

Record of Proceedings  
Minutes of the Williamsburg Local School Board Regular Business Meeting  
Held at the Middle/High School, Media Center  
On Monday, February 10, 2025, at 6:00 PM

The Williamsburg Board of Education met for a Regular Business Meeting at 6:00 PM on Monday, February 10, 2025, at the Middle/High Media Center, with the following members present and answering roll call: Jeff Cummins, Brandon Lindsey, and Charlie Maklem. Matt Earley, Superintendent, and Greg Wells, Treasurer, were also present along with several staff, students, and community members.

Mr. Cummins led us in the Pledge of Allegiance.

EDITS / ADDITIONS TO THE AGENDA

Item 13E add Karen Blake to agenda as Substitute Bus Driver.

COMMUNICATIONS

None

SUPERINTENDENT'S REPORT

Mr. Earley gave the floor to Middle/High Assistant Principal, Mike Kirk, to present this month's Moment of Excellence, recognizing the Top 3 in the 2024 Williamsburg MS Spelling Bee. Congratulations to 3rd Place, Brantley Wilson, Runner-up, Kaylie Cooper, and Champion Chelsea Watson. It should come as no surprise that these three students combine to average a 99% in their current ELA classes. The hard work and dedication these students display in the classroom is only exceeded by the time and energy they invested preparing for the Spelling Bee. Brantley, Kaylie, and Chelsea truly embody the #WildcatWay.

Mr. Earley then reviewed news from around the district, including:

- To dovetail on Mr. Kirk's MOE, the district conducted both elementary and middle school Spelling Bee. Congratulations and well done to all the contestants and finalists.
- Everyone is encouraged to attend the concert this Wednesday.
- Honor Roll Breakfast next week. Our thanks to the PTA for sponsoring once again.
- This Friday students are off school and staff will spend the day in professional development.
- Athletic update: Wrestling and Girls Basketball competing in state tournaments this Saturday. Boys basketball Senior Night rescheduled for tomorrow night and tourney game 2/19. Middle school basketball teams had very successful seasons with MS Girls (combined team) and 8<sup>th</sup> grade boys both winning league titles, plus 7<sup>th</sup> grade boys runner-up. Swimming is competing in district qualifying. Finally, Girls Wrestling conducted their home tournament with 16 schools participating—congratulations on hosting an excellent event.

Mr. Earley then gave the floor to Elementary Principal, Kevin Dunn, and Middle/High Principal, Jason Tackett, to review our State Report Card results for School Year 2023-2024. Highlights:

- WES Achievement: 5 Stars, which significantly exceeds state standards in academic achievement.
- WES K-3 Literacy: 4 Stars, which exceeds state standards in early literacy. WES has experienced 4 consecutive years of growth in this area.
- WMHS Growth Index: +.08, which marks 3 consecutive years of growth.
- WMHS Score: 98.7, which marks 3 consecutive years of growth.
- As a district, Burg Schools earned a 4.5 out of 5 stars—tying only a handful of schools for top marks in Clermont County, and throughout the entire southwest region of Ohio. Well done WLSB staff, students, and administrators!

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REPORT FROM U.S. GRANT CAREER CENTER

Mr. Maklem has hit the ground running as our new representative to the GCC Board. As the only new member of the Board he met with the GCC Superintendent and Treasurer to perform due diligence and receive orientation. A heavy focus is on the new CTE construction project in progress, and the subsequent program impacts.

TREASURER'S REPORT

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

- With the close of calendar year 2024 comes our annual PERRP 300AP reporting. PERRP is the public employee arm of the Bureau of Workers Compensation. The district finished 2024 with only two lost time incidents, totaling only four (4) missed days. All our staff should be commended for maintaining a safe working environment, watching out for their own safety and the safety of their coworkers. Well done!
- Mr. Maklem recently pointed out an oversight regarding the TIF Agreement signed with the Village of Williamsburg in November 2021 for improvements to parcels on north ST RT 133. Two parcels had been developed, but the school district had not received our TIF payments. The district reached out of the Village, and they immediately corrected the oversight by issuing almost \$9,500 in TIF proceeds. A process is now in place to ensure timely payment.
- The new year kicked off with a flurry of activity regarding the next State Biennial Budget. Gov. Dewine presented his proposal, which included the next phase-in of the Fair School Funding Plan. Unfortunately, he also proposed to continue using FY22 cost inputs for the basis of the funding, lagging two years of inflation. The GOP leaders of both chambers both favor static or lower financial support to public schools coupled with more funding to vouchers (school choice). Education professional organizations are advocating on public education's behalf. We encourage our staff, parents, and community to stay informed on the Biennial Budget progress and make their voices heard.
- Finally, we received notice from the County Auditor's office that tax advances have been delayed. Payments are flowing in much slower this year-- only about half of what they normally have received by this time. They expect to reach the threshold next week and begin sending out advances by the third week of FEB.

As follow-up to the Treasurer's Report, Mr. Maklem noted the Clermont County Tax Incentive Review Council (TIRC) has requested the district appoint a long-term representative to the Council. Mr. Maklem currently serves as our rep, but the district Treasurer had always been appointed prior to that. For the sake of continuity, he recommends we resume that appointment. Mr. Wells will place a resolution is on the March agenda.

APPROVAL OF FINANCIAL STATEMENTS AND BOARD MINUTES

Motion by Maklem, second by Cummins, to approve the meeting minutes for:

- Organizational Meeting held Thursday, January 9, 2025.
- Regular Business Meeting held Thursday, January 9, 2025.
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Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

Motion by Maklem, second by Cummins, to approve the Financial Statements for January 2025.

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

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**PUBLIC PARTICIPATION**

- Mr. Wells introduced Jeff Lewis, Commander of VFW Post 9630. Cdr. Lewis was accompanied by James Lunsford, a proud veteran and Williamsburg alumni. On behalf of VFW Charities, Post 9630 was proud to present Burg Schools with a check for \$10,000 to benefit the Principal's Funds of both Elementary and Middle/High (50/50).
- Sherri Kissinger spoke on behalf of the Garden Club. They would like to reserve the M/H Auditoria the 1<sup>st</sup> Tuesday of May going forward to conduct their annual Plant Auction. They also expressed disappointment the Veterans Memorial on the old high school site might have to be relocated for construction of the community's new elementary school. President Cummins assured her the Design Team still has lots of work to do on the site plan and will make every effort to work around it.

**DISCUSSION ITEMS**

Committee Meeting highlights from reports shared prior to BOE meeting:

- Finance: Met 1/17. Focus on 10-year Capital Plan, new Board Office renovation expenses, Music/Marching Band budget.
- Technology: Met 2/5. Focus on new website, fiber for new Board Office, Social Media stats.
- Student Achievement: Met 2/7. Focus on VM curriculum, staffing, UC Early IT program, sharing resource with Life Skills class.
- Facilities: Met multiple times. Focus on Retention Pond repair bids, Abrams Drying-In bids, WAC design and change orders. Separate meeting focused on WES updated cost estimates (OFCC, Skanska, Delamax estimates).
- Student Life: Met 2/5. Focus on athletics, Scoreboard fundraising, uniform replacement cycle, credit card readers for gate admission to events.

**MAJOR ITEMS OF BUSINESS**

**025-2756 APPROVAL OF DONATIONS:**

Motion by Maklem, second by Lindsey, to accept the following donations:

- Hugs and Kids: \$100 for School Lunches
- Williamsburg Rotary Club: \$2,000 to Neediest Kids Fund
- Donation in Remembrance of Virginia Connor (Hailey McKibben's great grandma)  
\$1,000 to Musical Fund for purchase of a new soundboard
- VFW Ohio Charities: \$10,000.00 to 018 accounts (\$5,000 Elementary/\$5,000 M/H)
- Capitol Square Foundation: \$300.00 (Gift from Honda for 4th grade Statehouse Tour)

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

**025-2757 APPROVAL OF MEMBERSHIP::**

Motion by Lindsey, second by Maklem, to approve the Governing Board Resolution for voluntary membership in the Ohio High School Athletic Association for the 2025-2026 school year, per Attachment 11A. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

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025-2758 APPROVAL OF CALENDAR:

Motion by Maklem, second by Lindsey, to approve the Williamsburg Local School District Calendar for SY 2025-2026, per Attachment 11B. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2759 APPROVAL OF OPEN ENROLLMENT POLICY:

Motion by Lindsey, second by Cummins, to approve an interdistrict open enrollment policy for school year 2025-2026, per Attachment 11C. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2760 APPROVAL OF A RESOLUTION AUTHORIZING THE ADMINISTRATOR OF 3RD GRADE ELA AND MATH ASSESSMENT IN PAPER FORMAT FOR THE SY 2025-2026:

Motion by Maklem, second by Lindsey, to approve

A RESOLUTION AUTHORIZING THE ADMINISTRATOR OF 3RD GRADE ELA AND MATH ASSESSMENT IN PAPER FORMAT FOR THE SY 2025-2026.

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 2025-2026.

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

025-2761 APPROVAL OF FIELD TRIP:

Motion by Lindsey, second by Maklem, to approve a field trip to Florida, per Attachment 11E. The HS baseball team will be leaving on March 23, 2025 and returning on March 27, 2025. They will be playing baseball on March 24th, 25th, 26th, and 27th. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2762 APPROVAL OF CONTRACT:

Motion by Lindsey, second by Maklem, to approve a contract between All Home Repairs Service and the Williamsburg Local School District for Abrams Stadium wall project for \$54,785.00, per Attachment 11G. This contract will be paid from 003-0000 PI funds. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

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025-2763 APPROVAL TO ESTABLISH FUND ACCOUNT:

Motion by Maklem, second by Cummins, to establish the following fund:

FUND	FUND NAME
004-9999	Building Fund Retainage

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

025-2764 APPROVAL OF A TRANSFER:

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

\$105,451.46 DWR TY2023 TIF Payment  
\$1,191,550.80 Nestle Purina TY2024 PILOT Payment

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

025-2765 APPROVAL OF TAX AMOUNTS AND RATES:

Motion by Maklem, second by Cummins, to accept the Tax Amounts and Rates for 2026 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 11J. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2766 APPROVAL OF A CHANGE ORDER:

Motion by Lindsey, second by Cummins, to approve the following change order for the W.A.C. Project per Attachment 11K: COR-007 PR-05 Electric RTU-6 in the amount of \$5,116.97. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2767 APPROVAL OF A CHANGE ORDER:

Motion by Lindsey, second by Cummins, to approve the following change order for the W.A.C. Project per Attachment 11L: COR-002 Natural Gas Revision in the amount of \$6,654.68. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2768 APPROVAL OF A CHANGE ORDER:

Motion by Lindsey, second by Cummins, to approve the following change order for the W.A.C. Project per Attachment 11M: COR-003 RFI-02 Door Hardware Revisions in the amount of \$4,812.66. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2769 APPROVAL OF A CHANGE ORDER:

Motion by Maklem, second by Lindsey, to approve the following change order for the W.A.C. Project per Attachment 11N: COR-006 PR-04 Additional Door in the amount of \$10,644.96. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2770 APPROVAL OF A CHANGE ORDER:

Motion by Lindsey, second by Cummins, to approve the following change order for the W.A.C. Project per Attachment 11O: COR-001 REVI PR-01 Alternative #2 Revisions in the amount of \$31,462.24. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

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025-2771 APPROVAL OF A CONTRACT:

Motion by Maklem, second by Lindsey, to approve a contract between Richmond Excavating & Grading LLC and the Williamsburg Local School District for Retention Pond Overflow Repairs for \$50,600.00, per Attachment 11P. This contract will be paid from 003-0000 PI Funds. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2772 APPROVAL OF A CONTRACT:

Motion by Maklem, second by Lindsey, to approve a three (3) year contract between Apptegy Inc. and the Williamsburg Local School District for website and app services for \$45,033.00, per Attachment 11Q. This contract will be paid from 003-9218 Tech Reserve funds. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

EXECUTIVE SESSION

Motion by Maklem, 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.
- Collective Bargaining Matters.
- Matters Required to be Kept Confidential
- Economic Development

Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: None. Motion carried. The Board moved into Executive Session at 8:35 PM and returned at 9:35 PM.

025-2773 APPROVAL OF RESIGNATION AND TRANSFER:

Motion by Maklem, second by Lindsey, to accept the resignation of Tammy S. Jermer from her position as TREASURER'S ASSISTANT (BUDGETARY) effective end of business Monday, February 10, 2025, and immediate transfer to the position of TREASURER'S ASSISTANT (PAYROLL) at the recommended salary. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2774 APPROVAL OF RESIGNATION AND TRANSFER:

Motion by Maklem, second by Lindsey, to accept the resignation of Eileen C. Sipple from her position as TREASURER'S ASSISTANT (PAYROLL) effective end of business Monday, February 10, 2025, and immediate transfer to the position of TREASURER'S ASSISTANT (BUDGETARY) at the recommended salary. Voting aye on roll call: Cummins, Lindsey, and Maklem. Nays: none. Motion carried.

025-2775 APPROVAL TO EMPLOY INDIVIDUALS FOR SUPPLEMENTAL POSITIONS FOR THE 2024-2025 SCHOOL YEAR:

Motion by Lindsey, second by Cummins, 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 2024-2025 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, 2025.

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Individual(s):  
Samantha Williams  
Scott Reveal

SPRING Supplemental Position(s):  
Track: Junior High Girls' Coach  
Track: Junior High Boys' Coach

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

025-2776 APPROVAL OF INDIVIDUALS FOR VOLUNTEER POSITIONS FOR THE 2024-2025 SCHOOL YEAR:

Motion by Maklem, second by Lindsey, to approve the following individuals 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 2024-2025 school year. All volunteer positions will expire on June 30, 2025.

Individual(s):	Volunteer Position(s):
Mike Hatter	Baseball
Brad Kirshner	Baseball
Cole Ayers	Baseball

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

025-2777 APPROVAL OF EMPLOY SUBSTITUTE CLASSIFIED STAFF FOR THE 2024-2025 SCHOOL YEAR:

Motion by Lindsey, second by Cummins, to employ the following classified staff member(s) as substitute employee for the 2024-2025 school year. Employment is contingent upon maintaining proper certification and pending successful completion of BCI & FBI background checks.

Individual(s):	Position(s):
Aiden Hess	Substitute Custodian
Karen Blake	Substitute Bus Driver

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

COMMENTS BY THE BOARD PRESIDENT

Mr. Cummins thanked all the donors on tonight's agenda for their incredible generosity, especially VFW Post 9630 for their support of our Principal's Fund. It was great having a Burg Alum as part of the presentation. Thank you to Mr. Dunn and Mr. Tackett for their indepth presentation on the SY23-24 Report Card data, and our sincere gratitude to the staff and students on achieving best-in-class academic excellence in back-to-back years! Finally, we extend our heartiest congratulations to the participants, finalists, and winners of the WES and WMS Spelling Bee competitions. Your hard work and dedication is truly instrumental in achieving the results highlighted by our principals earlier tonight.

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ADJOURNMENT

Motion by Maklem, second by Lindsey, to adjourn. Voting aye: Cummins, Lindsey, and Maklem.  
Nays: None. Motion carried. Board adjourned 9:38 PM.

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Board President

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Treasurer