

Record of Proceedings
Minutes of the Williamsburg Local School Board Regular Business Meeting
Held at the Middle/High School, Room 208
On Monday, August 14, 2023, at 6:00 PM

The Williamsburg Board of Education met for a Regular Business Meeting at 6:00 PM on Monday, August 14, 2023, at the Middle/High Building, Room 208, with the following members present and answering roll call: Charlie Maklem, Brandon Lindsey, Jeff Cummins, Daniel Knapke, and Sue Madsen. Matt Earley, Superintendent, and Greg Wells, Treasurer, were also present along with some staff and community members.

Mr. Maklem led us in the Pledge of Allegiance.

EDITS / ADDITIONS TO THE AGENDA

Add 11H Policy updates

COMMUNICATIONS

None

SUPERINTENDENT'S REPORT

- Mr. Earley offered news from around the district:
 - The August State Controlling Board meeting took place as scheduled— funding for our project was approved. A new elementary school for Williamsburg is officially a REALITY! Lots of work to be completed before we break ground, but exciting times.
 - Preparing to kick off the new school year. Staff reports Wednesday, Open House at both buildings Thursday, and students first day 8/22.
 - Mrs. Reichert conducted new staff orientation today. Great additions coming onboard.
 - Mr. Earley led the Board on a facility walk-through prior to today's meeting. Our buildings look great, providing a safe and comfortable learning environment.
 - Lots of tech updates performed over the summer. We are revved up to start SY.
 - District Transportation Coordinator, Judy Arnold, has been diligently working to prepare efficient and timely bus routes. On tonight's docket.
 - Media Center renovation is progressing as planned. Target early OCT completion.
 - As promised, Motz has substantial completion of field turf installation in Abrams Stadium. Still have some punch list items to check off before full completion. However, the field is officially open for business and girls' varsity soccer christened it with our first win (and many more to come). Everyone is encouraged to attend the Ribbon Cutting Ceremony prior to our first home football game, August 25th.
 - Speaking of varsity football, this week is Batavia Week. We look forward to renewing our rivalry with our neighbors to the west.
 - Elementary enrollment is in full swing. So far, preschool numbers are up and Kindergarten numbers are static.
 - We are also seeing an increase in students with special needs. This will likely result in an increase in spending to provide services needed to help them succeed.
 - Finally, the district will be developing a communication plan to inform the community about the proposed Substitute Levy slated for November 7th ballot.

REPORT FROM U.S. GRANT CAREER CENTER

- Grant students begin class this Thursday.

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TREASURER'S REPORT

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

- As discussed at the July Board Meeting, everyday we are learning more about the details of HB33, state biennial budget. Unfortunately one of the "victims" of a hurried budget process was the High Schools That Work (HSTW) grants. In years past WHS received several thousand dollars (\$6K in FY23) toward PD and innovative programs to help our HS educators. HB33 failed to include HSTW. Word from Columbus has some folks lobbying to add it after the fact. Stay tuned.
- OSBA Capital Conference 2023 is right around the corner. We need to appoint a delegate for the assembly sessions (see item 11A), and we need to get a rough head count to determine if we pay individual participant fees or purchase a group package. We need fairly firm headcount by SEP11 so we can book rooms during the thrill ride hotel lottery 9am SEP12.
- The steep appreciation of home values has spilled over into farmland. The Ohio Department of Taxation recently released the CAUV (Current Agricultural Use Value) value for 2023, reflecting a 44.4% increase. Granted, the applied CAUV value is well below actual market at only \$1,443/acre but there will still be significant financial impact to our farmers. I've reached out to Chris Mehlman to confirm the revenue impact to the District but have not heard back. Stay tuned.
- As follow-up to our discussion last month regarding unused proceeds from our M/H Roof COPs loan, I discussed the situation with Brenda Wehmer at Dinsmore. Unfortunately, state laws (arbitrage strikes again!) prevent us from using those funds to pay back principal on the loan, and we were only allowed two years to use it for interest payments (since passed). However, we can use it for other capital/PI projects at the M/H. And right on queue, we had our annual fire sprinkler inspection which reveal a severely leaking supplemental pump. That pump has been rebuilt twice already so it must be replaced, and it operates off analog controls that are obsolete so those must be upgraded as well. Estimated cost: \$100K. COPs balance: \$92,641.15. Bully, bully!
- Finally, a quick update on the insurance claim from the lightning strike back in DEC 2022. We have been waiting on a backorder for network switches needed to complete the repair. The contractors were here last week to install and had one last part needed to get it functional. All other work is done, so once the switches are complete and invoiced we will be able to submit our final claim for reimbursement. We are expecting about \$60,000 from the claim most of which was spent in FY23. We had this claim revenue baked into FY23 on the 5YF, so this will be upside revenue in FY24.

APPROVAL OF FINANCIAL STATEMENTS AND BOARD MINUTES

Motion by Knapke, second by Cummins, to approve Minutes:

Minutes – (Business Meeting) – Monday, July 24, 2023 (Attachment 8A)

Minutes – (Special Meeting) – Friday, July 28, 2023

Minutes – (Special Meeting) – Friday, August 4, 2023

Minutes – (Special Meeting) – Monday, August 7, 2023

Minutes – (Special Meeting) – Wednesday, August 9, 2023

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

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Motion by Knapke, second by Cummins, to approve the Financial Statements for July 2023. Mr. Maklem noted a discrepancy on the opening balance of the Cashflow Statement, and subsequently moved to table the motion. Mr. Lindsey seconded the motion to table. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion tabled.

(NOTE: Upon review, Mr. Wells confirmed the discrepancy was a typographical error. The corrected Cashflow Statement was emailed to the Board 8/15/2023.)

PUBLIC PARTICIPATION

- Sherry Kissinger inquired who pays for concession trailer wrap when the Marching Band does not have funding to pay for new uniforms or new equipment trailer? Members of the Board responded the concession trailer is owned by Athletic Boosters so they would likely pay cost of new graphics wrap. New uniforms are typically funded 1/3 District + 1/3 Boosters + 1/3 fundraising. The District will be coordinating with Mr. Lockwood and Band Boosters.
- Kissinger also inquired about the District's plans for communicating the Substitute Levy on the ballot in November. Mr. Maklem responded this topic is not on the docket tonight but discussions are underway. We anticipate a Levy Committee forming in the near future.

DISCUSSION ITEMS

- Student Life Committee: The two Board members serving on Student Life will sit on the newly formed Athletic Council, led by Mr. Tackett.
- Finance Committee: Next meeting scheduled 8/24.
- Facilities Committee: Next meeting being organized for next month.
- Tech Committee: Once school is off and running, team will schedule next meeting.

MAJOR ITEMS OF BUSINESS

024-2474 APPOINTMENT OF DELEGATES TO OHIO SCHOOL BOARD ASSOCIATION (OSBA) ANNUAL BUSINESS MEETING:

Motion by Maklem, second by Cummins, to appoint Daniel Knapke as the District delegate, and Charlie Maklem as alternate delegate, to the Ohio School Board Association annual business meeting to be held November 12-14, 2023. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried.

024-2475 APPROVAL OF BUS ROUTES AND PRELIMINARY ROUTE TIMES:

Motion by Madsen, second by Cummins, to approve to approve eight (8) bus routes per attachment 11B, effective for the 2023-2024 school year, as presented and further, grant authority to the superintendent, or his designee, to amend routes or add routes as needed throughout the school year in order to maintain the most efficient bus service possible. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried.

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024-2476 APPROVAL OF TRANSFERS:

Motion by Cummins, second by Knapke, to approve of the following cash transfers:

TRANSFER FROM FUND:	TO FUND:	AMOUNT:
300-0000 Athletic Fund	300-9004 Athletic Salaries & Benefits	\$50,000.00
001-0000 General Fund	300-9004 Athletic Salaries & Benefits	\$180,000.00

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

024-2477 APPROVAL OF AGREEMENT:

Motion by Lindsey, second by Cummins, to approve a five-year agreement with J.P. Mohler (JPM) to quantify, request and secure refunds of diesel fuel and gasoline tax overpayments made during calendar years 2022 through 2027. This is strictly a contingency contract whereas JPM will only receive compensation on actual refunds received by the District. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke and Madsen. Nays: none. Motion carried.

024-2478 APPROVAL OF FIELD TRIP:

Motion by Madsen, second by Knapke, to approve an educational field trip to Washington D.C. Trip will be taken in May 8- 10,2024 with a departure date set for May 8-10,2024 under the supervision of school representatives, with travel and itinerary arranged by Croswell Student Tours. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried.

024-2479 APPROVAL TO ESTABLISH AND APPROPRIATE FUNDS:

Motion by Lindsey, second by Madsen, to approve the establishment of the following grant funds, to approve the receipt of and to appropriate early allocations for those funds for the 2023-2024 school year:

FUND#	DESCRIPTION	AMOUNT
516-9024	IDEA 6-B Spec Ed	\$233,629.72
572-9024	Title I	\$178,951.50
587-9024	Early Childhood	\$2,136.72
590-9024	Title II-A	\$25,413.68
584-9024	Title IV-A	\$16,991.84

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

024-2480 RESOLUTION AUTHORIZING THE SCHOOL DISTRICT BOARD TO ENTER INTO A RESOLUTION OF ACCEPTANCE IN THE OHIO FACILITIES CONSTRUCTION COMMISSION CLASSROOM FACILITIES ASSISTANCE PROGRAM - SEGMENT ONE::

Motion by Knapke, second by Maklem, to approve the formal Resolution of Acceptance in the Ohio Facilities Construction Commission (OFCC) Classroom Facilities Assistance Program (CFAP), for the construction of a new Williamsburg Elementary School per Attachment 11G. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried.

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024-2481 APPROVAL OF ADMINISTRATIVE GUIDELINES, FORMS AND POLICY CHANGES:

Motion by Knapke, second by Cummins, to approve changes to the following new and revised policies as recommended by the district's policy provider, NEOLA of OHIO, so that policies reflect the current state of law and comply with state and federal educational mandates.

Section – 0000 Bylaws	Book	Status
0164 - NOTICE OF MEETINGS	Policy	Revised
Section – 1000 Administration	Book	Status
1615 - TOBACCO USE PREVENTION	Policy	Revised
Section – 2000 Program	Book	Status
2114 - MEETING STATE PERFORMANCE INDICATORS	Policy	Revised
2271- COLLEGE CREDIT PLUS PROGRAM	Policy	Revised
2412 - HOMEBOUND INSTRUCTION PROGRAM	Policy	Revised
Section – 3000 Professional Staff	Book	Status
3120.09 – VOLUNTEERS	Policy	Rescind
3215 - TOBACCO USE PREVENTION	Policy	Revised
Section - 4000 Classified Staff	Book	Status
4120.09 – VOLUNTEERS	Policy	Rescind
4215 - TOBACCO USE PREVENTION	Policy	Revised
Section - 5000 Students	Book	Status
5310 - HEALTH SERVICES	Policy	Revised
5460 - GRADUATION REQUIREMENTS	Policy	Revised
5500A - STUDENT CONDUCT IN SCHOOL	Policy	Revised
5511 - DRESS AND GROOMING	Policy	Revised
5512 - TOBACCO USE PREVENTION	Policy	Revised
5772 – WEAPONS	Policy	Revised
5610 - REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS	Policy	Revised
Section - 6000 Finances	Book	Status
6110 - GRANT FUNDS	Policy	Revised
6114 - COST PRINCIPLES - SPENDING FEDERAL FUNDS	Policy	Revised
6325 - PROCUREMENT - FEDERAL GRANTS/FUNDS	Policy	Revised
6423 - USE OF CREDIT CARDS	Policy	Revised
Section – 7000 Property	Book	Status
7434 - TOBACCO USE PREVENTION	Policy	Revised
7540 - TECHNOLOGY	Policy	Revised
7540.01 - TECHNOLOGY PRIVACY	Policy	Revised
7540.02 - WEB ACCESSIBILITY, CONTENT, APPS, AND SERVICES	Policy	Revised
7540.03 - STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY	Policy	Revised
7540.04 - STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY	Policy	Revised
7217 – WEAPONS	Policy	Revised

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Section - 8000 Operations	Book	Status
8120 - VOLUNTEERS	Policy	Revised/
Replacement		
8300 - CONTINUITY OF ORGANIZATIONAL OPERATIONS PLAN	Policy	Revised
8305 - INFORMATION SECURITY	Policy	Revised
8315 - INFORMATION MANAGEMENT	Policy	Revised
8390 - ANIMALS ON DISTRICT PROPERTY	Policy	Revised
8400 - SCHOOL SAFETY	Policy	Revised
8420 - EMERGENCY SITUATIONS AT SCHOOLS	Policy	Revised
8462 - STUDENT ABUSE AND NEGLECT	Policy	Revised
8500 - FOOD SERVICES	Policy	Revised
Section - 9000 Relations	Book	Status
9160 - PUBLIC ATTENDANCE AT SCHOOL EVENTS	Policy	Revised
9700.01 - ADVERTISING AND COMMERCIAL ACTIVITIES	Policy	Revised

Knapke moved to table the motion, second by Cummins. Voting aye on roll call to table motion: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion tabled.

EXECUTIVE SESSION

Motion by Lindsey, 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, Knapke, and Madsen. Nays: none. Motion carried.

The Board moved into Executive Session at 6:45 pm and returned at 8:34 pm.

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MAJOR ITEMS OF BUSINESS (CONTINUED)

024-2481 APPROVAL OF ADMINISTRATIVE GUIDELINES, FORMS AND POLICY CHANGES:

Motion by Knapke, second by Cummins, to remove from table the motion to approve changes to new and revised policies as recommended by the district's policy provider, NEOLA of OHIO, so that policies reflect the current state of law and comply with state and federal educational mandates. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion removed from table.

After discussion, voting aye on motion to approve Administrative Guidelines, Forms, and Policy changes: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried.

PERSONNEL MATTERS

024-2482 APPROVAL OF TEACHERS FOR TUTORING:

Motion by Madsen, second by Lindsey, to approve the employment of the current Williamsburg LSD certified staff to be eligible for tutoring during the 2023-2024 School year at the stipulated board approved contractual rate of compensation of Twenty- Eight Dollars (\$28.00) per hour. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried.

024-2483 APPROVAL OF PLANNING PERIOD STIPENDS:

Motion by Cummins, second by Lindsey, to approve stipends of \$7,000.00 for the following members of the certified staff who are teaching during their plan period during the 2023-2024 school year. The stipend is equal to \$40 per class per day for the entire 2023-2024 school year.

INDIVIDUAL:

Hayley Blue
Jonathan Wilson
Tina Vuyancih
Jessica Johnson

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

024-2484 APPROVAL OF RESIGNATION:

Motion by Madsen, second by Knapke, to accept the resignation of Mike Glenn from his Safety/Security Officer position effective end of 2022-2023 school year contract. Voting aye on roll call: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried.

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024-2485 APPROVAL TO EMPLOY INDIVIDUALS FOR SUPPLEMENTAL POSITIONS FOR THE 2023-2024 SCHOOL YEAR:

Motion by Cummins, second by Lindsey, to approve 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.

Individual:	WINTER Supplemental Position(s):
Kris LaGrange	Basketball: Freshman Boys' Coach (pending student participation)
Tyler Boggs	Wrestling: Junior High Coach.

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

COMMENTS BY THE BOARD PRESIDENT

Mr. Maklem thanked our custodial, technology, and transportation staff for their hard work and dedication getting the District prepared for a successful launch of a new school year. He also thanked the Abrams Family Foundation again for their generous donation to allow our District to upgrade the Abrams Stadium to field turf. It looks absolutely incredible and we can't wait to dedicate Osborne Field at Abrams Stadium and watch our Wildcats score inside the Bill Brewer Red Zone. Finally, Mr. Maklem welcomes back staff and students, looking forward to another successful school year.

ADJOURNMENT

Motion by Madsen, second by Lindsey, to adjourn. Voting aye: Maklem, Lindsey, Cummins, Knapke, and Madsen. Nays: none. Motion carried. Board adjourned 8:44 pm.

Board President

Treasurer