

RECORD OF PROCEEDINGS
Minutes of the Northern Local Schools Board of Education
Regular Meeting – February 20, 2025

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:

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

1. Regular Meeting, January 9th, 2025

Mrs. Miller seconded the motion.

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

Motion carried 5-0.

Mid-East Vocational School Report – Mr. France reported that the Mid-East Board of Education elected Mr. Peoples as President and Mr. Weaver as Vice-President for 2025. Mid-East will hold its monthly Board meetings on the second Monday of each month. Mr. France also updated the Board on several initiatives and projects that are happening at Mid-East. First, in January they received a \$750,000 refund from LG for the defective HVAC system issues that occurred. The CDL driving simulator was recently delivered to Sheridan High School and Mr. Lones is trained and ready to start using it soon. The software included with the simulator provides the ability for students to visualize maneuvering a semi-truck, backhoe, and other types of heavy equipment. There is also a driver's ed module that is available, but the current software doesn't yet include that. In February, the Mid-East Board saw presentations on the Capital Projects that are based on a 5-year budget plan; and the Technology Service Manager presented on the growth in the Mid-East Technology Department with staff increasing from 1 to 4 employees. On February 1st, Mid-East students participated in the Southeast Regional Skills Competition and 100 students qualified to move on to the next level of competition. Mr. France was excited to share that they have advertised for a Design and Construction Manager for a new construction project that is anticipated and also shared that they are in the beginning stages of planning for classroom space at the Genesis Healthcare campus with visions of on-site learning for special needs, STNA, and culinary program students.

Superintendent's Report – Mrs. Gussler presented the Board with details of the many new, revised, or rescinded Board policies that are presented for approval this evening and asked them to be prepared for a lot more policy changes coming up due to new legislation. Mrs. Gussler discussed the Glenford STARS after-school program, which unfortunately is in its final year of its grant cycle. With the State putting a pause on awarding any new or renewal grants to after-school programs, Glenford will not have funding for this program beginning next year. Somerset STARS is in the middle of its grant cycle, so that program can continue. Mrs. Cains inquired about other grants that we may be able to pursue to continue the Glenford STARS program.

March 25th will be the OSBA Spring Conference held at Mid-East and several Board members expressed their desire to attend. March 5th at 6p.m. will be the 36th Annual MVESC Franklin B. Walter Annual Student & Teacher Recognition Ceremony at Secrest Auditorium. Two Sheridan High School seniors and two high school teachers will be recognized. This year's Outstanding Senior is Maddie Winders, and the Outstanding Teacher is Mr. Kirk Washburn. The Franklin B. Walter Award Nominee is Lily Talbot, and the Exemplary Educator award will be presented to Mr. Doug Cattran. Mrs. Gussler discussed with the Board "taking the show on the road" and holding the March, April and May Board meetings in different buildings.

Business and Finance

Treasurer's Report – Mrs. Clifton presented the Treasurer's Report, highlighting general fund revenues and expenditures to date, compared to the estimated projections. 50.3% of property taxes for the fiscal year have been received, 58.2% of estimated Casino revenue has been received, Restricted State Grants have far exceeded projections at 151.6% due to the increased DPIA funding associated with the district's qualification for CEP, and the State share of local property tax has been collected at 53.2%. General fund interest earnings for the year have reached \$219,622.34.

Mrs. Clifton also shared the results of the RFP for waste removal services that were recently submitted. Four companies submitted proposals; Rumpke, Waste Management, Win-Waste and Shackelford's Disposal. The District has been with Waste Management since 2017 and the current waste bills were hovering around \$4,800 / month. The most attractive and complete bid was from Shackelford's Disposal, which will result in a savings of approximately \$32,659.20 per year. Mr. DeRolph, Mrs. Miller, and Mr. Hogan expressed concern with Shackelford's ability to provide consistent service and reliable equipment. Mr. Dupler asked about the cancellation clause if we were not satisfied with their service. Mrs. Clifton stated that she would follow-up with Shackelford's to seek clarification and report back to the Board.

Mrs. Clifton shared that the District Insurance Committee met on February 6th with 11 representatives including members from the Administration, NLEA, OAPSE and the district's insurance broker. The committee was in agreement that an RFP for medical insurance is necessary and instructed our broker to seek quotes from different carriers for various plan designs in order to contain costs. At this time, our claims have been significantly higher than projected and funded, resulting in an anticipated deficit in our self-insurance fund on June 30th. Mrs. Clifton explained to the Board that if the self-insurance fund has a negative cash balance at the end of the fiscal year, a general fund transfer will be required to meet the IBNR amount, which is approximately \$608,000.

Mrs. Clifton and Mrs. Gussler provided the Board with an update on the initial biennial budget proposal from Governor DeWine which indicates that Northern Local will be losing an estimated \$518,000 in State Funding in FY26 and an additional \$942,000 in FY27. A two-year loss of \$1.46 million dollars would be devastating to the District. A letter has been prepared to send to staff and community members requesting their help in reaching out to our State legislators to express the need to maintain the current levels of funding, and also requesting that base cost input factors be updated to accurately reflect current costs (these are still at the FY22 funding level). The impact of the proposed State funding cuts would result in a negative cash balance in excess of \$2.5 million dollars by FY29. In order to rectify this deficit, the District would have to implement reduction measures, or seek a new operating levy. Mrs. Clifton and Mrs. Gussler outlined several recent cost-saving measures, and additional revenue sources, that they have been actively evaluating to responsibly use our funding.

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

1. January Financial Reports

Attachment

Recommend the Board approve the January 2025 financial reports, as presented.

2. Budget Adjustments

Recommend the Board approve the following adjustments:

Revenue:

FY24 Title IV-A (599-9124)	\$3,533.95
FY25 Title I-A (572-9225)	\$2,387.32
FY25 Title II-A (590-9225)	\$1,867.11
FY25 IDEA (516-9225)	(\$3,429.56)
Girls Basketball (300-950M)	\$3,992.70
OHSAA Tournament Control Fund (022-0000)	\$5,500.00
Pepsi Scholarship Fund (008-925H)	\$500.00

Appropriations:

FY24 Title IV-A (599-9124)	\$3,533.95
FY25 Title I-A (572-9225)	\$2,387.32
FY25 Title II-A (590-9225)	\$1,867.11
FY25 IDEA (516-9225)	(\$3,429.56)
Girls Basketball (300-950M)	\$14,166.89
OHSAA Tournament Control Fund (022-0000)	\$5,500.00
Pepsi Scholarship Fund (008-925H)	\$500.00
MS Student Council (200-961J)	\$266.88

3. Donations

Recommend the Board acknowledge the following donations:

- a.) Fred Shriner, \$100 to purchase a Sheridan FFA jacket for a student in need
- b.) US Census Bureau, \$400.00 VISA gift card to Glenford Elementary
- c.) Hopewell United Methodist Church, winter hats & gloves to Glenford Elementary

4. Scholarship Fund

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

- a) Pepsi Scholarship (008-925H)

5. Asset Disposal

Recommend the Board approve the disposal of the following assets:

- a) Bus #21 – 2008 International, non-operational condition
- b) Bus #34 – 2005 International, non-operational condition
- c) Bus #28 – 2011 International, non-operational condition
- d) Smartboard – broken, Somerset Elementary
- e) 3 Quomo Boards – non-operational, Somerset Elementary
- f) 2 Televisions – non-operational, Somerset Elementary
- g) 8 VCR'S– obsolete, Somerset Elementary
- h) 3 Printers – non-operational, Somerset Elementary
- i) Cutting boards & pans – damaged, Food Service
- j) Two door standing refrigerator – non-operational Middle School
- k) Gas burner stove – non-operational, Middle School

6. Student Wellness and DPIA Funding Plan Attachment

Recommend the Board approve the Student Wellness and DPIA Funding Plan, as presented.

7. GAAP Proposal Attachment

Recommend the Board approve the 3-year proposal from Julian & Grube for GAAP services for fiscal years ending June 30, 2025 thru June 30, 2027.

8. Muskingum Valley ESC Agreement with Holy Trinity Attachment

Recommend the Board approve an agreement between the Muskingum Valley ESC and Holy Trinity for Title 1 Reading Intervention Services, as presented.

9. Field Placement Agreement with Grand Canyon University Attachment

Recommend the Board approve a Field Placement agreement with Grand Canyon University, as presented.

Mrs. Miller seconded the motion.

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

Motion carried 5-0.

Employment

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

1. Retirement

Recommend the Board accept the following retirements:

- a.) Tyrone Davis, HS Associate Principal, effective June 30, 2025
- b.) Mark Paxton, HS Science Teacher, effective May 31, 2025
- c.) Christa Wharton, 6th Grade Teacher, effective May 31, 2025
- d.) Shawn Wharton, MS Computer Tech Teacher, effective May 31, 2025
- e.) Angela Custer, Bus Aide, effective May 31, 2025

2. Resignation

Recommend the Board accept the following resignation:

- a) Wes Martens, Assistant Baseball Coach

3. Administrator Contract Expiration Notices

Recommend the Board authorize and direct the Treasurer to notify the following administrators in writing that his/her contract expires on the date indicated, and that he/she may request a meeting with the Board of Education to discuss the Board's reasons for renewal or non-renewal of his/her contract in accordance with State law:

- a) Kelly Wright; 7/31/2025
- b) Rachel Dolsky; 7/31/2025
- c) Catina Brown; 7/31/2025

4. FMLA / Maternity Leave

Recommend the Board accept the following FMLA / Maternity leave request:

- a) Hannah DeSanto, 12 weeks, beginning approximately April 16, 2025

5. Certified Employee

Recommend the Board approve the following certified employee for the 2025-26 school year:

- a) Grace Conrad, High School Math, Bachelors, Step 0

6. Long-Term Substitute

Recommend the Board approve the following limited long-term substitute employee for the 2025-26 school year:

- a) Emmalee King, High School English, Bachelors, Step 0

7. Classified Employee

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

- a) Marilyn Winegardner, Assistant Cook, 2.5 hours/day, Step 0, effective January 24, 2025
- b) Isaiah Peck, Custodian, 8 hours/day, Step 0, effective March 1, 2025

8. Certified Substitutes

Attachment

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

- a) MVESC Substitutes, as presented

9. Non-Certified Substitutes

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

- a) Wendy Blevins, Assistant Cook
- b) Heather Brumage, Assistant Cook

10. Supplemental Contracts

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

- a) Clay Fisher, Assistant Track Coach (Running)
- b) Troy Wolfe, Assistant Track Coach (MS Boys)
- c) Skylar Strong, Assistant Track Coach (MS Girls)

11. Holy Trinity Tutor

Recommend the Board approve the following tutor for Holy Trinity for the 2024-25 school year, to be paid from Auxiliary and/or Equitable Service Funds:

- a) Sally Balser, \$20 per hour

12. Certified Contract Renewals

Recommend the Board approve the following certified contract renewals:

One Year Contract (Second):

- a) Clay Fisher
- b) Sarah Smathers

- c) Kari Stute

Two Year Contract:

- a) Hannah DeSanto
- b) Allison Eschbaugh
- c) Cheyenne Grant
- d) Anna Hickman
- e) Meagen Howell
- f) Tiffany Hupp
- g) Paige Hynus
- h) Kirsten Hone
- i) Savanna Sheppard
- j) Nadine Shriner
- k) Audra Wills

Five Year Contract:

- a) Amy Bowers
- b) Stephanie Cologie
- c) Hayley Conn
- d) David Fazakas
- e) Jean Fealty
- f) Jeff Forgrave
- g) Mandy Fox
- h) Teresa Hill
- i) Katie Huffman
- j) Stephanie Hughes
- k) Beth McClain
- l) Dan Riggs
- m) Rebekah Yzenski

13. Classified Contract Renewals

Recommend the Board approve the following classified contract renewals:

One Year Contract:

- a) Jill Donnelly
- b) Abbigayle Duke
- c) Mariah Hamm
- d) Courtney Helser
- e) Cathy Schrider
- f) Stacy West

Two Year Contract (First):

- a) Travis Baumgardt
- b) Josh Borland
- c) Heather Brumage
- d) Brittany Butcher
- e) Timothy Gaskill
- f) Samantha Johnson

- g) Ashleigh Knotts
- h) Lori Larimer
- i) Dawn Lewis
- j) Ambir McDonald
- k) Amanda Schmitt
- l) Karen Starner
- m) Stefani Swartz
- n) Jeff Vance
- o) Natasha Welsh

Two Year Contract (Second):

- a) Erica Bieber
- b) Courtney Jones
- c) Steve Kelley
- d) Christina Madden
- e) Hannah Olson
- f) Corrie Robertson
- g) Colleen Sites

Two Year Contract (Third):

- a) Blane Hewitt

Continuing Contract:

- a) Larilynn Browning
- b) Jennifer Reichley
- c) Julia Spillman
- d) Melanie Tackett

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.

Curriculum & Instruction

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

1. 2025-26 School Calendar Attachment
Recommend the Board approve the 2025-26 School Calendar, upon final reading.
2. 2025-26 High School Curriculum Guide Attachment
Recommend the Board approve the 2025-26 High School Curriculum Guide, as presented.
3. Special Education Model Policies & Procedures Attachment
Recommend the Board approve the updated and revised Special Education Model Policies & Procedures, as presented.

4. 2025-26 Membership in the Ohio High School Athletic Association Attachment

Recommend the Board approve membership in the Ohio High School Athletic Association for the 2025-26 school year, as presented.

5. Graduation Requirements Attachment

Recommend the Board approve the Graduation Requirements, as presented.

6. High School Field Trips

Recommend the Board approve the following High School field trips for the 2024/2025 school year.

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|---------------------|--|
| a) February 7, 2025 | Women in Science, Ohio Highway Patrol Academy |
| b) March 21, 2025 | Dental Hygiene Day, Hocking College, New Lexington |
| c) March 25, 2025 | Ohio University Field Trip for Juniors |

7. Change in 2024-25 School Calendar

Recommend the Board change May 6th from a student day to professional development day due to the Perry County Special Election.

8. Early Graduates

Recommend the Board approve the following for early graduation:

- a) Zachariah Thum
- b) Madisyn Freet
- c) Angel Elias-Parker
- d) Alexandria Gittings

Mrs. Cains seconded the motion.

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

Motion carried 5-0.

Board Policy & Procedure

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

1. Board Policies – Final Reading

Recommend the Board approve the following Board Policies upon Final Reading:

- a.) PO# 0100; Definitions
- a.) PO# 0142.1; Oath
- b.) PO# 0151; Organizational Meeting
- c.) PO# 0152; Officers
- d.) PO# 0155; Committees
- e.) PO# 0163; Presiding Officer
- f.) PO# 0164; Notice of Meetings
- g.) PO# 0165; Board Meetings
- h.) PO# 0165.1; Regular Meetings
- i.) PO# 0165.2; Special Meetings
- j.) PO# 0166; Agenda
- k.) PO# 0167.2; Executive Session
- l.) PO# 0167.7; Use of Personal Communication Devices

- m.) PO# 0173; Board Officers
- n.) PO# 4121; Criminal History Record Check
- o.) PO# 5131; Student Transfers
- p.) PO# 5200; Attendance
- q.) PO# 5500; Student Conduct
- r.) PO# 5780; Student/Parents Rights
- s.) PO# 6220; Tax Budget Preparation
- t.) PO# 6320; Purchasing & Bidding
- u.) PO# 6460; Vendor Relations
- v.) PO# 7540.03; Student Technology Acceptable Use & Safety
- w.) PO# 7540.04; Staff Education Technology Acceptable Use & Safety
- x.) PO# 9160; Public Attendance at School Events
- y.) PO# 1330; Conflict of Interest, Administration
- z.) PO# 3113; Conflict of Interest, Professional Staff
- aa.) PO# 4113; Conflict of Interest, Classified Staff
- bb.) PO# 6110; Grant Funds
- cc.) PO# 6111; Internal Controls
- dd.) PO# 6112; Cash Management of Grants
- ee.) PO# 6114; Cost Principles – Spending Federal Funds
- ff.) PO# 6325; Procurement – Federal Grants/Funds
- gg.) PO# 6550; Travel Payment & Reimbursement/Relocation Costs
- hh.) PO# 7310; Disposition of Surplus Property
- ii.) PO# 7450; Property Inventory

2. Board Policies – First Reading

Recommend the Board approve the following Board Policies upon First Reading:

- a) PO# 0131.1; Technical Corrections
- b) PO# 2271; College Credit Plus Program
- c) PO# 2460; Special Education
- d) PO# 5223; Released Time for Religious Instruction During the School Day
- e) PO# 5330; Use of Medications
- f) PO# 5610; Removal, Suspension, Expulsion and Permanent Exclusion of Students

3. Board Policies - Rescission

Recommend the Board approve the rescission of the following Board Policies upon first reading:

- a) PO# 0171; Review of Policy
- b) PO# 24600DE; ODE-Special Education

Mr. Dupler seconded the motion.

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

Motion carried 5-0.

Executive Session

Mr. Dupler moved to enter Executive Session at 8:10 p.m. for matters required to be kept confidential by federal law or rules or state statutes.

Mrs. Miller seconded the motion.

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

Motion carried 5-0.

The Board returned from Executive Session at 8:45 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