

MONROEVILLE LOCAL SCHOOLS

OFFICIAL RECORD OF PROCEEDINGS

MAY 16, 2024

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.

I. **CALL TO ORDER** (Time: 7:01 p.m.)

II. **PLEDGE OF ALLEGIANCE**

III. **ROLL CALL**

Allen: present, Bemis: present, Helmstetter: absent, Ruggles: present, Smith: present.

IV. **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.

V. **APPROVE AGENDA:**

2024-82

Motion: Bemis; 2nd: Allen

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

Motion Passed

VI. **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

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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).

- VO – AG Shop Tour: The Board was led on a tour of the Shop. Mr. Bauer pointed out the safety concerns related to the outdated equipment that can no longer be used by students.
- American Legion / Molly Doss – Presentation of Certificates to Monroeville Local Schools and Joann Hubbard.

VII. APPROVAL OF MINUTES:

Approve the minutes of the March 18, 2024 Meeting.

Motion Bemis; 2nd: Smith;

2024-83

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

Motion Passed

VIII. OLD BUSINESS:

- Mr. DeMarco shared a sample booster policy with the Board.
- Dr. Kapel Jones updated the Board on the Dual Participation in Sports policy for FY25.

IX. NEW BUSINESS:

- Dr. Kapel Jones discussed district students participating in clay shooting at Lake Erie Arms.

TREASURER’S REPORT

2024-84

A. Approve the financial reports as submitted for April 2024.

Motion: Bemis; 2nd: Smith;

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

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2024-85

- B. Approve the May 5-Year Forecast as submitted.

Motion Bemis; 2nd: Allen;

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

SUPERINTENDENT'S REPORT:

A. BUSINESS:

2024-86

1. Approve the Day Treatment-Purchase Service Agreement between Monroeville Local Schools and River Education Services, Inc. for the 2024 – 2025 school year.

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

2024-87

2. Approve new ELA curriculum

Motion Allen; 2nd: Bemis;

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

2024-88

3. Approve to adopt a Resolution Implementing a Reduction in Force of Nonteaching Employee,

M: Bemis 2nd: Smith

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

2024-89

4. Approve the updated job description for the Curriculum Director

*This agenda item was tabled.

M: Bemis 2nd: Allen

ROLL CALL: Allen: Aye, Bemis: Aye, Helmstetter: Absent; Ruggles: Aye, Smith: Aye
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2024-90

B. Employment:

1. Approve Summer Keys to Literacy training (paid from OPEPP grant):
 - Jefferson Fair
 - Deb Myers
 - Deb Hartley
 - Makenna Wittmer
 - Rebecca Adelman

M: Bemis 2nd: Allen

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

2024-91

2. Approve an annual stipend of \$3,000 for an employee holding an active Certified EMIS Professional designation

M: Ruggles 2nd: Bemis

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

2024-92

3. Accept the resignations from the following, effective August 30, 2024:
 - Samantha Davis, Choir Director / Music Teacher
 - Jamie Gehring, 4th Grade Teacher
 - Brittany Hall, Intervention / Special Education

M: Allen 2nd: Smith

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

2024-93

4. Approve Denise McMurray, Maintenance – Step 5, effective May 14, 2024 (contingent on submission of required paperwork)

M: Allen 2nd: Bemis

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

2024-94

5. Approve Mindy Kamann as a Substitute Secretary

M: Bemis 2nd: Smith

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

2024-95

6. Approve the following as van/bus drivers (pending certification completion):
- Robert Fries (van driver)
 - Paul Herner (sub bus driver)

M: Allen 2nd: Bemis

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

2024-96

7. Approve Kevin Coy – 2-year contract (2024 - 2025) from Custodial Step 5 to Maintenance Step 5

M: Smith 2nd: Ruggles

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

2024-97

8. Approve the following non-certified contracts (2024 – 2025):

- Sylvia Cole – Step 9 (2-year contract)
- Jefferson Fair – Step 1 (2-year contract)
- Deb Hartley – Step 1 (2-year contract)
- Rebecca Jenks – Step 8 (2-year contract)
- Christian Rospert – Step 6 (2-year contract)
- Marie Shultz – Step 6 (2-year contract)
- Makenna Wittmer – Step 1 (2-year contract)

M: Allen 2nd: Bemis

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

2024-98

9. Approve employment of the following non-certified personnel for supplemental contracts for 2024 – 2025 school year:

Kendra Snook	Head Volleyball Coach	Step 15
Sarah Staley	Assistant Volleyball Coach	Step 3
Kylee Kuhlman	7th Grade Volleyball Coach	Step 7
Bailey Bollenbacher	8th Grade Volleyball Coach	Step 5
Jake Underwood	Assistant Football Coach	Step 3
Cody Appeman	Assistant JH Football Coach	Step 3
Casey Ryan	JH Head Football Coach	Step 1
Ryan Bohn	Girls Basketball Head Coach	Step 2
Corynne Schafer	Girls 7 th Basketball Coach	Step 1
Corynne Schafer	Girls 8 th Basketball Coach	Step 1

M: Bemis 2nd: Smith

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

2024-99

10. Approve employment of the following certified personnel for supplemental contracts for 2024 – 2025 school year:

Gail Rosser	Varsity Cross Country Coach	Step 1
Kari Pisano	JH Cheer Coach	Step 0
Lillian Gregory	JV Volleyball	Step 7
Tylor Nester	Head Football Coach	Step 8
Brad Dunlap	Assistant Football Coach	Step 21
Tyler Scott	Assistant Football Coach	Step 1
Brad Dunlap	Conditioning Director - Spring	Step 14
Lillian Gregory	Conditioning Director - Winter	Step 7
Tylor Nester	Conditioning Director - Fall	Step 10

M: Allen 2nd: Bemis

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

2024-100

11. Approve Bill Orwig as a volleyball volunteer for 2024 – 2025 school year.

M: Bemis 2nd: Ruggles

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

2024-101

12. Approve the following certified contracts (2024 – 2025):

- Holly Bauer – Step 4 (2-year contract)
- Lillian Gregory – Step 10 (2-year contract)
- Rachel Hamm – Step 4 (2-year contract)
- Megan Harvey – Step 3 (2-year contract)
- **Stephanie Houser – Step 23 (Continuing contract) *agenda ammended**
- Renee Jackson – Step 11 (1-year contract)
- Michael Liptay – Step 14 (2-year contract)
- Melanie Ayala Lugo-Bowers – Step 1 (1-year contract)
- Mike Mandeville – Step 20 (2-year contract)
- Chris McDonald – Step 12 (2-year contract)
- Whitney Quillen – Step 8 (2-year contract)
- Zac Reer – Step 16 (2-year contract)
- Alex Rogers – Step 1 (1-year contract)
- Tyler Scott – Step 1 (1-year contract)
- Leslie Spettel – Step 10 (2-year contract)
- Tracy Weis – Step 8 (2-year contract)

M: Allen 2nd: Bemis

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

2024-102

13. Amanda Stieber – Step 16 (requesting continuing contract)

M: Bemis 2nd: Smith

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

2024-103

14. Approve the following certified staff extra duty for the 2024-2025 school year:

Rob Hayes

Band Director

Step 22

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Laura Replogle	Yearbook	Step 27
Laura Replogle	Senior Class Asst.	Step 26
Laura Replogle	JH Yearbook	Step 23
Stephanie Van Fleet	Renaissance	Step 7
Stephanie VanFleet	Jr. Class Head Advisor	Step 10
Stephanie VanFleet	Media	Step 9
Jen Harvey	National Honor Society	Step 21
Jen Harvey	Senior Class Asst.	Step 15
Jen Harvey	Freshman Advisor	Step 15
Amber Whaley	Lead Mentor	Step 3
Amber Whaley	Team Leader	Step 14
Caroline Gessling	Academic Challenge	Step 22
Caroline Gessling	Renaissance	Step 11
Caroline Gessling	Jr. Class Asst.	Step 22
Scott Bauer	FFA	Step 20
Ben Paul	Athletic Director	Step 28
Ben Paul	Football Field Marking	\$500
Eric Rogers	Elementary Library Club	Step 2
Rebecca Jenks	Sophomore Class Advisor	Step 1
Amanda Stieber	Elem. Student Council	Step 6
Michael Liptay	STEM (High School & Elementary)-	Step 5
Jessica Bellamy	Jr. Class Asst.	Step 1
Holly Bauer	JH Class Advisor	Step 3

M: Ruggles 2nd: Bemis

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

2024-104

15. Approve the credentialed evaluators:

Jim Kaczor	Jen Meyer	Coral Smith
Kristin Kaple-Jones	Bob Butler	

M: Smith 2nd: Bemis

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

2024-105

16. Approve the following Friday School Proctors for 2024-2025:

- Jen Harvey
- Laurie Replogle
- Caroline Schnetzer
- Tracy Weis

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- Monica Barman
- Ben Paul

M: Ruggles 2nd: Bemis

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

2024-106

- 17.** Approve Tylor Nester to provide High School summer credit recovery and remediation

M: Bemis 2nd: Smith

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

2024-107

- 18.** Approve to pay the following Orton-Gillingham Tutors for a total of 16 hours of tutoring for 2024:

- Shannon Adams
- Teri Smith
- Amy Jeremay
- Whitney Quillen
- Tracy Weis

M: Allen 2nd: Smith

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

2024-108

C. DONATIONS:

- 1.** Accept the following donations:
- \$ 500.00 Ohio State Eagles (Robotics)
 - \$ 3,739.00 Monroeville Elementary PTO (Book Vending Machine)
 - \$ 200.00 Firelands Federal Credit Union (AED)
 - \$19,000.00 The Twenty First Century Foundation Scholarship (Scholarship)

M: Bemis 2nd: Allen

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

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X. DISCUSSION:

June 17, 2034 Board Meeting @ 7 pm

The May Regular Board Meeting is moved to May 16th at 7 pm.

The July Regular Board Meeting is moved to July 22 at 7 pm.

X. 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: 8:45 PM

2024-109

M: Allen 2nd: Bemis

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

Time Out: 10:02

2024-110

M: Bemis 2nd: Smith

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

2024-111

XI. ADJOURNMENT: Time: 10:03 p.m.

M: Bemis 2nd: Smith

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

Attest:

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Board President:

Treasurer: