs. Tamala Irick, Secretary, has submitted a letter of resignation for the purpose of retirement effective at the end of the current contract year.

Mrs. Terry Janssen, Long-Term Substitute Teacher, has submitted a letter of resignation effective June 30, 2025.

Mrs. Amanda Johnson, Teacher, has submitted a letter of resignation effective at the end of the current contract year.

Ms Kristin Kudel, Technology Assistant, has submitted a letter of resignation effective January 29, 2025.

Mrs. Kimberly Milliron, Secretary, has submitted a letter of resignation for the purpose of retirement effective at the end of the current contract year.

Mr. David Steen, Teacher, has submitted a letter of resignation for the purpose of retirement effective May 23, 2025.

Mr. Bryan Szekacs, Teacher, has modified his letter of resignation for the purpose of retirement to be effective on May 31, 2025.

Recommendation: To accept the above resignations.

## **P. Employment**

### Administration

Ms. Teresa Clark as School Psychologist for the 2025-2026 school year.

Recommendation: To employ the above individuals provided all statutory requirements are met, i.e. certification, background checks, etc. and recommendations are found to be satisfactory.

### Additional Duty (Certified)

Mr. Jeff Bumgardner as Track, High School Assistant Coach for the 2024-2025 school year.

Mr. Robert Delong as Football, Varsity Head Coach for the 2025-2026 contract year.

Mr. Logan Griffith as Track, Middle School Head Coach for the 2024-2025 school year.

Mrs. Sara Lee as Track, Varsity Head Coach for the 2024-2025 school year.

Mr. Jason Mattern as Track, High School Assistant Coach for the 2024-2025 school year.

Mr. Adam McCardle as Track, High School Assistant Coach for the 2024-2025 school year.

Recommendation: To employ the above individuals provided all statutory requirements are met, i.e. certification, background checks, etc. and recommendations are found to be satisfactory.

### Additional Duty (Support Staff)

The following supplemental positions for the pupil activity programs in the Clark-Shawnee Local School District were first offered to those employees of the District who are licensed individuals and no such employee applied and was qualified to fill the position such that the position was accepted by any such employee. The Board then advertised the position as available to any licensed individual who is qualified to fill it and who is not employed by the Board, and no such person has applied for and accepted the position. Thus, the Board resolved to employ the following non-licensed individuals to fill the following supplemental position.

Mr. Shane Hannan as Softball, Varsity Assistant Coach for the 2024-2025 school year. Mr. Hannan is a lay coach.

Miss Heather Hare as Choreographer for the 2024-2025 school year.

Mr. Nathan Krouse as Track, Middle School Assistant Coach for the 2024-2025 school year. Mr. Krouse is a lay coach.

Mr. Mark Patterson as Softball, High School Assistant Coach for the 2024-2025 school year. Mr. Patterson is a lay coach.

Mrs. Kelly Rodriguez as Track, High School Assistant Coach for the 2024-2025 school year. Mrs. Rodriguez is a lay coach.

Mr. Justin Williams as Baseball, Assistant Coach for the 2024-2025 school year. Mr. Williams is a lay coach.

Recommendation: To employ the above individuals provided all statutory requirements are met, i.e. certification, background checks, etc. and recommendations are found to be satisfactory.

### Volunteers

Mr. Robert Delong as Volunteer Baseball, Varsity Assistant Coach for the 2024-2025 school year.

Ms. Hanna Haddix as Volunteer Softball, Varsity Assistant Coach for the 2024-2025 school year.

Mr. Holden Laney as Volunteer Baseball, Varsity Assistant Coach for the 2024-2025 school year. Mr. Laney is a lay coach.

Mr. Quieten Sparks as Volunteer Softball, High School Assistant Coach for the 2024-2025 school year.

Recommendation: To approve the above volunteers for the 2022-2023 school year.

### **Q. Non-Paid Leave**

Mrs. Katelyn Andres, Teacher at Shawnee ES, is requesting a non-paid leave of absence pursuant to Article 8 of the CSLEA Negotiated Agreement for the 2025-2026 contract year.

Mrs. Mary Bowshier, Bus Driver, is requesting non-paid medical leave from February 1, 2025, through February 28, 2025.

Mrs. Terrena Carson, Teacher, is requesting non-paid leave from April 10, 2025 through April 11, 2025.

Mrs. Jodie Noffke, Bus Driver, is requesting non-paid medical leave from February 3, 2025, through March 2, 2025.

Recommendation: To approve the requests for non-paid leave.

**R. Resolution–Support Staff Voluntary Transfer**

WHEREAS, the Clark-Shawnee Board of Education (“Board”) recognizes the value and dedication of its classified employees, and

WHEREAS, the Board acknowledges the desire of classified employees to pursue growth opportunities within the District, and

WHEREAS, the Board aims to establish fair and equitable practices regarding employment transitions for classified employees;

NOW, THEREFORE, BE IT RESOLVED, that the Board approves the following policy regarding employment transitions for classified employees:

- A classified employee employed under a regular contract who desires to change job classifications may be placed up to step 5 of the salary scale of the new job classification if they have been employed by the District for at least five (5) continuous years based on their initial date of employment with the District.
- This policy shall apply to classified employees who have demonstrated a commitment to the District through their years of service and wish to pursue opportunities for career advancement.
- The determination of eligibility for placement up to step 5 of the salary scale of the new job classification shall be made by the Superintendent in accordance with this resolution.
- This policy shall take effect immediately upon approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent and Treasurer are hereby directed to ensure that this resolution is implemented effectively and communicated to all relevant personnel within the District.

BE IT FURTHER RESOLVED, that the Board authorizes any necessary revisions to District policies, procedures, and documents to align with this resolution.

Recommendation: To approve the above resolution.

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

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**ACCEPTANCE OF CONSENT CALENDAR –MISCELLANEOUS**

Action by the Board of Education in “Acceptance of Consent Calendar” at this point of the agenda means that items S through W are adopted by one single motion unless a member of the board or the Superintendent requests that any such item be removed from the “Consent Calendar” and voted upon separately.

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**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**S. Trip Proposal–Cross-Curricular Trip to Peru & Amazon Rainforest**

Mrs. Michelle Heims, Shawnee MS/HS Campus Principal, is recommending approval of a cross-curricular trip to Peru and the Amazon Rainforest in June of 2026. [Reference Exhibit A]

Recommendation: To approve the above trip proposal.

**T. Resolution to Adopt Special Education Model Policies and Procedures**

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE CLARK-SHAWNEE LOCAL SCHOOL DISTRICT, as follows:

BE IT RESOLVED, the Board of Education hereby adopts the Special Education Model Policies and Procedures ("Model Policies") that were released by the Ohio Department of Education and Workforce ("DEW") in December 2024, and directs all staff in the District to use and comply with the Model Policies. The Board further authorizes the Superintendent to notify the DEW of the Board’s adoption of the Model Policies through the DEW’s Monitoring System by uploading a copy of this Board resolution on or before March 30, 2025, and by November 30 for each subsequent school year.

Recommendation: To approve the above resolution.

**U. Open Enrollment**

Mr. Brian Kuhn, Superintendent, is recommending the Clark-Shawnee Local Board of Education approve inter-district and intra-district open enrollment for the 2025-2026 school year.

Recommendation: To approve open enrollment of students for the 2025-2026 school year, providing there is adequate space.

**V. Approval of Memorandum of Understanding–Article 24**

Mr. Brian Kuhn, Superintendent, is recommending approval of a Memorandum of Understanding with the CSLEA regarding Article 24–Posting of Vacancies, Assignments, and Transfers. [Reference Exhibit B.]

Recommendation: To approve the Memorandum of Understanding with the CSLEA.

**W. Approval of Memorandum of Understanding–Article 36**

Mr. Brian Kuhn, Superintendent, is recommending approval of a Memorandum of Understanding with the CSLEA regarding Article 36–Teacher Evaluation. [Reference Exhibit C.]

Recommendation: To approve the Memorandum of Understanding with the CSLEA.

**Roll Call:**

     **Mr. DeHart**         **Mr. Galbreath**         **Mrs. Garrett**         **Dr. Page**         **Mrs. Pierce**

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ACCEPTANCE OF CONSENT CALENDAR –REAL PROPERTY VALUATION COMPLAINTS

Action by the Board of Education in “Acceptance of Consent Calendar” at this point of the agenda means that items X through AA are adopted by one single motion unless a member of the board or the Superintendent requests that any such item be removed from the “Consent Calendar” and voted upon separately.

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**Motion by:**

     **Mr. DeHart**         **Mr. Galbreath**         **Mrs. Garrett**         **Dr. Page**         **Mrs. Pierce**

**Second by:**

     **Mr. DeHart**         **Mr. Galbreath**         **Mrs. Garrett**         **Dr. Page**         **Mrs. Pierce**

**X. Resolution to File Complaint Against the Valuation of Real Property for Tax Year: 2024**

WHEREAS, the Board of Education of the Clark-Shawnee Local Schools (hereinafter "Board of Education") has engaged the services of Rich & Gillis Law Group, LLC to monitor the valuation of real property located within the district's boundaries; and:

WHEREAS, R.C.5715.19 requires the Board of Education to adopt a resolution for each complaint it files with the county

board of revision seeking a change in the value of real property and to notify the property owner of the intention to adopt the resolution;

BE IT RESOLVED,

SECTION 1. That the Board of Education authorizes filing of a complaint(s) against the valuation of real property pursuant to R.C. 5715.19(A)(1)(d) challenging the determination of the total value or assessment of the parcels listed and described below based upon a recent arm's-length sale/transfer of the property or other evidence that indicates that the total valuation or assessment is incorrect.

**Owner**

AARR, LLC  
7100 E. Prentice Ave.  
Greenwood Village, CO 80111

**Parcel No. && Street**

- 1 300-06-00012-000-114: 2118 W. First St., Springfield OH 45504
- 2 300-06-00012-000-211: 2140 W. First St., Springfield OH 45504

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Recommendation: To approve the above resolution.

**Y. Resolution to File Complaint Against the Valuation of Real Property for Tax Year: 2024**

WHEREAS, the Board of Education of the Clark-Shawnee Local Schools (hereinafter "Board of Education") has engaged the services of Rich & Gillis Law Group, LLC to monitor the valuation of real property located within the district's boundaries; and:

WHEREAS, R.C.5715.19 requires the Board of Education to adopt a resolution for each complaint it files with the county board of revision seeking a change in the value of real property and to notify the property owner of the intention to adopt the resolution;

BE IT RESOLVED,

SECTION 1. That the Board of Education authorizes filing of a complaint(s) against the valuation of real property pursuant to R.C. 5715.19(A)(1)(d) challenging the

determination of the total value or assessment of the parcels listed and described below based upon a recent arm's-length sale/transfer of the property or other evidence that indicates that the total valuation or assessment is incorrect.

**Owner**

Heather SMY Properties, LLC  
5669 Barronsmore Way S.  
Hilliard, OH 43026

**Parcel No. & Street**

- 1 300-06-00007-000-076: 3822 Springfield Xenia Rd., Springfield OH 45506

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Recommendation: To approve the above resolution.

**Z. Resolution to File Complaint Against the Valuation of Real Property for Tax Year: 2024**

WHEREAS, the Board of Education of the Clark-Shawnee Local Schools (hereinafter "Board of Education") has engaged the services of Rich & Gillis Law Group, LLC to monitor the valuation of real property located within the district's boundaries; and:

WHEREAS, R.C.5715.19 requires the Board of Education to adopt a resolution for each complaint it files with the county board of revision seeking a change in the value of real property and to notify the property owner of the intention to adopt the resolution;

BE IT RESOLVED,

SECTION 1. That the Board of Education authorizes filing of a complaint(s) against the valuation of real property pursuant to R.C. 5715.19(A)(1)(d) challenging the determination of the total value or assessment of the parcels listed and described below based upon a recent arm's-length sale/transfer of the property or other evidence that indicates that the total valuation or assessment is incorrect.

**Owner**

1378 West First, LLC  
7953 Washington Woods Drive  
Dayton, OH 45459

**Parcel No. && Street**

1 330-06-00006-300-029: 1370 W. First Street, Springfield OH 45504

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Recommendation: To approve the above resolution.

**AA. Resolution to File Complaint Against the Valuation of Real Property for Tax Year: 2024**

WHEREAS, the Board of Education of the Clark-Shawnee Local Schools (hereinafter "Board of Education") has engaged the services of Rich & Gillis Law Group, LLC to monitor the valuation of real property located within the district's boundaries; and:

WHEREAS, R.C.5715.19 requires the Board of Education to adopt a resolution for each complaint it files with the county board of revision seeking a change in the value of real property and to notify the property owner of the intention to adopt the resolution;

BE IT RESOLVED,

SECTION 1. That the Board of Education authorizes filing of a complaint(s) against the valuation of real property pursuant to R.C. 5715.19(A)(1)(d) challenging the determination of the total value or assessment of the parcels listed and described below based upon a recent arm's-length sale/transfer of the property or other evidence that indicates that the total valuation or assessment is incorrect.

**Owner**

Sheetz, Inc.  
5700 Sixth Ave.  
Altoona, PA 16602

**Parcel No. && Street**

1 330-07-00003-000-135: 1751 Titus Rd., Springfield OH 45502

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Recommendation: To approve the above resolution.

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**ADDITIONAL ITEMS FOR BOARD DISCUSSIONS AND/OR ACTION**

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**BB. Executive Session**

To consider the employment of (a) public employee(s) pursuant to ORC 121.22(G)(1).

**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**TIME IN:** \_\_\_\_\_

**TIME OUT:** \_\_\_\_\_

**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**CC. Approval of Reduction Plan**

Mr. Brian Kuhn, Superintendent, is recommending approval of the reduction planned as presented.

Recommendation: To approve the recommendation plan.

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**DD. Executive Session**

To discuss matters required to be kept confidential by state or federal law pursuant to ORC 121.22(G)(5).

**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**TIME IN:** \_\_\_\_\_

**TIME OUT:** \_\_\_\_\_

**EE. Report Section**

1. Meeting Minutes
2. Financial Data and Resolution
3. Non-Paid Leave Request
4. Discipline Report
5. Proposal for Cross-Curricular Trip to Peru/Amazon Rainforest [Exhibit A]
6. Memorandum of Understanding–Article 24 [Exhibit B]
7. Memorandum of Understanding–Article 36 [Exhibit C]
8. SPECIAL BOARD MEETING–APRIL 3, 2025 at 6:30 PM

Mr. Brian Kuhn  
Superintendent  
February 27, 2025

**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Motion by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Second by:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

**Roll Call:**

\_\_\_Mr. DeHart \_\_\_Mr. Galbreath \_\_\_Mrs. Garrett \_\_\_Dr. Page \_\_\_Mrs. Pierce

January 10, 2025

Dear Members of the CSL Board of Education and Superintendent, Brian Kuhn:

After having a very successful travel experience with EF Tours in the summer of 2024, my students are asking for the next opportunity! They are hopeful to be given the chance to travel in the summer of 2026 with EF Tours again. I have spoken with Mr. Kuhn and shared with him the enthusiasm and intrigue my students are showing. After learning so much about South America in my upper-level Spanish class, they have decided to ask to go to Peru and the Amazon Rainforest. As a result, I have been in contact with the same EF Tours representative from our 2024 trip. She has put together a tentative package for us and has communicated that, while expensive, this trip to experience Peru and the Amazon is one of the most widely taken trips through EF Tours. It truly is a "once in a lifetime" idea!

I have been in contact with both the history and the science departments to garner interest in connecting this experience to their upper-level content areas as well. As you may remember, on the last trip, I combined with Mrs. Meeks and biology as we explored the very bio-diverse country of Costa Rica.

I am sending this letter to you today to request approval for another travel opportunity for our students. I am happy to provide statements from students who went last year as to why this opportunity is life-changing and/or also happy to ask my current students why they're hoping for this to come to fruition. I know Mr. Kuhn also has seen the amazing fruits of our past trip firsthand with his son's experience. I appreciate his excitement for this opportunity as well. I am attaching a copy of the exciting itinerary so that you can see all that this trip would provide!

Thank you in advance for taking the time to read this and consider this chance! I've always appreciated the way we've tried to open doors for our students in the past twenty years of my career here. This future opportunity would be no exception! Go, Braves!

Sincerely,

A handwritten signature in black ink that reads "Stephanie Caraway". The signature is fluid and cursive, with a large loop at the end of the last name.

Stephanie Caraway

## *What you'll experience on your tour*

### **Day 1: Fly to Peru**

- Meet your Tour Director at the airport in Lima.

### **Day 2: Lima**

- See vestiges of the city's rich colonial heritage, including the Government Palace, Archbishop's Palace, City Hall, and the Lima Cathedral as you take an expertly guided tour of Lima. Built on a coastal oasis at the foot of the Andes, Lima has served as Peru's capital since 1535.
- Visit the 17th-century San Francisco monastery.
- Visit the Larco Museum. Located in an 18th century mansion built over a 7th century pre-Columbian pyramid, you'll find the finest gold and silver collection from Ancient Peru, along with other outstanding examples of art and archaeological artifacts.
- Get a taste of contemporary Lima during a walking tour of Miraflores.

### **Day 3: Lima | Sacred Valley**

- Fly to Cuzco, the "navel of the Earth" and the former epicenter of a vast empire stretching from Colombia to Chile.
- Adjust to the high altitude and on your expertly guided tour of the Korikancha Temple, scene of Incan religious rites in bygone times.
- On your expertly guided tour of the Sacsayhuaman fortress, witness a feat of masonry that confounds modern scientists; its irregularly shaped stones are pieced together so precisely that even a piece of paper cannot be wedged between them.
- Journey to the Sacred Valley.

### **Day 4: Sacred Valley**

- See a weaving demonstration.
- Glimpse Ollantaytambo's exquisitely preserved canals and narrow streets on an expert-led tour.
- Visit the Maras salt ponds.

### **Day 5: Sacred Valley | Machu Picchu**

- Travel by train to Machu Picchu.
- Visit Machu Picchu, the fabled "Lost City of the Inca" and one of the New Seven Wonders of the World. A 35-mile-long trail winds through desert, cloud forest, and an orchid-filled jungle before reaching this UNESCO World Heritage Site. Archaeologists have yet to determine why the site, perched atop a mist-shrouded peak, was abandoned. See remnants of temples and terraces that have yet to reveal the true purpose of Machu Picchu—some believe only an elite Incan priesthood knew of its former existence. Your visit will consist of both a guided tour and

### **Day 6: Machu Picchu | Sacred Valley | Pisac | Cuzco**

- Travel by train to Ollantaytambo in the Sacred Valley.
- Visit a ceramics studio.
- Visit an Indian market in Pisac.
- Travel to Cuzco.

### **Day 7: Cuzco**

- Visit Cuzco's local market.
- Visit with a local community

### **Day 8: Cuzco | Lima | Depart for home**

- Enjoy a free morning in Cuzco.
- Fly to Lima.
- Board overnight flight for home.

### **Day 9: Arrive home**

## **🕒 2-DAY TOUR EXTENSION**

### **Day 8: Cuzco | Iquitos**

- Fly to Iquitos.
- Travel to a jungle lodge, nestled on the banks of the Amazon River—the longest river in the world.
- Hike through the rainforest with an expert local guide, and experience local plants and wildlife.
- Enjoy a nighttime boat ride down the Amazon River in search of nocturnal animal species while admiring the starry sky above.

### **Day 9: Iquitos**

- Visit an indigenous village to learn about the customs and traditions of a local tribe.
- Go on a river excursion in search of the unique Amazon River Dolphin, known for its pink hue.

### **Day 10: Iquitos | Lima | Depart for home**

- Visit a local community, and learn about everyday life along the Amazon River.
- Travel by boat to Iquitos before heading back to Lima.
- Board overnight flight for home.

### **Day 11: Arrive home**

Memorandum of Understanding  
between the  
Clark-Shawnee Local Board of Education  
and the  
Clark-Shawnee Local Education Association

This Memorandum of Understanding is entered into on this 27th day of February, 2025 (“Effective Date”) by and between the Clark-Shawnee Local Board of Education (“Board”) and the Clark-Shawnee Local Education Association (“CSLEA”) (collectively, “Parties”) for the purpose of documenting mutual agreement to the process of handling the Voluntary Transfer provisions set forth in Article 24, Posting of Vacancies, Assignments, and Transfers, Section B., Voluntary Transfers, of the Contractual Agreements between the Parties, as the Voluntary Transfer provisions in Article 24, Section B., apply to a newly created position titled K-6 STEM Teacher, which was posted on February 18, 2025, for the 2025-2026 school year.

WHEREAS, the Board and CSLEA are Parties to Contractual Agreement(s) effective July 1, 2022 through June 30, 2025 (“Agreement”); and

WHEREAS, the provisions of Article 24, Posting of Vacancies, Assignments, and Transfers, Section A., Posting of Vacancies, subsection 1., School Year, of the Agreement address the subject of vacancies that occur during the school year, and requires that all vacancies, which include newly created positions, be posted internally for a period of five (5) calendar days; and

WHEREAS, the Superintendent determined the need to establish a new teaching position for the 2025-2026 school year, titled K-6 STEM Teacher; and

WHEREAS, on February 18, 2025, the Superintendent caused the vacancy for the newly created teaching position of K-6 STEM Teacher to be posted in accordance with Article 24, Section A., of the Agreement; and

WHEREAS, the provisions of Article 24, Posting of Vacancies, Assignments, and Transfers, ,Section B., Voluntary Transfers, provide that a voluntary transfer involves a staff member initiating a request to be moved to a different position within the district due to the occurrence of a vacancy, and that staff members who submit a request for voluntary transfer under such provisions will be given first consideration in their area of certification/licensure, based on seniority and other criteria as set forth in Article 24, Section B., of the Agreement; and

WHEREAS, during the five (5) calendar day posting period provided for in Article 24, Section A., of the Agreement, the Building Administration received multiple requests from staff members in the CSLEA bargaining unit for voluntary transfer to the vacancy posted on February 18, 2025; and

WHEREAS, one (1) of the requests for voluntary transfer for the vacancy was submitted by a staff member who had previously provided the Superintendent with written notice dated January 30, 2025 of intent to pursue reemployment with the District following retirement from the District, effective for the 2025-2026 school year; and

WHEREAS, there are no terms in Article 24, or any other Article, of the Agreement that address the process for considering requests from staff members for retire-rehire, including how such process should be handled in the context of a request for voluntary transfer submitted prior to the staff member's actual retirement from the District; and

WHEREAS, the Parties acknowledge that Article 28, Salary Schedules, Section XIII, Rehiring of Retired Teachers, addresses certain terms applicable to the rehiring of retired teachers, but does not address the process for considering requests for voluntary transfer,

submitted by staff members, after submitting notice of intent to retire-rehire, but prior to being rehired as a retiree; and

WHEREAS, in the interest of fairness to all staff members, including those who submit requests for voluntary transfer including staff members who have already submitted a notice of intent to retire-rehire for the contract year applicable to the vacancy, the Parties agree to the terms set forth in this MOU, for the remaining Term of the Agreement, at which time this MOU will expire and will have no further force or effect;

NOW THEREFORE BE IT RESOLVED that the Parties mutually agree to the following terms applicable to the vacancy posted on February 18, 2025, for the newly created teaching position of K-6 STEM Teacher for the 2025-2026 contract year:

- 1) The one (1) staff member who submitted a request for voluntary transfer for the vacancy, who had previously provided the Superintendent with written notice dated January 30, 2025 of intent to pursue reemployment with the District following retirement from the District, effective for the 2025-2026 school year, will be considered for the vacancy under the terms and conditions of Article 24, Section B., which are the same terms that will apply to all staff members who submitted a request for volunteer transfer for the vacancy;
- 2) If the one (1) staff member who submitted a request for voluntary transfer for the vacancy, is awarded the vacancy for the 2025-2026 school year, then the one (1) staff member will not be required to submit another notice of intent to retire-rehire and the staff member's position for the 2024-2025 school year will be handled as a vacancy in accordance with the provisions of Article 24 of the Agreement. However, the one (1)

staff member will not be permitted to apply in any way for the staff member's current position when the vacancy is posted;

3) If the one (1) staff member who submitted a request for voluntary transfer for the vacancy, is not awarded the vacancy for the 2025-2026 school year, then the one (1) staff member may apply for the staff member's current position for the 2025-2026 school year in accordance with the staff member's notice of intent to retire-rehire as submitted to the Superintendent on January 30, 2025;

BE IT FURTHER RESOLVED that the Parties acknowledge and agree that the terms of this Memorandum of Understanding ("MOU") are non-precedent setting and do not create or establish any form or basis of past practice between the Parties as to the subject matters address in this MOU;

BE IT FURTHER RESOLVED that the Parties agree that this MOU shall expire at the end of the Term of the Agreement, with no further action required by the Parties.

The Parties each affirm that the terms of this Memorandum of Understanding were agreed to voluntarily and that the terms of this Memorandum of Understanding constitute the entire scope of understanding between the Parties as to the subject matters addressed herein. The terms of this MOU shall be binding upon the Parties upon execution and proper approval by the Parties.

CLARK-SHAWNEE LOCAL  
BOARD OF EDUCATION

CLARK-SHAWNEE LOCAL  
EDUCATION ASSOCIATION

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DATE \_\_\_\_\_

DATE \_\_\_\_\_

Memorandum of Understanding  
between the  
Clark-Shawnee Local School District Board of Education  
and the  
Clark-Shawnee Local Education Association

This Memorandum of Understanding is entered into on this 27th day of February, 2025 (“Effective Date”) by and between the Clark-Shawnee Local School District Board of Education (“Board”) and the Clark-Shawnee Local Education Association (“CSLEA”) (collectively, “Parties”) for the purpose of documenting mutual agreement to terms and conditions applicable to the selection of Ohio Teacher Evaluation System (“OTES”) evaluators by those teachers in the CSLEA bargaining unit who receive an Accomplished rating during the 2024-2025 contract year; and

WHEREAS, the Board and CSLEA are Parties to Contractual Agreement(s) effective July 1, 2022 through June 30, 2025 (“Agreement”); and

WHEREAS, Article 36 Teacher Evaluation, Section D. Summative Rating, Part 1(a). Effect of Summative Rating, of the Agreement provides, in pertinent part, “[t]eachers receiving a Summative Rating of Accomplished may choose their credential evaluator in accordance with Section B3, above herein;” and

WHEREAS, Article 38, Evaluation Committee of the Contractual Agreement(s) establishes the District Evaluation Committee and requires that the Evaluation Committee review all issues and/or recommended changes regarding teacher evaluations; and

WHEREAS, Article 38, Evaluation Committee, of the Contractual Agreement(s), requires that all work products of the Evaluation Committee be implemented via

Memorandum of Understanding between the parties and are subject to ratification by CSLEA and approval by the Board; and

WHEREAS, the Evaluation Committee met prior to the start of the 2024-2025 school year and recommended certain clarifications be made to the procedural requirements for those teachers who are fully evaluated for the 2024-2025 contract year, respectively, and whose final OTES Summative Rating is “Accomplished” for the respective contract year in which the full-cycle evaluation occurs (hereinafter “Accomplished Teacher”) to select their OTES evaluator for the subsequent three (3) contract years, as applicable;

WHEREAS, the Parties have reviewed said recommendations of the Evaluation Committee and codify their agreement to said recommendations as set forth in this Memorandum of Understanding;

NOW THEREFORE BE IT RESOLVED that the Parties mutually agree to the following terms and conditions for those teachers who are fully evaluated for the 2024-2025 contract year, respectively, and whose final OTES Summative Rating is “Accomplished” for full-cycle evaluation year as applicable (hereinafter “Accomplished Teacher”) to select their OTES evaluator for the subsequent three (3) contract years:

1. Those teachers who are fully evaluated in the 2024-2025 contract year and who receive a final OTES Summative Rating of Accomplished for the 2024-2025 contract year (“Accomplished Teacher”) may select their evaluator for the next evaluation cycle which includes two (2) contract years of the off-cycle evaluation process and one (1) subsequent contract year of full evaluation, so long as the following two conditions are met:

- a. the Accomplished Teacher submits the evaluator selection in writing to the CSLEA president before the last teacher workday of the 2024-2025 contract year; and
  - b. the CSLEA president submits the selection in writing to the Superintendent on or before the last teacher workday of the 2024-2025 contract year;
2. The Parties acknowledge and agree that the terms and conditions set forth in this Memorandum of Understanding (“MOU”) are non-precedent setting and do not create or establish any form or basis of past practice between the Parties as to the subject matters address in this MOU;
  3. This Memorandum of Understanding shall not impact the Contractual Agreement(s) between the Parties in any other way;

The Parties each affirm that the terms of this Memorandum of Understanding were agreed to voluntarily and that the terms of this Memorandum of Understanding constitute the entire scope of understanding between the Parties as to the subject matters addressed herein. The terms of this MOU shall be binding upon the Parties upon execution and proper approval by the Parties and shall remain in effect for the term of the Parties’ Agreement (through June 30, 2025).

CLARK-SHAWNEE LOCAL  
BOARD OF EDUCATION

CLARK-SHAWNEE LOCAL  
EDUCATION ASSOCIATION

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DATE

DATE

