

RECORD OF PROCEEDINGS 021

Minutes of MADEIRA BOARD OF EDUCATION

Regular Meeting
Held April 20, 2026

The Regular meeting of the Madeira Board of Education was held on Monday, April 20, 2026 at 7pm respectively in accordance with written notices sent to each member. The meeting was called to order by President Mr. Ryan Lex.

Present: Mr. Steve Bernicke, Mr. Dave Eberly, Mr. Ryan Lex.

Not Present: Mr. Brad Cunningham, Mrs. Ann Ramos

Also present at the meeting were Kenji Matsudo, Emily Hauser, Dave Bergan and Eric Guerre.

AGENDA (51-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board approve the agenda with changes for the April 20, 2026 meeting of the Board of Education.

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

REPORTS

Planning Commission – School to Home Communication Strategies (Exhibit-1) – presented by Eric Guerre. Planning Commission team members were Libby Rodgers, Charlie Ritchie, Maria Schwaller, Katie Smith, Eric Guerre and Dave Bergan (resource). The full planning commission study is available on the district website.

The objective of the study was to explore how our Madeira families receive and understand communication from schools and where improvements could be made. Are communication tools effective and user friendly? Do families feel informed about school events, policies, and student progress? How can we align our strategies between teachers, grade level teams, administration and district to keep families informed?

The methodology:

- Reviewed how Madeira City Schools are currently communicating with families
- Interviewed neighboring school districts' current practices and compared to Madeira
- Surveyed Madeira families that currently have students in our schools
- Explored the different ways the City of Madeira communicates with Madeira families
- Recommended next steps

Current families receive +/- communications from these sources for every one student they have in district

- Blue and Gold Digest
- Madeira City Schools Board of Education Meeting
- Madeira Athletic Boosters
- Madeira Schools Foundation
- Smore
- Peek at The Week
- Madeira School Yearbook
- Final Forms
- PikMyKid
- Google Photos
- Social Media Groups (not managed through school)

Madeira Elementary School:

Key takeaway: Primary communication with families is through bi-weekly Smore email newsletters, with additional communication from teachers and school platforms delivered as-needed.

- Communication is compiled through the week by staff and shared with families 2-3 weeks before event if possible for planning
- Families also receive information through PikMyKid, Google photos, PTO Meetings and Social media groups.
- Report Cards often contain paper handouts/test scores
- Blue and Gold digest contains more information on school wide opportunities

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- Parents expressed some interest in clearer explanations of student progress and testing scores, as well as more website resources

Madeira Middle School:

Key Takeaway: Primary mode of communication is through Smore email and typically sent twice per month.

- Building level: monthly or twice a month (beginning and mid-month) from principal
- Grade level: weekly (6th and 8th grade on Friday; 7th grade on Mondays) from point person at each grade level and cc'd to all others so they are aligned
- Try to keep information to school-related information only
- Student opportunities come from the Blue and Gold Digest (Diane Nichols)
- Distribution list gets pulled from school messenger/final forms at beginning of year

Madeira High School:

Key Takeaway: Primary mode of communication to parents is monthly "Principal's Corner" e-mail, which focuses on the "what" and "when" for school events; students are responsible for knowing and sharing details of the "how" with parents

- Smore is used for school emails; Final Forms is used by the Athletic Department so that recipients can easily distinguish the type of content
- Additional grade-level communications are sent on an as-needed basis (ex. Senior activities)
- Students are expected to pass on specific teacher/class information; teachers do not typically send out broad communications
- Some clubs and the Athletic Department use social media (Instagram, Twitter)

Madeira – Other Forms of Communication

District Communication – Weekly emails carry majority of updates. The district website is fairly static with news portion fluid.

- Weekly Blue and Gold Digest e-mail is primary communications tool.
- Paper Mailers, Paper Calendar, Postcards
- Website provides services district news
- Text messages reserved for time sensitive/emergency messages
- Social Media - typically being used by athletic department
- The Senior Citizen Coffee sessions are an innovative and effective approach

City of Madeira – Mostly working well – some opportunities for improvement via closer coordination and awareness of who is in what roles.

- Typically, the city shares school district information only upon request.
- Occasionally schools will share City news (road construction, closures, taking care when crossing streets)
- There is a potential gap in kid related info in City news (e.g., rec sports).
- A majority of the city news items fit MES audiences (Mad Cap puppets, Easter Egg Scramble). A City+District discussion should be set up to determine what is the best process.
- There is a good deal of info being shared in both directions.
- Potential Gap: The right resource for Communications flow within the City and District could be more widely known. As-is, there is no clear path to a new person with something to share.

The committee had 306 responses to their survey:

- 81% strongly agree/agree with feeling informed with district news and events
- 74% strongly agree/agree with feeling information about building news and events
- 79% strongly agree/agree with feeling informed about classroom news and events
- 2-6% disagree

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Key Takeaways:

- Suggestions vary but consistency is a recurring theme in comments
- Smore is not search friendly
- Are there ways to streamline communication between schools and the district?

Recommendations:

- Review Smore contract and explore alternative solutions that provide a search feature.
- Review user experience for individual school websites
- Consistent format for communication
- Explore co-op opportunities with local college students to assist in building technology
- Madeira City Schools app
- Opt-in/Opt-out feature for communication in Final Forms

Conclusion:

- In general, majority of respondents satisfied with today's communication process
- Majority of families receive multiple forms of communication; opportunity to streamline communication processes across school & forms of communication
- Continuous communication follow-up is recommended
- Families are receiving communication outside school issued communication; opportunity to leverage Madeira network to link buildings to families

Lastly, Eric thanked Kenji and Dave for their accessibility and incredible responsiveness to parents and community members.

HEARING OF THE PUBLIC – There were no public comments provided at this time.

CONSENT CALENDAR (52-26) – Mr. Bernicke moved, seconded by Mr. Eberly to approve the consent calendar.

A. Minutes

1. March 16, 2026 (Exhibit-2)

B. Resignation – Certified

1. **Megan Miller** – Preschool Teacher (Moving to MES Teacher)
2. **Kelly Wing** – MHS Teacher

C. Employment Contract - 1 Year Limited Contract – Certified, *dependent upon valid licensure and background checks.*

1. **Sophia Johnson** – MHS Teacher

D. Employment Contract - 1 Year Limited Auto-Expire Contract – Certified, *dependent upon valid licensure and background checks.*

1. **Lindsey Davis** – MES Teacher

E. Employment - Classified Auto-Expire Contract, *dependent upon valid background checks.*

1. **Alison Lubert** – MMS General Administrative Assistant

F. Supplemental Contracts for the 2025-2026 School Year (*pending background checks and appropriate licensure*)

Funded with Non-General Funds – Certified

Name	Assignment	Amount
Jeff Corn	AP Test Proctor	Up to \$950.00

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Funded with General Funds – Classified/Support

Name	Assignment	Amount
Julie Crompton	After School Unified Track Special Education Support	Up to 20 Hours @ \$20/Hour

Funded with General Funds – Certified

Name	Assignment	Amount
Shelby Baeten	Kindergarten Student Screenings	2 days @ \$125 per day
Emily Swallen	Kindergarten Student Screenings	2 days @ \$125 per day
Niki Volz	Kindergarten Student Screenings	2 days @ \$125 per day
Stacy Radu	Kindergarten Student Screenings	2 days @ \$125 per day
Jonelle Bell	Kindergarten Student Screenings	2 days @ \$125 per day

G. Continuing Contracts – Certified – Awarded for the 2026-2027 School Year, *dependent upon maintaining valid licensure and background checks*

1. **Shelby Baeten**
2. **Kyle Linder**
3. **Emily Swallen**
4. **Nicholas Wainscott**

H. 1 Year Limited Contract Renewals – Certified – Awarded for the 2026-2027 school year, *dependent upon maintaining valid licensure and background checks.*

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Allison Abas 2. Emory Bergdoll 3. Christin Bohrofen 4. Sarah Brossart 5. Cody Delk 6. Kristen Duffey 7. Katie Dunn 8. Elizabeth Freeman 9. Alexandra Frodge 10. Lea Harrison 11. Morgan Hatfield 12. Katherine Howell 13. Abigail Judd 14. Matthew Kirwen 15. Kathleen Kostraba | <ol style="list-style-type: none"> 16. Tarin Lauer 17. Mimi Marcheschi 18. Rachel McDonald 19. Taylor McNally 20. Jairlyn Paugh 21. Emily Pruckno 22. Elizabeth Ragland 23. Tiare Saylor 24. Jessica Seifert 25. Kirby Slater 26. Nicole Volz 27. Susan Walouke 28. Lindsey Wise 29. Roseana Zoller 30. Mindy Maurer |
|---|--|

I. 1 Year Extended Limited Contract Renewal – Certified – Awarded for the 2026-2027 school year, *dependent upon maintaining valid licensure and background checks.*

1. **Cary Zerbian**

J. 1 Year Limited Contract Renewals – Certified Preschool – Awarded for the 2026-2027 school year, *dependent upon maintaining valid licensure and background checks.*

1. **Jennifer Loughridge**
2. **Natalie Stretcher**
3. **Jennifer Schaeffer**

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K. 1 Year Limited Auto-Expire Contract – Certified – Awarded for the 2026-2027 school year, dependent upon maintaining valid licensure and background checks.

1. Anne Ethier (Part-Time)
2. Megan Miller

L. Re-employment - Re-employ in accordance with the terms and conditions of employment contract and Waiver and Release Agreement.

1. Bob Kitchen

M. Non-Teaching Non Renewals – Non Certified Special Education Assistants and Educational Aides and all other assignments.

Nichole Apke
Sara Bairnsfather
Hayley Baker
Susan Bell
Angela Blevins
Katherine Bonomini
Leah Brady
Pam Brasey
Meredith Cecil
Justin Chafe
Shannon Childs
Tristan Collins
Julie Crompton
Caroline Duncan
Lisa Egan
Kristen Fox-Angel

Samuel Fraley
Lindsey Franklin
Linda Gaffney
Rachel Grayson
Aaron Harding
Julie Harms
Christina Harper
Christine Hill
Crystallynn Howlett
Susan Kucewicz
Lina McFarland
Amy Miller
Terri Murdock
Kathy Nieves Puigdoller
Jamison O'Shea
Emma Perera

Angela Pointer
Millaray Proctor
Brenda Rheume
Megan Sand-Espinoza
Pam Scott
Crystal Smith
Meredith Smith-Camp
Erika Snell
Alexis Stevens
Alexae Stone
Lisa Storm
Melissa Stringer
Stacy Strousse
Charles Swain
Jill Watson
Lindsay Weinkam

N. Non-Teaching Contract Non-Renewals, Coaches and Extra-Curricular Advisors/Sponsors and Assignments

Extra-curricular Supplemental Contracts

Carolyn Brewer	Theatre Director
Maria Flores	Color Guard, Winter Guard, Band Camp
Andrea Azzarita	Theatre Technical Director
Emilia Geren	Theatre Choreographer
Barb Linser	Academic Team
Rebecca Brewer	Marching Band, Band Camp
Anthony Beasley	Marching Band, Band Camp
Angela DeMoss	Marching Band, Band Camp
Melissa Tatum	Extended Days, -ESY (before & after 2025-2026)
Vicki Mitchell	EMIS Summer Days, ESY (before & After 2025-2026)
Alison Lubert	Extended Days, -ESY (before & after 2025-2026)
Casondra Mobley	Extended Days, -ESY (before & after 2025-2026), Athletic Event Worker

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O. Treasurer's Report

1. General Fund Financial Report for March, 2026 and warrant payments for all funds in the amount of **\$796,168. (Exhibit-3)**

	Mar. 1- Mar. 31	FY26 FYTD	FY25 FYTD
Revenues	\$1,018,491	\$25,618,670	\$25,787,287
Expenditures	\$2,264,149	\$20,189,419	\$20,188,671
Ending Cash	\$16,952,559	\$16,952,559	\$19,571,896

2. Donations

Donor	Item/Recipient	Amount
PGentile LLC	MHS – Girls Basketball	\$500.00
Engineers and Scientists Foundation of Cincinnati	MES – iSpace Fieldtrip	\$1,000.00
Junior Achievement of OKI Partners	MHS – Entrepreneurship Program	\$200.00
Nancy Meyer	MHS – Theatre Program	\$50.00

3. **Tax Rates – Hamilton County Budget Commission** – Moved the Board accept the amounts and rates, as determined by the Hamilton County Budget Commission in its certifications, by and the same hereby accepted. Be it further resolved that there be and is hereby levied within and without the ten-mill limitation as follows. **(Exhibit-4).**

	<u>Inside Millage</u>	<u>Outside Millage</u>	<u>Total</u>	<u>Estimated Revenue</u>
General Fund	4.26	102.01	106.27	\$23,623,113
Bond Fund		4.26	4.26	\$2,476,700

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

ATHLETIC CONSENT CALENDAR (53-26) – Mr. Bernicke moved, seconded by Mr. Eberly to approve the athletic consent calendar.

A. Resignation – Classified/Support

1. **Whit Wilcox** – MHS Tennis Coach

B. Employment – Administrative Contracts

1. **Chris O'Brien**

C. LIMITED CONTRACTS FOR NON-TEACHING PUPIL ACTIVITY DUTIES – Moved the Board resolve that a vacancy exists in the positions listed below, that the position was offered to current district or out of district licensed employees and no such qualified person applied for or accepted the position. The following non-licensed person/s applied for and is/are qualified for the position. *Coach employment and contract finalization will be dependent upon person/s obtaining background checks, completing OHSA requirements, valid pupil activity program permit issued by the State Board of Education per 3319.303, signing contract and personnel file paperwork completion.*

Name	Assignment	Amount
Aaron Harding	MHS – Boys Tennis Coach	\$2,000.00
Casey Leary	MHS – Boys Tennis Coach	\$3,486.00
Dave Hensley	MHS – Boys Tennis Coach	\$1,248.00
Jason Brewer	MHS – Baseball Coach	\$2,462.00

D. Non-Teaching Contract Non-Renewals, Coaches and Extra-Curricular Advisors/Sponsors and Assignments

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Athletic Contracts for Non-Teaching Pupil Activity Permit Supplementals

Justin Campbell	Football
Dave Schweppe	Football
Clayton Spence	Football
Mike Wallace	Football
Kaleb Detellem	Football
Josh Fendley	Football
Robert Manning	Football, Basketball, Basketball Camp
Daniel Kuntz	Soccer
Joe Naegeli	Soccer, Soccer Camp
Francisco Caceres	Soccer
Courtney Spittel	Soccer
Jake McGinty	Soccer
Emma Boomershine	Lacrosse
Howard Miller	Lacrosse
Andrew Stricker	Lacrosse
Brooke Paciolla	Lacrosse
John Kusak	Lacrosse
Lucy Colangelo	Tennis
Katherine Arnold	Tennis, Diving
Elizabeth Rother	Cross Country
John Kirby	Cross Country
Rachelle Kirby	Cross Country
Alex Dawson	Track, Cross Country
Zach Baird	Track
Sarah Wagner	Track
Matthew Heller	Baseball
Jeremy Carpenter	Baseball
Craig Black	Softball
Amanda Tulloss	Softball
Riley Edge	Softball
Jim Schwaller	Volleyball
John Berling	Volleyball
Carly Petersman	Volleyball
Conner Young	Volleyball
Jared Kline	Basketball, Basketball Camp
Greg Ervin	Basketball

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Brian Lutes	Basketball
Kristen Weller	Basketball
Emily Lehn	Basketball
Brian Kellett	Basketball, Basketball Camp
Sam Solinski	Basketball
Dwayne McNeal	Basketball
Deron Breeze	Basketball
Brett Gilbert	Basketball
Chris Davidson	Wrestling
Kevin Cloran	Wrestling
JJ Hoeffel	Wrestling
Brad Conner	Golf
Geoffrey Mather	Golf
Catie Kauffman	Golf
Eric Guerre	Golf
Makenzie Greathouse	Cheer
Melissa Costigan	Cheer
Alex Fortman	Swimming
Chet Dobson	Swimming
Brent Gravlee	Swimming
Henry Manning	Site Manager

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

PERSONNEL

Employment – Administrative Contracts (54-26) – Mr. Bernicke moved, seconded by Mr. Eberly to approve the administrative contracts.

1. **David Bergan**
2. **Jessica Hunter**
3. **Nicole Huelsman**
4. **Kyle Jepson**

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Retirement and Reemployment (55-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board resolve to accept the resignation of **Lori Adams** for retirement purposes and initiate procedures under Ohio Law for the retirement and reemployment of Lori Adams. (Exhibit-5 and 6)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Retirement and Reemployment (56-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board resolve to accept the resignation of **Christy Wanstrath** for retirement purposes and initiate procedures under Ohio Law for the retirement and reemployment of Christy Wanstrath.(Exhibit-7 and 6)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

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GOVERNANCE

Student Handbooks (57-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board adopt the following handbooks for the **2026-2027** school year.

1. High School/Athletic Handbook (Exhibit-8)
2. Middle School Handbook (Exhibit-9)
3. Elementary School Handbook (Exhibit-10)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Policies (58-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board resolve the following policies are hereby adopted and that any prior corresponding policy heretofore adopted by the Madeira City Schools Board of Education is hereby rescinded. (Exhibit-11)

Policy#	Policy Name	Action
3411	Placement on Salary Schedule	Revised
3440	Job-Related Expenses	Revised
4162	Drug and Alcohol Testing of CDL License Holders Who Perform Safety-Sensitive Functions and are Subject to DOT Testing	Revised
4162.01	Drug and Alcohol Testing of Employees Without CDL Licenses Who Transport Students in Alternative Vehicles (Non-DOT Testing)	New
4415	Severance Pay	Revised
4415.01	Retirement Incentive Bonus	Revised
4440	Job-Related Expenses	Revised
5112	Entrance Requirements	Revised
5421	Grading	Revised
5430	Class Rank	Revised
6320	Purchasing and Bidding	Revised
6325	Procurement – Federal Grants/Funds	Revised
6423	Use of District Credit Card	Revised
6424	Procurement Cards	Revised
6425	Use of District Tax Exempt Certificate	New
6465	Affinity, Rewards, or Other Discount Programs	New
7540.09	Artificial Intelligence (AI)	Replacement
8500	Food Services	Revised
8600	Transportation	Revised
8650	Transportation by Alternative Vehicles	Revised
9211	District Support Organizations	Revised

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Choral/Music Teacher Job Description (59-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board approve the new job description for the Choral/Music Teacher (Exhibit-12).

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Choral Director Job Description (60-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board approve the revised job description for the Choral Director (Exhibit-13)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Employee Dishonesty and Faithful Performance Duty Policy in Lieu of Bond (61-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board approve the resolution authorizing the use of an employee dishonesty and faithful performance of duty policy in lieu of bond (Exhibit-14).

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Resolution of Urgent Necessity (62-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board resolve to dispense with statutory bidding procedures in compliance with 3313.46 to extend the existing walls above the ceiling line to the underside of the structural deck to limit the excessive noise transmission between certain classrooms at Madeira Elementary School. (Exhibit-15)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

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Declaring Transportation Impractical (63-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board approve the resolution declaring transportation Impractical for the 2025-2026 school year. (Exhibit-16)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Madeira High School Accounting Class Overnight Trip (64-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board approve an extended field trip for the Madeira High School National Personal Finance Challenge in Atlanta, Georgia from May 31, 2026 to June 1, 2026 (Exhibit-17)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

High School Cross Country Overnight Trip (65-26) – Mr. Bernicke, moved, seconded by Mr. Eberly that the Board approve an extended field trip for the Madeira High School Cross Country Team to Huntsville, Alabama from September 24 to September 27, 2026. (Exhibit-18)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

High School Cross Country Overnight Trip (66-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the Board approve an extended field trip for the Madeira High School Cross Country Team to Boyne, Michigan from July 31 to August 5, 2026. (Exhibit-19)

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

SUPERINTENDENT COMMITTEE REPORTS

- Finance – Mrs. Hauser reported that the Finance Committee met and discussed the salary study. The finance committee is planning to recommend a 3% base increase. The current average is 2.92%. The committee also reviewed Madeira's current investments, summer P.I. projects, a residential property that is contesting their value, as well as other items already covered on this agenda.
- Buildings and Grounds – Mr. Bergan reported that the new scoreboard has been slower than we would have liked and will hopefully be working soon. He also provided an update on the summer P.I. projects. The largest project is the soundproofing that was approved, as well as a coil repair, concrete work, blacktop repairs, media center furniture (mostly funded by MSF).
- Community Relations – Mr. Matsudo reported that the musical this weekend was amazing with very talented kids. He also reported that there is a community leaders meeting on Wednesday. Lastly, he mentioned that all of the exciting senior activities start soon.
- Policy – Mr. Matsudo thanked Steve and Ann for being on the committee.

BOARD COMMITTEE/LIASION REPORTS

- Planning Commission – Mr. Matsudo stated that the Board will be provided a summary of action items from this year's planning commission studies.
- Great Oaks – No formal update provided at this time.
- Legislation – Mrs. Hauser reported that at her OASBO annual conference last week they indicated that the group who is gaining signatures for a ballot initiative to abolish property taxes appears to be getting more organized. If they gather 413,488 signatures across 44 counties by July 1 then it will be on the ballot in November. Property taxes make up 72% of Madeira's funding.
- Student Achievement Liaison – Mr. Matsudo reported that we have students admitted to many amazing schools like Harvard, MIT, USC, Notre Dame, Taylor, etc.

DISCUSSION ITEMS

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ADJOURNMENT (67-26) – Mr. Bernicke moved, seconded by Mr. Eberly that the April 20, 2026 regular meeting of the Madeira Board of Education be adjourned.

Vote: Mr. Eberly, aye; Mr. Bernicke, aye; Mr. Lex, aye.

Board President

Treasurer