

LICKING VALLEY LOCAL BOARD OF EDUCATION
REGULAR MEETING, MONDAY, AUGUST 10, 2026, at 6:00 p.m.
LICKING VALLEY HIGH SCHOOL MEDIA CENTER, 100 HAINSVIEW DR., NEWARK, OHIO

Vision Statement: Every adult helping every child learn and grow every day.

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda items titled Public Comment - Agenda Items Only and Public Comment - Non-Agenda Items Only." Licking Valley Board Policy 0165.1 - REGULAR MEETINGS

ROLL CALL

The Licking Valley Board of Education met in Regular Session on August 10, 2026, at 6:00 p.m. in the Licking Valley High School Media Center. The following members responded to roll call: Mr. Drake McArtor, Mr. Craig Nethers, Mrs. Julie Stedman, Mrs. Jo Lynn Torbert, and Mr. Casey Williams. Mr. Paul Smathers, Superintendent, Mr. Andrew Douglass, Treasurer, and Mr. Griffin Williams, Student Representative, were also in attendance.

MOMENT OF SILENCE FOR PRAYER, REFLECTION OR MEDITATION

PLEDGE OF ALLEGIANCE

26-135 PRESENTATION AND ADOPTION OF AGENDA 135

Mrs. Stedman moved and Mrs. Torbert seconded the motion to approve the following.

Adoption of the Agenda

Additions, Amendments, or Deletions to the Agenda

- Amendment – Page 12 – Superintendent’s Recommendation – Use of District Premises Fee Schedule – Placing as separate business item for individual consideration and vote.
- Deletion – Page 6 – Randy Felumlee Resignation.

The agenda for August 10, 2026, is recommended to be adopted as presented.

DISCUSSION:
None

Ayes: Mrs. Stedman, Mrs. Torbert, Mr. McArtor, Mr. Nethers, Mr. C. Williams, Mr. G. Williams
Nays: None
Motion Carried.

PUBLIC COMMENT (Agenda Items)

None

SPECIAL REPORT

Student Spotlight – LVHS Marching Band

Mr. John Barrett, Band Director, and Ms. Bryleigh Barrows, Student, presented an update on the marching band and this year’s theme, *The Giving Tree*. They discussed the theme’s significance and how the music for the show is arranged to support it.

Mrs. Melissa Flanigan provided an update on the Color Guard program. She shared that she started a Bitty Color Guard group, which has helped grow interest and participation in the program. This year, 11 students are participating in Color Guard.

Mr. Barrett explained the different approach being taken with the marching band this year and shared that the Music Boosters were able to assist with hiring additional staff to support the program. These additional resources are intended to provide a sustained impact on the marching band program, with this year’s show emphasizing the importance of sustained relationships.

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Mr. Barrett also shared that the marching band received an invitation to present at the Ohio Music Education Association Professional Development Conference and explained the significance of this opportunity and the recognition it provides for the program.

COMMUNITY MEMBER SPOTLIGHT – Mr. Drake McArtor

Mr. McArtor indicated that the community member was unable to attend so the spotlight will happen at a future meeting.

26-136 TREASURER’S RECOMMENDATIONS 136

Mr. C. Williams moved and Mrs. Torbert seconded the motion to approve the following.

Meeting Minutes

It is recommended to approve the minutes from the Regular Board Meetings on June 8, 2026 and June 29, 2026; and the Special Board Meetings on June 11, 2026, June 16, 2026, July 7, 2026, and July 29, 2026.

Amending and Filing Certificates

It is recommended to approve of adjusting/filing amended certificates (including the 412 certificates) and appropriation codes to reflect additional incomes, transfers, advances, and expenditures through the end of the month.

- Appropriations and estimated resources

Approval of 5 Year Forecast

It is recommended to approve the 2026-2031 forecast projection, notes, and assumptions, and give permission for the treasurer to amend, and re-file, when necessary.

Fund Transfer

It is recommended to approve the transfer listed below:

1. Transfer \$88,529.00 for the General Fund (001) into the Classroom Facilities Maintenance Fund (034-2005) (#22 of 27) to fulfill the .5 Mil Certification requirement as permitted under O.R.C.3318.052.

Advance Return

It is recommended to approve the advance returns to the general fund.

From:	Advance Amount	Advance Return Amount
001-0000	\$356,662.63	\$356,662.63
To:		
572-9029	\$101,278.33	\$101,278.33
516-9028	\$204,196.81	\$204,196.81
584-9026	\$402.06	\$402.06
590-9026	\$50,785.43	\$50,785.43

Assistant Treasurer Job Description Update

It is recommended to approve the revision of the Assistant Treasurer job description.

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DISCUSSION:

Mr. Williams said thank you to the leaders and the work on the forecast.

Mr. Nethers asked if the forecast includes anything for the water project. Mr. Douglass said it does not.

Mrs. Torbert asked if we are still part of a utility consortium. Mr. Douglass confirmed that we are.

Mr. McArtor asked if Mr. Douglass is still receiving the support needed for the Finance Task Force. Mr. Douglass confirmed that he is receiving the necessary support.

Mr. Williams said it is times like these that we may need to get more creative. Mrs. Stedman pointed out the great benefit that the district does not have any debt.

Ayes: Mr. C. Williams, Mrs. Torbert, Mr. McArtor, Mr. Nethers, Mrs. Stedman, Mr. G. Williams

Nays: None

Motion Carried.

26-137 SUPERINTENDENT’S RECOMMENDATIONS 137

Mr. C. Williams moved and Mrs. Stedman seconded the motion to approve the following.

PERSONNEL

It is recommended the personnel changes listed below be accepted.

Official employment for all of our new hires is contingent upon the satisfactory completion of a criminal records background check as required by ORC 3319.291, and receipt of appropriate certificate or license from the Ohio Department of Education.

Student Intervention Coordinator Job Description

It is recommended to approve the job description for the Student Intervention Coordinator Position.

One Additional Staff Position

It is recommended to approve the addition of one Elementary Student Intervention Coordinator beginning the 2026-2027 school year.

DISCUSSION:

Mr. McArtor thanked Mr. Smathers for laying out the plan and what he is doing with the intervention coordinators.

Ayes: Mr. C. Williams, Mrs. Stedman, Mr. McArtor, Mr. Nethers, Mrs. Torbert, Mr. G. Williams

Nays: None

Motion Carried.

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26-138

SUPERINTENDENT’S RECOMMENDATIONS

138

Mr. C. Williams moved and Mrs. Stedman seconded the motion to approve the following.

Rescinded Contracts

First Name	Last Name	Assignment	Effective Date	Reason
Brooke	Walpole	Speech & Language Pathologist	August 10, 2026	Accepted the offer of Elementary School Student Intervention Coordinator
Kristie	Conley	Intervention Specialist	August 10, 2026	Accepted the offer of High School Student Intervention Coordinator
Kirsten	Wiersma	Intervention Specialist	August 10, 2026	Job Description and Duties change to Middle School Student Intervention Coordinator
Layna	Gordon	Freshman Cheer	August 10, 2026	No longer can do winter season, and will remain as the fall cheerleading advisor.

Resignations/Retirements

Resignations

First Name	Last Name	Assignment	Effective Date
Jeff	Camp	High School Educational Aide (Study Hall Monitor)	July 20, 2026
Shawn	Trout	Bus Driver	July 27, 2026
Kristie	Conley	High School Intervention Specialist	August 10, 2026
Brooke	Walpole	Speech & Language Pathologist	August 10, 2026
Kirsten	Wiersma	Intervention Specialist	August 10, 2026
Layna	Gordon	Freshman Cheer Advisor	August 10, 2026
Zoe	Moran	Assistant Treasurer	August 31, 2026

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DISCUSSION:

Mr. Williams said thank you for the service for those that are moving on.

Mrs. Stedman said she is thankful for Mr. Trout and for him to get the opportunity to shadow his replacement.

Ayes: Mr. C. Williams, Mrs. Stedman, Mr. McArtor, Mr. Nethers, Mrs. Torbert, Mr. G. Williams
Nays: None
Motion Carried.

26-139 **SUPERINTENDENT’S RECOMMENDATIONS** 139

Mr. C. Williams moved and Mrs. Stedman seconded the motion to approve the following.

Appointments and Assignments 2026-2027

Certified

First Name	Last Name	Assignment	Contract	Contract Days	Step	Reason
Brooke	Walpole	Elementary Student Intervention Coordinator	Full-Time	184	Step 7	Accepted the offer of Elementary School Student Intervention Coordinator.
Kristie	Conley	High School Student Intervention Coordinator	Full-Time	184	Step 27	Accepted the offer of High School Student Intervention Coordinator
Kirsten	Wiersma	Middle School Student Intervention Coordinator	Full-Time	184	Step 16	Accepted the offer of Middle School Student Intervention Coordinator.

Classified

First Name	Last Name	Assignment	Contract	Contract Days	Salary	Reason
Sara	Scott	High School Educational Aide / Study Hall Monitor	Part-Time (Not to exceed 35 hours)	N/A	Hourly Rate: \$15.34	Replacing Jeff Camp

Substitutes 2026-2027

Substitute Teachers

Tom Holman, Mark Householder, David McDonald, Melanie Stump, Melany McNeal, Lucinda Ardrey, Jessica Davis, Walter Gessner, Lara Kephart, Eric Rittberger, Betty Willey, Jamie Wilson, Sallie Maloney, Brooke Banks, Tessa Blizzard, Leann Bush, Jeff Ellis, Macy Flowers, Shelby Flynn, Gayle Gambs, Karoline Gibson, Melina Hara, Sara Kramer, Denise Miller, Sienna Orr, Jessa Packham, Savannah Patterson, Jessica Roback, Ashley Tefft

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Supplemental

First Name	Last Name	Assignment	Status	Category	Step	Reason
Randy	Felumlee	Middle School Football Coach	2026-27	2	Step 10	Returning coach
Layna	Gordon	Fall Freshman Cheer Advisor	2026-27	4	Step 0	Splitting Position
Chad	Crabtree	Girl's Strength Training	2026-27	4	Step 0	Replacing Tanner Vogelmeier

DISCUSSION:
Mrs. Torbert asked if the staff would be at the same step as they were previously. Mr. Smathers confirmed they are at the same step and salary schedule.

Ayes: Mr. C. Williams, Mrs. Stedman, Mr. McArtor, Mr. Nethers, Mrs. Torbert, Mr. G. Williams
Nays: None
Motion Carried.

26-140 **SUPERINTENDENT’S RECOMMENDATIONS** 140

Mr. C. Williams moved and Mr. Nethers seconded the motion to approve the following.

Bus Routes (Annual Renewal)
It is recommended to approve the 2026-2027 bus routes (subject to change) as recommended by Mickie Archer, Transportation Supervisor and required according to Pupil Transportation and Safety Rules set by the Ohio Department of Education. Copies of the bus routes are available at the District Office.

DISCUSSION:
Mr. McArtor thanked Mrs. Archer and her staff for supporting our bus routes.

Mr. Nethers asked Mr. Smathers when the new students will know the drop off procedures and asked Mr. Smathers to ensure that the information is provided to parents.

Mr. Smathers said he is proud of the transportation department and that he went on the bus tour and commended the outstanding drivers for the district.

Ayes: Mr. C. Williams, Mr. Nethers, Mr. McArtor, Mrs. Stedman, Mrs. Torbert, Mr. G. Williams
Nays: None
Motion Carried.

26-141 **SUPERINTENDENT’S RECOMMENDATIONS** 141

Mrs. Stedman moved and Mr. C. Williams seconded the motion to approve the following.

STUDENTS/CURRICULUM
It is recommended the Student/Curriculum items be accepted.

2026-2027 Handbooks
It is recommended to approve the 2026-2027 Primary, Intermediate, Middle, and High School Student Handbooks.

2026-2027 Athletic Handbook
It is recommended to approve the 2026-2027 Athletic Handbook.

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DISCUSSION:

Mr. Williams thanked the administration for their work on the handbooks and stated that the Athletic Handbook was one of the best versions he has seen. He noted that having the financial information included was beneficial and also thanked the Middle School administration for its review and updates to the handbook.

Mrs. Stedman asked whether the non-content changes should be provided with the handbooks. Mr. McArtor confirmed that they should be provided. Mrs. Stedman reviewed several suggested changes that she felt would improve the handbooks. She also recommended including the school calendar and raised the question of whether staff names and email addresses should be included in the staff directory within each handbook.

Mr. Smathers noted that, based on his review, information could be presented more consistently across all of the handbooks.

Mrs. Stedman noted that a redline copy of the Intermediate School Handbook had not been provided. She also discussed the electronic surveillance language and recommended that, if it is included in some handbooks, it should be included consistently across all applicable handbooks.

Mr. McArtor stated that these were the best handbooks he has reviewed in the past several years and that they were easy to follow. He asked Mr. Smathers to share the Board's appreciation with the administrative team for their work on the handbooks.

Ayes: Mrs. Stedman, Mr. C. Williams, Mr. McArtor, Mr. Nethers, Mrs. Torbert, Mr. G. Williams
Nays: None
Motion Carried.

26-142 **SUPERINTENDENT'S RECOMMENDATIONS** 142

Mr. C. Williams moved and Mrs. Stedman seconded the motion to approve the following.

GIFTS/DONATIONS
It is recommended to accept the gifts/donations listed:

Donations Received Between June 9, 2026 - June 26, 2026

Date	Donation Recipient	Amount	Received From
7/14	HS Panther Pantry	\$500.00	Licking County Foundation - Random Acts of Kindness
7/22	MS Panther Pantry	\$300.00	Vicki & Ricky Vanover
7/30	HS Panther Pantry	\$400.00	James & Robin Hoekstra
7/30	HS Panther Pantry	\$400.00	James & Robin Hoekstra
8/4	Athletic Department	\$1,250.00	OHSAA - Athletic Enrichment Fund
8/5	HS Panther Pantry	\$50.00	Philip Clark
	Total	\$2,900.00	

DISCUSSION:

Mr. Williams noted that he was not aware of the District having previously received funding from OHSAA. He also expressed his appreciation for the donations.

Ayes: Mr. C. Williams, Mrs. Stedman, Mr. McArtor, Mr. Nethers, Mrs. Torbert, Mr. G. Williams
Nays: None
Motion Carried.

26-143 **SUPERINTENDENT'S RECOMMENDATIONS** 143

Mr. C. Williams moved and Mrs. Stedman seconded the motion to approve the following.

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BUSINESS

It is recommended we accept the Business items listed.

Legend Soccer Club Contract (Renewal)

It is recommended to approve the contract between Legend Soccer Club and Licking Valley Local Schools for use of the stadium.

Special Education and Related Services

Muskingum Valley Educational Service Center (Renewal)

It is recommended to approve the Orientation and Mobility and Teacher of the Visually Impaired Services through Muskingum Valley Educational Service Center for the 2026-2027 school year.

Transportation Support Services

Licking Regional Educational Service Center

It is recommended to approve the Transportation Support Services Agreement between Licking Valley and the Licking Regional Education Service Center for the 2026-2027 school year.

Cost of Attendance (Renewal)

It is recommended to approve the Student Participation/Attendance to eliminate the cost of attendance for Licking Valley students (K-12) to attend all home athletic, drama, and co-curricular events as well as waiving all associated costs for AP courses for the 2026-2027 school year.

NWEA MAP Growth Contract (Renewal)

It is recommended to approve the contract renewal for benchmark testing through NWEA MAP.

DISCUSSION:

Mrs. Torbert asked about the transportation services and what was included in those services.

Mr. Smathers clarified the services. Mrs. Torbert asked if the contract with Legend Soccer is normally a 1 year or 3-year agreement.

Mr. C. Williams said it was a 3-year agreement previously.

Mrs. Torbert asked how many years we are approving for the NWEA agreement. Mr. Smathers clarified that it is a 3-year contract.

Mr. C. Williams asked for further detail about the NWEA services and contract. Mr. Smathers explained how we will use the testing through NWEA MAP to monitor testing.

Mr. C. Williams said the contracts like the Legend Soccer agreement helps support the initiatives like allowing for students to come into games.

Mr. C. Williams and Mrs. Torbert requested to have the term/length of the contract and the terms for termination for the agreements.

Mrs. Stedman asked how long we have had an agreement with Legend Soccer. Mr. Douglass said for 3 years previously.

Ayes: Mr. C. Williams, Mrs. Stedman, Mr. McArtor, Mr. Nethers, Mrs. Torbert, Mr. G. Williams

Nays: None

Motion Carried.

26-144 SUPERINTENDENT’S RECOMMENDATIONS

144

Mr. C. Williams moved and Mrs. Stedman seconded the motion to approve the following.

Use of District Premises Fee Schedule

It is recommended to approve the group classification and fee schedule for use of district premises.

Outside Group Definition & Fee Eligibility

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- Outside Group Classification: Any team or group that includes three (3) or more non-Licking Valley residents/students on its roster will be formally classified as an Outside Group.
- Payment Requirement: All groups classified as Outside Groups are subject to full payment according to the rental fee schedule below. Roster verification may be required prior to contract approval.

Facility Rental Fee Schedule

Facility/Area	Hourly Rate	10-Hour Block Rate
Middle School Gym	\$50 / hr	\$350 / 10 hrs
Elementary Gym	\$50 / hr	\$350 / 10 hrs
Practice Soccer Field	\$50 / hr	\$350 / 10 hrs
Practice Football Field	\$50 / hr	\$350 / 10 hrs
JV Softball Field	\$75 / hr	\$500 / 10 hrs
JV Baseball Field	\$75 / hr	\$500 / 10 hrs
High School Main Gym	\$100 / hr	\$750 / 10 hrs
High School Auxiliary Gym	\$100 / hr	\$750 / 10 hrs
Varsity Turf Softball Field	\$125 / hr	\$1,000 / 10 hrs
Varsity Turf Baseball Field	\$125 / hr	\$1,000 / 10 hrs
Field House	\$150 / hr	\$1,200 / 10 hrs
Randy Baughman Stadium (Track & Turf)	\$150 / hr	\$1,200 / 10 hrs

DISCUSSION:
Mr. C. Williams expressed support for establishing market-based rental rates for District facilities. He noted that some teams and organizations currently using District facilities have no Licking Valley residents or students participating in the group. He also expressed his belief that groups composed of District residents should be treated differently because those residents have supported the facilities through their taxes.

Mr. Smathers clarified that the facility-use fee schedule is established through an administrative guideline rather than Board policy. The Board reviewed and discussed alternative rental rates provided by the Athletic Director.

Mr. C. Williams stated that he was not prepared to modify the proposal presented on the agenda. Mr. Douglass noted that the existing administrative guideline and fee schedule would remain in effect unless and until the guideline is revised.

Mr. Nethers recommended maintaining the existing fee schedule for consistency and delaying consideration of the proposed schedule until the next regular Board meeting.

Mr. C. Williams stated that he could support continued use of the existing administrative guideline provided that its fees are consistently assessed. Mrs. Stedman supported developing additional facility-use classifications for the Board’s consideration and agreed that the item should be deferred.

Mr. McArtor requested a motion to table Item 6.

*Motion by: Mr. Nethers
Seconded by: Mrs. Stedman*

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Mr. Nethers moved to table consideration of the proposed group classification and facility rental fee schedule until the next regular Board meeting.

DISCUSSION:
None

Ayes: Mr. Nethers, Mrs. Stedman, Mr. McArtor, Mrs. Torbert, Mr. G. Williams
Nays: Mr. C. Williams
Motion Carried.

26-145 BOARD OF EDUCATION REPORTS/RECOMMENDATION 145

Mrs. Torbert moved and Mr. Nethers seconded the motion to approve the following.

SECOND READING of BOARD POLICY UPDATES

It is recommended to present the second reading of proposed Board policy updates as provided in the backup materials.

Policy	Title
6218	CASH BALANCE RESERVE POLICY (new)

DISCUSSION:
Mr. McArtor thanked Mr. Douglass for drafting the information in the policy. Mr. Williams echoed his comments

Ayes: Mrs. Torbert, Mr. Nethers Mr. McArtor, Mrs. Stedman, Mr. C. Williams, Mr. G. Williams
Nays: None
Motion Carried.

SUPERINTENDENT’S DISCUSSION ITEMS

Licking Valley Heritage Society Lease Agreement

Mr. Nethers stated that he had not previously been aware of the lease agreement and expressed concern regarding the District’s responsibility for a significant portion of the utilities and facility upkeep, particularly given the limited use of the facility by students.

Mrs. Torbert discussed her review of the lease agreement, which she had previously reviewed with the former Superintendent. She provided an example of an update to the agreement related to insurance requirements, including clarification of the amount of insurance coverage required under the lease. Mrs. Torbert asked whether the school buildings or students currently utilize the Heritage Society facility. It was clarified that the Licking Valley Heritage Society communicates with the school buildings to coordinate potential visits and field trips throughout the school year.

Mr. Williams discussed the District’s financial investment in the Heritage Society and stated that, while he fully supports the organization and the partnership, the District should ensure that students and staff are benefiting from the facility if District funds are being invested in it. He also expressed support for including a termination provision in the agreement should the District need to end the arrangement in the future.

Mr. Williams and Mr. McArtor expressed their appreciation for the partnership with the Licking Valley Heritage Society while emphasizing the importance of ensuring the District makes meaningful use of the facility.

Mr. Nethers stated that he supports the agreement if the facility is being utilized for school purposes but emphasized the need for the District to make use of it.

Mrs. Stedman recommended developing a specific plan for how the District and its students will utilize the facility rather than simply indicating that it will be used.

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Mr. Williams reiterated his support for the partnership provided that the District makes use of the facility. He noted that future expenditures or financial concerns, such as major projects or budget deficits, could require the District to reevaluate the arrangement.

Air Horns at Football Games

Mr. Smathers expressed his appreciation for the traditions and passion within the Licking Valley community. He stated that he plans to communicate with the community regarding the use of air horns in a polite, courteous, and sportsmanlike manner that celebrates and supports students. Mr. Smathers also indicated that he would like the opportunity to attend a game and observe the use of air horns firsthand before making any recommendations.

Mrs. Stedman stated that, while she is personally not a fan of air horns, she supports allowing Mr. Smathers time to observe the game environment and the use of air horns before further action is considered.

Mr. Williams discussed concerns regarding the previous decision related to air horns, noting that the decision had not been communicated to the Board, which represents the community. He also raised concerns regarding the decibel levels used in determining which horns were restricted, noting that some prohibited air horns had lower decibel levels than other horns that continued to be permitted. He stated that, if restrictions are necessary, the District could consider aligning its requirements with applicable State of Ohio standards.

Mr. Williams emphasized the importance of recognizing and preserving community traditions and expressed appreciation for the support shown at athletic events. He encouraged the Athletic Director to continue enhancing the game-day environment. He also suggested that the District could consider allowing a larger horn, such as a train horn, to be operated by a designated individual rather than by individual spectators. He emphasized that future decisions regarding the use of horns should be based on consistent and reasonable criteria.

Mr. Smathers reiterated his desire to respect the passion and traditions of the community while also observing the use of air horns firsthand. He stated that he would like to partner with the Board on the communication and implementation of any future plan regarding their use.

District Strategic Plan Update

Mr. Smathers discussed the district's strategic plan and recommended holding a work session to allow for further discussion and review. The Board agreed that a work session would be beneficial.

Mrs. Stedman requested clarification regarding the services provided by The Impact Group as part of the District's contract extension.

Mr. Smathers stated that the proposed work session could include the Board and potentially members of the administrative team.

STUDENT BOARD MEMBER UPDATE

Mr. G Williams provided a student board member update. He discussed the first day of school and some of the upcoming student events.

STUDENT ACHIEVEMENT UPDATE

None

LEGISLATIVE UPDATE

Mr. Nethers provided a legislative update and discussed some of the new or proposed bills. Mr. Nethers discussed the form for the opportunity to have the Licking Valley License Plate.

PUBLIC COMMENT (NON-AGENDA ITEMS - 30 MINUTES ALLOTTED)

Ms. Mary Kay Martin asked how much District funding is directed to private schools and expressed concern regarding taxpayer dollars being used to support private schools.

Mr. Gordon Postal encouraged community members to visit the fairgrounds to see the FFA program and recognize the accomplishments of Licking Valley students. He also discussed the Licking Valley Heritage Society and highlighted some of the items available at the museum. Mr. Postal requested that, if the District continues to provide a newsletter, event times be included along with the dates.

Andrew Douglass, Treasurer