

Record of Proceedings  
Minutes of the Williamsburg Local School Board Regular Business Meeting  
Held at the Middle/High School Media Room  
On Monday, March 20, 2023, at 6:00 PM

The Williamsburg Board of Education met for a Regular Business Meeting at 6:00 PM on Monday, March 20, 2023, at the Middle/High Building Media Room with the following members present and answering roll call: Charlie Maklem, Brandon Lindsey, Jeff Cummins, and Daniel Knapke. Sue Madsen. was absent. Matt Earley, Superintendent, and Greg Wells, Treasurer, were also present along with several community members.

Mr. Maklem led us in the Pledge of Allegiance.

EDITS / ADDITIONS TO THE AGENDA

Items 13G, 13H, and 13I were added as Personnel Matters before the Board.

COMMUNICATIONS

None

SUPERINTENDENT'S REPORT

- Mr. Earley turned the floor over to Mr. Kevin Dunn, Principal of Williamsburg Elementary School. Mr. Dunn proudly introduced Easton McQueen. This extraordinary Wildcat won the WES 2023 Spelling Bee, beating two past WES champions, then qualified for the WCPO Scripts Southwest Ohio Regional Spelling Bee competition. This was no easy feat. After winning the district competition Easton underwent an extensive testing process in order to be selected as 1 of 25 regional competitors. Furthermore, Easton qualified as a fifth grader, competing mostly against 7<sup>th</sup> and 8<sup>th</sup> graders! While he was disappointed he didn't win the regional competition, Easton told the Board he was grateful for the experience. He really appreciated the strong support from his teachers and peers, especially the spirited send-off he got at Friday dismissal the day before the competition. The Board congratulated Easton on a job well done and thanked him for being an exceptional ambassador for our district.
- Following the Moment of Excellence, Mr. Earley offered news from around the district:
  - Erica Klein, Zach Taylor, and Shelby Wright were introduced as new staff members on the docket tonight. Each of them discussed their proposed role and why they were excited to join the Burg Schools team.
  - Mr. Earley congratulated the new inductees for the Williamsburg Schools Athletic Hall of Fame. He also thanked everyone who contributed to the success of the HOF Banquet, as well as the large number of people in attendance.
  - Mr. Earley also congratulated the 22 new inductees to the National Honor Society. This year's class included twenty juniors and two seniors. We also congratulate and thank the five seniors who made a commitment to serve our country on Military Signing Day. All these students are truly the pride of Burg Schools.
  - Spring sports are off and running. The Varsity Baseball Team will be road tripping to FLA for a tournament over spring break. We also have several band and choir concerts upcoming. Everyone is encouraged to catch an event, enjoying these incredibly talented Wildcats.
  - On the academic side, the junior class recently took the ACT. In the spirit of college and career readiness, that same day the freshman class toured Wright Patterson AFB, sophomores took the ASVAB, and senior spent the day on a job shadow.
  - As part of our commitment to community partnership, SRO Mike Glenn conducted ALiCE Training for Clermont County Senior Services.

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- On behalf of the district we congratulate Village Police Chief, Mike Gregory, on his recent retirement. Chief Gregory was always a great supporter and advocate for Williamsburg Schools. We welcome new Chief, Margaret Timmers, and look forward to working with her.
- Finally, we want to recognize Angela Kendle for her fast response to the recent fire in our recycling dumpster. Thanks to her decisive action the fire was quickly brought under control, preventing substantial damage to the high school. Well done!

REPORT FROM U.S. GRANT CAREER CENTER

Williamsburg Board Representative, Beth McManus, highlighted several items of business from U.S. Grant Career Center, including:

- Bethel is the current district with two representatives on Grant Board.
- As an extension of the highly successful “Grant Gives Back” community service program, 24 students will be traveling to Hazard, KY, next month on an extended service learning project utilizing their career tech skills to support this underserved community.
- At their March business meeting the Grant Board gave approval for the Grant Superintendent to create a “Career Based Intervention Program” to help at-risk students complete their career tech education to graduate and secure their certifications.
- Mrs. McManus highlighted the Grant enrollment of Williamsburg students, with Allied Health, Welding, Vet Science, and Early Childhood being the most popular programs.
- Williamsburg also received a \$5,000 Middle School Career Development Grant to help inform MS students and parents learn about the strong opportunities in career tech.
- Last, Mrs. McManus announced Grant CC was one of only two districts in Clermont County to receive the Auditor of State Award for a spotless state financial audit.

TREASURER’S REPORT

Mr. Wells highlighted matters impacting the district’s finances, including:

- Board members are encouraged to learn about HB1. If passed, this bill would have a substantial impact on public schools. It has the potential to reverse the gains made from the Cupp-Patterson Fair School Funding Plan (FSFP). Board members should do their research regarding HB1 and contact our state legislators to share their concerns.
- Speaking of FSFP, statehouse negotiations are underway for the next biennial budget. The first pass projections have WLSD seeing a hypothetical increase, but final budget isn’t due to the governor’s desk until June. We will take a conservative approach on state foundation in the May Five Year Forecast, keeping it flat. Once the budget is signed and implemented the changes will be reflected in the NOV 5YF.
- Speaking of the 5YF, we have initiated kickoff meetings for the May forecast construction.
- In the past 45 days the district has received almost \$2.2M in first half TY2022 real estate taxes. This includes both Clermont and Brown Counties.
- Monday afternoon, prior to the Board meeting, we completed an ODE Desk Audit for IDEA Part B. This was a random audit conducted on approximately 10% of districts annually. Special thanks to Tina Reichart for all her efforts to collect the extensive program documentation required for the audit, in addition to our financial records. We were well prepared for the audit and passed with flying colors.
- In the past week, both staff members of the Treasurer’s Office have participated in job shadow opportunities at Goshen and Norwood. These professional development days allowed them to collaborate with their highly proficient peers and learn best practice. This learning will help drive continuous improvement in our district.

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- Finally, as Beth McManus mentioned, there were only two districts in Clermont County that earned the Auditor of State Award for perfect state audits in FY22—Grant Career Center and...Williamsburg! We want to recognize our retired Treasurer, Jo Anna Carraher, along with our staff members, Tammy Jermer and Eileen Sipple, for their contribution to this successful outcome. Our Treasurer's Office exemplifies the #WildcatWay.

**APPROVAL OF FINANCIAL STATEMENTS AND BOARD MINUTES**

Motion by Cummins, second by Lindsey, to approve Minutes of Business Meeting conducted February 13, 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

Motion by Cummins, second by Lindsey, to approve Financial Statements for February 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

**PUBLIC PARTICIPATION**

None

**DISCUSSION ITEMS**

Board members gave updates on recent committee activities, including:

- Tech – adding monitors to WES, T-Mobile iPad opportunity.
- Finance – next meeting scheduled for Monday, March 27.
- Student Achievement – reviewing Warren career tech ideas, surveying staff to identify skillsets that could potentially lead to expanding career tech opportunities at WHS.
- Facilities – Media Center renovation RFP ended last Friday and the district received three submittals. Item 11F is the next step in that project.
  - Mr. Cummins then gave a brief presentation on the Auditoria Flooring proposals under consideration for item 11D.

**MAJOR ITEMS OF BUSINESS**

**023-2372 APPROVAL OF CREATION OF AN ACCOUNT:**

Motion by Knapke, second by Cummins, to approve to approve the creation of account:

FUND	FUND NAME	AMOUNT
200-9228	Class of 2028	\$0.00

Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

**023-2373 APPROVAL OF CONTRACT:**

Motion by Lindsey, second by Cummins, to approve the special education contract with Clermont County Educational Service Center for the 2023-2024 school year. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

**023-2374 RESOLUTION AUTHORIZING THE ADMINISTRATION OF 3RD GRADE ELA AND MATH ASSESSMENT IN PAPER FORMAT FOR SY 2023-2024:**

Motion by Knapke, second by Lindsey, to approve the following resolution:

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*WHEREAS, the Board of Education of the Williamsburg Local School District (hereinafter called the "Board"), recognizes Ohio Revised Code Section 3301.0711(G)(4), as amended by SB 216 and,*

*WHEREAS, the Board further recognizes the advantages of students taking the paper version of the ELA and MATH Assessment,*

*NOW, THEREFORE BE IT RESOLVED, by the Board of Education, that after careful consideration and evaluation of the information before it, hereby resolves to approve administration of 3rd Grade ELA and MATH assessment in paper format for the SY 2023-2024.*

Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2375 APPROVAL OF CONTRACT:

Motion by Cummins, second by Lindsey, to approve a contract between Epoxy SI and the Williamsburg Board of Education for the Auditoria and adjacent areas floor renovation in the [amended] amount not to exceed \$150,000. Voting aye on roll call for motion as amended: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion as amended carried.

023-2376 APPROVAL OF MEMORDANDIUM OF UNDERSTANDING:

Motion by Cummins, second by Lindsey, to approve a Memorandum of Understanding between Williamsburg Education Association and the Williamsburg Local School District for the deletion of the Athletic Director position from WEA/WLSD Master Contract Appendix G&H. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2377 APPROVAL OF CONTRACT:

Motion by Cummins, second by Lindsey, to approve an Architectural RFQ between SHP and the Williamsburg Local School District for the Media Center project. Voting aye on roll call: Maklem, Lindsey, and Cummins. Abstain: Knapke. Nays: none. Motion carried.

EXECUTIVE SESSION

Motion by Knapke, second by Lindsey, to move into Executive Session, per Ohio Revised Code 121.22. to discuss:

- Certain Personnel Matters - To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; and to consider the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.
- Purchase or Sale of Property, Real, Personal, Tangible, or Intangible.
- Pending or Imminent Court Action
- Collective Bargaining Matters
- Security Matters
- Economic Development
- Matters Required to be Kept Confidential

Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

The Board moved into Executive Session at 7:50pm and returned at 8:57pm.

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**PERSONNEL MATTERS**

023-2378 APPROVAL OF RESIGNATION:

Motion by Knapke, second by Cummins, to approve the resignation of Jeannie Pelletier from her Educational Aide Position effective March 18, 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2379 APPROVAL OF RESIGNATION:

Motion by Knapke, second by Cummins, to approve the resignation of Brian Hart from his Coaching Position effective June 30, 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2380 APPROVAL OF RETIREMENT:

Motion by Lindsey, second by Cummins, to approve the retirement of Kathleen Weinstock from her Teaching Position effective June 30, 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2381 APPROVAL OF RETIREMENT:

Motion by Cummins, second by Lindsey, to approve the retirement of Rick Healey from his Teaching/Athletic Director Position effective August 31, 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2382 APPROVAL TO EMPLOY CLASSIFIED STAFF:

Motion by Knapke, second by Lindsey, to employ the following individual as classified employees for a period of one (1) school year; (2022-2023) at the board adopted salary schedule. Employment is contingent upon maintaining proper certification and pending successful completion of BCI & FBI background checks.

INDIVIDUAL:	POSITION:	STEP:
Erika Klein	Educational Aide Elementary	2
Zachery Taylor	Education Aide MS/HS	8

Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2383 APPROVAL TO EMPLOY INDIVIDUAL FOR SUPPLEMENTAL POSITION FOR THE 2022-2023 SCHOOL YEAR:

Motion by Knapke, second by Cummins, to approve the following individual for the prescribed period pending satisfactory BCII check and completion of all requirements for employment at the board adopted salary schedule for the supplemental position as listed for the 2022-2023 school year. Employment is contingent upon obtaining all necessary certificates, background checks, and completion of required paperwork prior to working with students. All contracts will expire on June 30, 2023. "The Board reserves the right to prorate this contract should COVID-19 mandated restrictions reduce the hours of said contract".

INDIVIDUAL:	SPRING POSITION(S)
Nick Ayers	Strength Trainer/Weight Room Supervisor

Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

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023-2384 APPROVAL TO EMPLOY EXAMPT STAFF:

Motion by Lindsey, second by Maklem, to employ Shelby Wright, PhD on a two (2) year exempt contract effective August 1, 2023 to the full time position of District School Psychologist. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2385 APPROVAL TO EMPLOY INDIVIDUALS FOR FALL SUPPLEMENTAL POSITIONS FOR THE 2023-2024 SCHOOL YEAR:

Motion by Knapke, second by Cummins, to approve the following individuals for a period of one (1) school year pending satisfactory BCII check and completion of all requirements for employment at the board adopted salary schedule for the supplemental position as listed for the 2023-2024 school year. Employment is contingent upon obtaining all necessary certificates, background checks, and completion of required paperwork prior to working with students. All contracts will expire on June 30, 2024. "The Board reserves the right to prorate this contract should COVID-19 mandated restrictions reduce the hours of said contract".

INDIVIDUAL:	FALL Position(s):
Zachery Taylor	Football: Varsity Assistant Coach
Scott Young	Football: Reserve Coach
INDIVIDUAL:	Volunteer Position(s):
Donnie Wilson	Football Volunteer
Trevor Grant	Football Volunteer
Tommy Miller	Football Volunteer
Nick Rieke	Football Volunteer
Brando Ayers	Football Volunteer
Deb Berger	Football Volunteer
Tyler Burdick	Football Volunteer
Elijah Johnson	Football Volunteer
Shelby Wright	Track Volunteer
Jacob Simpson	Track Volunteer
Len Costa	Track Volunteer
Garrett Kenneda	Track Volunteer
Tracy Coffey	Boys' Soccer Volunteer
Madison Kattine	Boys' Soccer Volunteer
Austin Coffey	Boys' Soccer Volunteer
Dylan Coffey	Boys' Soccer Volunteer

Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

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023-2386 APPROVAL TO EMPLOY INDIVIDUAL FOR SUPPLEMENTAL POSITION FOR THE 2022-2023 SCHOOL YEAR:

Motion by Knapke, second by Cummins, to approve the following individual for the prescribed period pending satisfactory BCII check and completion of all requirements for employment at the board adopted salary schedule for the supplemental position as listed for the 2022-2023 school year. Employment is contingent upon obtaining all necessary certificates, background checks, and completion of required paperwork prior to working with students. All contracts will expire on June 30, 2023. "The Board reserves the right to prorate this contract should COVID-19 mandated restrictions reduce the hours of said contract".

INDIVIDUAL:  
Meghan Lunsford

Volunteer Position(s):  
Softball Volunteer

Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

COMMENTS BY THE BOARD PRESIDENT

Mr. Maklem thanked Mrs. Pelletier and Coach Hart for their long-time contributions to our district. Furthermore, he thanked Mr. Healey and Mrs. Weinstock for their decades of service and commitment to the students and community of Williamsburg, and congratulated them on their retirements. While we bid farewell to those staff members, we are excited to welcome the new staff members and look forward to their contributions.

Mr. Maklem also congratulated Easton McQueen on his amazing run to the WCPO Scripts Spelling Bee and thanked him for being such a great representative for our district. He congratulated the new members of Williamsburg Schools Athletic Hall of Fame, and thanked the organizers and volunteers who made the HOF Banquet a striking success. In closing, Mr. Maklem thanked the PTA for all the recent events they sponsored and conducted. Their efforts truly enrich the educational experience of our students, staff, and parents.

ADJOURNMENT

Motion by Knapke, second by Cummins, to adjourn. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried. Board adjourned 9:05pm.

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Board President

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Treasurer