

Record of Proceedings
Minutes of the Williamsburg Local School Board Regular Business Meeting
Held at the Middle/High School, Room 208
On Tuesday, June 27, 2023, at 6:00 PM

The Williamsburg Board of Education met for a Regular Business Meeting at 6:00 PM on Tuesday, May 16, 2023, at the Middle/High Building, Room 208, with the following members present and answering roll call: Charlie Maklem, Brandon Lindsey, and Jeff Cummins. Sue Madsen was absent. Matt Earley, Superintendent, and Greg Wells, Treasurer, were also present along with several staff and community members. Daniel Knapke arrived at 6:02 PM.

Mr. Maklem led us in the Pledge of Allegiance.

EDITS / ADDITIONS TO THE AGENDA

Items 11L, 11M, 13L, and 13M were added as matters before the Board.

COMMUNICATIONS

None

SUPERINTENDENT'S REPORT

- Mr. Earley gave the floor to Mr. Tackett, who then introduced the proposed new hires on tonight's agenda: Olivia Lewis and Hannah Buchanan.
- Mr. Earley then gave the floor to the officers of the Williamsburg Schools Music Boosters. They presented a strong overview of the Music Boosters mission, support activities from SY233-23, and a look forward to some of the pressing needs of our music program.
- Mr. Earley then offered news from around the district:
 - Since last time the Board met the district has enjoyed several end of year activities including student award ceremonies, multiple concerts, deep tournament runs for both baseball and softball, a state qualifier in track, and ultimately culminating in magnificent graduation ceremony under the sun in Abrams Stadium.
 - OFCC is conducting their annual meeting July 6th. Funding for a new Williamsburg Elementary is on the docket and we're told it has a high probability of approval.
 - Abrams Stadium field turf and epoxy flooring for our middle-high auditoria are progressing nicely. Both projects are right on schedule. Middle-high Media Center renovation work will begin mid July.
 - Welcome to our new staff members. Thrilled to have you as part of the Wildcat team.
 - Special thanks to all the staff who covered district needs the past couple weeks while the Earley Family enjoyed vacation.

REPORT FROM U.S. GRANT CAREER CENTER

- None

TREASURER'S REPORT

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

- The state biennial budget (HB33) is nearing its conclusion. The Senate version still has WLSD receiving over \$700K increase in FY24 State Foundation, plus an additional \$200K in FY25. Hopefully those amounts stay static or increase through the reconciliation process and approved by Governor Dewine.
- Attended the district's annual Coach's Meeting yesterday. Took a different tact from past years, condensing our instructions/requirements into 10 (ten) main compliance points in the hopes of making it more realistic and effective. Early feedback was positive.

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- As part of the recent debt ceiling negotiations Congress clawed back some unspent federal monies to help offset the national debt. Thankfully ESSER was not subject to those “repossessions” so we can proceed with our ARP ESSER plans for FY24.
- The district has been presented a unique opportunity to partner with Williamsburg BP and Colonial Oil to designate one pump at BP as a “Community Pump”. Every gallon pumped there each month will donate one cent per gallon to Williamsburg Schools. No strings attached, we just have to give them permission to use our school branding and decide where to apply the donations.
- The backlog of Free & Reduced lunch charges incurred before those families submitted their F&R applications has been paid using community donations. No Principal Funds had to be used.
- The district has paid Motz their first draw on the Abrams’ field turf project. We have also made our final payment to Garland for the Middle-High roof.
- Finally, we are in fully engaged in fiscal year end and new fiscal year start activities. The last A/P check run was completed 6/21 and final payroll has been processed in the system (physical direct deposits go out 6/30 as scheduled). We have applied for reimbursement on ESSER and all other federal grants, and hopefully will receive those before the end of the month. If so, they will reduce the advances. If not the advances will cover those negative fund balances and advances will be repaid in July.

APPROVAL OF FINANCIAL STATEMENTS AND BOARD MINUTES

Motion by Lindsey, second by Cummins, to approve Minutes for the following meetings:

- Business Meeting @ May 16, 2023.
- Special Meeting @ June 3, 2023
- Special Meeting @ June 13, 2023

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

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

Motion by Cummins, second by Lindsey, to approve the use of SETBAL program to close Fiscal Year 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

PUBLIC PARTICIPATION

- Sherri Kissinger – Asked the Board if the district plans to run a levy for the construction of a new Williamsburg Elementary School? Mr. Maklem said the funding for the new WES is still under discussion, and if we need to run a bond levy it will likely be on the ballot NOV 2023.

DISCUSSION ITEMS

- Facilities Committee –Met on 6/2. Many projects underway including Epoxy SI for HS Auditoria and surrounding areas, Abrams’ field turf, and Media Center renovation. The team is assisting Music program to move a baby grand piano donated to the district. Exploring several other projects including: WHS gym update, WES repair & maintenance budget until new building operational, finalizing metal class composites, updating both HOF’s, track resurfacing, and vision casting STEM Center.

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- Student Achievement – Met on 6/15. Exploring STEM Center options and CTE funding, including surveys of staff and community member. Example: Aaron Staley shop class.
- Student Life: Ongoing uniform reviews and approvals.

MAJOR ITEMS OF BUSINESS

023-2426 APPROVAL OF FINAL AMENDED PERMANENT APPROPRIATION AND FINAL AMENDED CERTIFICATE:

Motion by Knapke, second by Cummins, to authorize the Treasurer to close Fiscal Year 2023 and approve the final appropriations and amended certificate with the associated 412 certificate for submission to the Budget Commission of Clermont County. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2427 APPROVAL OF TEMPORARY APPROPRIATIONS AND AMENDED CERTIFICATE:

Motion by Knapke, second by Cummins, to approve the temporary appropriations and amended certificate with the associated 412 certificate for Fiscal Year 2024 for submission to the Budget Commission of Clermont County. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2428 APPROVAL OF ADVANCES:

Motion by Lindsey, second by Knapke, to authorize the Treasurer to make advances as needed to ensure grant accounts are at a zero or positive balance when closing FY23. Any advances required will be reported at the July Board of Education Business Meeting. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2429 APPROVAL OF HANDBOOK:

Motion by Cummins, second by Lindsey, to approve the Elementary School Handbook for the 2023-2024 school year, per attachment 11D. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2430 APPROVAL OF HANDBOOK:

Motion by Cummins, second by Lindsey, to approve the Middle/High School Handbook for the 2023-2024 school year, per attachment 11E. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2431 APPROVAL OF ATHLETIC HANDBOOK:

Motion by Cummins, second by Lindsey, to approve the Middle/High School Athletic Handbook for the 2023-2024 school year, per attachment 11F. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2432 APPROVAL OF DONATIONS:

Motion by Lindsey, second by Knapke, to approve and accept the following donations:

| CONTRIBUTOR: | DONATION FOR: | AMOUNT: |
|--------------------------|---|----------------|
| Rosalind Schaefer | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$50.00 |
| James Shriver | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$50.00 |
| Deborah & Richard Ferenc | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$100.00 |
| Aaron Krekeler | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$500.00 |
| George Pattison | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$100.00 |
| Moorehead Dentistry | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$75.00 |

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| J. Robert True | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$50.00 |
| James & Deborah Vickers | In Memory of Dexter Bastin "Student Lunches for Needy Children" | \$200.00 |
| Milford Food Service | Meal for the end of the year staff lunch | \$800.00 |
| Scott Lucke & Robert Luke Homes | Adam Brown Memorial Scholarship | \$4,000.00 |

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

023-2433 APPROVAL OF TRANSFER:

Motion by Cummins, second by Lindsey, to approve the transfer of \$336,360.00 from the General Fund to the Permanent Improvement 003-0000. Voting aye on roll call: Lindsey, Cummins, and Knapke. Nays: Maklem. Motion carried.

023-2434 APPROVAL OF PAY APPLICATION:

Motion by Cummins, second by Lindsey, to approve final pay application for \$87,763.90 to Garland/DBS, Inc. for the for the Middle/High School Roofing Project. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2435 APPROVAL OF PAY APPLICATION:

Motion by Lindsey, second by Cummins, to approve pay application #1 for \$365,283.00 to The Motz Group, LLC for the for the Abrams Stadium Turf Project. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2436 APPROVAL OF PAY APPLICATION:

Motion by Lindsey, second by Cummins, to approve pay application #2 for \$243,522.00 to The Motz Group, LLC for the for the Abrams Stadium Turf Project. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2437 APPROVAL OF TRANSFER:

Motion by Cummins, second by Lindsey, to approve the following transfers from the General Fund to resolve negative balances:

| ACCOUNT | DESCRIPTION | AMOUNT |
|----------|-----------------------------|------------|
| 499-9023 | Ohio AG School Safety Grant | \$550.29 |
| 507-9223 | ARP ESSER FY22 | \$9,528.14 |

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

023-2438 APPROVAL OF PURCHASE:

Motion by Lindsey, second by Knapke, to approve a purchase in excess of \$25,000.00 from MobilityWorks for \$59,566.92 for the purchase of a handicap wheelchair accessible van. Purchase will be funded by ARP IDEA (\$49,219.64) and ARP ESSER (\$10,347.28) funds. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

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EXECUTIVE SESSION

Motion by Knapke, second by Cummins, 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 7:29pm and returned at 10:19pm.

PERSONNEL MATTERS

023-2439 APPROVAL TO EMPLOY TRANSPORTATION ASSISTANT/SUPERVISOR (PART-TIME):

Motion by Cummins, second by Lindsey, to employ Judy Arnold as the district's Transportation Assistant/Supervisor (Part-Time), an exempt position, for the period of one (1) school year (2023-2024) effective July 1, 2023 to June 30, 2024. Employment is contingent upon maintaining proper certification and pending successful completion of BCI & FBI background checks. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2440 APPROVAL TO EMPLOY SUBSTITUTE CLASSIFIED STAFF FOR THE 2023-2024 SCHOOL YEAR::

Motion by Cummins, second by Lindsey, to employ the following classified staff member(s) as substitute employee for the 2023-2024 school year. Employment is contingent upon maintaining proper certification and pending successful completion of BCI & FBI background checks.

INDIVIDUALS:

| | | |
|---------------|-------------------|--------------------|
| Eileen Sipple | Phoebe Richardson | Kristi McVickers |
| Noah Miller | Ashley Jermer | Tracy Kuhn |
| Kathleen Rose | Ali Arnett | Joe Chirco |
| Tim Blevins | Jerry Cunningham | Greg Wehrum |
| Ryan Jermer | Wade Posey | Jodi Kimberly Dabe |
| Auree Senior | Debbie Longbottom | Conni Scott |
| Shawn Young | Douglas Steinhaus | Jacob Kendle |
| Aidan Hess | Sarah Lodwick | Melissa Wilms |

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

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023-2441 APPROVAL OF RESIGNATION:

Motion by Cummins, second by Lindsey, to accept the resignation of Amanda Schweizer from her teaching position effective August 31, 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2442 APPROVAL OF RESIGNATION:

Motion by Lindsey, second by Knapke, to accept the resignation of Amanda Powell from her aide position effective May 23, 2023. Voting aye on roll call to motion as amended: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2443 APPROVAL OF RESIGNATION:

Motion by Knapke, second by Cummins, to accept to accept the resignation of Troy Bach from his baseball coaching position effective May 31, 2023. Voting aye on roll: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2444 APPROVAL TO EMPLOY CERTIFICATED STAFF:

Motion by Knapke, second by Cummins, to employ the following personnel as a certificated teacher for a period of one (1) school year (2023-2024) at the board adopted salary schedule. Employment is contingent upon maintaining proper certification and pending successful completion of BCI & FBI background checks.

| NAME: | DEGREE: | POSITION: | STEP: |
|-----------------|---------|-----------|-------|
| Hannah Buchanan | BA | HS Math | 2 |

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

023-2445 APPROVAL TO EMPLOY CERTIFICATED STAFF:

Motion by Lindsey, second by Knapke, to employ the following personnel as a certificated teacher for a period of one (1) school year (2023-2024) at the board adopted salary schedule. Employment is contingent upon maintaining proper certification and pending successful completion of BCI & FBI background checks.

| NAME: | DEGREE: | POSITION: | STEP: |
|--------------|---------|-----------|-------|
| Olivia Lewis | BA | MS/HS Art | 0 |

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

023-2446 APPROVAL TO EMPLOY INDIVIDUALS FOR ACADEMIC SUPPLEMENTAL POSITIONS FOR THE 2023-2024 SCHOOL YEAR:

Motion by Cummins, second by Lindsey, to approve the following individuals for a period of one (1) 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.

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| Individual(s): | Academic Supplemental Position(s): |
| Hannah Buchanan | Advisor: Sophomore Class |
| Robyn Futhey | Advisor: Freshman Class |

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

023-2447 APPROVAL TO EMPLOY INDIVIDUALS FOR FALL SUPPLEMENTAL POSITIONS FOR THE 2023-2024 SCHOOL YEAR:

Motion by Cummins, second by Lindsey, to employ the following individuals for a period of one (1) 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.

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|----------------|---|
| Individual(s): | FALL Supplemental Position(s): |
| Jason Kreimer | Football: Junior High Coach |
| Greg Price | Football: Junior High Assistant Coach |
| Cindy Herren | Football Cheerleading: Reserve Coach |
| Peyton Fisher | Volleyball Coach 8th Grade |
| Kara Bailey | Volleyball Coach 7th Grade |
| Dylan Coffey | Soccer: Reserve Girls Coach (pending student participation) |

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

023-2448 APPROVAL TO EMPLOY INDIVIDUALS FOR WINTER SUPPLEMENTAL POSITIONS FOR THE 2023-2024 SCHOOL YEAR:

Motion by Cummins, second by Lindsey, to employ the following individuals for a period of one (1) year pending satisfactory background checks (BCI & FBI) and completion of all requirements for employment at the board adopted salary schedule for the supplemental positions as listed for the 2023-2024 school year. Employment is contingent upon obtaining all necessary certificates, background checks and completion of required paperwork. All contracts will expire on June 30, 2024.

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|--------------------|---|
| Individual(s): | WINTER Supplemental Position(s): |
| Trevor Berry | Wrestling: Varsity Assistant Coach |
| Clarence Klopstein | Basketball: 8th Grade Boys |
| Nate Bogan | Basketball: 7th Grade Boys |
| Nick Ayers | Strength Trainer/Weight Room Supervisor |
| Cindy Herren | Basketball Cheerleading: Reserve Coach |

| | |
|----------------|--|
| Individual(s): | WINTER VOLUNTEER Supplemental Position(s): |
| Tim Boland | Basketball: 7th Grade Boys Volunteer |

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

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023-2449 APPROVAL TO EMPLOY ADMINISTRATIVE STAFF:

Motion by Lindsey, second by Cummins, to approve the contract of Randy Jermer as Director of Facilities for a period of one (1) year effective August 1, 2023. Employment is contingent upon maintaining all necessary certificates and pending successful completion of BCI & FBI background checks. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2450 APPROVAL TO EMPLOY EXEMPT STAFF:

Motion by Lindsey, second by Maklem, to employ Ryan Vasconcellos on a two-year (2) exempt contract effective July 1, 2023 to June 30, 2025. Employment is contingent upon maintaining proper certification and successful completion of background checks. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

023-2451 APPROVAL TO EMPLOY EXEMPT STAFF:

Motion by Cummins, second by Lindsey, to employ Tammy Jermer on a two-year (2) exempt contract effective July 1, 2022 (retroactive) to June 30, 2024. Employment is contingent upon maintaining proper certification and successful completion of background checks. Voting aye on roll call: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried.

COMMENTS BY THE BOARD PRESIDENT

Mr. Maklem expressed heartfelt thanks to all who donated in memory of Dexter Bastin, as well as Milford Food Service and Lucke's for the Brown Scholarship. He also thanked the Band Boosters for their presentation, as well as their commitment to the district's music program. Furthermore, thanks to the Alumni Association for their time and effort conducting this year's Alumni Dinner. Our gratitude also goes out to the Abrams Foundation for their generous support of our field turf project. Special congratulations to our 2023 Graduates and thank you to everyone who made this year's graduation ceremony a resounding success.

ADJOURNMENT

Motion by Knapke, second by Cummins, to adjourn. Voting aye on roll call to motion as amended: Maklem, Lindsey, Cummins, and Knapke. Nays: none. Motion carried. Board adjourned 10:35 pm.

Board President

Treasurer