

Regular Meeting

September 24, 2026

Call To Order & Roll Call

The Lynchburg-Clay Board of Education met in regular session on Thursday, September 24, 2026, at the Lynchburg-Clay Board of Education Building.

President Warner called the meeting to order.

The following members responded to roll call:

Mr. Warner, President	Present
Ms. Griffith, Vice President	Present
Mrs. Blankenship, Member	Absent
Mrs. Rusch, Member	Present

Pledge

The Pledge of Allegiance was recited by all.

SUPERINTENDENT’S RECOGNITION

Prior to the start of the September board meeting, each year the board holds a new staff recognition. This provides the opportunity for the Board of Education and any public in attendance to meet new staff members of the district. New staff members in attendance were Hannah Burton, Jaeden Thatcher, Stacie Rhonamus, Kayleigh Rapp, Tammy Sexton, Tessa Bossier, and Marcy Boyd.

Superintendent Zink explained that Mr. Sexton and the board of education implemented a process where prior employees are being honored for their time and service in the Lynchburg-Clay Local School District. For September 2026, the board would like to recognize Mr. John Jones for his commitment as a prior teacher, coach, and administrator in the district and Mrs. Diana Jones for her commitment as a teacher and Olympics of the Mind coach. Mr. Zink read a brief biography on both individuals and gave them a bronze statue of a mustang as a momentum for their service. Mr. Jones thanked the Board of Education and Mr. Zink for this honor and remarked that it was a privilege to have worked so many years in the Lynchburg-Clay Local School District.

COMMUNITY COMMENTS

Mrs. Darcy Miles stated the high school golf team won the league and sectionals and they will now move on to compete for the district at Crown Royal. The high school cross country team won the sectionals and will move on to compete for the district at Rio Grande. Mrs. Carraher reported that Highland County Special Olympics will be held at Hillsboro High School on Saturday, September 26, 2026 at 9:00 a.m.

GREAT OAKS REPORT

Mrs. Blankenship, the district's Great Oaks Board Representative, was absent. Mrs. Blankenship did forward a document that presented the highlights of the Great Oaks Joint Vocational School September 2026 board meeting.

CEO, Mr. Harry Snyder, acknowledged teachers within the Great Oaks system that achieved a 5-star award for the 2025/2026 school year. Through the efforts of these teachers, students gained the technical skills needed to attain a 90% or higher score on the Great Oaks report card.

Great Oaks approved 2026/2027 advisory committees for the district and CTE programs. These committees help build relationships between the career center and the business industry for the internships and/or employment of Great Oaks graduates.

Mr. Snyder updated the board on current construction projects. The first phase of construction on a new parking lot at Scarlet Oaks was completed. The new aviation wing, equine classroom, and maintenance facility at Diamond Oaks are all near completion.

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14631-26
Approve
Minutes

Ms. Griffith made a motion, seconded by Mrs. Blankenship to approve the minutes for the regular meeting on April 16, 2026, with the correction.

Voice vote. All members voted yea. President Warner declared the motion carried.

TREASURER'S REPORT

The Board of Education approved the monthly reconciliation, investments, payment of bills, and donations.

The Board of Education approved the permanent appropriation resolution in the amount of \$23,253,754.29 and estimated revenues in the amount of \$40,098,257.55 for the 2026/2027 school year.

14632-26
Financial &
Investment

Ms. Griffith made a motion, seconded by Mrs. Rusch to approve the financial and investment reports as presented by the treasurer.

Roll call: Ms. Griffith, yea; Mrs. Rusch, yea; Mr. Glover, yea; Mr. Warner, yea.

President Warner declared the motion carried.

14633-26
Approve
Bills

Ms. Griffith made a motion, seconded by Mrs. Rusch to approve the list of bills as presented by the treasurer.

Roll call: Ms. Griffith, yea; Mrs. Rusch, yea; Mr. Glover, yea; Mr. Warner, yea.

President Warner declared the motion carried.

14634-26
Cafeteria
Report

Ms. Griffith made a motion, seconded by Mrs. Rusch to approve the cafeteria report as presented by the treasurer.

Roll call: Ms. Griffith, yea; Mrs. Rusch, yea; Mr. Glover, yea; Mr. Warner, yea.

President Warner declared the motion carried.

14635-26
Accept
Donations

Ms. Griffith made a motion, seconded by Mrs. Rusch to accept the donations as presented by the treasurer.

Voice vote. All members voted yea. President Warner declared the motion carried.

14636-26
Approve
Permanent
Appropriations
& Est. Receipts

Mr. Glover made a motion, seconded by Ms. Griffith to approve the permanent appropriations and estimated receipt for FY27.

Roll call: Mr. Glover, yea; Ms. Griffith, yea; Mrs. Rusch, yea; Mr. Warner, yea.

President Warner declared the motion carried.

SUPERINTENDENT'S REPORT

Mr. Zink briefly explained his recommendations for the various substitute positions and coaching positions that are open. Mr. Zink also explained the need for new water softeners in the elementary and high school. The district used Culligan in previous years and the district retained old tanks from Culligan when the district changed to a different vendor approximately seven years ago. Mr. Sandlin checked with Culligan and they stated these tanks are still usable. For this reason and since each head custodian would like to have Culligan back, Mr. Zink is recommending a contract with Culligan for water softeners.

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Mr. Zink stated he received three quotes for the new salt bin the district is building. All bids were very close in total dollar amounts. Since the district has worked with Vilven and Son on past projects and never had any issues with their work, he is recommending them for the salt bin project.

Consent Agenda

1. Recommendation to approve Southern Ohio ESC sub teacher list for July and August.
2. Recommendation to approve Whitney Carnes as a sub aid and sub teacher. (retroactive 8/25/26)
3. Recommendation to approve Samantha Hurley as a sub. educational aide.
4. Recommendation to approve Misty Parks as a sub. aide and sub. cook, and sub. custodian pending background checks.
5. Recommendation to approve Corynne Campbell as a sub. teacher pending background checks and licensure.
6. Recommendation to approve Makaayla Ballein as a sub. cook, sub. custodian, and sub. aide pending background checks.
7. Recommendation to approve Starla Hurst as a sub. cook.
8. Recommendation to approve the Middle School Athletic Director be split between Tyler Barton and James Walker.
9. Recommendation to approve Lynchburg-Clay FFA Chapter to attend National Convention in Indianapolis, IN on October 20-24, 2026.
10. Recommendation to approve Kara Fawley as the MTSS District Coordinator for the 26-27 school year.
11. Recommendation to approve Kara Fawley for the DLT for the 26-27 school year.
12. Recommendation to approve Kelly Wood for the DLT for the 26-27 school year.
13. Recommendation to approve concrete work and site prep for new salt bin at FFA Barn by Mote Vilvens.
14. Recommendation to approve the purchase of salt bin structure from Rasmar Industries.
15. Recommendation to accept the retirement of Jennifer McLaughlin, effective at the end of the 26-27 school year.
16. Recommendation to approve Charles Parks as a maintenance sub. pending background checks.
17. Recommendation to approve Daniel Johnson as a sub. cook and sub. custodian pending background checks.
18. Recommendation to approve Sierra Brown as a sub. teacher pending licensure approval.
19. Recommendation to approve Anna Burns as a sub. teacher pending background checks and licensure approval.
20. Recommendation to approve Amy Robinson as a sub. Teacher.
21. Recommendation to accept the resignation of Bobby Stroop, bus driver, effective September 18, 2026.
22. Recommendation to approve the ranking of the RFQ for the master facility's design.
23. Recommendation to approve the quotations from Culligan for the water softeners for the elementary school and the high school.
24. Recommendation to approve James O'Connor as the High School Track Assistant Coach for the 26-27 school year.
25. Recommendation to approve Julianna Benkiel as the Middle School Cheer Advisor for the 26-27 school year.
26. Recommendation to approve Caitlyn Collins as the JV Girls Soccer Coach for the 26-27 school year.
27. Recommendation to approve the extension of unpaid leave for Deanna Oaks-Feiss.
28. Recommendation to approve the hiring of Heather Creech as a Permanent Sub. Bus Driver, pending background checks.

Mr. Zink is discussed the three request for quotes he received for designing a facilities master plan. Mr. Zink did receive three requests for quotes on the master design plan, one from SHP, one from Garmann Miller, and a third from Woolpert. After many calls to other districts questioning the work and satisfaction of these firms, Steed, Hammond and Paul, (SHP) has the highest rating and has worked with Lynchburg-Clay in the past on other construction projects.

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The Board asked if the district had a person in place to work as the high school secretary while Mrs. Oaks-Feiss is out on leave. Mr. Zink explained that Mrs. Amy Furbee, who also works in the high school office, is handling her job and the secretary's job as best as she can, until we have more information on how long Mrs. Oaks-Feiss will be on leave.

14637-26
Consent
Agenda

Ms. Griffith made a motion, seconded by Mrs. Rusch to approve the Superintendent's Consent Agenda.

Roll call: Ms. Griffith, yea; Mrs. Rusch, yea; Mr. Glover, yea; Mr. Warner, yea.

President Warner declared the motion carried.

NEW BUSINESS

Mr. Zink requested the board to pass a motion to purchase a new chiller as an urgent necessity. The district has been told by all vendors contacted that it is currently a six to seven month wait on a new chiller. This would mean a chiller ordered in October 2026 would not arrive for installation until April 2027. Mr. Zink would like to see the new chiller installed by the middle of April, at the latest. Also, the district received five quotes on a new Chiller. Mr. Zink is recommending DeBra-Kuempel as the vendor for the new chiller based on recommendations from other school districts based on their work satisfaction even though DeBra-Kuempel is \$3,000 higher than the cheapest quote. The cheapest quote was from an unknown company in Northern Ohio.

14638-26
Approve
Elementary
Chiller

Mr. Glover made a motion, seconded by Mrs. Rusch to approve the quote to replace the chiller at the elementary school as an urgent necessity. The quote from DeBra-Kuempel is for \$419,220.

Roll call: Mr. Glover, yea; Mrs. Rusch, yea; Ms. Griffith, yea; Mr. Warner, yea.

President Warner declared the motion carried.

14639-26
Masters
Facilities Plan

Ms. Griffith made a motion, seconded by Mr. Glover to approve SHP for the mater facilities design plan for \$72,875 plus reimbursable expenses.

Roll call: Ms. Griffith, yea; Mr. Glover, yea; Mrs. Rusch, yea; Mr. Warner, yea.

President Warner declared the motion carried.

POLICY

The recommendation to amend policy 6320 regarding not needing to bid out under \$25,000 will be tabled until the next board meeting.

Mr. Zink recommended Steed Hammond and Paul, SHP, as the company to prepare the district's master plan and design. Mr. Zink explained there will be three phases to this plan. The first phase will be to study the current facility and capacity, looking at current and anticipated enrollment, and possibly redesigning current building space to use in a more efficient manner. Phase two will consist of having SHP engaging the community and staff and acquiring their ideas of what they think the ideal school facility would look like and satisfying current and future needs. The third phase will encompass bringing the plan together, designing the project and securing finances to move forward with any building project.

Next
Meeting.

The next meeting will be on October 22, 2026, at 5:30 p.m. at the Lynchburg-Clay Board of Education Building.

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14630-26
Adjourn
Meeting

There being no further business to come before the Board, Mrs. Rusch made a motion, seconded by Mr. Glover to adjourn the meeting.

Voice vote. All members voted yea.

President Warner declared the motion carried and the meeting was adjourned.

ATTEST:

President

Treasurer