

RECORD OF PROCEEDINGS

Minutes of Norwayne Local School District
Board of Education
Regular Meeting

Held at 4:00 PM

Norwayne High School Library

August 28, 2023

The August 2023 Regular Meeting of the Norwayne Local Board of Education was held on Monday, August 28, 2023 at Norwayne High School. Having due notice, the following board members were present: Doug Ingold, Earl Rupp, Angie Smith, Jon Widmer and Winston Wyckoff, III.

CALL TO ORDER – President Doug Ingold

Pledge of Allegiance (Official Opening of the Business Meeting)

Principal Monthly Reports

Principal Vince Sette, Norwayne Elementary School
Assistant Principal Nicole McQuate, Norwayne Elementary School
Principal Dave Dreher, Norwayne Middle School
Principal Doug Zimmerly, Norwayne High School

2023-60 Smith moved and Rupp seconded the motion to move into executive session for the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and matters required to be kept confidential at 4:17 pm.

VOTE: Yes: Widmer, Wyckoff, Smith, Ingold, Rupp.

2023-61 Widmer moved and Wyckoff seconded the motion to reconvene the open session at 4:52 pm.

VOTE: Yes: Wyckoff, Smith, Ingold, Rupp, Widmer.

2023-62 Wyckoff moved and Rupp seconded the motion to adopt the August 28, 2023 agenda as modified.

The format for board meeting agendas is a modified consent agenda whereby approval of motions will be presented at the end of each agenda section. Procedure does allow for any specific item to be voted on separately.

VOTE: Yes: Smith, Ingold, Rupp, Widmer, Wyckoff.

2023-63 Smith moved and Widmer seconded the motion to approve the Treasurer's Business items as presented:

TREASURER'S BUSINESS – Sandy Hadsell

- A. Approve the minutes of the July 31, 2023 Regular Board Meeting.
- B. Approve the July 31, 2023 Bank Reconciliation and Financial Reports:

Receipts: \$2,327,468.25 Expenses: \$1,316,540.18

C. Accept the following donations:

Winning Edge Fundraising, Inc.	\$100	NHS Boys Basketball Program
The Romich Foundation	\$1,000	NHS Robotics/Electronics Programs
Anonymous	\$2,306	NHS Boys Basketball Program
Butch Hiles Summer Basketball	\$540	NMS Student Needs
Riggy's Woodshop	\$6,000	Purchase of new Sawstop

D. Approve Type V Payment-In-Lieu-Of Transportation contract:

Mike & Jennifer Brumfield	Carston	Day Integrated Learning
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E. Approve additional Grant Allocations for FY24

DataCom Internet Access	Fund 451	\$5,538.30
Title III Language Instruction for English Learners	Fund 551	\$2,252.22
American Recovery Program ESSER	Fund 507	\$432,233.09
Agriculture Education 5th Quarter	Fund 461	\$6,232.88

F. Approve participation in the Title III Language Instruction for English Learners Consortium with Tri-County ESC.

G. Approve the revised Administrative Salary Schedule to include Morgan Rittenberger.

VOTE: Yes: Ingold, Rupp, Widmer, Wyckoff, Smith.

PRESIDENT'S BUSINESS – Doug Ingold

A. Announcements/Correspondence/Introductions/Recognition

1. Norwayne Local Schools opened for the 2023/24 School Year on August 21, 2023. Welcome to the newly hired staff members and new students.
2. Good Luck to all the students who will show animals and other projects at the Wayne County Fair.
3. Congratulations to the following Norwayne Community members who were recognized at the 2023 Creston Ox Roast as Creston Citizens of the Year: Linda Kauf, Tim Lawrence, Melissa Sparks and Ralph Stanley.
4. Congratulations to FFA Members Kya Csapo and Morgan Wiles. They are National Finalists for the Agriscience Fair Project and will be recognized at the National FFA Convention in November.

2023-64 Rupp moved and Smith seconded the motion to accept the committee reports and approve the recommendations.

BOARD COMMITTEE REPORTS/RECOMMENDATIONS

A. Buildings & Grounds Committee – Chairperson, Earl Rupp

Maintenance and repair projects are continually under review and recommendations (except for emergency repair situations) will be brought to the Board after bids and price quotes are received.

1. Permanent Improvement (P.I.) items for the Board’s Approval:
 - a. Approve Guenther Mechanical Service to replace the failed HVAC obsolete drive with current model at the Norwayne Elementary School for \$7,585.

B. Communications & One Needs Assessment (ONA) – Chairperson, Angie Smith

1. The One Needs Assessment Meeting was held August 8, 2023. The Updated Plan has been posted to the District Website.
2. There will be no school on September 4 (Labor Day); September 11 (Fair Day) and September 12 and 13 (Staff In-Service Days)

C. Transportation & Safety Committee – Chairperson, Winston Wyckoff, III

1. Bus/Van routes have been updated. We wish the bus and van drivers a safe and healthy school year.
2. KG bus safety training was held on August 13th to coincide with orientation at Norwayne Elementary School. 87 kindergarten students were in attendance.

D. Policy Committee – Chairperson, Doug Ingold

(Copies of all policy proposals are available for public review and/or input per Board Policy BFC.)

Policies on second reading/adoption:

- EHA-R Data and Records Retention (**Rescind**)
- BDDG Minutes
- EHA District Records Commission, Records Retention and Disposal
- IGCH-R College Credit Plus (Also LEC-R)
- JED Student Absences and Excuses

E. Audit/Finance/Technology Committee – Chairperson, Jon Widmer

1. In August students in Grades K – 8 will be given the NWEA MAP tests. Students in Grades 2 and 6 will be given the InView test.

F. Superintendent’s Report – Kevin Leatherman

1. First day of school enrollment by building:

Elementary School	566	<u>Last Year</u>
		576

Middle School	315	320
High School	394	384
Career Center	<u>50</u>	<u>49</u>
Total	1324	1329

VOTE: Yes: Rupp, Widmer, Wyckoff, Smith, Ingold.

SUPERINTENDENT’S AGENDA – NEW BUSINESS – Superintendent Kevin Leatherman

2023-65 Widmer moved and Rupp seconded the motion to approve the superintendent’s agenda:

A. Personnel Matters –

Professional Staff

- Approve contract for Emily Ogg, NES Grade 3 Intervention Specialist
- Approve contract for Andrew Jacobs, NMS Tutor
- Approve moving Brianne Indorf to Bachelors 150 on the Salary Scale effective August 1, 2023
- Approve Ella Zollinger as long term substitute for maternity leave for NES Counselor, Alexa Monte
- Approve contract for Derek Van Lehn, NES Tutor
- Approve request for 12 Week Maternity Leave for Jennifer Evans

Support Staff

- Approve contract for Kimberly Harte for NES 3rd Shift Custodian position
- Approve contract for Jamie Moore for NMS/HHS Cafeteria Assistant
- Approve contract for Nicole Wincek for bus driving position
- Reduction in Force – Marthanna Webber, van driver
- Approve support staff substitute list for the 2023-24 School Year

Supplemental Staff - pending proper certification and licensure

Elementary:

Erica Dutter - Nature Club Advisor

Middle School:

Sarah Ice – Grade 8 Pen Ohio
 Katie Kerns – Grade 7 Pen Ohio
 Keith Kerns – Grade 8 and DC Trip Advisor
 Jodi Klauss – Teen Institute & Outdoor Ed
 Lance Larrison – Academic Challenge
 Leanne Ratica – Student Council

High School:

Brittany Ford – Yearbook Advisor; Debate Team Advisor
 Amy Frary – Senior Class Advisor & CCP Advisor
 Beth Hart – Sophomore Class Advisor
 Brad Helenthal – National Honor Society Advisor
 Lance Larrison – Freshman Class Advisor; Teen Institute; PAC Co-Manager
 Bethany Lehman – Art Club Advisor
 Bri McHugh – Student Council Advisor
 Kevin Philyaw – Conservation Outdoor Adventure Club; Aultman Ambassador’s Club;
 CRUSH Health & Wellness Club; HPAC
 Lisa Piatt – Prom and After Prom Advisor
 Leanne Ratica – Choir; PAC Co-Manager

Trisha Reese – Junior Class Advisor
Beth Smith – Fall One-Act Play Advisor; Fall One-Act Play Competition Advisor
Michelle Stoller – Academic Challenge Coach

Matt Hostettler – Volunteer Golf Coach
Adam Rupp – Assistant Girls Soccer Coach

- B. Professional and/or support staff professional leave requests (according to Board Policy GCBD):

<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Reg. Fee</u>
Amy Frary	OACAC College Fair	9/13/23	\$55

- C. Approve disposal of High School Holt Biology Books and the old Shop Saw.
- D. Approve the purchase of a Zero-Turn mower for \$18,000 from WPE (Wooster Power Equipment).
- E. Approve purchase of the SawStop Saw for the Shop for \$5859.

VOTE: Yes: Widmer, Wyckoff, Smith, Ingold. Rupp Abstained due to family member on Personnel list.

ADJOURNMENT

The September Regular Meeting of the Norwayne Local Board of Education is scheduled to meet in the Norwayne High School Library on Monday evening September 25, 2023 Business Meeting 4:00 p.m.; Hearing of the Public 5:00 p.m.

2023-66 Wyckoff moved and Rupp seconded the motion to adjourn the meeting at 5:11 PM.

VOTE: Yes: Wyckoff, Smith, Ingold, Rupp, Widmer.

Board President

Treasurer