

CLARK-SHAWNEE LOCAL SCHOOL DISTRICT  
Clark County, Ohio

BOARD OF EDUCATION MEETING

November 20, 2025

6:30 p.m.

Clark-Shawnee Local Administrative Offices

**AGENDA**

**I. OPENING**

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

***Motion by:***

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

***Second by:***

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

***Roll Call:***

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

**II. REQUEST 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. Career Technology Center Update

Mr. David DeHart will update the Board of Education members on the activities of the Career Technology Center.

#### F. Assistant Superintendent Update

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

#### G. Superintendent Update

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

#### H. Public Hearing for 2026-2027 District Calendar

Mr. Brian Kuhn, Superintendent, will facilitate the public hearing for the 2026-2027 District Calendar.

### 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 O 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    \_\_\_ Ms. Garrett    \_\_\_ Dr. Page    \_\_\_ Mrs. Pierce

**Second by:**

\_\_\_ Mr. DeHart    \_\_\_ Mr. Galbreath    \_\_\_ Ms. 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. **Hearing: IDEA Special Education Grant**
- M. **Appropriations Modifications**
- N. **Approval of Invoice**

Mr. Tom Faulkner, Treasurer, is requesting permission to approve payment of an invoice from Johnson Controls in the amount of \$3700.00 for the purpose of inspection and maintenance of the Shawnee ES sprinkler system.

Recommendation: To approve payment of the above invoice.

**O. Creation and Appropriation of Fund–Battelle Grant**

Mr. Tom Faulkner, Treasurer, is requesting permission to create fund 019-9100 to account for and appropriate \$5,000.00 for the purposes set forth within the Ohio Stem Classroom Grant funded by Battelle.

Recommendation: To approve the above request.

**Roll Call:**

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

**V. LOCAL 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 P through T 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**         **Ms. Garrett**         **Dr. Page**         **Mrs. Pierce**

**Second by:**

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

**P. Resignation**

Mrs. Amy Haerr, Teacher, has submitted a letter of resignation effective at the end of the 2025-2026 contract year.

Mrs. Phyllis McCrory, Teacher, has submitted a letter of resignation effective at the end of the 2025-2026 contract year.

Recommendation: To accept the above resignation.

**Q. Employment**

Support Staff

Mrs. Angela Jackson as On Bus Instructor (OBI) for the 2025-2026 school year [Bus Driver Step 10].

Ms Rebecca Riggle as Aide for the 2025-2026 school year effective October 20, 2025. [Current Assignment: Shawnee ES].

Mrs. Chari Cornnett as Aide for the 2025-2026 school year effective October 14, 2025. [Current Assignment: Shawnee ES].

Ms Miranda Baisden as Aide (8 Hours) for the 2025-2026 school year effective November 3, 2025. [Current Assignments: Shawnee ES & PM Bus Aide]

Miss Lacey Ruf as Aide for the 2025-2026 school year, effective September 22, 2025. [Current Assignment: Shawnee ES]. (Amendment to previous employment action.)

Additional Duty Certified

Mr. Robert DeLong as Powerlifting, High School Head Co-Coach (50%) for the 2025-2026 school year.

Mrs. Ashley Hill as Music, Middle School Musical Head for the 2025-2026 school year.

Mrs. Carrie McGuire as Swimming, Varsity Head Coach for the 2025-2026 school year.

Mrs. Zsuzsanna Przyzycki as Grade Level Lead (MS Related Arts) 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 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. Lloyd Alexander as Basketball, Varsity Assistant Coach for the 2025-2026 school year.

Mr. Brad Armstrong as Football, Varsity Assistant Co-Coach (50%) for the 2025-2026 school year. (Amendment to previous employment action.)

Mr. Charles Boyer as Baseball, Head Varsity Coach for the 2025-2026 school year.

Mr. Anthony Cooper as Bowling, Boys Coach for the 2025-2026 school year.

Mrs. Dawn Cooper as Bowling, Girls Coach for the 2025-2026 school year.

Mr. Marc Coppess as Powerlifting, High School Head Co-Coach (50%) for the 2025-2026 school year.

Ms Kaylee Cyphers as Basketball, Varsity Assistant Girls Coach for the 2025-2026 school year.

Miss Addison Flannery as Cheerleading, Middle School Basketball Coach for the 2025-2026 school year.

Mr. Donald Foister as Basketball, Varsity Assistant Coach for the 2025-2026 school year.

Mr. Dacoda Kettlehake as Basketball, Middle School Girls Basketball Coach (7th Grade) for the 2025-2026 school year.

Mrs. Mallory Krouse as Cheerleading, High School Competition Coach for the 2025-2026 school year.

Mrs. Mallory Krouse as Cheerleading, Middle School Competition Coach for the 2025-2026 school year.

Mrs. Mallory Krouse as Cheerleading, High School Basketball Head Coach for the 2025-2026 school year.

Mr. Nathan Krouse as Wrestling, Middle School Head Coach for the 2025-2026 school year.

Mr. Jody Massie as Powerlifting, High School Assistant Coach for the 2025-2026 school year.

Mr. Brad McClintick as Wrestling, Middle School Assistant Coach for the 2025-2026 school year.

Mr. Corey McDermott as Basketball, Middle School Boys Head Coach for the 2025-2026 school year.

Mr. Jacob Mershon as Wrestling, Varsity Head Coach for the 2025-2026 school year.

Mrs. Laaci Miller as Basketball, Middle School Girls Coach (8th Grade) for the 2025-2026 school year.

Mr. Mickael Ray as Basketball, Middle School Boys Coach for the 2025-2026 school year.

Ms Brittany Sparks as Basketball, Varsity Girls Assistant Coach 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.

#### Substitutes

Mrs. Angela Jackson as Substitute Bus Driver for the 2025-2026 school year.

Mrs Rebecca Riggle as Support Staff Substitute for the 2025-2026 school year.

Mrs. Katherine Shaw as Long-Term Substitute Teacher 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.

#### Volunteers

Mr. Ryan Dunn as Swimming, Volunteer Coach for the 2025-2026 school year.

Mrs. Natalie Koukis as Swimming, Volunteer Coach 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.

### **R. Non-Paid Leave**

Mrs. Jaime Boysel is requesting one-half of a day of non-paid leave on December 17, 2025.

Recommendation: To approve the above request.

Ms. Rebekah O'Brien is requesting two days of non-paid leave on April 20-21, 2026.

Recommendation: To deny the request for non-paid leave pursuant to the 2025-2026 Support Staff Handbook.

**S. Non-Paid Medical Leave**

Mrs. Mary Bowshier, Bus Driver, is requesting non-paid medical leave from November 11, 2025 through November 28, 2025.

Recommendation: To approve the non-paid leave request.

**T. Reduction in Force—Classified (Technology Assistant)**

WHEREAS, Ohio Revised Code Section 3319.172 and Clark-Shawnee Local School District Board of Education Policy 413 ("Policy 4131") provide for the Clark-Shawnee Local School District Board of Education's ("Board") ability to layoff, abolish and/or reduce in force nonteaching employees for any reason set forth in Ohio Revised Code Section 3319.17 (B) (1); and

WHEREAS, Ohio Revised Code Sections 3319.17 (B) (1), 3319.172 and Policy 4131 authorize the Board to make reductions in force in nonteaching employees for financial reasons; and

WHEREAS, Ohio Revised Code Section 3319.17.2 and Policy 4131 provide that the Board shall order such reductions in force based upon recommendation of the Superintendent, who, within each pay classification affected, shall give preference to nonteaching employees under continuing contracts, then on the basis of seniority; and

WHEREAS, pursuant to Ohio Revised Code Sections 3319.17.2 and 3319.17, as well as Policy 4131, the Board has determined that it is necessary to reduce in force a nonteaching position in the District due to financial reasons, with such reduction in force to be effective at the end of the contract day on November 21, 2025 pursuant to spread pay for the 2025-2026 contract year; and

WHEREAS, the Superintendent has determined that the pay classification affected by the reduction in force is Technology Assistant;

NOW, THEREFORE BE IT RESOLVED, that pursuant to Ohio Revised Code Sections 3319.172 and 3319.17, and Policy 4131, the Clark-Shawnee Local School District Board of Education hereby orders the reduction in force of nonteaching employee Technology Assistant, Mr. Matthew Jarvis with such action to be effective at the end of the contract day on November 21, 2025 pursuant to spread pay for the 2025-2026 contract year; and

BE IT FURTHER RESOLVED that the Clark-Shawnee Local School District Board of Education hereby directs the District Treasurer to issue written notice of same to the affected nonteaching employee forthwith with accompanying explanation of any rights and/or reconciliations required.

Recommendation: To approve the above Reduction In Force.

**Roll Call:**

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

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**ACCEPTANCE OF CONSENT CALENDAR – RESOLUTIONS/MISCELLANEOUS**

Action by the Board of Education in “Acceptance of Consent Calendar” at this point of the agenda means that items U through Z 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*     *Ms. Garrett*     *Dr. Page*     *Mrs. Pierce*

**Second by:**

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

**U. Approval of Eighth Grade Washington D.C. Trip**

Mr. Devin Spitzer, MS Principal, requests approval of the eighth grade trip to Washington D.C. to take place November 17-20, 2026 at an estimated cost of \$1,035 per student. [Reference Exhibit A]

Recommendation: To approve the above request.

**V. Approval of Baseball Training Camp**

Mr. Steve Tincher, Athletic Director, is requesting permission for 4-8 members of the Shawnee HS Baseball Team to attend a pitching camp in Montgomery, Texas under the supervision of Head Coach Boyer. Players would travel November 21-25 and would be responsible for all costs associated with the trip.

Recommendation: To approve the above request.

**W. Student Club Proposal**

Mr. John Stekli, HS Principal, is recommending approval of Fellowship of Christian Athletes as a student club for the 2025-2026 school year.

Recommendation: To approve the above request.

**X. Resolution to Advertise and Receive Bids–School Bus**

WHEREAS, the Clark-Shawnee Board of Education wishes to advertise and receive bids for the purchase of one or more school buses;

THEREFORE BE IT RESOLVED, that the Clark-Shawnee Board of Education wishes to participate and authorize the Southwestern Ohio Educational Purchasing Council to advertise and receive bids on said Boards’ behalf as per the specifications submitted for the cooperative purchase of one or more school buses.

Recommendation: To approve the above resolution.

**Y. WAIVING COMPETITIVE BIDDING AND AUTHORIZING CONTRACT WITH DIRECT MECHANICAL FOR THE SHAWNEE HIGH SCHOOL HVAC EXHAUST SYSTEM PROJECT BASED ON AN URGENT NECESSITY**

The Superintendent recommends that the Board waive competitive bidding based upon urgent necessity and authorize a contract with Direct Mechanical for the Shawnee High School HVAC Exhaust System Project (“the Project”). The Superintendent requests authority for the Superintendent and Treasurer to negotiate and execute an agreement with Direct Mechanical for the work on the Project.

Rationale:

1. The Board has identified a need to replace the flue pipes for the Shawnee HS boiler system.
2. The work for the Project needs to be completed as soon as possible and within the District’s budget, so as not to negatively impact the District’s educational programs. Bidding the work will delay the Project completion, could result in higher costs, and will not guarantee that lower bids will be received for the work. Accordingly, this situation presents an urgent necessity under R.C. § 3313.46.
3. Direct Mechanical is an experienced HVAC contractor and has provided a proposal for the Project in the amount of \$73,982.00.
4. Based on procurement experience, the Superintendent and Treasurer believe the Direct Mechanical proposal to be reasonable and of an appropriately competitive nature.

5. The Superintendent recommends Direct Mechanical as being the contractor in the best interest of the District and requests authority for the Superintendent and Treasurer to negotiate and execute a contract and any supporting documents with Direct Mechanical in an amount not-to-exceed \$73,982.00 (“Contract Sum”).
6. The Superintendent also requests authority to enter into change orders on behalf of the Board in a total amount not-to-exceed 10% of the Contract Sum with Direct Mechanical; change orders in excess of that amount will be brought to the Board for its approval.

The Board of Education resolves as follows:

1. Based upon the information provided and exercising the authority given in R.C. § 3313.46, the Board declares an urgent necessity, approves the selection of Direct Mechanical to provide the work, authorizes the Superintendent and Treasurer to work with legal counsel to negotiate and execute a contract and any supporting documents with Direct Mechanical in an amount not-to-exceed \$73,982.00, and authorizes the Superintendent and Treasurer to execute any other documents necessary to effectuate the intent of this resolution.
2. The Board further authorizes the Superintendent and Treasurer to execute change orders related to the Project in a total amount not-to-exceed 10% of the Contract Sum. If a change order exceeds this amount individually or in the aggregate, the change order will be brought to the Board for approval prior to the work being performed.

Recommendation: To approve the above resolution.

**Z. Resolution Requesting Certification of Alternative Tax Rates for an Income Tax**

WHEREAS, Ohio Revised Code Section 5748.02 authorizes school districts to impose voter-approved income taxes upon their residents; and

WHEREAS, a resolution declaring the necessity to raise additional School District revenue must be passed and certified to the Tax Commissioner for the State of Ohio (the “Tax Commissioner”) in order to permit the Board to consider the levy of an income tax and to preserve the right to submit the question of levying such an income tax to the electors of the School District at the election to be held on May 5, 2026;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Clark-Shawnee Local School District, Clark County, Ohio, a majority of all of the members thereof concurring, that:

Section 1. Pursuant to Ohio Revised Code Section 5748.02, the Board determines that it is necessary to raise annually the additional amount of \$2,944,796 (the “Specified Revenue Amount”) by proposing the question at the election to be held on May 5, 2026 of levying an earned income tax on the school district income of

individuals residing in the School District for the purpose of current expenses for 5 years (the "Income Tax").

Section 2. The income that shall be subject to the Income Tax is the taxable income of individuals as defined in Ohio Revised Code Section 5748.01(E)(2).

Section 3. The Treasurer is directed to immediately certify a copy of this Resolution to the Tax Commissioner, not later than January 23, 2026, together with a request that the Tax Commissioner determine and certify to the Board (i) the property tax rate that would have had to be imposed by the School District in the current year to produce the Specified Revenue Amount and (ii) the income tax rate that would have had to have been in effect for the current year to produce an equivalent amount of money to the Specified Revenue Amount.

Section 4. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board 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 Ohio Revised Code Section 121.22.

Recommendation: To approve the above resolution.

***Roll Call:***

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

**AA. Appointment of District Representative to the Springfield-Clark CTC**

Appointment of a district representative for the three-year term commencing January 1, 2026 and ending December 31, 2028.

***Roll Call:***

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

**BB. Upcoming Regular Board Meeting Schedule**

December 11 2025 at 6:30 PM–Clark-Shawnee Administrative Offices  
January 8, 2026 at 6:30 PM–Clark-Shawnee Administrative Offices

**CC. Executive Session**

For the Board to adjourn to executive session for the purpose of considering the employment of personnel of the school district pursuant to ORC 121.22(G)(1).

**Motion by:**

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

**Second by:**

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

**Roll Call:**

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

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

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

**DD. Executive Session**

For the Board to adjourn to executive session for the purpose of considering the appointment of a public official of the school district pursuant to ORC 121.22(G)(1).

**Motion by:**

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

**Second by:**

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

**Roll Call:**

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

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

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

**EE. Report Section**

1. Meeting Minutes
2. Financial Data
3. Discipline Reports
4. Draft 2026-2027 District Calendars
5. Letters of Resignation
6. Exhibit A: Proposed Eighth Grade D.C. Trip Information
7. Exhibit B: Proposed Student Club

Mr. Brian Kuhn  
Superintendent  
November 20, 2025