

Record of Proceedings  
Minutes of the Williamsburg Local School Board Regular Business Meeting  
Held at the Middle/High School, Media Center  
On Monday, February 12, 2024, at 6:00 PM

The Williamsburg Board of Education met for a Regular Business Meeting at 6:00 PM on Monday, February 12, 2024, at the Middle/High Media Center, with the following members present and answering roll call: Jeff Cummins, Brandon Lindsey, Charlie Maklem, Daniel Knapke, Josh Clifton. Matt Earley, Superintendent, and Greg Wells, Treasurer, were also present along with several staff and community members.

Mr. Cummins led us in the Pledge of Allegiance.

EDITS / ADDITIONS TO THE AGENDA

Mr. Earley corrected Item 13A, retirement date is 8/31/2024. Mr. Wells highlighted the addition of item# 11H, Approval of Tax Amounts and Rates (received from the County Auditor after agenda was published).

COMMUNICATIONS

None

SUPERINTENDENT'S REPORT

- Mr. Earley gave the floor to Kevin Dunn, Elementary School Principal. He proudly introduced Third-grade student Savannah Mitchell as our district's Moment of Excellence recipient for February. Savannah's Math teacher shared that she is the definition of a mathematician. She is curious about learning and continually makes mathematical connections to numbers and real-world applications. She enhances classroom discussions with her contributions. She is genuinely one of the most hard-working, kind, dedicated, and self-motivated students. Savannah's ELA teacher shared her energetic attitude, enthusiasm, and her willingness to accept challenges stands out, and that she truly loves learning. Savannah's Science and Social Studies teacher shared that she approaches new learning tasks head-on; no task is too daunting for her. She added that her habits and hard work are beyond her years. She perseveres through classroom challenges with dignity, poise, and humbleness. Her Art Teacher commented on her creativity while her Music mentioned her enthusiasm. Her Technology teacher shared that she often helps others. Savannah is always respectful, she embodies all of the traits associated with being responsible, and she's an exemplary example for others. Overall, there is no better example of what it means to be a Williamsburg Elementary School Wildcat. Keep up the great work, Savannah!
- Mr. Earley then offered news from around the district:
  - Parent-Teacher Conferences will take place in both buildings this week. Almost every slot is filled, demonstrating the great engagement we have by our parents.
  - Teacher professional development day this Friday, Holiday Monday. Students enjoy a well-earned four-day weekend.
  - Our Student-Athletes having an exceptional winter campaign. Wrestling Wildcats won the league meet, both Boys Varsity and Girls Varsity Basketball won league (both going undefeated in league play), plus 8G Girls and 7G Boys Basketball won their respective league tournaments. Best of luck in state competition. Go 'Cats!
  - The depth of our students' talent goes well beyond sports. Online voting is underway for "Williamsburg's Got Talent". Performance 2/24 at the Middle/High Auditoria.
  - Mr. Earley recently attended a conference at Hamilton County featuring Steve Dackin, the newly appointed first director of the recast Ohio Department of Education and Workforce. Interesting to hear firsthand about the Governor and his vision for Ohio education into the future.

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- Thursday, March 7, is the Southwest Ohio OSBA Conference.
- Finally, Mr. Earley noted that February is School Board Appreciation Month, and presented each Board Member with an Ohio Certificate of Appreciation. Thank you Mr. Cummins, Mr. Lindsey, Mr. Maklem, Mr. Knapke, and Mr. Clifton for your countless hours of service and unending dedication to the students, parents, faculty, and community of Williamsburg Local School District!

REPORT FROM U.S. GRANT CAREER CENTER

None.

TREASURER'S REPORT

Mr. Wells reviewed recent financial highlights of the district, including:

- Mr. Earley and Mr. Wells are working diligently with RBC Capital and Dinsmore Bond Counsel to prepare all the legal and finance documents associated with the New WES project. Our recent focus has been the 84-page Preliminary Offering Sheet (POS) that will be the basis of our COPs certificate offering. Earlier this week we met with the entire team to review and fine tune the presentation for our S&P Global Bond Rating trip to Chicago FEB 27<sup>th</sup>. This effort will culminate in our District's Bond Rating, determining our bond rate (i.e. interest rate) for the COPs Lease-Purchase financing.
- As part of that presentation we will highlight the District's early pay-off on our HB264 loan. Our pay-off was applied in late January as scheduled and that liability is officially closed.
- In addition to the new WES work, our entire Treasurer's Office staff is deeply engaged in the State Audit of fiscal year 2023. As discussed previously, after two independent auditor contracts (five years each) WLSD is required to submit to an Ohio Auditor of State (AOS) audit. We received communication from our AOS Audit Manager in mid JAN, and it's been "GAME ON" ever since. We are working through a long list of discovery and internal controls compliance testing, including the FRAQ surveys all of you submitted (thanks again for getting those returned to the Auditor in such a timely manner). This process is very time consuming, but a great investment of time and energy to ensure compliance, as well as smooth hand-off between Treasurers.
- Finally, earlier this week the District received our first TY2023 H1 real estate tax advance from the County Auditor's office, over \$1,359K. We will continue to receive advances over the next several weeks, with our final settlement for first half usually by end of March.

APPROVAL OF FINANCIAL STATEMENTS AND BOARD MINUTES

Motion by Maklem, second by Lindsey, to approve the Minutes for Business Meeting held on Monday, January 15, 2024. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

Motion by Maklem, second by Lindsey, to approve the Financial Statements for January 2024. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

PUBLIC PARTICIPATION

- Mike Hagar, Varsity Wrestling Coach, asked the Board to consider adding an Assistant Wrestling Coach for Girls to our SY2025 supplemental positions. Girls wrestling is one of the fastest growing sports in America. From a logistics standpoint it's difficult to cover Girls Wrestling when it's at a different venue, or on a different day. Financially he projects a Girls

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Wrestling Tournament would generate \$4500 in revenues to offset the cost of adding this position. His program currently has 4 youth, 1 Middle School, and 5 High School Girl Wrestlers, and trending up. Coach Hagar also asked about the plan to house Wrestling program when the Old High School campus is razed to make room for new WES.

- Mr. Earley thanked Coach Hagar for bringing this opportunity to the Board's attention, and briefly reviewed the District criteria for adopting new sports.
- Mr. Cummins also thanked Coach Hagar, and assured him replacement facilities for our student activities currently housed at the Old High School campus are a major component of our new WES Project Plan. Please stay tuned.
- Wade Posey, Assistant Wrestling Coach, supported Coach Hagar's position on Girls Wrestling. He believes we have quite possibly have a budding state champ (recently placed 2<sup>nd</sup> in her class at City meet).
- Tyler Boggs, Assistant Wrestling Coach, supported Coach Hagar's position on Girls Wrestling as well. He described the excitement at Girls tournaments.
- Trevor Berry, Assistant Wrestling Coach, also supported Coach Hagar's position on Girls Wrestling. He believes neighboring programs are a good indication of the need. CNE and Bethel are both growing participation. CNE had a 155 lbs. State Champ, West Union 3<sup>rd</sup>.

#### DISCUSSION ITEMS

##### Committee Reports:

- Student Life: Met 2/1, largely a planning meeting and orientation for new team member, Mr. Clifton. Exploring differentiation for team uniforms versus spiritwear. Want to provide some room for creativity without diluting our branding. Hoping to have new guidelines by JUL 1. Mr. Clifton believes we need Board clarity on what requires Board approval vs Committee?
- Student Achievement: Met 2/2, including new team member, Mr. Clifton. Joint meeting with Grant Career Center reps to continue outlining new CTE program for Middle Grades 7-10. Proposing eight concentration VM programs. All existing M/H staff are receiving the CTE training this Friday during PD time. Treasurers of both districts working through the funding model. Hoping to launch next school year (24-25).
  - Mr. Maklem asked when Board will receive full description of proposed curriculum and cost? Mr. Cummins responded the team will be sending out summary soon.
- Finance Committee: Met 2/8. Reviewed the items discussed by Treasurer during his report earlier in Board meeting. Spent majority of the time reviewing new WES COPs financing modification on tonight's agenda.
- Tech Committee: Met 1/31. Developed Burg website FAQ for Emergency Operating Levy renewal on the ballot 3/19. Also added new WES project updates to website.
- Facilities Committee: Met 2/2. Conducted walkthrough of Mr. Stahley's Life Sciences classroom. Working with SHP to draft an improved layout and subsequent cost estimates. Also working on quotes for storage barn steps and M/H gym update.

#### **MAJOR ITEMS OF BUSINESS**

##### 024-2562 APPROVAL OF MEMBERSHIP:

Motion by Knapke, second by Lindsey, to approve the Governing Board Resolution for voluntary membership in the Ohio High School Athletic Association for the 2024-2025 school year. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

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024-2563 APPROVAL OF SY 2024-2025 CALENDAR:

Motion by Lindsey, second by Cummins, to approve the Williamsburg Local School District Calendar for SY 2024-2025 per Attachment 11B. Parent Teacher Conferences and late start days are yet to be determined. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

024-2564 APPROVAL OF MEMORDANDIUM OF UNDERSTANDING:

Motion by Maklem, second by Knapke, to approve a Memorandum of Understanding between Child Focus and the Williamsburg Local School District for preschool services, per Attachment 11C. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

024-2565 APPROVAL OF MEMORDANDIUM OF UNDERSTANDING:

Motion by Maklem, second by Lindsey, to approve a Memorandum of Understanding between Child Focus and the Williamsburg Local School District for Head Start services, per Attachment 11D. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

024-2566 APPROVAL OF TRANSFER OF FUNDS:

Motion by Maklem, second by Knapke, approve the following cash transfers from 001 9644 GRF Special Projects account to 003 9644 PI Special Projects account:

\$123,565.07 DWR TY2022 TIF Payment  
\$655,234.40 Nestle Purina TY2023 PILOT Payment

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

024-2567 APPOINTMENT OF 2024 TAX INCENTIVE REVIEW COUNCIL (TIRC) DISTRICT REPRESENTATIVE:

Motion by Cummins, second by Knapke, to appoint Charlie Maklem to serve on the 2024 Tax Incentive Review Council (TIRC), reporting to the Clermont County Community & Economic Development's (CED). This representative is required to attend the annual TIRC meeting, on or about August 2024, to make recommendations to the Board of County Commissioners regarding tax incentive agreements. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

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024-2568 APPROVAL OF AMENDING RESOLUTION:

Motion by Cummins, second by Clifton, to adopt a RESOLUTION AMENDING RESOLUTION NO. 024-2557 AUTHORIZING THE LEASE-PURCHASE FINANCING OF THE ACQUISITION OF, CONSTRUCTION OF, AND IMPROVEMENTS TO SCHOOL FACILITIES, INCLUDING A GROUND LEASE AGREEMENT AND A LEASE AGREEMENT, AND MATTERS RELATED THERETO, per Attachment 11G. This amending resolution shall authorize the District to enter into Certificates of Participation (COPs) financing for constructing improvements to real property and making improvements to School District facilities including, constructing a new elementary school, constructing a new gymnasium, and making improvements to the middle/high school to be located on school property (the "Project"), in an amount not to exceed \$19,000,000.00 (Nineteen Million Dollars) and weighted average interest components not to exceed 6.50% (Six and One-Half Percent) per year. Voting aye on roll call: Cummins, Lindsey, Maklem, and Clifton. Nays: Knapke. Motion carried.

024-2569 APPROVAL OF TAX AMOUNTS AND RATES:

Motion by Lindsey, second by Maklem, to accept the Tax Amounts and Rates for 2025 as determined by the Budget Commission in its certification and authorizing the necessary tax levies and certifying them to the county auditor as presented, per Attachment 11H. Voting aye on roll call: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

EXECUTIVE SESSION

Motion by Lindsey, second by Knapke, 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: Cummins, Lindsey, Maklem, Knapke, and Clifton. Nays: none. Motion carried.

The Board moved into Executive Session at 7:37 PM and returned at 9:49 PM

NOTE: Mr. Knapke voluntarily left the Board meeting at 9:10 due to a work commitment.

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**PERSONNEL MATTERS**

024-2570 APPROVAL OF RESIGNATION:

Motion by Cummins, second by Maklem, to accept the resignation of Karen Blake from her bus driver and aide position effective 8/31/2024, for the purpose of retirement. Voting aye on motion as amended: Cummins, Lindsey, Maklem, and Clifton. Nays: none. Motion carried.

024-2571 APPROVAL OF RESIGNATION:

Motion by Clifton, second by Cummins, to accept the resignation of Pattie Hines from her food service position effective 8/31/2024, for the purpose of retirement. Voting aye on motion as amended: Cummins, Lindsey, Maklem, and Clifton. Nays: none. Motion carried.

024-2572 APPROVAL OF RESIGNATION:

Motion by Maklem, second by Lindsey, to accept the resignation of Rachel Reckers from her teaching position effective 5/31/2024, for the purpose of retirement. Voting aye on motion as amended: Cummins, Lindsey, Maklem, and Clifton. Nays: none. Motion carried.

024-2573 APPROVAL TO EMPLOY INDIVIDUALS FOR SUPPLEMENTAL POSITIONS FOR THE 2023-2024 SCHOOL YEAR:

Motion by Lindsey, second by Maklem, to employ the following individual 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 contingent upon obtaining all necessary certificates, background checks and completion of required paperwork. Contract expires June 30, 2024.

Individual:	Supplemental Position(s):
Scott Reveal	Track: MS Girls' Coach

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

024-2574 APPROVAL OF INDIVIDUALS FOR VOLUNTEER POSITIONS FOR THE 2023-2024 SCHOOL YEAR:

Motion by Clifton, second by Cummins, to approve the following individual for a period of one (1) year pending satisfactory background checks (BCI & FBI) and completion of all requirements for the volunteer supplemental position as listed for the 2023-2024 school year. All volunteer positions will expire on June 30, 2024.

Individual:	Volunteer Position(s):
Lydia Simpson	MS Track

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

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024-2575 APPROVAL OF CONTRACT MODIFICATIONS:

Motion by Maklem, second by Lindsey, to approve a modification to the contracts of the listed exempt/administrative employees for the purpose of adding a provision for the employee to earn performance related bonuses in addition to their contracted compensation. This provision would be retroactive to the 2022-2023 school year/fiscal year.

Individual:

Amy Attinger  
Kevin Dunn  
Michelle Ewing  
Randy Jermer  
Tammy Jermer  
Mike Kirk  
Tina Reichert  
Eileen Sipple  
Jason Tackett

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

COMMENTS BY THE BOARD PRESIDENT

Mr. Cummins congratulated Mrs. Blake, Mrs. Hines, and Mrs. Reckers on their upcoming retirements, and thanked them for their years of dedicated service to students, staff, and community of Burg Schools—28 years, 37 years, and 35 years respectively. He also congratulated Savannah Mitchell as our district's Moment of Excellence recipient for February. She embodies the #WildcatWay and we look forward to seeing her shine for years to come.

ADJOURNMENT

Motion by Maklem, second by Lindsey, to adjourn. Voting aye: Cummins, Lindsey, Maklem, and Clifton. Nays: none. Motion carried. Board adjourned 9:57 PM.

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Board President

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Treasurer