

West Branch Local School District Board of Education Meeting (Monday, March 16, 2026)*Generated by Adam J Fisher on Tuesday, March 17, 2026***Location:** West Branch High School Media Center, 14277 S. Main Street, Beloit, OH 44609**Members present**

Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

*Also present Superintendent Matt Manley and Treasurer Adam Fisher.***Meeting called to order at 6:00 PM****A. Call to Order**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call

B. Agenda Approval**1. 2026-041 Approve Consent Agenda**

Upon the recommendation of the Superintendent and Treasurer, approve the consent agenda for the March 16, 2026 Board of Education Regular Session. If any board member wishes to move any consent agenda items to the regular agenda for further discussion, please let it be known now.

Discussion: None

Motion by Mikki Kanagy, second by Peggy Shaver.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

C. Comments

1. Visitor's Comments - None
2. WBEA Comments - None
3. WBCEA Comments - None

D. Building Reports

1. Building Reports - Please see Board Docs for reports

E. Superintendent's Report**1. Monthly Updates**

a. Honored Student - 7th grader Peyton Casteel - Mr. Schlueter read accolades from her teachers and himself

b. Honored Staff - Certified - Liz Kadvan - 4th Grade Language Arts and Social Studies Teacher - Mr. Schlueter read accolades from fellow teachers and himself

Classified - Lisa Carroll - Educational Aide - Mr. Schlueter read accolades from fellow teachers and himself

c. Update on water - Mr. Manley gave an update that we are working with the Village of Beloit to obtain grants to update the infrastructure that would benefit both the school and the village.

d. Contract negotiations with the teachers will be starting soon

e. We will e hiring for 6 positions due to retirements, some of which will be hired later tonight.

2. Recognitions

1. High School Students of Month -- List Attached
2. **Elks Teenagers of the Month** (February) -- Gavin Gregory and Chloey Sanor
3. Jaret Baker and Krista Clay and National Honor Society for hosting a blood drive.

4. Varsity Girls' Basketball and Coaching Staff -- EBC Champs
5. Walt DeShields for getting his 400th win.
6. Boys Basketball - District Runner-UP
7. Grace Bates and Beau Nezbeth State Wrestling Qualifiers; Gavin Hang and Abigail Janosik, State Wrestling Alternates
8. MS math Teams for their success at the Canfield Competition with schools from across the area. Special congratulations to Fletcher Mumaw (4th place), Case Cushman (2nd place), Kason Coffee (3rd place) and Cameron Dickens (3rd place)
9. Kathie Menegay received recognition for Mahoning Valley Educator of the Year for Mahoning, Trumbull, and Columbiana Counties.

F. Consent Items

1. 2026-042 Consent Items

Upon the recommendation of the Superintendent and Treasurer, approve the following items by consent action:

Treasurer's Consent Items

1. Minutes
 1. February 19, 2026 Regular Meeting
 2. February 21, 2026 Special Meeting
2. Financial Reports
 1. Cash Summary Report February 2026
 2. Cash Reconciliation February 2026
 3. Monthly Investment Statement February 2026
 4. SM2M Report February 2026
 5. Amended Certificate of Estimated Resources February 2026
 6. Detailed Check Register February 2026
 7. Appropriations Summary February 2026
 8. Appropriations Resolution as of
3. Gifts and Donations
 1. Urban Beauty Salon and MedSpa - Donation of Gift certificate and facial cleanser valued at \$100 for ELC Staff Wellness Initiative
 2. Polished Nails in Salem - Donation of Gift certificate valued at \$40 for ELC Staff Wellness Initiative
 3. Massage by Linda Dean-Macioge - Donation of 30-minute massage valued at \$30 for ELC Staff Wellness Initiative
 4. Anonymous - \$150 to Baseball program
 5. West Branch Athletic Boosters - \$208 - Donation to Athletic Department for Girls Basketball
 6. Sebring West Branch Community Foundation - \$12,000 for new Band Equipment

Superintendent's Consent Items

1. Personnel

1. Employment (pending certification)
 1. Recommend approval to employ Chuck Schultheisz as a Custodian effective March 11, 2026.
 2. Recommend approval to employ Gerry Brain as a Custodian effective March 23, 2026.
 3. Recommend approval to employ Nicole Jones as a Custodian effective April 6, 2026.
 4. Recommend approval to employ James Mudger as student Technical worker at \$13 per hour.
 5. Recommend approval to employ Andrew McCarty as a third grade teacher for the 2026 - 2027 school year.
2. Substitutes -- Certificated (pending certification)
 1. Nicole Jones
3. Substitutes -- Classified (pending certification)
 1. Nicole Jones
4. Psychologists Evaluation
 1. Recommend approval to adopt the evaluation form for school psychologists.
5. Professional Days/Superintendent Assignments
 1. March 2026 List Attached
6. Supplementals (pending certification)
 1. Recommend the following supplementals

Football Head Coach (2026-27)	Tim Cooper
Volleyball Head Coach (2026-27)	Josh Kuzmaul
Boys' Soccer Head Coach (2026-27)	Sam Martucci
Boys' Golf Head Coach (2026-27)	Frank Edie

Girls' Golf Head Coach (2026-27)	Brandon Bates
Cross Country Head Coach (2026-27)	Stacey Cedarbloom
Girls' Tennis Head Coach (2026-27)	John Hancock
Girls' Flag Football Volunteer	Matt Hahlen
Girls' Flag Football Volunteer	Troy Tice

Motion by Debbie Helm, second by Tonya Dean.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

G. Old Business

1. 2026-043 Rodger Sharp Retirement Date

Recommend approval to revise Rodger Sharp's retirement date from June 2026 to May 29, 2026.

Motion by Mikki Kanagy, second by Debbie Helm.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

H. New Business

1. 2026-044 NEOLA Policy

Recommend the Board adopt the following NEOLA policy -- first reading.

Discussion: None

Motion by Peggy Shaver, second by Debbie Helm.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

2. 2026-045 Establish Committees

The Superintendent recommends the following board committees:

Policy Committee - Mikki Kanagy and Tonya Dean

Communications Committee - Debbie Helm and Peggy Shaver

Discussion: None

Motion by Mikki Kanagy, second by Debbie Helm.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

3. 2026-046 Memorandum of Understanding -- Math Club Supplemental

Recommend approval to accept a Memorandum of Understanding between the West Branch Local School District Board of Education and the West Branch Education Association to establish a supplemental for Middle School Math Club.

Discussion: None

Motion by Debbie Helm, second by Peggy Shaver.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

4. 2026-047 Memorandum of Understanding -- New Category/Job Classification

Recommend approval to accept a Memorandum of Understanding between the West Branch Local School District Board of Education and the West Branch Classified Employees Association to establish a new job category/classification for Maintenance Staff.

Discussion: None

Motion by Debbie Helm, second by Penny DeShields.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

5. 2026-048 Maintenance Technician Job Description

Recommend approval to accept the job description for Maintenance Technician.

Discussion: None

Motion by Mikki Kanagy, second by Debbie Helm.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

6. 2026-049 Use of Field

Recommend approval for NEO Baseball, Ltd (Josh Scott) to utilize the junior varsity softball field for the Summer of 2026 in the coordination of the athletic director.

Discussion: None

Motion by Debbie Helm, second by Mikki Kanagy.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

7. 2026-050 Girls' Flag Football Volunteer

Recommend approval for Michael Kanagy to be a volunteer girls' flag football coach.

Motion by Debbie Helm, second by Peggy Shaver.

Final Resolution: Motion Carried

Yes: Peggy Shaver, Tonya Dean, Debbie Helm

Abstain: Mikki Kanagy, Penny DeShields

8. 2026-051 Supplemental - Girls' Varsity Soccer Coach

Recommend approval to grant a supplemental to Zachary Dean as the Girls' Varsity Soccer Coach for the 2026 - 2027 school year.

Discussion: None

Motion by Mikki Kanagy, second by Peggy Shaver.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Debbie Helm

Abstain: Tonya Dean

9. 2026-052 Success By Six

Recommend the approval of the United Ways Success by Six program for incoming kindergarten students. The program will have five units and be paid \$4500 per unit. The program will run Monday - Thursday the weeks of August 3rd and 10th. the program will run from 8:00 AM - 2:00 PM. Lunch will be included.

Discussion: None

Motion by Debbie Helm, second by Tonya Dean.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

10. 2026-053 Summer Breeze Program

Recommend the approval for the "Summer Breeze" program for first and second grade students for the Summer of 2026.

Discussion: None

Motion by Mikki Kanagy, second by Debbie Helm.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

11. 2026-054 STEAM Camp

Recommend approval to host a summer STEAM program at West Branch Middle School the week of August 3, 2026.

Discussion: None

Motion by Debbie Helm, second by Peggy Shaver.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

12. 2026-055 Sedgwick Contract

Recommend approval to enter into an agreement with Sedgwick for Workers Comp and Unemployment Group Rating Program at \$3,115 for the 2027 calendar year.

Discussion: None

Motion by Debbie Helm, second by Mikki Kanagy.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

13. 2026-056 Healthcare Process Consulting (HPC) Contract

Recommend approval of continuing Medicaid School Program Service Agreement with Healthcare Process Consulting (HPS) for the 2026-2027, 2027-2028, and 2028-2029 school years at a cost of \$11,000 per year.

Discussion: None

Motion by Debbie Helm, second by Tonya Dean.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

I. Executive Session

1. 2026-057 Executive Session

Recommend the West Branch Board of Education enter into Executive Session at 6:35 PM for the purpose of discussion with regard to:

-Employment of a public official

-To prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment

Action will be taken upon return.

Motion by Peggy Shaver, second by Penny DeShields.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

2. 2026-058 Exit Executive Session

Recommend the West Branch Local Schools Board of Education exit Executive Session at 7:23 PM and return to the Regular Session.

Motion by Debbie Helm, second by Peggy Shaver.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

J. New Business Continued

14. 2026-059 Special Service Director Resignation

Recommend approval to accept the resignation of Jeff Novak as Director of Special Services effective August 1, 2026.

Discussion: None

Motion by Debbie Helm, second by Tonya Dean.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

K. Executive Session

1. 2026-060 Executive Session

Recommend the West Branch Board of Education enter into Executive Session at 7:25 PM for the purpose of discussion with regard to:

-To prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment

No action will be taken.

Motion by Peggy Shaver, second by Penny DeShields.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

2. **2026-061 Exit Executive Session**

Recommend the West Branch Local Schools Board of Education exit Executive Session at 8:35 PM and return to the Regular Session.

Motion by Debbie Helm, second by Peggy Shaver.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

L. **Adjournment**

1. **2026-062 Adjourn**

Recommend motion to adjourn at 8:36.

Motion by Penny DeShields, second by Tonya Dean.

Final Resolution: Motion Carried

Yes: Mikki Kanagy, Penny DeShields, Peggy Shaver, Tonya Dean, Debbie Helm

Meeting adjourned at 8:35 PM.

President

Attest:

Treasurer