



# **BOARD OF EDUCATION**

**BUSINESS MEETING**

**APRIL 16, 2024**

## **AGENDA**

WELLINGTON EXEMPTED VILLAGE SCHOOL DISTRICT  
BOARD OF EDUCATION

BUSINESS MEETING  
WESTWOOD ELEMENTARY SCHOOL  
DINING HALL

Tuesday, April 16, 2024  
6:00 PM

I. CALL TO ORDER - PRESIDENT

- A. Pledge of Allegiance
- B. Attendance Roll Call

Roll Call: Mr. Ratliff\_\_\_ Mr. Mohrman\_\_\_ Mrs. Kazmierczak\_\_\_ Mrs. McClafin\_\_\_ Mrs. Shellhouse\_\_\_  
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- C. This meeting is a meeting of the Board of Education in public for the purpose of conducting the school district’s business and is not to be considered a public community meeting. There is a time for public participation as indicated on the agenda. Those wishing to speak during the public participation portion of the meeting are required to sign in and agree to follow district procedures regarding the “Hearing of the Public”.
- D. It is recommended that this agenda be approved as presented or approved as amended.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_ Mr. Mohrman\_\_\_ Mrs. Kazmierczak\_\_\_ Mrs. McClafin\_\_\_ Mrs. Shellhouse\_\_\_  
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**WELLINGTON EXEMPTED VILLAGE SCHOOLS**

**Board of Education - Business Meeting – April 16, 2024 – 6:00 P.M.**

- E. Waive the reading of the prior minutes and approve the Minutes of the Regular Session conducted on Tuesday, March 19, 2024, the Work Sessions conducted on Saturday, March 23, 2024, Tuesday, March 26, 2024, Friday, March 29, 2024 (AM Session), Friday, March 29, 2024 (PM Session), Tuesday, April 9, 2024, and Wednesday, April 10, 2024.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_\_ Mr. Mohrman\_\_\_\_ Mrs. Kazmierczak\_\_\_\_ Mrs. McClafin\_\_\_\_ Mrs. Shellhouse\_\_\_\_  
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**F. Presentations**

- 1. New Superintendent Introduction and Comments
- 2. Update from Scott Palider, Lobbyist, Ohio School Boards Association
- 3. Mark Donnelly - WEVSD Five Year Forecast

**G. Administrative Reports (In Person Reports this Month)**

- 1. Bowman - Athletic Director & Student Life
- 2. Helton - Food & Nutrition Manager
- 3. Keenan - Principal, Wellington High School
- 4. Kubasak - Director of Curriculum & Special Projects
- 5. Kubasak - Principal, Westwood Elementary School
- 6. Morris - Dean of Climate and Culture
- 7. Rahm - Director of Student Services
- 8. Sword - Communications Coordinator
- 9. Telloni - Principal, McCormick Middle School

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### H. Hearing of the Public

The Hearing of the Public will last no longer than sixty minutes with each person having five minutes to speak.

A Wellington School District Citizen must sign in and be recognized by the chair to make statements relative **to current school related issues**. The chair will limit remarks pursuant to the debate regulations of Robert's Rules of Order.

After being called, persons wishing to speak should rise. When recognized by the chair, the individual recognized must state his/her name and address. The individual may then make a statement to the Board.

At no time may any person make slanderous, libelous, demeaning, or derogatory remarks about any individual. Such remarks would be unacceptable and will result in the person being ruled out of order and instructed to stop speaking. Speakers should not expect questions asked by them to be answered during the meeting, however, the Board, at its discretion, may respond to such questions.

### I. Reports

1. Athletics & Facilities – Mrs. Kazmierczak & Mrs. McClafin
2. Finance & Audit – Mrs. Kazmierczak & Mr. Mohrman
3. Strategic Planning – Mrs. McClafin & Mr. Mohrman
4. Policies & Communications – Mrs. Kazmierczak & Mrs. Shellhouse
5. Endowment – Mr. Mohrman
6. OSBA & Student Achievement Liaison – Mr. Ratliff
7. J.V.S. Board – Mr. Ratliff

**II. TREASURER'S REPORT AND BUSINESS (See Attachment A)**

A. It is recommended that the following financial items be approved:

1. March Financial Statements 2024
2. April 16, 2024; Five-Year Forecast and Assumptions

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff \_\_\_ Mr. Mohrman \_\_\_ Mrs. Kazmierczak \_\_\_ Mrs. McClafin \_\_\_ Mrs. Shellhouse \_\_\_  
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B. Operations Update April 2024 (updated to be distributed at BOE Meeting)

**III. SUPERINTENDENT'S REPORT AND BUSINESS (See Attachment B)**

A. It is recommended that the following personnel items be approved:

1. Transfers/Reassignments:
  - a) None
2. Retirements:
  - a) None
3. Disability Retirement:
  - a) None
4. Resignations:
  - a) None
5. Leave of Absence:
  - a) Sherry Arcuri - Family Medical Leave beginning April 9, 2024 for approximately 3 weeks. Sick leave to run concurrently with FMLA.
  - b) Jill Stone - Family Medical Leave beginning April 9, 2024 for approximately 8 weeks. Sick leave to run concurrently with FMLA.

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- c) Susan Souhrada - Family Medical Leave beginning May 30, 2024 for approximately 9 weeks. Sick leave to run concurrently with FMLA.
  - d) Nicole Bostick - Family Medical Leave beginning approximately September 9, 2024 for approximately 11 weeks. Sick leave to run concurrently with FMLA.
6. Unpaid Leave of Absence:
- a) None
7. Absence Without Pay:
- a) None
8. Salary/Hours Adjustments:
- a) None
9. Employment:
- a) Hire Barb Messaros for Special Projects and as Substitute Administrative Assistant to the Superintendent on an as-needed basis effective March 25, 2023 at a rate of \$26.86 per hour.
  - b) Hire Gordon Myers to provide mowing services on an as-needed basis at the current classified substitute rate effective April 1, 2024 through November 1, 2024.
  - c) Hire the following JVS students as Technology Interns on an as-needed basis with a weekly maximum of 28 hours per week:
    - (1) Corwin Scyoc at a rate of \$13.00 per hour effective March 22, 2024;
    - (2) William Mohler at a rate of \$13.00 per hour effective April 4, 2024.
  - d) Hire Cassidy (Krupa) Keys as Long-Term Substitute Kindergarten Teacher at the salary of \$125 per day for 37 days effective April 9, 2024.
  - e) Hire Kennedy Jerousek as after school tutor at Wellington High School at the current Tutor hourly rate of \$30.00 per hour for a minimum of 10 hours a week and a maximum of 28 hours per week effective March 4, 2024 for the 2023/2024 school year.
  - f) Award a One (1) - Year Classified Employment Contract for Gabrielle Smugala as Cafeteria Monitor (EL0) at McCormick Middle School for the remainder of the 2023/2024 school year effective April 29, 2024 pending Student Monitor Permit.

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g) Supplemental Contracts for the 2023/2024 school year:

SUPPLEMENTAL	NAME	DIFFERENTIAL
*Middle Cheer Coach Football (new contract in MOU)	Chloe Black	EL1
*Middle Cheer Coach Basketball (new contract in MOU)	Chloe Black	EL1

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_ Mr. Mohrman\_\_\_ Mrs. Kazmierczak\_\_\_ Mrs. McClafin\_\_\_ Mrs. Shellhouse\_\_\_  
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B. It is recommended that the Wellington Exempted Village School District Board of Education approve the following items:

1. Resolutions:

a) Approve the following substitute rates for the 2024/2025 school year:

- (1) Bus Driver Substitutes - \$18.00/hour (+1)
- (2) Home Instruction Teachers - \$30.00/hour (no change)
- (3) Tutors - \$30.00/hour (no change)
- (4) Daily Teacher Substitutes - \$120/day (no change)
- (5) Building Teacher Substitutes
  - (a) \$125/day (First Year of Service)(+5)
  - (b) \$130/day (Second Year of Service)(+5)
  - (c) \$135/day (Third Year of Service or more)(+5)
- (6) Classified Substitutes - \$13.00/hour (no change)

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- b) Approve the monthly Lake Erie Regional Council (LERC) Insurance Rates for the Wellington Exempted Village School District Employees effective July 1, 2024.

	Single Plan	Family Plan
Medical & Prescription (+6.25%)	\$959.58	\$2,398.96
Dental (+5.0%)	\$30.85	\$81.75
Vision (+5.0%)	\$3.07	\$8.44
Minimum Value Medical Plan	\$700.33	\$1,750.83

- c) Approve the Removal and Disposal from Inventory of miscellaneous items no longer in working condition (see attachment).

2. Contracts:

- a) Approve the Primary Service Agreement with the Educational Service Center of Lorain County for the 2024/2025 school year as presented (See Attachment).
- b) Approve the TRECA Credit Recovery Service Agreement for 40 seats for the 2024/2025 school year at \$95 a seat (See Attachment).
- c) Approve the Contracted Service Agreement with Gabrielle Dobbins for Vocal Instruction with the McCormick theater group effective February 26, 2024 at a cost of \$500.00.
- d) Approve the Agreement with LLA Therapy LLC to provide licensed therapists including Speech/Language Pathologists, Occupational Therapists, Occupational Therapist Assistants, Physical Therapists, and Physical Therapist Assistants for the 2024-2025 school year at the rates provided (see attachment).
- e) Approve the Equipment Rental Agreement with Wellington Implement for a CIH Farmall 45 tractor with loader from April 16, 2024 - November 30, 2024 for the total cost of \$4,000.00. Rental fee will be waived as a donation from Wellington Implement.
- f) Approve the Service Agreement with Meta Solutions for EMIS Coordination effective July 1, 2024 through June 30, 2025 for a total cost of \$46,350.00.

3. Field Trips:

- a) None

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Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff \_\_\_ Mr. Mohrman \_\_\_ Mrs. Kazmierczak \_\_\_ Mrs. McClafin \_\_\_ Mrs. Shellhouse \_\_\_  
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C. It is recommended that the following sales projects/donations/grants be approved and if necessary the establishment of fund, appropriation, budget, and revenue accounts:

1. Grants:

- a) None

2. Sales Projects:

- a) Pepperoni Rollers - Class of 2027
- b) Wreath Fundraiser - Junior Class of 2026
- c) Basketball Concession Stand - Junior Class of 2026
- d) Pepperoni Rollers - Freshmen Class of 2028
- e) Basketball Concession Stand - Junior Class of 2025

3. Donations:

- a) A variety of Children’s Coats was donated to Westwood Cares Closet by an anonymous donor with an estimated value of \$175.00.
- b) Elyria Charities donated \$73.49 to McCormick Middle School for flexible seating.
- c) Daniel Gossman donated \$200.00 to McCormick Middle School for the Science Olympiad.
- d) Brumfield Food Services Inc. donated \$100.00 to McCormick Library’s 6th Grade Battle of the Books.
- e) Herrick Memorial Library donated \$100.00 to McCormick Library’s 6th Grade Battle of the Books.
- f) Mind & Muscle LLC donated \$50.00 to McCormick Library’s 6th Grade Battle of the Books.
- g) Joseph Andulics donated \$250.00 to McCormick Middle School’s Drama Club.
- h) Mike & Catherine Sunderman donated \$100.00 to McCormick Library’s 6th Grade Battle of the Books.

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- i) Tammy Koleski with Wee Care Closet donated a variety of Clothing, Books and Deodorant to the Westwood Dukes Care Closet valued at \$8,085.00.
- j) Gary Jordan donated \$100.00 to the Wellington Duke Pride Carnival for the Summer Food Voucher Program.
- k) Columbia National Group, Inc. donated \$250.00 to the Wellington Duke Pride Carnival for the Summer Food Voucher Program.
- l) Elms Retirement Village donated \$100.00 to the Wellington Duke Pride Carnival for the Summer Food Voucher Program.
- m) Wellington D. Q. Grill and Chill donated \$200.00 to the Wellington Duke Pride Carnival for the Summer Food Voucher Program.
- n) Wellington Women’s League donated \$2,000.00 toward the purchase of tools for the Wellington Schools’ FFA lab.
- o) Wellington Women’s League donated \$5,925.00 to the Food Security Program (check made payable to Oberlin Community Services).
- p) Edward Weber purchased seven (7) Burger King gift cards valued at \$10 each for student helpers at McCormick Middle School cafeteria for a total donation of \$70.00.
- q) Edward Weber donated a Turtle Beach Gaming Headset for a McCormick Middle School student valued at \$26.62.
- r) Edward Weber sponsored three (3) students at Westwood Elementary School for the purchase of items at the Book Fair for a total donation of \$28.73.
- s) Wellington Implement donated the lease rental/purchase and trade of a new 72” Scag mower valued at \$3,888.00.
- t) Wellington Implement donated the cost of a one-year lease for a CIH Farmall 45 Tractor with loader valued at \$4,000.00.
- u) Lorain County Community College donated an LCCC themed raffle basket to the Duke Pride Carnival valued at \$60.00.
- v) Wellington Township donated \$200.00 to the Westwood K-Kids service club.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff \_\_\_ Mr. Mohrman \_\_\_ Mrs. Kazmierczak \_\_\_ Mrs. McClafin \_\_\_ Mrs. Shellhouse \_\_\_  
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w) Gil and Pati Shellhouse donated 300 pairs of solar eclipse glasses to Westwood Elementary students valued at \$300.00.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_ Mr. Mohrman\_\_\_ Mrs. Kazmierczak\_\_\_ Mrs. McClafin\_\_\_ Mrs. Shellhouse\_\_\_  
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Total Donations = \$26,193.84

Year-to-Date Total of Donations for 2023/2024 School Year = \$114,481.47

**IV. OLD BUSINESS**

A. Approve the Facilities Rental Use Agreement and Rental Fee Schedule (See Attachment).

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_ Mr. Mohrman\_\_\_ Mrs. Kazmierczak\_\_\_ Mrs. McClafin\_\_\_ Mrs. Shellhouse\_\_\_  
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B. Approve the Quote from Lorain County Public Health for School Nurse Services for the 2024-2025 school year for a total of \$111,554.00 (see attachment).

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_ Mr. Mohrman\_\_\_ Mrs. Kazmierczak\_\_\_ Mrs. McClafin\_\_\_ Mrs. Shellhouse\_\_\_  
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V. NEW BUSINESS

A. EMPLOYMENT OF NEW SUPERINTENDENT

AWARD A THREE (3) YEAR CONTRACT FOR DR. ANDREW PELTZ AS SUPERINTENDENT OF THE WELLINGTON EXEMPTED VILLAGE SCHOOL DISTRICT EFFECTIVE AUGUST 1, 2024 THROUGH JULY 31, 2027 AS PRESENTED.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_\_ Mr. Mohrman\_\_\_\_ Mrs. Kazmierczak\_\_\_\_ Mrs. McClafin\_\_\_\_ Mrs. Shellhouse\_\_\_\_  
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B. NEOLA LEGAL ALERTS (See attachments)

1. Legal Alert - Ohio Voters Approve Recreational Marijuana
2. Legal Alert - Budget Bill Provides Some Flexibility with Staffing
3. Legal Alert - Update on Recent Ohio Legislation Addressing Transgender Student Issues/HB 68 (enacted), HB 183 (pending)

C. FIRST READING OF NEOLA BYLAWS & POLICY REVISIONS

(no action, reading only) - (Complete Policy Revisions Attached)

1. Policy 2623 - Student Assessment and Academic Intervention Services (Revised)

This policy has been revised to include the requirement included in HB 33 that, by June 30 of each year, schools must provide parents with a student's score on any state assessment administered to the student. Notice may be sent by mail or email, or posted in the district's online portal. Additional information about reporting student results for state tests can be found here. Also, legal citations and cross references have been updated.

2. Policy 2623.02 - Third Grade Reading Guarantee (Revised)

This policy has been revised to reflect current administration windows for student assessments, found in R.C. 3313.608 and R.C. 3313.0715.

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3. Policy 3120.04 - Employment of Substitutes (Revised)  
This policy includes a minor change prompted by HB 33, reflecting that districts may employ student teachers as substitute teachers on a semester-to-semester basis upon approval by the board. Schools will need to confirm that the student teacher's college or university allows their students to be paid substitutes.
4. Policy 3140 - Termination and Resignation (Revised)  
This policy has been revised to reflect changes in HB 33 permitting districts to provide notice of the Board's intention to terminate a professional employee by regular mail with a certificate of mailing, electronic mail with proof of delivery, or other method with proof of delivery. It is critical that the district obtains proof that the notice was received, regardless of the means of delivery.
5. Policy 4124 - Employment Contract (Revised)  
This policy has been revised to reflect changes in HB 33 permitting districts to provide notice of the Board's intention not to re-employ a classified staff member by regular mail with a certificate of mailing, electronic mail with proof of delivery, or other method with proof of delivery. It is critical that the district obtains proof that the notice was received, regardless of the means of delivery.
6. Policy 4140 - Termination and Resignation (Revised)  
This policy has been revised to reflect changes in HB 33 permitting districts to provide notice of the Board's intention to terminate a classified staff member by regular mail with a certificate of mailing, electronic mail with proof of delivery, or other method with proof of delivery. It is critical that the district obtains proof that the notice was received, regardless of the means of delivery.
7. Policy 5310 - Health Services (Revised)  
This policy has been revised to reflect that Ohio law (R.C. 3313.6413) now requires each traditional public school district, community school, STEM school, chartered nonpublic school, and other public school with school buildings that enroll girls in grades six (6) through twelve (12) to provide free menstrual products (HB 33). Schools may choose to provide free products to a broader range of grade levels.
8. Policy 8600 - Transportation (Revised)  
Ohio law limits how far a student in grades k-8 can walk (two (2) miles). However, there is no technical limit for high school students. Therefore, we have created additional options for the district to consider. Also, at Travel Times for the Transportation of Children with Disabilities, provisions have been added to help districts fulfill their obligation to establish travel time standards for students with disabilities [A.C. 3301-51-10(D)(1)]. In addition, we removed language that states the superintendent will take changes to bus routes to the board at the next meeting. The Superintendent has the authority to make changes, and this is not a practice typically employed by districts. So this requirement is not necessary. We have added a drafting note informing districts that school bus drivers meet the qualifications to drive vehicles other than school buses. That said, districts may require that drivers complete other training

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modules, such as school van driver training. An individual does not need a CDL to drive vehicles other than school buses. See Board Policy 8650, below, for more information regarding qualifications to drive district vehicles. Finally, we have corrected a minor typo and added cross references to other applicable policies.

9. Policy 8600.04 - Bus Driver Certification (Revised)

This policy has been revised to add cross references to relevant policies, update references to the Ohio Department of Education and Workforce, and properly reference "school vehicles."

10. Policy 8640 - Transportation for Non-Routine Trips (Revised)

The title of this policy has been updated for accuracy. In addition, it has been revised to recognize that a district may charge the personnel costs associated with the driver's time and/or mileage costs. These are actually two (2) separate costs that a district reports and tracks. Therefore, it is important that districts have a way to recoup costs of a driver, who will be paid on an hourly basis. Finally, we have added cross references to other related policies.

11. Policy 8650 - Transportation by Vehicles Other Than School Buses (Revised)

Because the administrative code uses the term "vehicle," and the revised code uses the term "van," this policy has been revised and expanded to refer to vehicles other than school buses. Both of the above-referenced terms are used in law, so there does not appear to be a preferred term, and we do not believe that one term has a different legal effect than the other. Also, the policy has been revised to reflect that drivers of non-routine vehicles like vans do not need a CDL. However, if someone meets requirements to drive a bus (which includes a CDL), they are also qualified to drive vans/nonroutine vehicles.

12. Policy 8660 - Incidental Transportation of Students by Private Vehicle (Revised)

OAC (A.C.) 3301-83-19, which is part of the approved transportation regulations, addresses routine use of vehicles, including regular use of a personal vehicle in the transport of students, at the direction of the school. OAC 3301-83-19 provides rules governing the transportation of students in authorized vehicles. Incidental use of a personal vehicle in the transport of school students (for example, an unexpected situation in which a principal or staff member needs to drive a sick student home from school or a field trip) is not regulated in this section of the administrative code.

**VI. MOTION TO MOVE TO EXECUTIVE SESSION - Per the Ohio Revised Code 121.22(G)(1); To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff\_\_\_ Mr. Mohrman\_\_\_ Mrs. Kazmierczak\_\_\_ Mrs. McClafin\_\_\_ Mrs. Shellhouse\_\_\_

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**WELLINGTON EXEMPTED VILLAGE SCHOOLS**  
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**VII. MOTION TO RETURN TO REGULAR SESSION**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff \_\_\_ Mr. Mohrman \_\_\_ Mrs. Kazmierczak \_\_\_ Mrs. McClafin \_\_\_ Mrs. Shellhouse \_\_\_

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**VIII. COMMENTS OR STATEMENTS FROM BOARD MEMBERS**

**IX. FUTURE BOARD OF EDUCATION MEETINGS**

- A. Tuesday, May 7, 2024, Work Session, 6:00 PM, Westwood Elementary School
- B. Tuesday, May 21, 2024, Business Meeting, 6:00 PM, McCormick Middle School and via Zoom

**X. MOTION TO ADJOURN**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call: Mr. Ratliff \_\_\_ Mr. Mohrman \_\_\_ Mrs. Kazmierczak \_\_\_ Mrs. McClafin \_\_\_ Mrs. Shellhouse \_\_\_

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**ADDRESSING THE BOARD**

School patrons are reminded when addressing the Board, statements about school employees, students, or parents must be accurate and that all remarks made at a public board meeting are subject to libel and slander laws of the State of Ohio.

Patrons wishing to meet privately with the school board are asked to contact the Superintendent prior to the Board Meeting so that the agenda may be adjusted and a time can be arranged.

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**MEETINGS AND EXECUTIVE SESSIONS**

This meeting and notices of all meetings are in compliance with O.R.C. 121.22. This Board of Education shall discuss in Executive Session only those items allowed in O.R.C. 121.22.

Board of Education members receive their copies of the agenda 72 hours prior to each meeting. This provides them with time to review all items, request additional information, if needed, and establish a position prior to the call for a vote.