



**Delaware City Schools
Board of Education Meeting
Monday, June 29, 2026
Special Meeting
Willis Education Center
6:00 PM**

MISSION STATEMENT

The Delaware City Schools will promote a culture of excellence that engages and empowers students and staff to embrace the challenges of our global society. We will build on our traditions, respect our diversity and partner for a strong community.

1. Opening

1.1 Call to Order and Roll Call

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield

1.2 Salute the Flag

1.3 Adoption of Agenda

It is recommended by the superintendent that the board of education approve this agenda as presented.

Moved by _____ seconded by _____ to adopt this agenda as presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener

2. Consent Agenda

2.1 Personnel

A. Approve Employment - Certified

It is recommended by the superintendent that the board of education approve certified employment for the 2026-2027 school year, specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, licensure, and receipt of other necessary documentation:

Name	Building	Position	Salary Scale/Step	Salary	Effective Date
Baisden, Tyra	Schultz	Principal	ADS 2E/6	\$120,838.50	7/27/26
Bruns, Sydney	Schultz	4th Grade Teacher	BA/2	\$52,246.44	8/17/26
Castle, Ethan	Conger	1st Grade Teacher	BA 150/0	\$50,146.18	8/17/26
Coogle, Erika	Carlisle	Intervention Specialist	BA/4	\$56,321.72	8/17/26
Motika, Christina	Carlisle	Intervention Specialist	MA/6	\$69,087.08	8/17/26
Phillips, Onna	Smith	4th Grade ELA Teacher	BA/6	\$60,397.00	8/17/26

B. Approve Employment - Classified

It is recommended by the superintendent that the board of education approve classified employment for the 2026-2027 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

Name	Building	Position	Step	Rate of Pay	Start Date
Crumb, Maia	Hayes	Educational Assistant Class I*	2	\$18.97	8/17/26

Dollery, Micah	Dempsey	PE Educational Assistant Class II	1	\$17.89	8/17/26
Faulder, Catherine	Carlisle	Educational Assistant Class II	2	\$18.47	8/17/26
Millet, Blair	Carlisle	Educational Assistant Class II	3	\$19.05	8/17/26
Santiago, Rachel	Dempsey	Educational Assistant Class II	5	\$20.31	8/17/26
Schaber, Holly	Woodward	Unit Educational Assistant Class I*	5	\$20.81	8/17/26
Snyder, Aaliyah	Woodward	PreK Educational Assistant Class I*	3	\$19.55	8/17/26
Vigil, Jennifer	Woodward	Educational Assistant Class I*	1	\$18.39	8/17/26

***Per article 34.2 of OAPSE CBA**

C. Approve Resignations - Certified

It is recommended by the superintendent that the board of education approve and accept the resignations/retirement of the following individuals:

Name	Building	Position	Last Day of Work
Baisden, Tyra	Schultz	Assistant Principal	6/18/26
Gagliarducci, Kristin	Woodward	3rd Grade Teacher	5/28/26
Kinnick, Marissa	District	School Psychologist	7/31/26

Michael, Cynthia	Dempsey	Literacy Specialist	7/31/26
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D. Approve Resignations - Classified

It is recommended by the superintendent that the board of education approve and accept the resignations/retirement of the following individuals:

Name	Building	Position	Last Day of Work
Maynard, Kathleen	Conger	Educational Assistant	5/27/26

2.2 Consent Action

It is recommended by the superintendent that the board of education approve the consent items as presented.

Moved by _____ seconded by _____ to approve the consent items as presented.

_____ Mr. Backus (President)

_____ Mrs. Gasaway (Vice-President)

_____ Ms. Harris

_____ Mr. Wiener

_____ Mrs. Buckerfield

3. Discussion

3.1 District Open Enrollment

3.2 United Way Lease

4. Action Items

4.1 Approve United Way Lease Extension - [Exhibit 4.1.pdf](#)

It is recommended by the superintendent that the board of education approve the United Way Lease extension as presented.

Moved by _____ seconded by _____ to approve the United Way Lease extension as presented,

_____ Mr. Backus (President)

_____ Mrs. Gasaway (Vice-President)

_____ Ms. Harris

_____ Mr. Wiener

_____ Mrs. Buckerfield

5. Executive Session

I recommend the Board to enter into executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Moved by _____ seconded by _____ to enter into executive session for the purpose of considering the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official.

Roll call resulted as follows:

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield

President _____ declared the Board in executive session at _____.

Moved by _____ seconded by _____ to exit out of executive session for the purpose of considering the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official.

Roll call resulted as follows:

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield

President _____ declared the Board out of executive session at _____.

6. Adjournment

I recommend this meeting be adjourned.

Moved by _____ seconded by _____ to adjourn this meeting.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)

_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield

Exhibit 4.1



"Achieving Excellence, Honoring Tradition"

LEASE EXTENSION AGREEMENT

This Lease Extension Agreement (this "Extension") is entered into as of June 29, 2026 (the "Effective Date"), by and between **Delaware City Schools (Delaware City School District Board of Education)** ("Lessor") and **United Way of Delaware County** ("Lessee").

1. Parties

Lessor: Delaware City Schools (Delaware City School District Board of Education), 74 W. William St., Delaware, Ohio 43015.

Lessee: United Way of Delaware County, 74 W. William St., Delaware, Ohio 43015.

2. Recitals

WHEREAS, Lessor and Lessee are parties to that certain Lease Agreement, (the "Lease"), for space at the Willis Education Center, 74 W. William St., Delaware, Ohio 43015 (the "Premises"); and WHEREAS, the parties wish to extend the Lease on a short-term basis on the terms below.

3. Extension Term

The Lease is extended from **July 1, 2026** through **August 29, 2026** (the "Extension Term"). The Extension Term shall not exceed sixty (60) days unless the parties agree in writing.

4. Rent

During the Extension Term, Lessee will pay Lessor **\$5,029.00 per month**, on the same payment terms as the Lease (including payment timing and method). Rent will be prorated for any partial month.

5. All Other Terms

Except as expressly modified by this Extension, all terms and conditions of the Lease remain in full force and effect. This Extension amends and extends the existing Lease and does not create a new lease.

6. Early Termination

Either party may terminate this Extension early by providing a 30 day written notice to the other party. The Extension will end on the date stated in the notice, and rent will be prorated through that date. Lessee will surrender the Premises on or before the termination date.



74 W. William Street, Delaware OH 43015 Phone: (740) 833-1100 Fax: (740) 833-1799

"Achieving Excellence, Honoring Tradition"

7. Signatures

IN WITNESS WHEREOF, the parties have executed this Extension as of the Effective Date.

LESSOR: Delaware City Schools (Delaware City School District Board of Education)

Signature: _____ Date: _____

Name: _____

Title: _____

LESSEE: United Way of Delaware County

Signature: _____ Date: _____

Name: _____

Title: _____

LEASE

This Lease is entered this 1st day of July, 2021 by and between the **Delaware City School District Board of Education** ("School District Board"), a political subdivision of the State of Ohio, and the **United Way of Delaware County** ("Lessee"), a 501(c)(3) organization.

The School District Board is the owner of land and improvements commonly known as the Willis Education Center, located at **74 W. William Street Delaware, Ohio 43015**.

School District Board wishes to make available to Lessee for lease certain portions of the interior space within the Willis Building ("Building") that is not currently used by School District Board, which consists of approximately 8,456 sq. ft. of the Building on the said land and improvements and such leased premises hereinafter will be referred to as the "Leased Premises." Specifically, the spaces include:

Room 200	572 sq. ft.
Room 204	572 sq. ft.
Room 205	912 sq. ft.
Room 206	748 sq. ft.
Room 207	528 sq. ft.
Room 208	816 sq. ft.
Room 209	816 sq. ft.
Room 211	120 sq. ft.
Room 213	720 sq. ft.
Room 214	672 sq. ft.
Room 215	672 sq. ft.
Room 216	396 sq. ft.
~~Room 302~~	~~812 sq. ft.~~

301

Total = 8,456 sq. ft.

7,544 7/1/24 #K 3A 7/16/24

removed 7/1/24 #K 3A 7/16/24

School District Board desires to lease the Leased Premises to Lessee, and Lessee desires to lease the Leased Premises from School District Board, for the term, at the rental, and upon the covenants, conditions, and provisions herein set forth.

THEREFORE, in consideration of the mutual promises herein contained and other good and valuable consideration, it is agreed as follows:

1. Term

School District Board hereby leases the Leased Premises to Lessee, and Lessee leases the Leased Premises from the School District Board, for a "Term" beginning July 1, 2021, and ending June 30, 2026.

2. Termination on the Expiration Date

This Lease shall terminate without any requirement of notice to either party on June 30, 2026 (the "Expiration Date"); notwithstanding the foregoing, the School District Board in its discretion may agree to extend the Lease for an additional one-year term upon receipt from Lessee of a written notice stating its wish to extend the term at least 90 days prior to the Expiration Date. within thirty (30) days of receipt of such a written notice, the School District Board shall provide written notice to Lessee as to whether or not the School District Board agrees to the requested extension. Any extension must be documented in a written amendment to this Lease that sets forth the agreement of the parties.

3. Rental

Lessee will pay rent to the School District Board the amount of \$5637.00 per month during the initial term of this Lease. Rent payments for any subsequent periods will be negotiated during the 90-day renewal window. Payment must be made on or before the 15th day of each calendar month.

7/16/24 BT
\$5029.00 7/1/24 HK

4. Condition of Premises

Lessee agrees and acknowledges that Lessee has examined the Leased Premises and that the Leased Premises are, at the time the Lease begins, in good order and repair and in a safe, clean, and tenantable condition.

5. Capital Improvements and Major Repairs

A. Capital Improvements and Major Repairs Solely for the Benefit of Lessee

Should School District Board, in providing and equipping the Leased Premises, perform or cause the performance of having capital improvements and/or major repairs done to the Leased Premises, when requested by Lessee, and which are solely for the benefit of Lessee, the cost of making the capital improvement and/or the major repair will be the responsibility of Lessee and payment will be made as provided in this Lease. Before making the capital improvement and/or major repair, School District Board will submit the costs to do the work to Lessee for approval and consent. After written approval is given by Lessee, School District Board will proceed with the work at its initial cost. Lessee will pay 100% of the cost of the value of the approved capital improvement and/or the major repair, which the parties may agree to amortize over the remaining term of the Lease. Any capital improvements or major repairs undertaken by School District Board for the Building will be the cost and entire responsibility of School District Board.

B. Capital Improvements and Major Repairs Performed by Lessee

Notwithstanding the preceding Paragraph, Lessee will have the right to perform alterations and improvements to the Leased Premises with the prior written consent of School District Board, as described in Paragraph 9, which will not be unreasonably withheld. Unless otherwise provided by written agreement between School District Board and Lessee, any and all alterations, changes, and/or improvements built, constructed, or placed on the Leased Premises by Lessee will be done solely at Lessee's cost and expense and will become the property of School District Board and remain on the Leased Premises at the expiration or earlier termination of this Agreement. In no event, however, will any of Lessee's trade fixtures, equipment, furnishings, or personal property become the property of the School District Board. The parties agree that the reasonable costs of restoring the Leased Premises to the prior condition, if requested by the School District Board, will be the responsibility of Lessee.

C. Capital Improvements and Major Repairs Performed by School District Board

School District Board will, at its sole expense, keep and maintain the interior of the Building, including the Leased Premises, the mechanical systems serving the Building, and the Building exterior, sidewalks, entryways, parking areas, lighting, and appurtenances in good repair at all times during the term of this Lease. Lessee will be liable for any damage to the Leased Premises caused by Lessee or its officers, administrators, employees, agents, guests or invitees. All damage to the Leased Premises must be immediately reported by the Lessee to the School District Board. All maintenance and repairs to the Leased Premises for which the Lessee is responsible must be performed by qualified individuals. In addition to its other obligations hereunder, the School District Board will, at its sole expense, be responsible for maintaining and repairing the Leased Premises and the Building's roof, exterior walls, windows and doors,

structural foundations, exterior lighting and the parking lot servin the Leased Premises and/or the Building. Lessee agrees, subject to the School District's Board obligations hereunder, to keep the interior of the Leased Premises in good repair, in reasonably clean and neat condition.

6. Services

Without limiting School District Board's other obligations contained herein, School District Board will maintain the following services to the Leased Premises and the Building and its grounds: all utilities except for internet service, supplies and janitorial service for common spaces in the Building, maintenance of the structure, roof, mechanical, parking areas and exterior portions of the Building, including windows and doors.

7. Payment

Lessee's annual obligations to School District Board for capital improvements and major repairs under Paragraph 5(A) will be paid in equal monthly installments following completion of the approved capital improvement and/or major repair by School District Board and after School District Board's invoicing of Lessee.

8. Common Areas

The sidewalks, entryways, hallways, restrooms and parking areas are common areas available without additional rent, for Lessee's use in conjunction with the Leased Premises. Lessee may without additional cost, subject to availability and prior to scheduling with the School District Board have use of the auditorium, gymnasium, cafeteria, Board Room and Large Group Meeting Room in the Building.

9. Repairs, Alterations, and Improvements

The cost of any repairs, alterations, and/or improvements performed by Lessee without the consent of School District Board will be the full obligation of Lessee. Lessee has the right to place and install personal property, trade fixtures, equipment, and other temporary installments upon the Leased Premises and to fasten these items to the Leased Premises. All personal property, equipment, machinery, trade fixtures, and temporary installations, whether acquired by Lessee at the commencement of the Lease term or placed or installed on the Leased Premises by Lessee thereafter will remain Lessee's property, free and clear of any claim by School District Board. Lessee has the right to remove these items at any time during the term of the Lease, as it may be extended pursuant to Paragraph 2, provided that all damage to the Leased Premises caused by such removal must be repaired by Lessee at Lessee's expense.

10. Insurance

A. School District Board will maintain fire and extended coverage insurance on the Building, including the Leased Premises, in such amount as School District Board deems appropriate. Lessee is responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.

B. Lessee and School District Board will, each at its own expense, maintain a policy or policies of comprehensive general liability insurance with respect to the activities of each in the Leased Premises with the premiums thereon fully paid on or before the due date and issued by and binding upon some insurance company approved by each of them for their respective insurance policy or policies. Such insurance must provide the minimum protection of not less than \$1,000,000 combined single limit coverage of bodily

injury, property damage, or combination thereof. School District Board must be listed as an additional insured on Lessee's policy or policies of commercial general liability insurance, and Lessee will provide School District Board with current Certificates of Insurance evidencing Lessee's compliance with this Paragraph.

C. Waiver of Subrogation. School District Board and Lessee each hereby releases (and waives all rights of subrogation of its respective insurer or any other third party against) the other party, its officers, directors, employees, and agents from any and all liability or responsibility for any loss or damage to property covered by the releasing and waiving party's property and casualty insurance policy, or required to be covered as required by the terms of this Agreement, even if such fire or other casualty has been caused by the fault or negligence of the other party or anyone for whom such party may be responsible.

11. Signs

Following School District Board's consent, which will not be unreasonably withheld, Lessee will have the right to place on the Leased Premises, at locations selected by Lessee, any signs that are permitted by the applicable zoning ordinances. School District Board will assist and cooperate with Lessee in obtaining any necessary permission from other applicable governmental authorities or adjoining owners and occupants for Lessee to place or construct the foregoing signs. Lessee will repair all damage to the Leased Premises resulting from the removal of signs installed by Lessee.

12. Entry

School District Board will have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided School District Board and/or its employees and/or agents will not thereby unreasonably interfere with Lessee's business on the Leased Premises.

13. Parking

During the term of this Lease, the lessee staff and visitors will have access to the common parking lot(s) for use by Lessee and its staff. If and when the additional parking lot is completed on the east side of the building, at least two designated spots will be identified using a sign provided by the lessee.

14. Janitorial Services

Lessee is solely responsible for the Leased Premises' janitorial services during the term of this Lease and any renewal thereof.

15. Termination Right

The School District Board is a public school district. In the highly unlikely event that the School District Board makes a determination, in public session, that the Building is urgently required in order for The School District Board to fulfill its educational mission, School District Board reserves the right to terminate this Lease with 180 days written notice to the Lessee. If the School District Board exercises such termination right, The School District Board will reimburse Lessee for its reasonable and necessary expenses incurred in relocating from the Leased Premises. The amount of the reimbursement will be limited to the percentage of the full term of the lease remaining on the effective date of termination.

16. Damage and Destruction

Subject to Paragraph 10(A) above, if the Leased Premises, or any part thereof, or any appurtenance thereto, is so damaged by fire, casualty, or structural defects that the same cannot be used for Lessee's purposes, then Lessee will have the right within 60 days following the damage to elect by notice to School District Board to terminate this Lease as of the date of such damage. In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for the Lessee's purposes, the School District Board will promptly repair such damage. In making the repairs called for in this Paragraph, the School District Board will not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor, or other matters that are beyond the reasonable control of the School District Board. Lessee will be relieved of its rental obligations and other charges during any portion of the Lease term, as it may be extended pursuant to Paragraph 2, that the Leased Premises are inoperable or unfit for occupancy or use, in whole or in part, for Lessee's purposes. Rentals and other charges paid in advance for any such periods will be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payment will be refunded to Lessee. The provisions of this Paragraph extend not only to the matters described herein, but also to any occurrences that are beyond Lessee's control and that render the Leased Premises, or any appurtenance thereto, inoperable or unfit for occupancy or use, in whole or in part, for Lessee's purposes.

17. Quiet Possession

Lessee, upon the performance of all obligations contained in this Lease and observance of all rules and regulations relating to its occupancy of the Lease Premises, will and may peacefully and quietly have, hold, and enjoy the Leased Premises and the common areas throughout the term of this Lease, as it may be extended pursuant to Paragraph 2.

18. Notice

Any notice required or permitted under this Lease will be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to School District Board, to:
Delaware City School District
Board of Education
Attention: Superintendent
74 W. William Street
Delaware, OH 43015

If to Lessee, to:
United Way of Delaware County
Attention: Brandon Feller
74 West William Street
Delaware, OH 43015

School District Board and Lessee may change the place notice to be given under this Paragraph by giving written notice thereof to the other.

19. Waiver

No waiver of any default of School District Board or Lessee hereunder will be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver for the time and to the extent therein stated. One or more waivers by School District Board or Lessee will not be construed as a waiver of a subsequent breach of the same covenant, term, or condition.

20. Headings

The headings used in this Lease are for the convenience of the parties only and will not be considered in interpreting the meaning of any provision of this Lease.

21. Consent

School District Board will not withhold or delay their consent with respect to any matter for which School District Board's consent is required or desirable under this Lease.

22. Performance

If there is a default with respect to any of School District Board's covenants, warranties, or representations under this Lease, and if the default continues for more than 15 days after notice in writing from Lessee to School District Board specifying the default, Lessee may, at its option and without affecting any other remedy hereunder, cure such default and deduct the cost thereof from any amounts owed to School District Board. If this Lease, as it may be extended pursuant to Paragraph 2, terminates prior to Lessee receiving full reimbursement, School District Board will pay the un-reimbursed balance to Lessee upon receipt of a written demand from Lessee.

23. Compliance with Law

Lessee will comply with all laws, orders, ordinances, and other public requirements now or hereafter pertaining to Lessee's use of the Leased Premises. School District Board will comply with all laws, orders, ordinances, and other public requirements now or hereafter affecting the Leased Premises.

24. Final Agreement

This Lease terminates and supersedes all prior understandings or agreements on the subject matter hereof. Any changes to the provisions included in this Lease may be changed only by a written amendment signed by both parties.

The parties have executed this Lease effective as of the date and year first above written.

FOR THE DELAWARE SCHOOL DISTRICT
BOARD OF EDUCATION

for [Redacted Signature]
Board President

[Redacted Signature]
Treasurer

FOR THE UNITED WAY OF DELAWARE COUNTY

[Redacted Signature]
President