

# West Holmes Knights



## Board of Education

SEPTEMBER 18, 2017

WEST HOLMES HIGH SCHOOL

WILLIAM STERLING, SUPERINTENDENT  
JAMIE ZEIGLER, TREASURER

MEMBERS: DAVE KICK, PATRICIA SAGE, ERIC STROUSE,  
BRAD WELSH, TINA ZICKEFOOSE

**BOARD OF EDUCATION  
 WEST HOLMES LOCAL SCHOOLS  
 AGENDA - REGULAR MEETING  
 SEPTEMBER 18, 2017 - 7:00 P.M. (NEW STAFF RECEPTION 6:30)  
 WEST HOLMES HIGH SCHOOL**

**I. CALL TO ORDER**

**II. ROLL CALL**

Kick \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_\_\_\_\_

**III. PLEDGE OF ALLEGIANCE**

**IV. APPROVAL/ADJUSTMENTS TO AGENDA**

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

**V. APPROVAL OF MINUTES**

A. Minutes of the Regular Meeting August 21, 2017 attached to this agenda.

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

**VI. CORRESPONDENCE & DONATIONS**

- A. CRW Trucking of Shreve – donated 4 yards of brown mulch for the flower beds at Nashville Elementary
- B. Greg Eichlelberger for delivering the mulch to Nashville Elementary.
- C. Volunteers from Newpointe Community Church for their time in spreading the mulch on Nashville’s playground this summer. Many hands made light work.
- D. Hyponex in Shreve – donated 4 pallets of mulch to Lakeville Elementary for landscaping and playground

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

**VII. TREASURER’S REPORT**

- A. Month End Reconciliation and Investments as of August 31, 2017 – Enclosed sheet marked “A”.
- B. Financial Report by Fund of Expenditures and Unencumbered Balances as of August 31, 2017 – Enclosed report marked “B”.
- C. Approval of Financial Summary for Month ending August 31, 2017 – Enclosed report marked “C”.

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

**VIII. COMMITTEES OF THE WEST HOLMES BOARD OF EDUCATION**

**IX. SUPERINTENDENT’S REPORT**

1. State Tests Perfect Scores – Jeff Woods
  - Megan Westbrook 833 – 7<sup>th</sup> Language Arts
  - James Barr 806 – 7<sup>th</sup> Math
  - Hunter Ellis 806 – 7<sup>th</sup> Math
  - Aiden Piatt 806 – 7<sup>th</sup> Math
  - Megan Westbrook 806 – 7<sup>th</sup> Math
  - Brock Zimmerly 806 – 7<sup>th</sup> Math
  - Brogan Steimel 868 – 8<sup>th</sup> Science
2. New Staff Recognition
 

Andrea Anderson	Melissa Bluck	Adam Brately
Zachary Brown	Hannah Frank	Zachary Gardner
Zachary Golec	Nichole Grant	Tom Kalo
Tes Kinsey	Jeremy Lamp	Hayley Lasko
Joy Patten	Jen Stutzman	Tiffany Stutzman
Stephanie Whipple	John Nelson	
3. FFA Update

**X. ACKNOWLEDGMENT OF GUESTS**

**XI. OLD BUSINESS**

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

**XII. NEW BUSINESS**

- A. Request authorization to function as district representatives for West Holmes Schools for the following people:
  - Rod Chanay, Special Needs Coordinator at Ashland County-West Holmes Career Center
  - Rhoda Mast, Principal at Holmes County Training Center
  - Kim Riley, Tri-County Pre School Director
- B. Approval of OTEs Credentialed Evaluators
- C. Approval of West Holmes 2016-17 Staff Handbooks
- D. Approval of West Holmes 2017-18 Cafeteria Handbooks
- E. Approval of Cleveland Sight Center for Braille and Orientation Mobility Services to replace Rehabilitation Services for braille and orientation services on the August 17, 2017 board agenda.
- I. Approval of East Central Ohio Services for audiology services
- J. Approval to update Policy Manual File JEDA Truancy with updated File JEDA Truancy (marked “1”), File JFC Student Conduct (Zero Tolerance) (marked “2”), File JG Student Discipline (marked “3”), File JGD Student Suspension (marked “4)
- K. Approval to adopt Policy Manual File JF Student Rights and Responsibilities (marked as “5”)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Kick \_\_\_\_\_ Sage \_\_\_\_\_ Strouse \_\_\_\_\_ Welsh \_\_\_\_\_ Zickefoose \_

## **XII. PERSONNEL ACTIONS**

### **APPROVAL OF THE FOLLOWING:**

#### **A. RESIGNATIONS**

1. Kristen O'Brien, Theater Director, submits her resignation, effective August 23, 2017.
2. James Whitman, 3<sup>rd</sup> Shift Custodian WHHS, submits his resignation, effective September 15, 2017.

#### **B. HIRING**

1. John Nelson – Athletic Training, to be effective 9-1-17
2. Jeremy Burnison – Co-Theater Director, to be effective 8-24-17
3. Kris Shearer – Co-Theater Director, to be effective 8-24-17

#### **C. AFTER SCHOOL PROGRAM – FY 2017-18**

(Paid by Federal Funds)

##### **Killbuck**

Nikole Hanna, Coordinator

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

##### **Millersburg**

Jon Gilley, Coordinator

Jon Gilley, Lynda Park, Hannah Frank, Cathy McClain, Georgia Jaeb – Tutors

##### **Lakeville**

Jennifer Hopkins, Coordinator

Stephanie Schwarzwaldner, Jennifer Hopkins, Vanessa Woods, Megge Boals, Gayle

Akkerman, Janel Kiner – Tutors

##### **Clark**

Erica Camacho, Coordinator

Erica Camacho, Kristen Moyer, Kara Andrews, Melissa Bluck – Tutors

##### **WHMS**

Nic Fioritto – Coordinator

Andy Spencer, Nic Fioritto, Jason Otto, Brooke Mowrer - Tutors

#### **D. SUPPLEMENTALS**

Nick Gerber – WHMS Archery Club

Amy Rohr – WHMS Art Club

Steve Frank – WHMS Chess Club

Jason Otto – WHMS Tennis Club

Lisa Lang – WHMS Power of the Pen

Bruce Murphy – Volunteer Assistant HS Boys Soccer Coach

#### **SUPPLEMENTAL CHANGES (June 19, 2017 Agenda):**

Football Assistant – Matt Torgler from Step 0 to Step 1

Football Assistant – Freshman – Dan Hendershott from Step 2 to Step 5

#### **E. SUBSTITUTES**

Pamela Shultz – media/teacher aide – effective 8/24/17

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

**XIII. NEXT MEETING**  
**October 16, 2017**  
**7:00 P.M. – Regular Meeting**  
**Millersburg Elementary**

**XIV. ADJOURNMENT**

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

**Future Meetings**

- November 20 Clark
- December 18 Lakeville
- January 8 High School (Organizational Meeting)
- February 19 Killbuck
- March 19 Nashville
- April 16 Middle School
- May 21 High School
- June 18 High School
- July 16 High School

## WEST HOLMES LOCAL SCHOOLS 2017-2018 SCHOOL CALENDAR

<p>18 New teacher orientation 21 Opening Mtg./Inservice 22 Staff inservice meeting 23 Staff work day/Open House 24 First day of school</p> <p>8 days</p>	<b>AUGUST 2017</b> <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>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></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			<b>SEPTEMBER 2017</b> <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>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </tbody> </table> <p>4 Labor Day (No School) 22 Late Arrival (2 hours) 29 Midterms Home</p> <p>20 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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<p>Grade Period Ends    Number of Days October 26            47 January 12            45 March 23              48 May 25                 40                                  180</p>	<b>JUNE 2018</b> <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>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</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	<b>JULY 2018</b> <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>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p style="text-align: center;">Priority Make up Days Feb. 19, May 29, 30, 31</p> <p style="text-align: center;">Total Hours/Day Length MS/HS 1150    6.4 hrs. Elem 1072    6.0 hrs.</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	31											
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AUGUST 21, 2017  
WEST HOLMES BOARD OF EDUCATION  
MEETING MINUTES

1. CALL TO ORDER
  2. ROLL CALL
  3. PLEDGE OF ALLEGIANCE
  4. MOTION TO APPROVAL/ADJUST AGENDA
  5. MOTION TO APPROVE MINUTES
  6. MOTION TO APPROVE CORRESPONDENCE/DONATIONS
  7. MOTION TO APPROVE THE TREASURER'S REPORT
  8. COMMITTEE REPORTS
  9. SUPERINTENDENT'S REPORT
  10. GUESTS/PUBLIC PARTICIPATION
  11. MOTION TO APPROVE NEW BUSINESS
  12. MOTION TO APPROVE PERSONNEL
  13. MOTION TO ADJOURN
- 

1. The Regular meeting of the West Holmes Board of Education was called to order by Vice-President Brad Welsh at West Holmes High School.

2. Roll Call: Dave Kick, Pat Sage, Brad Welsh, Eric Strouse, Tina Zickefoose

3. Patricia Sage made a motion to approve the minutes of the Regular Meeting held July 17, 2017. The motion was seconded by Tina Zickefoose.

Yeas: Kick, Welsh, Strouse

Nays: None

Motion: Carried

4. Dave Kick made a motion that was seconded by Tina Zickefoose to approve the correspondence and donations as follows:

A. Killbuck Savings Bank has provided magnetic school calendars to go home with every student.

B. West Holmes Class of 1967 donated \$100.00.

C. Millersburg Church of God donated "Stuff the Bus" school supplies to pass out to students.

D. Millersburg Christian Church donated school supplies.

Yeas: Welsh, Strouse, Sage

Nays: None

Motion: Carried

5. Eric Strouse made a motion that was seconded by Patricia Sage to approve the Treasurer's Report as follows:

D. Month End Reconciliation and Investments as of July 31, 2017 – Enclosed sheet marked "A".

AUGUST 21, 2017  
WEST HOLMES BOARD OF EDUCATION  
MEETING MINUTES

- E. Financial Report by Fund of Expenditures and Unencumbered Balances as of July 31, 2017, – Enclosed report marked “B”.
- F. Approval of Financial Summary for Month ending July 31, 2017, – Enclosed report marked “C”.

Yeas: Welsh, Kick, Zickefoose  
Nays: None  
Motion: Carried

- 6. Committee Reports of the West Holmes Board of Education.
  - Dave Kick – Career Center
  - Patricia Sage – Legislative

7. Superintendent’s Report

- 1. FFA Update – Juanita Miller, Leon Williams
- 2. Golden Age Passes  
Any resident of the West Holmes Local School District who is 62 years of age or older may obtain a Golden Age Pass by calling West Holmes High School (330-674-6085).
- 3. Dave Rhoades – Technology Update, 2235 Chromebooks
- 4. Paul Troyer– Transportation Update
- 5. Brian Flickinger – Maintenance Update

8. Guests/Public Participation:

Aaron Kaufman	Brian Flickinger
Renee Woods	Paul Troyer
Brian Zimmerly	Ron Hay
Jeff Woods	Diana McMillen
Tyler Renner	Andrew Jones
Dave Rhoades	Julie Snyder
Rick Mullins	

9. Moved by Dave Kick and seconded by Tina Zickefoose to approve the following New Business:

- A. Approval of contracts for EJ Therapy to provide occupational/physical therapy.
- B. Approval of contract rehabilitation services to provide braille and orientation mobility instruction.
- C. Approval of Alternate Transportation  
Alternate transportation to be used for special education or handicapped students when it is determined impractical to transport by regular routes and it is deemed necessary to transport by other means.
- D. 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.
- E. Approval of West Holmes 2017-18 Bus Drivers Handbook
- F. Approval to participate in MEC Consortium for purchasing school buses.

Yeas: Sage, Welsh, Strouse



AUGUST 21, 2017  
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Nays: None  
Motion: Carried

10. Moved by Patricia Sage and seconded by Eric Strouse to approve the following personnel actions pending licensure and/or background checks:

**APPROVAL OF THE FOLLOWING:**

**A. EXTENDED DAYS for School Year 2017-2018**

1. Brenda Reining – 5 days
2. Nic Fioritto – 10 days
3. Alison Rogers - 17 days
4. Dawne O'Donnell – 17 days
5. Jaime Chenevey – 55 days
6. Maria Morris – 15 days
7. Stephanie Baker – 15 days
8. Bob Hunter – 10 days (5 before/5 after)
9. Kevin Maltarich – 10 days (5 before/5 after)

**B. SUPPLEMENTALS**

**High School**

Knights of the Round Table Advisor – Michael Molnar

**AIMS Benchmarking Assistance** (paid through Federal Title Funds) paid at sub daily rate

Stephanie Ditmars                      Gayle Akkerman                      Deb Lilley

**LPDC Committee Members**

Renee Woods                      Nina Lanning                      Courtney Cooper  
Suzanne Goudy                      Camille Strickling                      Brian Baughman  
Diana McMillen

**C. SUBSTITUTES**

**Bus Drivers**

Tom Alexander                      Ed Dye                      Jolene Giauque  
Duane Galbraith                      Doug Hostettler                      Lynn Johnson  
Jerry Schonauer                      Chrystal Swinehart                      Dave Tennefoss  
Nathaniel Thomas                      Steve Waltman                      Mike Phillips  
Mike Trivett                      Paul Troyer

**Cooks**

Brandee Alexander                      Melissa Buchanan-Gallion                      Elaine Baker  
Sharon Fendrick                      Wendy Deutsche                      Christine Goings  
Jodi Guthrie                      Shilah Kelly                      Dulcie Snow  
Julie Lytle                      Megan Spencer                      Valentine Spencer  
Jennifer Piatt                      Nicole Strouse                      Laurie Tate  
Jennifer Gallion                      Amy Uhl                      Jill Yoder  
Sherry Wigton

AUGUST 21, 2017  
WEST HOLMES BOARD OF EDUCATION  
MEETING MINUTES

**Custodial**

Melissa Buchanan-Gallion	Tina Bryant	Joseph Krupia
Rick Galford	Ted Fraser	Skip Patterson
Timothy Morris	Deborah Stephenson	Lonnie Pringle
Jeremy Rolince	Donna Swiger	Lee Smetzer
Jeff Snively	Dan Stadler	Ted Zuercher
Jill Yoder	Dan Hendershott	Jennifer Gallion

**Secretarial/Aide**

Brandee Alexander	Linda Ascoli	Laurie Baker
Jara Brown	Melissa Buchanan-Gallion	Laurie Tate
Sharon Fendrick	Christine Goines	Sandy Gordon
Shilah Kelly	Delores Kay Klein	Julie Lytle
Mallory Miller	Neala Miller	Elaine Baker
Kathy Mullins	Lydia Neiswander	Jennifer Piatt
Pam Schultz	Beverly Schrock	Sherry Wigton
Jen Snyder	Joyce Straits	Wendy Deutschle
Donna Swiger	Amy Uhl	Rebecca Garnes
Jill Yoder	Shannon Carter	Nicole Strouse
Leyna Miller	Dulcie Snow	Valentine Spencer
Megan Spencer		

Yeas: Kick, Welsh, Zickefoose  
Nays: None  
Motion: Carried

11. Motion was made by Dave Kick and seconded by Tina Zickefoose to adjourn.

Yeas: Kick, Sage, Welsh  
Nays: None  
Motion: Carried

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President, Board of Education

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Treasurer