

**MONROEVILLE LOCAL SCHOOLS**  
**OFFICIAL RECORD OF PROCEEDINGS**  
November 20, 2023

The Board of Education, Monroeville Local School District, Huron County, Ohio, met on this date in the Monroeville Athletic Community (MAC) Meeting Room.

The regular meeting called to order by President, Betsy Ruggles, Kristin Kaple-Jones, Superintendent and Paul DeMarco, CFO/Treasurer.

**I. CALL TO ORDER (Time 7:00 p.m.)**

**II. PLEDGE OF ALLEGIANCE**

**III. MISSION STATEMENT:** The vision of the Monroeville Local School Board is Excellence in Education for all students. Our district assures each student a well-rounded educational program leading to rewarding careers. In addition, our district will foster students who are critical thinkers, creative problem solvers and socially responsible individuals. Through the collaboration of school, home and community, every Monroeville graduate will be well prepared for the global challenges of the 21st century.

**IV. ROLL CALL:**

Mrs. Allen: present, Mr. Helmstetter: present, Mrs. Ruggles: present, Mrs. Smith: present, Mr. Bemis: present

2024-76

**V. APPROVE AGENDA:**

M: Smith; 2<sup>nd</sup> Allen

Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye

**VI. HEARING OF THE PUBLIC (Bylaw 0169.1)** Public meeting notices are posted in the Central Office. If you are interested in being added to the Board's agenda under Public Participation, requests are to be made in the Central Office \*\*\*There shall be no negative public commentary directed at employees, Board members, students or members of the public in accordance with Board policy. Such comments will only be heard in Executive Session, if appropriate, and

determined by the Board President or presiding officer of the Board pursuant with Ohio Revised Code Section 121.22(G)(1)\*\*\*

Jessica Bellamy addressed the Board on the status of the Middle School Drama program. She reviewed last years successes and discussed plans for this year's performance. Mrs. Bellamy also petitioned the Boad to add stipends the director and assistant. director positions.

**VII. APPROVAL OF MINUTES:**

2024-77

Approve the regular meeting minutes of the October 16, 2023 Regular Meeting.

M: Smith 2<sup>nd</sup>: Bemis

Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye

**VIII. OLD BUSINESS:**

Mrs. Ruggles discussed the need for a new sound system in the auditorium. The current sound system is cutting out sporadically throughout the performances.

The auditorium needs will be addressed by the facilities committee.

**IX. NEW BUSINES:**

Mrs. Bellamy's request for new stipends for Middel School Drama will be addressed during negotiations this Spring.

**TREASURER'S REPORT:**

2024-78

A. Approve the financial reports for October 2023.

M: Helmstetter; 2<sup>nd</sup>: Bemis

Allen: Aye, Bemis: Aye, Helmstetter: absent, Ruggles: Aye, Smith: Aye

2024-79

B. Approve November 5-Year Forecast and assumptions as presented:

M: Helmstetter; 2<sup>nd</sup> Allen

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-80

C. Approve creation of Fund 019-9400 OSNL STEM Classroom Grant

M: Ruggles, 2<sup>nd</sup>: Smith

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-81

D. Approve the transfer of dormant funds: 200-9090 (Friends in Need) and 200-9210 (French Club) to account 200-9091 (Giving Tree) – FIN and the French Club have been dissolved.

M: Bemis, 2<sup>nd</sup>: Allen

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

## **SUPERINTENDENT’S REPORT:**

### **A. BUSINESS:**

2024-82

1. Approve the Updated Demerit System for grades 4-6

M: Allen, 2<sup>nd</sup>: Helmstetter

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-83

### **B. EMPLOYMENT:**

1. Approve the salary schedule and job description for the Assistant to the Treasurer and Benefits Specialist.

M: Helmstetter 2<sup>nd</sup> Smith

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-84

2. Approve Marie Shultz as the Assistant to the Treasurer Payroll and Benefits Specialist at her daily rate for transition days until her contract starts January 3, 2024 (contingent on submission of required paperwork)

M: Helmstetter 2<sup>nd</sup> Ruggles

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-85

3. Approve Marie Shultz as the Assistant to the Treasurer Payroll and Benefits Specialist - 1 year contract – Step 5 - employment beginning January 3, 2024

M: Ruggles 2<sup>nd</sup> Smith

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-86

4. Approve Cori Schafer as the 7<sup>th</sup> and 8<sup>th</sup> grade girls' basketball coach for 2023 – 2024 school year – Step 0 (contingent on submission of required paperwork)

M: Smith 2<sup>nd</sup> Ruggles

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-87

5. Approve the following coaches to move from volunteer to paid assistant football coaches for the 2023 – 2024 school year (contingent on submission of required paperwork):

- Trevor Schafer – Step 0
- Ryan Sowders – Step 0

M: Allen 2<sup>nd</sup> Bemis

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-88

**C. DONATIONS:**

1. Accept the donation from R.A. Bores Excavating, Inc. for \$100.00 for Night Under the Lights
2. Accept the donation from Pepperidge Farms to the Elementary School of Goldfish snack crackers, 1,500 count of .5 oz snack bags – donation value is \$165.00
3. Accept the donation from VFW Post 2743 for \$500.00 to the Music department
4. Accept the donation from Greenwich Tri Community Fire Department for \$350.00 to the Special Ed Department.

M: Ruggles; 2<sup>nd</sup> Helmstetter

Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye

**X. DISCUSSION:**

- December 11, 2026 Board Meeting @ 7 p.m, Executive session begins at 6 pm.

2024-89

**XI. EXECUTIVE SESSION:**

Section 121.22 of the Ohio Revised Code permits discussion in executive session for the following specified purposes: The appointment, **employment**, dismissal, discipline, promotion, demotion, or **compensation** of public employees or regulated individuals or the investigation of charges or complaints against a public employee or regulated individual unless such person requests a public hearing.

**TIME IN: 8:03 p.m.**

Moved by: Smith; Seconded by: Bemis

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-90

**TIME OUT: 9:12 p.m.**

M: Dan; 2<sup>nd</sup>: Allen

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

2024-91

**XII. ADJOURNMENT: Time: 9:13 p.m.**

M: Bemis; 2<sup>nd</sup>: Smith

Allen: Aye, Bemis: Aye, Helmstetter: Absent, Ruggles: Aye, Smith: Aye

Attest:

Board President:

Treasurer:

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