

RECORD OF PROCEEDINGS

Minutes of Norwayne Local School District
Board of Education
Regular Meeting

Held at 6:00 PM Norwayne High School Library September 22, 2025

The September 2025 Regular Meeting of the Norwayne Local Board of Education was held on Monday, September 22, 2025 at Norwayne High School. Having due notice the following board members were present: Doug Ingold, Kirk Gasser, Earl Rupp, Angie Smith and Winston Wyckoff III.

CALL TO ORDER - President Doug Ingold

Pledge of Allegiance (Official Opening of the Business Meeting)

WELCOMING AND ACKNOWLEDGMENT OF GUESTS - President Doug Ingold

The Norwayne Local Board of Education is pleased to officially welcome guests attending the meeting. Each guest is asked to identify him/herself to the Board by signing the meeting attendance sheet. Those who desire to address the Board under the 'Hearing of the Public' portion of the meeting agenda are asked to place an (X) beside their name.

The Board wishes to thank you for attending the meeting and for your interest in our schools. Those who have indicated their desire to address the Board may do so under Item III (Hearing of the Public). Per Board Policy BDDH.

Monthly Reports to the Board & Public

Nicole McQuate, Curriculum/Gifted Coordinator

Ms. Abbey VanTyne, NHS Teacher – FFA Program Updates

2025-63 Wyckoff moved and Gasser seconded the motion to move into executive session for the purpose of discussing the appointment, employment, and/or compensation of a public employee of official and personnel matters required to be kept confidential at 6:30 PM.

Vote: Yes: Rupp, Wyckoff, Smith, Ingold, Gasser.

2025-64 Smith moved and Gasser seconded the motion to reconvene the open meeting at 8:29 PM.

Vote: Yes: Wyckoff, Smith, Ingold, Gasser, Rupp.

2025-65 Wyckoff moved and Rupp seconded the motion to adopt the September 22, 2025 agenda as modified.

Vote: Yes: Smith, Ingold, Gasser, Rupp, Wyckoff.

2025-66 Rupp moved and Gasser seconded the motion to approve the Treasurer's Business items as presented:

TREASURER'S BUSINESS - Nicole Peters

- A. Approve the minutes of the August 25, 2025 Regular Board Meeting.
- B. Approve the August 31, 2025 Bank Reconciliation and Financial Reports:

Receipts: \$ 1,832,451.40 Expenses: \$ 1,692,855.86
- C. Accept the following donations:

Romich Foundation	\$20,000	District Miscellaneous Needs
Corey John Cline Fund	\$750	NHS Girls Soccer Program
Butch Hiles	\$790	NES Miscellaneous Needs
- D. Approve the Permanent Appropriations and Amended Certificate of Estimated Resources for FY26.
- E. Approve the Forecast for October 15, 2025 submission.
- F. Approve the transfer of a portion of the Turf Capital Project Funds 070-920T to the Roof Capital Project Funds 070-920R.
- G. Approve the contract with Lennon and Associates to compile GASB 34-look-alike basic financial statements for FY25 at a cost of \$1,700.00
- H. Approve the amended Contract with EJ Therapy to include TVI (Teacher of Students with Visual Impairments) and O&M (Orientation and Mobility) services.
- I. Approve a \$200 stipend to Matt Filo.
- J. Approve the Snowplowing quotes from Nieman Excavating for the 2025-2026 season.

VOTE: Yes: Ingold, Gasser, Rupp, Wyckoff, Smith.

PRESIDENT'S BUSINESS – Doug Ingold

- A. Announcements/Correspondence/Introductions/Recognition
 - 1. We would like to recognize Norwayne District students, staff, and parents who were involved in presenting animals and/or other projects at the fair. We had multiple Champions, Best of Show projects, a great band performance, and Norwayne students, who are also members of the Junior Fair Board. The projects that our students submitted were a great representation of our community and the quality of students we have at Norwayne Local Schools. Thank you for your hard work and congratulations to all winners!
 - 2. Congratulations to the following students for being selected to participate in the Tri-County High School Honor Choir: Koriana Steiner, Scarlett Tanner, Isabelle Mazzaresse, Lacey Tanner, Travis Anderson, and Connor Smith.

2025-67 Smith moved and Wyckoff seconded the motion to approve the Board Committee items as presented:

BOARD COMMITTEE REPORTS/RECOMMENDATIONS

- A. Buildings & Grounds Committee – Chairperson, Earl Rupp
1. Maintenance and repair projects are continually under review and recommendations (except for emergency repair situations) will be brought to the Board after bids and price quotes are received.
- B. Communications & One Needs Assessment (ONA) – Chairperson, Angie Smith
1. Staff participated in a variety of Professional Development programs on September 9th during Fair Week.
 2. The first 9-week grading period ends on Wednesday, October 29, 2025.
- C. Transportation & Safety Committee – Chairperson, Winston Wyckoff, III
1. The Transportation Department continues to operate smoothly, with routine safety checks and driver training being maintained.
 2. District bus drivers performed an excellent job getting students delivered safely to and from home and school during this first month of school.
 3. National School Bus Safety Week is October 20-24, 2025.
"Safe Rides - Everyday Heroes" is the theme of the 2025 National School Bus Safety Week. Plans are in place to highlight the importance of bus safety through school communications and driver engagement during that week.
 4. Upcoming Fall evacuation drills will be conducted in compliance with state requirements and are scheduled for September 23-25, 2025.
 5. Excitement is in the air with the construction of the bus garage beginning.
 6. Isaac Graf, Transportation Maintenance Coordinator, is off to a strong start, completing his first solo inspection with excellent results!
- D. Policy Committee – Chairperson, Kirk Gasser

(Copies of all policy proposals are available for public review and/or input per Board Policy BFC.)

Policies on First Reading/Review:

JEDA Truancy

IJ Guidance Program

JHCA Physical Examinations of Students

EDE Computer/Online Services (Acceptable Use and Internet Safety)

JED Student Absences and Excuses

JED-R Student Absences and Excuses

JFCJ Weapons in the School
 DJF Purchasing Procedures
 DJF-R Purchasing Procedures
 DID Inventories (Fixed Assets)
 DECA Administration of Federal Grant Funds
 LEC-R College Credit Plus
 IGCH-R College Credit Plus
 IGBLA Promoting Parental Involvement
 IGAH/IGAI Family Life Education/Sex Education
 GBH Staff-Student Relations
 JM Staff-Student Relations
 JHC Student Health Services and Requirements
 KBA Public's Right to Know
 BCE Board Committees
 JHCD-R-1 Administering Medicines to Students
 JHCD Administering Medicines to Students

E. Audit/Finance/Technology Committee – Chairperson, Doug Ingold

1. NWEA Map testing at the Elementary as well as the KRA in Kindergarten has been given.
2. eSports (electronic sports) will begin practicing soon. Please contact Mr. Matt Smith if interested in participating.

F. Superintendent's Report – Kevin Leatherman

1. September 1st enrollment by building:

Elementary School	532 (+ 38 Preschoolers)
Middle School	312
High School	365
Career Center	<u>39</u>
Total	1,286

VOTE: Yes: Gasser, Rupp, Wyckoff, Smith, Ingold.

2025-68 Gasser moved and Rupp seconded the motion to approve the superintendent's agenda:

SUPERINTENDENT'S AGENDA – NEW BUSINESS – Superintendent Kevin Leatherman

A. Personnel Matters –
Professional Staff

Approve Salary Step Changes for the following Staff:

Annette Yoder, Masters

Support Staff

Addition to Substitute list:

Kaydence Bauman – Non-bachelor degree substitute teacher

Jacob Blevins - Non-bachelor degree substitute teacher

Randy Hoge - Non-bachelor degree substitute teacher
Misty Snow - Non-bachelor degree substitute teacher
Angie Moore - Custodial
Rob Brookshire - Custodial and Groundkeeper

Supplemental Staff

Supplemental Contracts - pending proper certification and licensure

Lance Larrison – PAC Co-Manager
Kevin Philyaw – Wellness Coordinator
Leanne Ratica – PAC Co-Manager, Music Director for the Spring Musical

- B. Professional and/or support staff professional leave requests (according to Board Policy GCBD):

<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Reg. Fee</u>
Andrea Dietry	Fine Arts	10/17/2025	\$25
Erica Dutter	Fine Arts	10/17/2025	\$25
Bradley Krak	Fine Arts	10/17/2025	\$25
Allison McDonald	Fine Arts	10/17/2025	\$25
Leanne Ratica	Fine Arts	10/17/2025	\$25
Caitlyn DeMassimo	OHSBCA Clinic	9/15/2025	\$100
Scott Norman	OHSBCA Clinic	9/15/2025	\$100
Jake Shoup	OHSBCA Clinic	9/15/2025	\$100
Brian West	OHSBCA Clinic	9/15/2025	\$100
Dan Williams	OHSBCA Clinic	9/15/2025	\$100
Caitlyn DeMassimo	BASA Special Ed. Workshop	10/16/2025	\$209

- C. Adoption of the Special Education Model Policies and Procedures.
- D. Approve the contract with Finalsity for Website, Mobile App, and Notification System services.

VOTE: Yes: Rupp, Wyckoff, Smith, Ingold, Gasser.

ADJOURNMENT

The October Regular Meeting of the Norwayne Local Board of Education is scheduled to meet in the Norwayne High School Library on Monday evening October 27, 2025 at 6:00 p.m.; Hearing of the Public at 6:00 p.m.

2025-69 Wyckoff moved and Gasser seconded the motion to adjourn the meeting at 8:53 PM.

VOTE: Yes: Wyckoff, Smith, Ingold, Gasser, Rupp.

Board President

Treasurer