

RECORD OF PROCEEDINGS

Minutes of Norwayne Local School District
Board of Education
Calendar & Budget Hearing; Public Records
Organizational and Regular Meeting

Held at 3:45 PM Norwayne High School Library January 9, 2023

The January 2023 Calendar & Budget Hearing, Public Records and Organizational and Regular Meeting of the Norwayne Board of Education was held on Monday, January 9, 2023 at Norwayne High School. Having due notice the following board members were present: Winston Wyckoff III, Doug Ingold, Earl Rupp, Angie Smith and Jon Widmer.

I. THE 2023 NORWAYNE LOCAL BOARD OF EDUCATION MEETING

Call to order – President Pro-Tem, Earl Rupp

Pledge of Allegiance to the Flag

II. ROLL CALL BY MR. SANDY HADSELL, TREASURER

Mr. Doug Ingold _____ Here_____

Mr. Earl Rupp _____ Here_____

Mrs. Angie Smith _____ Here_____

Mr. Jon Widmer _____ Here_____

Mr. Winston Wyckoff, III _____ Here_____

III. PUBLIC RECORDS HEARING

No public records were presented for disposal.

IV. BUDGET HEARING

Treasurer Sandy Hadsell presented the 2023 tax budget, and answered questions.

V. ELECTION OF OFFICERS

A. Office of President

2023-01 Mrs. Smith nominated Doug Ingold for the Office of President for 2023.

Mr. Wyckoff moved and Mr. Widmer seconded the motion that nominations be closed.

Vote to Close nominations: Yes: Ingold, Rupp, Smith, Widmer, Wyckoff.

**Vote for President: Mr. Ingold
Mr. Rupp**

**Abstained
Doug Ingold**

**Mrs. Smith
Mr. Widmer
Mr. Wyckoff, III**

**Doug Ingold
Doug Ingold
Doug Ingold**

B. Office of Vice-President

2023-02 Mr. Wyckoff nominated Angie Smith for the Office of Vice-President for 2023.

Mr. Widmer moved and Mr. Wyckoff seconded the motion that nominations be closed.

Vote to Close nominations: Yes: Ingold, Rupp, Smith, Widmer, Wyckoff.

Vote for Vice-President:	Mr. Ingold	Angie Smith
	Mr. Rupp	Angie Smith
	Mrs. Smith	Abstained
	Mr. Widmer	Angie Smith
	Mr. Wyckoff, III	Angie Smith

Mr. Hadsell administered the Oath of Office for Board President to Mr. Ingold, and for Vice-President to Mrs. Smith.

VI. SETTING OF MEETING DATES FOR 2023 – AS PRESCRIBED BY LAW

2023-03 Wyckoff moved and Rupp seconded the motion to set the regular meeting dates for 2023 as follows:

The Norwayne Board of Education Meetings will be held in the Norwayne High School Library except as noted on the following dates:

*Monday, February 27, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input
**(the February Board meeting will be held at the Elementary School)*

Monday, March 27, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, April 24, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, May 22, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, June 26, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, July 24, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, August 28, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input; 5:30 p.m. Reception/New Staff.

Monday, September 25, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, October 23, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, November 27, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

Monday, December 18, 2023 – 4:00 p.m. Business Meeting 5:00 p.m. Public Input

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

VII. BLANKET RESOLUTIONS

2023-04 Smith moved and Widmer seconded the motion to approve the following items in

Section VII:

The Treasurer recommends the adoption of the following resolutions for the expeditious transaction of the business of the Norwayne Board of Education for calendar year 2023:

- Section 1* Approval for the Treasurer to seek advance of tax monies.
- Section 2* Approval for the Treasurer to invest monies when available at the best interest rate.
- Section 3* Approval for the Treasurer to advertise for routine bids as required by law.
- Section 4* Approval for the Treasurer to allocate monthly interest for the Permanent Improvement Fund, Food Service Fund, and Classroom Facilities Maintenance Fund based upon month-end cash balances. The remaining interest will go in the general fund. Interest for Specific Interest funds will be allocated to those funds as specified. (Scholarships, Capital Reserve, etc...)
- Section 5* Approval for the Treasurer to pay bills within appropriations approved by the Board and to pay salaries, fixed charges and metered services.
- Section 6* Approval for the Treasurer to transfer and advance monies among the accounts of any fund and between accounts of differing funds as authorized by law.
- Section 7* Approval for the Treasurer to serve as the Public Records Officer and attend public records training as a designee on behalf of the Board of Education members.

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

2023-05 Smith moved and Wyckoff seconded the motion to approve the following items in

Section VIII:

The Superintendent recommends the adoption of the following resolutions for the expeditious transaction of the business of the Norwayne Board of Education for calendar year 2023:

- Section 1* Approval for the Superintendent of Schools to serve as purchasing agent.
- Section 2* Approval for the law firms Squire, Patton, Boggs LLP and Peters Kalail & Markakis Co., L.P.A. to provide legal counsel as needed.
- Section 3* Approval for the Superintendent of Schools to apply and participate in any federal or state project or program and to make application for such funds as are available from state, federal and other sources.

Section 4 Approval for the Superintendent to employ staff in accordance with Board approved salary schedules on a temporary basis pending the next Board meeting.

Section 5 Approval for the Superintendent to enter into agreements to implement student placements in accordance with federal and state statutes and their requirements for Student Individual Education Plans.

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

IX. MAINTENANCE OF SERVICE FUND

2023-06 Widmer moved and Rupp seconded the motion to establish a service fund for 2023 in the amount of \$5,000 to be used to pay the expenses that members of the Board of Education actually incurred in the performance of their duties or the duties of their official representatives.

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

The Organizational meeting concluded at 4:30 PM.

NORWAYNE LOCAL BOARD OF EDUCATION MEETING

REGULAR MEETING AGENDA

Monday, January 9, 2023

Business Meeting

Norwayne High School Library

Mr. Ingold called the Regular January meeting to order at 4:30 PM.

I. Monthly Principal's Reports to the Board & Public:

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

Mr. Zimmerly and Mr. Sette gave their Principal Reports.

II. EXECUTIVE SESSION

2023-07 Wyckoff moved and Smith seconded the motion to move into executive session for the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official at 4:37 PM.

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

2023-08 Wyckoff moved and Smith seconded the motion to reconvene the open meeting at 6:04 PM.

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

III. MEMBERSHIP/RECOGNITION

A. January 2023 - School Board Recognition Month
Mr. Leatherman presented Board Members with Certificates of Appreciation.

IV. ADDITIONS TO THE AGENDA - President Doug Ingold

Page 7, Section VIII. Item E. Close the '66 Scholarship Fund and move remaining balance to the Merckle Family Scholarship.

Page 9 Section XI. Item B. Professional Development: Kelly May, Michelle Buckingham, Mindy Rupp, Maddie McDermott \$50 1/10/23 CPI Training.

V. RECOMMENDATION TO ADOPT NORWAYNE BOARD OF EDUCATION JANUARY 9, 2023 AGENDA

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.

2023-09 Widmer moved and Rupp seconded the motion to adopt the January 9, 2023 agenda as modified.

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

VI. TREASURER'S BUSINESS – Sandy Hadsell

2023-10 Smith moved and Wyckoff seconded the motion to approve the Treasurer's Business as presented:

- A. Approve the minutes of the December 19, 2022 Regular Board Meeting.
- B. Approve the December 31, 2022, Bank Reconciliation and Financial Reports:

Receipts: \$999,011.74 Expenses: \$1,529,166.66

- C. Accept the following donations:

Larry & Cindy Acker:

\$1,000 Girls Basketball Program

\$1,000 FFA Program

Loyal Order of the Moose:

\$400 Softball

\$309.86 Baseball

\$250 Track

\$400 Drama

\$500 Golf

\$250 Band

\$400 Girls Basketball

\$500 Makers Club

\$250 Newspaper

\$250 Cross Country

\$500 Yearbook

\$1,500 Elementary Teachers

\$1,500 Moose Scholarship

\$1,542.06 Washington DC Trip

\$1,000 Rene Eshler Scholarship

- D. Approve the 2023 Tax Budget for submission to the Wayne County Auditor.
- E. Close Class of '66 Scholarship Fund.

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

VII. PRESIDENT'S BUSINESS

- A. Announcements/Correspondence/Introductions/Recognition

- 1. Congratulations to Mason Steiner, Grade 8 winner of the NMS Spelling Bee and Wyatt Bowman, Grade 7, second place. They will compete on 1/24/23 at Orville High School in the Wayne County Spelling Bee.
- 2. Congratulations to London Hershberger, gr 6. Her art work earned 'Best of Show' as part of a recent art display for K-6 Students. Congratulations to Hannah Froelich, gr 7 and Caitlyn Craven, gr 8. They were Middle School winners for the Ornament Contest sponsored by the Wooster Sheriff's Office.

VIII. BOARD COMMITTEE REPORTS/RECOMMENDATIONS

2023-11 Smith moved and Wyckoff seconded the motion to approve the items in Section IX.

- A. Committees for 2023 (Policy BCE and BCF)
- B. **Appointment of Committee Chairpersons – The following appointments:**
 - Earl Rupp, Building & Grounds**
 - Angie Smith, Communications/One Needs Assessment**
 - Winston Wyckoff, III, Transportation/Safety**
 - Doug Ingold, Policy**
 - Jon Widmer Audit/Finance/Technology**
 - Lori Weinman, District OSHA Liaison**
 - Sandy Hadsell, Fixed Assets Manager**
 - Doug Ingold, County Legislative Liaison**
 - Angie Smith, Student Achievement Liaison (OSBA)**
 - Zach Bolinger, WCSCC Board Representative (3 yr. Term)**
- C. Buildings & Grounds Committee – Chairperson Earl Rupp
 - 1. The Building & Grounds Committee tours Norwayne Middle/High and Elementary Schools yearly.
 - 2. 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.
- D. Communications & Continuous Improvement Plan Committee (CIP) – Chairperson Angie Smith
 - 1. Norwayne Local is currently accepting nominations for the 2023 Distinguished Service Award Recipient. Information is available on the District Web Page.
 - 2. Drama rehearsals are underway for the Spring Production of *Fiddler on the Roof*.
 - 3. Scholastic Book Fair is scheduled for Feb. 13-16 in the Middle School lobby for NHS/NMS students. Evening hours 4:30 – 7:30 p.m. on Feb. 16th. Scholastic will give back 25% in rewards to our school when you shop online Feb. 13-26. All orders ship home and book-only orders over \$25 ship free.
- E. Transportation & Safety Committee – Chairperson Winston Wyckoff, III

1. Under conditions of hazardous weather or roads, school may be cancelled for the day. Wooster radio, WQKT 104.5 FM and WKVX 960 AM, will broadcast school delay or closing information by 6:00 a.m. Cancellations will also be reported to WQMX 94.9 FM, WONE 97.3 FM, WNCO 101.3 FM, WAKR 1590 AM and Cleveland TV stations, Channels 3, 5, 8 and 19. If conditions indicate that a delay will permit school to open (fog, ice, etc.) bus runs may be delayed for one or two hours. If conditions do not improve during the delay, schools may be dismissed for the day. Please stay tuned to the radio.

F. 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:
 JFE – Student Pregnancy and Related Conditions
 KKA – Recruiters in the Schools

G. Audit/Finance/Technology Committee – Chairperson Jon Widmer

1. The ACT test will be given to Norwayne Juniors on March 1.
2. Parents can sign up for emergency alerts as well as individual building nonemergency messages through a link on our web page at www.norwayne.net. On the Building web page (not District), Select Parents, then Norwayne Alerts Sign-Up.

H. Superintendent’s Report – Kevin Leatherman

1. January 1st enrollment by building:

Elementary School	583
Middle School	312
High School	391
Career Center	<u>46</u>
Total	1,332

2. Other Reports, Information or Items of Business:
 - a. Calendar Choice for 2023-24

I. Other Board Matters

1. WCSCC Board Representative’s (Kurt Steiner) report on the Career Center Board events and/or meeting(s).
2. Approve Zach Bolinger for 3-year term as Wayne County Schools Career Center Board Representative for Norwayne Local.

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

IX. SUPERINTENDENT’S AGENDA – NEW BUSINESS - Superintendent Kevin Leatherman

2023-12 Rupp moved and Smith seconded the motion to approve the Superintendent’s Agenda – New Business:

A. Personnel Items

Professional Staff

Approve moving High School teacher Tera Stump to Masters +20 salary scale effective January 17, 2023.

Supplemental Staff – pending proper certification/licensure

Erica Dutter – Nature Club Advisor

Baseball:

- Blake Bellman – Head Coach
- Larry Bellman Jr. – Varsity Assistant – Split Stipend
- Bruce Filak – JV Head Coach
- Colin Filak – Volunteer Coach
- Nick Filak – Volunteer Coach
- Brad Sears – Volunteer Coach

Softball:

- Kerri Manley – Assistant Coach
- Mike Gill – Volunteer Assistant
- Jess Bolinger – Volunteer Assistant

Tennis:

Joe Chaffin – Head Coach

Track:

- Brevin Harris – Girls Assistant Coach
- Tiah Wingate – Boys Assistant Coach

Substitute List

- Approve Kaitlyn Clifford - Non-Bachelor Teacher Substitute
- Approve James Masters - Bus Driving

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>
Jacob Morgan	Track & Field Coach's Clinic	1/27/23	\$90
Kelly May	CPI Training	1/10/23	\$50
Michelle Buckingham	CPI Training	1/10/23	\$50
Mindy Rupp	CPI Training	1/10/23	\$50
Maddie McDermott	CPI Training	1/10/23	\$50

C. Board's consideration/approval of the Norwayne Grade 8 trip to Washington, DC This trip is planned for May 24 – 27, 2023. Keith Kerns trip coordinator is seeking Board approval of this out-of-state trip as per Board Policy IICA-R.

D. Adopt resolution for Music in our Schools Month and Youth Art Month for the month of March 2023.

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

IX-B. Approve Alex Widmer as Co-Varsity Assistant Baseball Coach

2023-13 Wyckoff moved and Rupp seconded the motion to approve Alex Widmer.

Vote: Yes: Wyckoff, Rupp, Ingold, Smith, Widmer Abstained.

ADJOURNMENT

The February Regular Meeting of the Norwayne Local Board of Education is scheduled to meet in the Norwayne Elementary School Library on Monday evening February 27, 2023 at 4:00 p.m. Hearing of the Public 5:00 p.m.

2023-14 Wyckoff moved and Widmer seconded the motion to adjourn.

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

With no further business, the meeting adjourned at 6:28 PM.

Board President

Treasurer