

**MONROEVILLE LOCAL SCHOOLS**  
**OFFICIAL RECORD OF PROCEEDINGS**  
February 21, 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 Jude T. Hammond, Treasurer.

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

II. **ROLL CALL:**

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

For the record, the Board members remained in the meeting following the organizational meeting and no roll call was taken.

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. **APPROVE AGENDA:**

2023-12

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

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, Smith: Aye.

Motion Passed

V. **HEARING OF THE PUBLIC (By Law 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

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

**VI. APPROVAL OF MINUTES:**

Approve the minutes of the January 5, 2023 Organizational meeting, January 5, 2023 Regular meeting and the January 23, 2023 Special meeting.

2023-13

Motion: Smith; 2<sup>nd</sup>: Ruggles;

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, Smith: Aye

Motion Passed

**VII. OLD BUSINESS:**

There was no old business raised during the meeting.

**VIII. NEW BUSINESS:**

**TREASURER'S REPORT**

A. Approve the financial reports as submitted for January 2023.

B. Approve a Then and Now Certificate where amount to be paid exceeds \$3,000; North Point Educational Services Center \$7,500 for educational services provided for students placed at an out-of-district educational facility for September and December.

2023-14

Motion: Allen, 2<sup>nd</sup>: Bemis;

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye.

Motion Passed

B. Resolution to approve the purchase of a school bus using the procurement by the Ohio School Council.

2023-15

Motion: Bemis, 2<sup>nd</sup>: Smith;

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## SUPERINTENDENT'S REPORT

### A. BUSINESS:

1. Mandy Steiber and Jen Harvey made a presentation on School Counseling programs that the District has implemented this school. Mandy presented the counseling programs for the Elementary students and Jen made a presentation on the programs being used in the High School. There is special attention towards mental health and suicide preventive measures.
2. Approve the Open Enrollment for the 2023-24 school year.
3. Approve the 2023-24 Academic School Year Calendar.
4. Approve the 2023-24 High School Course Guide. Principal Kaczor made a presentation on the Courses available for High School students. Part of the presentation was on Graduation seals, course credentials and alternative pathways to graduation.
5. Approve the Puberty Curriculum for the Fifth (5<sup>th</sup>) grade students in accordance with the requirements of the Ohio Department of Education.

2023-16

Motion: Ruggles; 2<sup>nd</sup>: Smith.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, and Smith: Aye.

### Motion Passed

6. Approve the Job Description for the Resident Educator Mentor position.
7. Approve the Memorandum of Understanding with Monroeville Teachers Association regarding Tuition Reimbursement changes effective from the beginning of the 2022-23 school year.
8. Approve the following policies updates:
  - 6.16 Student Records,
  - 7.08 Achievement Testing Policies
  - 7.27 College Credit Plus
  - 7.32 Career Advising
  - 8.01 Investment Policy, and
  - 9.04 Gifts, Grants and Donations.

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2023-17

Motion: Allen; 2<sup>nd</sup>: Helmstetter.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, and Smith: Aye.

Motion Passed

9. Approve the agreement for College Credit Plus coursework with Lorain County Community College (LCCC).

2023-18

Motion: Allen; 2<sup>nd</sup>: Bemis.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, and Smith: Aye.

Motion Passed

10. Approve a resolution to authorize the required Third (3<sup>rd</sup>) Grade Assessments to be issued using a paper format for the 2023-24 school year for the English Language Arts and Mathematics assessments.

2023-19

Motion: Ruggles; 2<sup>nd</sup>: Bemis.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, and Smith: Aye.

Motion Passed

11. Approve the District's Strategic Plan Graphic.

2023-20

Motion: Ruggles; 2<sup>nd</sup>: Smith.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, and Smith: Aye.

Motion Passed

12. Approve being a participating member of the Ohio High School Athletic Association for the 2023-24 school year.

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2023-21

Motion: Helmstetter; 2<sup>nd</sup>: Bemis.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, and Smith: Aye.

Motion Passed

13. Approve the appointment of Jennifer Clark to the Monroeville Public Library Board of Trustees.

2023-22

Motion: Ruggles; 2<sup>nd</sup>: Smith.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye; Ruggles: Aye, and Smith: Aye.

Motion Passed

**B. EMPLOYMENT:**

1. Accept the Resolution authorizing the Employment of Substitute Teachers who may not have a Bachelor's Degree for the 2022-23 and 2023-24 school years.

2023-23

Motion: Allen, 2<sup>nd</sup>: Smith;

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye.

Motion passed.

2. Approve Melissa Harvey as a Substitute Cafeteria worker.
3. Accept the resignation of Malik Shaw as Junior High Assistant Wrestling Coach.
4. Approve George Roeder as Junior High Assistant Wrestling Coach in addition to being Junior High Head Wrestling Coach for the 2022-23 season.
5. Accept the resignation of Holly Bauer as Varsity and Junior High Cross Country Coach for the 2023-24 season.

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6. Accept the resignation of Tara Pena, STEM teacher at the conclusion of the 2022-23 school year.
7. Approve the following Spring Coaches for the 2023 Spring Season:
  - Tyler Wasserman – as Assistant Baseball coach at Step 0
  - Adam Gerber – as Volunteer for the Baseball program,
  - Scott Pisano – as a Volunteer for the Baseball program
  
  - Abe Helmstetter – Head Softball Coach at Step 12
  - Tracy Rosser – Assistant Softball Coach at Step 3
  - Pat Scheid – as a Volunteer for the Softball program.
  - Alex Schaffer – as a Volunteer for the Softball program
  
  - Chris McDonald – Head Track Coach at Step 9
  - Lillian Gregory – Assistant Track Coach at Step 7
  - Brad Dunlap – Assistant Track Coach at Step 2
  
  - Conar Burns – Head Junior High Track Coach at Step 0
  - Braylee Wise – Assistant Junior High Track Coach at Step 0

2023-24

Motion: Ruggles; 2<sup>nd</sup>: Bemis.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Abstain; Ruggles: Aye, and Smith: Aye.

Motion Passed

**C. DONATIONS:**

1. Accept the donation from Pepperidge Farms for 15 cases of ½ ounce 100 count Cheddar Goldfish (1,500 pouches) valued at \$165.
2. Accept the donation from Monroeville Elementary Parent Teachers Organization (PTO) for Kickballs and four (4) square balls valued at \$123.46.

**IX. DISCUSSION:**

1. The next Regular Board meeting will be held on March 13, 2023 at 7:00 p.m. at the Monroeville Athletic Center.

**X. EXECUTIVE SESSION:**

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2023-25

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

Approve the motion was to enter Executive Session to discuss a personnel matter.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye.

The Board entered into Executive Session at 8:30 p.m. with no action to follow.

2023-26

Motion: Ruggles; 2<sup>nd</sup>: Bemis;

The motion was made to exit Executive Session and return to the Public meeting.

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye.

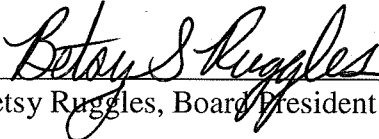
The Board exited Executive Session at 10:29 p.m.

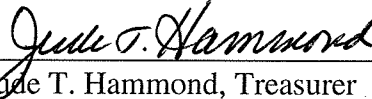
**XI. ADJOURNMENT: Time: 10:31 p.m.**

Motion: Smith; 2<sup>nd</sup>: Ruggles;

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Aye, Ruggles: Aye, Smith: Aye.

Motion Passed, and the meeting was adjourned.

  
Betsy Ruggles, Board President

  
Jude T. Hammond, Treasurer

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