

# WEST HOLMES KNIGHTS



## BOARD OF EDUCATION

OCTOBER 15, 2018  
MILLERSBURG ELEMENTARY

WILLIAM STERLING, SUPERINTENDENT  
JAMIE ZEIGLER, TREASURER

MEMBERS: ANDREW JONES, PATRICIA SAGE, ERIC STROUSE,  
BRAD WELSH, TINA ZICKEFOOSE

**BOARD OF EDUCATION  
WEST HOLMES LOCAL SCHOOLS  
AGENDA - REGULAR MEETING 7:00 p.m.  
OCTOBER 15, 2018  
WEST HOLMES HIGH SCHOOL**

**I. CALL TO ORDER**

**II. ROLL CALL**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**III. PLEDGE OF ALLEGIANCE**

**IV. APPROVAL/ADJUSTMENTS TO AGENDA**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**V. APPROVAL OF MINUTES**

- A. Minutes of the Regular Meeting held September 17, 2018 attached to this agenda.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**VI. CORRESPONDENCE & DONATIONS**

- A. Thank you to Tammy Shaffer for the donation of knitted winter hats for the students at Millersburg Elementary.  
B. Thank you to Tammy Shaffer for the donation of knitted hats to Nashville Elementary for students this winger. She made them all from yarn donated by other Holmes County residents.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**VII. TREASURER'S REPORT**

- A. Month End Reconciliation and Investments as of September 30, 2018 – Enclosed sheet marked "A".  
B. Financial Report by Fund of Expenditures and Unencumbered Balances as of September 30, 2018 – Enclosed report marked "B".  
C. Approval of Financial Summary for Month ending September 30, 2018 – Enclosed report marked "C".  
D. Five Year Forecast

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

## IX. SUPERINTENDENT'S REPORT

1. Committee Reports of the West Holmes Board of Education
2. Recognition of PTO Members
3. Millersburg State Butterfly Project  
Presented by Breslyn Brown, Mia Aufrance, Sophia Stitzlein, Sydney Tittle
4. FFA Update
5. Senior Citizen Luncheon – November 9, 2018
6. Brian Baughman – Report on Report Card

## X. ACKNOWLEDGMENT OF GUESTS

## XI. OLD BUSINESS

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

## XII. NEW BUSINESS

- A. Approval of the following Wrestling trips:
1. North Canton Holiday Tournament, December 14 & 15, 2018
  2. Bill Dies Tournament, Akron, OH, January 18 & 19, 2019

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

## XIII. PERSONNEL ACTIONS

### A. HIRING

### B. SUPPLEMENTALS

#### **Athletics**

##### Boys Basketball

Jordan Widder – Head Boys Basketball, Step 8  
Don Hall - Assistant Varsity HS Coach, Step 17  
Roger Proper - Assistant HS Coach/JV Coach, Step 1  
Brian Zimmerly - Freshman Coach, Step 0 (1/2 contract)  
John Miller – Freshman Coach, Step 0 (1/2 contract)  
Jason Otto – MS Head Coach, Step 0 (1/2 contract)  
Tenille Cline – MS Head Coach, Step 0 (1/2 contract)  
Evan Aurand – MS Assistant Coach, Step 0 (1/2 contract)  
Benji Miller – MS Assistant Coach, Step 0 (1/2 contract)

##### Girls Basketball

Lindsay Snyder – Varsity HS Coach, Step 2  
Steve Frank - Assistant HS Coach, Step 26  
Jennifer Stutzman - Assistant HS Coach/JV Coach, Step 1  
Tony Roberts – MS Head Coach, Step 0  
Bruce Uhl – MS Assistant Coach, Step 0

##### Wrestling

Scott Vaughn – Varsity HS Coach, Step 4  
Greg Woods - Assistant Varsity HS Coach, Step 23  
Jeremy Regula - Assistant HS Coach, Step 2  
Will O'Donnell - Volunteer Assistant Coach

Jeff Woods – Volunteer Assistant Coach  
Caleb Cox – Volunteer Assistant Coach  
Andrew Toye - Head MS Coach, Step 6  
Matthew Torgler - Assistant MS Coach, Step 2  
Nate Morehouse - Volunteer Assistant MS Coach  
Jeremy Dombrady – Volunteer Assistant MS Coach

Cheerleading

Raven Wilcox – Varsity HS Coach, Step 6  
Beth Lemon – Assistant Varsity HS Coach, Step 0

Softball

Steve Frank – Head Varsity HS Coach, Step 24

**Academics**

**Middle School**

Jazz Band	Michael Pacula
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C. SUBSTITUTES

1. Rebecca Croft – cook, custodian, secretary, aide – effective 9/26/18

D. RESIGNATIONS

1. Jamie Chenevey – Head Softball Coach – effective 9/18/18

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**XIV. EXECUTIVE SESSION**

- A. Motion to go into Executive Session for the purpose of discussing the employment of personnel.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**XV. RETURN FROM EXECUTIVE SESSION**

- A. Motion to return from Executive Session to Regular Session.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**XVI. NEXT MEETING**

**November 19, 2018**  
**7:00 P.M. – Regular Meeting**  
**Clark Elementary**

**XVII. ADJOURNMENT**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Jones \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

## **FUTURE MEETINGS**

December 17 Lakeville

January 7 High School (Organizational Meeting)

February 18 Killbuck

March 18 Nashville

April 15 Middle School

May 20 High School

June 17 High School

# WEST HOLMES LOCAL SCHOOLS 2018-2019 SCHOOL CALENDAR

2/28/18

<p>17 New teacher orientation 20 Opening Mtg./Inservice 21 Staff inservice meeting 22 Staff work day/Open House 23 First day of school</p> <p>9 days</p>	<p><b>AUGUST 2018</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </tbody> </table>	S	M	T	W	Th	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		<p><b>SEPTEMBER 2018</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>3 Labor Day (No School) 21 Late Arrival (2 hours) 28 Midterms Home</p> <p>19 days</p>	S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30																		
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SEPTEMBER 17, 2018  
WEST HOLMES BOARD OF EDUCATION  
REGULAR MEETING MINUTES

1. CALL TO ORDER
  2. ROLL CALL
  3. MOTION TO APPROVE MINUTES
  4. MOTION TO APPROVE DONATIONS
  5. MOTION TO APPROVE THE TREASURER'S REPORT
  6. COMMITTEE REPORTS
  7. SUPERINTENDENT'S REPORT
  8. GUESTS/PUBLIC PARTICIPATION
  9. MOTION TO APPROVE PERSONNEL
  10. MOTION TO APPROVE NEW BUSINESS
  11. MOTION TO ENTER EXECUTIVE SESSION
  12. MOTION TO ADJOURN
- 

1. The Regular meeting of the West Holmes Board of Education was called to order at West Holmes High School.

2. Roll Call: Andrew Jones, Patricia Sage, Eric Strouse, Tina Zickefoose

ABSENT: Brad Welsh

3. Pledge of Allegiance.

4. Eric Strouse made a motion to approve the minutes of the Regular Meeting held August 20, 2018. The motion was seconded by Andrew Jones.

Yeas: Jones, Stouse, Sage, Zickefoose

Nays: None

Motion: Carried

5. Andrew Jones made a motion that was seconded by Patricia Sage to approve the Correspondence & Donations.

Yeas: Jones, Stouse, Sage, Zickefoose

Nays: None

Motion: Carried

6. Patricia Sage made a motion that was seconded by Andrew Jones to approve the Treasurer's Report as follows:

A. Month End Reconciliation and Investments as of August 31, 2018 – Enclosed sheet marked "A".

B. Financial Report by Fund of Expenditures and Unencumbered Balances as of August 31, 2018 – Enclosed report marked "B".

C. Approval of Financial Summary for Month ending August 31, 2018 – Enclosed report marked "C".

Yeas: Jones, Stouse, Sage, Zickefoose

Nays: None

Motion: Carried

7. Superintendent's Report

1. Committee Reports of the West Holmes Board of Education

2. State Tests Perfect Scores –

Jeff Woods – West Holmes Middle School Principal

James Barr – 8<sup>th</sup> Language Arts

Hunter Ellis – 8<sup>th</sup> Science

Renee Woods – Millersburg Elementary Principal

Last year 4h Grade (currently 5th grade)

Jamie Boley - Math

Jevin Zheng - Math

Nate Elliott - Math

Last year 5th Grade (currently 6th grade)

Ian Barr - Language Arts

Riley Steiner - Science

3. New Staff Recognition

Christine Frautschy    Morgan Kellogg

Joe Krupia

Steve Lacko

Claudia Myers

Mitch Neece

Trisha Ross

Pamela Shultz

Lisa Stanley

Ben Thomas

Andrea Troyer

Kati Tuitama

Fany Vasquez

Jordan Widder

Corey Zickel

4. FFA Update

8. Guests/Public Participation:

Steve Lacko

Corey Zickel

Tyler Renner

Jeff Woods

Ben Thomas

Dave Rhoades

Carrie Maltarich

Ron Hay

Rick Mullins

Julie Snyder

Aaron Kaufman

Brian Baughman

Renee Woods

Dawn Martin

Diana McMillen

Ethan, Jackie, Moira,

Kiley Steiner

Jessica Patten & Hunter

Ellis

Brian Zimmerly

Anna & Laura Irwin

Jessie Zheng

Jevin Zheng

Rick, Becky, Nate Elliott

Anne, Megan Goon and

Jamie, Remington Boley

Laura and James Barr

9. Andrew Jones made a motion that was seconded by Patricia Sage to approve all new business as follows:



- A. Approval of the resolution to join the Business Advisory Council and Career Connections consortium through Tri-County Educational Service Center.
- B. Approval of Bus Routing Plan – Approval of the bus routes and stops, and authorizes the Superintendent or his designee to designate or relocate stops as deemed necessary.
- C. Request authorization to function as district representatives for West Holmes Schools for the following people:
  - Rick Brindley, Principal and John Davis, Assistant Principal, Special Needs Coordinator at Ashland County-West Holmes Career Center
  - Rhoda Mast and Shannon Shuntz, Principal at Holmes County Training Center
  - Kim Riley, Tri-County Pre School Director
- D. Approval of OTEC Credentialed Evaluators
- E. Approval of West Holmes 2018-19 Staff Handbooks
- F. Approval of West Holmes 2018-19 Cafeteria Handbooks
- G. Approval of East Central Ohio Services for audiology services
- H. Approval to update the following Policy Manuals:
  - BDDG – Minutes
  - DBD – Budget Planning
  - DECA – Administration of Federal Grant Funds
  - DJ – Purchasing
  - DJC – Bidding Requirements
  - DJF – Purchasing Procedures
  - DJH – Credit Cards
  - EBBA – First Aid
  - EBC – Emergency Management and Safety Plans
  - EFF – Food Sale Standards
  - EFG – Student Wellness Program
  - GCB -2 – Professional Staff Contracts and Compensation Plans
  - GBI – Staff Gifts and Solicitations
  - GBIA/IGDFA – Online Fundraising Campaigns/Crowdfunding
  - IGD – Cocurricular and Extracurricular Activities
  - IGDJ – Interscholastic Athletics
  - IGDF – Student Fundraising Activities
  - JECBB – Interdistrict Open Enrollment (Adjacent District)
  - JECBB – Interdistrict Open Enrollment (Do Not Participate)
  - JECBB – Interdistrict Open Enrollment (Joint Vocational Schools)
  - JECBB - Interdistrict Open Enrollment (Statewide)
  - JECBD – Intradistrict Open Enrollment (Version 1)
  - JECBD – Intradistrict Open Enrollment (Version 2)
  - JFC – Student Conduct
  - JFCF – Hazing and Bullying
  - JFCJ – Weapons in the Schools
  - JG – Student Discipline
  - JGD – Student Suspension
  - JGDA – Emergency Removal of Student
  - JGE – Student Expulsion
  - JHCA – Physical Examinations of Students
  - JP – Positive Behavioral Interventions and Supports
  - KH – Public Gifts to the District
  - KI - Public Solicitations in the Schools
- I. Approval of the following FFA trips:
  - a. Greenhand FFA Camp, September 28-30, 2018
  - b. National FFA Convention, October 23-27, 2018
  - c. Greenhand Lock In, November 2-3, 2018

- d. Greenhand Initiation, November 5, 2018
- e. Made for Excellence Conference, February 23-24, 2019
- f. State FFA Convention, May 2-3, 2019
- g. Annual FFA Banquet, May 11, 2018

Yeas: Jones, Stouse, Sage, Zickefoose

Nays: None

Motion: Carried

10. Patricia Sage made a motion that was seconded by Eric Strouse to approve the following Personnel Actions:

A. HIRING

- 1. Joe Krupia – 4 hour Custodian - Clark

B. SUPPLEMENTALS

**AIMS Benchmarking Assistance** (paid through Federal Title Funds) paid at sub daily rate  
 Steph Ditmars                      Deb Lilley

**Academics**

**1. Middle School**

After School Tutoring	Nina Lanning *change from previous agenda
After School Tutoring	Sara Sponseller-Uhl *change from previous agenda
Tennis Club	Jason Otto
Archery Club	Nick Gerber
Ski Club	Michelle Doty
Science Club	Cooper Charlton *change from previous agenda
Chess Club	Nina Lanning *change from previous agenda
Book Club	Sara Sponseller-Uhl
Book Club	Jen McCluggage

**2. Athletics**

Gymnastics Coach Volunteer	Debbie Knapic
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C. AFTER SCHOOL PROGRAM – FY 2018-19

(Paid by Federal Funds)

Killbuck (2 pm staff)

Coordinator – Nikole Hanna

Tutors – Nikole Hanna, Gerilu Hughes, Molly Aylsworth, Loren Williams

Monday - Thursday afternoons 3:30-4:30

Snack Supply Amount \$500

Millersburg (3 pm staff)

Coordinator - Jon Gilley

Tutors - Jon Gilley, Lynda Park, Hannah Frank, Beth Starr

Monday and Wednesday afternoons 3:30-5:30

Snack Supply Amount \$550

Clark (2 pm staff)

Coordinator – Erica Camacho

Tutors- Erica Camacho, Megan Stover, Kristen Bartman

Monday-Thursday afternoons 3:30-4:30

Snack Supply Amount \$200  
Lakeville (2 pm staff)  
Coordinator – Stephanie Schwarzwaldner  
Tutors – Jenn Hopkins, Stephanie Schwarzwaldner, Laurie Strine, Bud Yoder,  
Andy Toye  
Monday-Thursday afternoons 3:30-4:30  
Snack Supply Amount \$200

D. SUBSTITUTES

1. Diana Miller – Cook – effective 8/27/18
2. Tammie Raber – Cook – effective 8/28/18

11. Motion was made by Eric Strouse and seconded by Patricia Sage to go into Executive Session.

Yeas: Jones, Stouse, Sage, Zickefoose  
Nays: None  
Motion: Carried

12. Motion was made by Andrew Jones and seconded by Eric Strouse to return from Executive Session to Regular Session.

Yeas: Jones, Stouse, Sage, Zickefoose  
Nays: None  
Motion: Carried

13. Motion was made by Tina Zickefoose and seconded by Eric Strouse to adjourn.

Yeas: Jones, Stouse, Sage, Zickefoose  
Nays: None  
Motion: Carried

/s/ Tina Zickefoose

President, Board of Education

/s/ Jamie Zeigler

Treasurer