

# RECORD OF PROCEEDINGS

Minutes of Norwayne Local School District  
Board of Education  
Regular Meeting

Held at 4:00 PM Norwayne High School Library November 27, 2023

The November 2023 Regular Meeting of the Norwayne Local Board of Education was held on Monday, November 27, 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)**

**2023-81 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 and matters required to be kept confidential at 4:02 pm.**

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

**2023-82 Smith moved and Widmer seconded the motion to reconvene the open session at 4:26 pm.**

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

**VoAg Teacher Abbey VanTyne along with the FFA officers presented a slide show of their recent trip to the National FFA Convention.**

**2023-83 Wyckoff moved and Rupp seconded the motion to move back 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 4:40 pm.**

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

**2023-84 Widmer moved and Rupp seconded the motion to reconvene the open session at 5:32pm.**

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

**2023-85 Wyckoff moved and Smith seconded the motion to adopt the November 27, 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: Rupp, Widmer, Wyckoff, Smith, Ingold.**

**2023-86 Smith moved and Rupp seconded the motion to approve the Treasurer's Business items as presented:**

**TREASURER'S BUSINESS – Nicole Peters**

- A. Approve the minutes of the October 23, 2023 Regular Board Meeting.
- B. Approve the October 31, 2023 Bank Reconciliation and Financial Reports:

Receipts: \$1,522,888.99      Expenses: \$1,448,599.75

- C. Accept the following donations:

Carol Liston	\$50	Yarnell Scholarship Fund
Cheryl Oswald	\$50	Yarnell Scholarship Fund
Paul & Jan Stellar	\$25	Yarnell Scholarship Fund
Carol Keeler & Barbara Michelson	\$50	Yarnell Scholarship Fund
Danny & Lisa Lehman	\$200	Yarnell Scholarship Fund
Beth & Neil Johnson	\$50	Yarnell Scholarship Fund
Zoetis Industry Support Program	\$217.73	NHS FFA
Nathan Weinman	\$200	NHS Boys Basketball Program
MAD Rentals	\$600	NHS Boys Basketball Program
Frank Watkins	\$600	NHS Boys Basketball Program
Amos Hauling	\$500	NHS Boys Basketball Program
PL Plumbing	\$350	NHS Boys Basketball Program
Hess Brothers	\$1,600	NHS Boys Basketball Program
Larry & Marianne Blough	\$500	NHS Boys Basketball Program
Chevrolet of Wooster	\$7,190	NHS Band
Creston Lions Club	\$150	NHS Band
Chevrolet of Wooster	\$2,429.52	NHS Football Team
Creston Lions Club	\$445	NHS Golf Program
Barry Romich	\$200	NHS Golf Program
Audrey Riegenbach	\$34	NHS Golf Program
Chevrolet of Wooster	\$3,005	NHS Girls Track Program
Larry & Janet Hanzie	\$300	NHS Boys Basketball Program
Forrest Swain & Family	\$400	NHS Boys Basketball Program
Illusions Screen Printing	\$360	Value of shirts donated to NLS
Circle G Plumbing Inc.	\$400	NHS Boys Basketball Program

- D. Approve payment for 2023 Fall Sports Season Game Workers:

Lisa Piatt	Football Season Clock Operator (15 hrs)	\$150
Jeff Arnold	Football Season Clock Operator (30 hrs)	\$300
NHS Boys Basketball Team	Football Season Ticket Takers (5 games)	\$400
Roy Maxwell	Volleyball Season Clock Operator (30 hrs)	\$300
Cortney Everhart	Boys Soccer Season Ticket Takers (24 hrs)	\$240
Nathan Reutter	Boys Soccer Season Clock Operator (24 hrs)	\$240
NHS Robotics Class	Volleyball Season Ticket Sellers (30 hrs)	\$300

OHSAA Girls Soccer Semi-Finals 10/23/23			
Brian West	Site Manager		\$100
Brianne McHugh	Athletic Trainer		\$80
Julie West	Ticket Scanner		\$30

OHSAA Football Playoffs 10/27/23			
Brian West	Site Mngr/Media Coord.		\$350
Lisa Piatt	Clock Operator		\$40
Jeff Arnold	Clock Operator		\$80
Brianne McHugh	Athletic Trainer		\$100
Boys Basketball Team	Ticket Takers		\$120

OHSAA Football Playoffs 11/03/23			
Brian West	Site Mngr/Media Coord.		\$350
Lisa Piatt	Clock Operator		\$40
Brianne McHugh	Athletic Trainer		\$120
Jeff Arnold	Clock Operator		\$80
Boys Basketball Team	Ticket Takers		\$120

- E. Approve Lewis Landscaping & Nursery, Inc. contract for \$14,783 for the Softball Field Project.
- F. Approve the transfer of \$214,000 from the (001) General Fund to the (070-920R) Roof Replacement Fund to pay for the upcoming roofing replacement project.
- G. Approve the additional Payment-In-Lieu of Transportation contract for FY24
 

Andrew & Megan Yoder	Benny	Wooster Montessori
Mark & Andrea Riley	Jordyn	Central Christian
- H. Approve the Amended Appropriations and Amended Certificate of Estimated Resources for FY24.
- I. Approve disposal of the 2008 Kubota Zero Turn Mower.
- J. Approve Pilot Dogs fee for a Service Dog.

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

**2023-87 Rupp moved and Widmer seconded the motion to accept the committee reports and approve the recommendations.**

**PRESIDENT’S BUSINESS – Doug Ingold**

- A. Announcements/Correspondence/Introductions/Recognition
  - 1. Congratulations to the Norwayne Drama Department for their excellent performance of the Fall One Act Plays.
  - 2. Congratulations to the Fall Sports Teams who recently finished very successful seasons and Best Wishes to the Winter Sports Teams as they begin their seasons.

3. Morgan Wiles and Kya Csapo placed 5th in the Nation at the recent FFA National Convention with their AgriScience Fair project. Congratulations!

## **BOARD COMMITTEE REPORTS/RECOMMENDATIONS**

- A. Buildings & Grounds Committee – Chairperson, Earl Rupp
  1. 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.
  2. Permanent Improvement (P.I.) items for the Board’s Approval:
    - a. None at this time
- B. Communications & One Needs Assessment (ONA) – Chairperson, Angie Smith
  1. Norwayne Local Schools will be closed December 21 – January 2 for Christmas Break. School will resume on Wednesday, January 3, 2024.
- C. Transportation & Safety Committee – Chairperson, Winston Wyckoff, III
  1. The goal of the Norwayne School District is to provide each child with a full day of school instruction and related activity for each day of the adopted school calendar. This goal is based on the assumption that weather and road conditions are not hazardous.  
  
Under conditions of hazardous weather or roads, school may be cancelled or delayed 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. Information will also be broadcast on 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 or television.
- 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:

IGCF-R, Home Instruction (**Rescind**)  
BBFA, Board Member Conflict of Interest  
DJB, Petty Cash Accounts  
DM, Deposit of Public Funds (Cash Collection Points)  
EF/EFB, Food Services Management/Free and Reduced-Price Food Services  
GBCC, Staff Dress and Grooming  
GBG, Staff Participation in Political Activities  
GBI, Staff Gifts and Solicitations  
GCB-1, Professional Staff Contracts and Compensation Plans (Teachers)  
GCE, Part-Time and Substitute Professional Staff Employment  
IGBEA, Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)

IGBEA-R, Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)  
 IGCF, Home Education  
 IGDK, Interscholastic Extracurricular Eligibility  
 IIA, Instructional Materials  
 IKE, Promotion and Retention of Students  
 IL, Testing Programs  
 JEA, Compulsory Attendance Age  
 JEC, School Admission  
 JECBC, Admission of Students from Non-Chartered or Home Education  
 JECE, Student Withdrawal from School (Loss of Driving Privileges)  
 JED-R, Student Absences and Excuses  
 JEDA, Truancy  
 JHCD, Administering Medicines to Students  
 JN, Student Fees, Fines and Charges  
 KI, Public Solicitations In the Schools  
 KJA, Distribution of Materials in the Schools

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

1. The Five Year Forecast has been submitted to the Ohio Department of Education.

F. Superintendent’s Report – Kevin Leatherman

1. November 1st enrollment by building:

Elementary School	566
Middle School	316
High School	396
Career Center	<u>43</u>
Total	1321

G. Other Board Matters

1. Kevin’s report on the OSBA Capital Conference.

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

**SUPERINTENDENT’S AGENDA – NEW BUSINESS – Superintendent Kevin Leatherman**

**2023-88 Wyckoff moved and Rupp seconded the motion to approve the superintendent’s agenda:**

- A. Personnel Matters –  
**Professional Staff**  
 Approve moving Sabrina Brandenburg to Bachelor150 salary scale effective December 1, 2023

**Support Staff**

Tonia Arnold - Bus Driver, accept Resignation Agreement  
 Nancy Shifflett - add to support staff substitute list - Custodian  
 Kimberly Harte - Custodian, accept Resignation, add to support staff substitute list

**Supplemental Staff** - pending proper certification and licensure

Girls Basketball

Taylor Straub - Gr 7 Head Coach

Wrestling

Jesse McKinney - Volunteer HS Assistant 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>
Randy Hoge	CPI Training	11/16/23	\$29
Brianne Indorf	Online Trng-Multi-Sensory	12/11-12/15/23	\$1500
Mindy Rupp	CPI Training	1/11/24	\$29
Breanna Gill	OHSAA Softball Clinic	1/12/24	\$110
Ryan Wile	OH ED Tech Conference	2/13 – 2/15/24	\$250

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

**ADJOURNMENT**

*The December Regular Meeting of the Norwayne Local Board of Education is scheduled to meet in the Norwayne High School Library on Monday evening December 18, 2023 Business Meeting 4:00 p.m.; Hearing of the Public 5:00 p.m.*

*The 2024 Organization Meeting, and Regular January Board Meeting is scheduled for Monday, January 8, 2024. Organizational Meeting at 4:00 PM, followed by the Regular January Meeting at 4:30 PM. Hearing of the Public at 5:30 PM.*

**2023-89 Wyckoff moved and Rupp seconded the motion to adjourn the meeting at 6:00 PM.**

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

---

**Board President**

---

**Treasurer**