

**Crestline Exempted Village Schools Board of Education
Regular Meeting
Crestline High School Media Center
Monday, May 13, 2024
5:30 PM**

Minutes

The regular Meeting of the Crestline Exempted Village Schools Board of Education was called to order at 5:30 p.m. by Board President, Mr. Jeff Wilhite.

Moment of Silence

Pledge of Allegiance

Employees and Guests in Attendance: James Saxor, Superintendent and Janice Wyckoff, Acting Treasurer

Roll Call was taken and the following members were present: Mr. Jeff Wilhite, Mrs. Robyn Almanson, Mr. James Glauer, Mr. Kevin Sipes and Mr. Clayton Herold.

Recognition of Service - Sheila Bickert

Superintendent Saxer thanked Mrs. Bickert for her service on the Board of Education.

Student and Staff Recognition

The following students were recognized by Mr. Mayes, Elementary Principal for Student of the Month:

Brysen Rutrogen	Preschool	
Max Noblet	Kindergarten	In Attendance at the Meeting
Alayna Banks	First Grade	In Attendance at the Meeting
Helen Jones	Second Grade	In Attendance at the Meeting
Mia Tolar	Third Grade	In Attendance at the Meeting
Chloe Herold	Fourth Grade	
Jocy Maynard	Fifth Grade	

The following students were recognized by Dr. Knight, High School Principal for Student of the Month:

Makenzie Stratton	Sixth Grade
Rayne Detwiler	Seventh Grade
Autumn Claypool	Eighth Grade
Michael Lenz	Freshman
Braylon Hale	Sophomore
Kenny Simpson	Junior
Madison McCulloch	Senior

The following students were recognized by Mrs. Bruce, Family Consumer Science Teacher for their accomplishment at the 2024 Ohio Family Consumer and Community Leaders of America State Competition:

Bridget Belcik & Jocelyn Noblit	7th Place for National Programs in Action - F.A.C.T.S.
Alyssa Cottrell, Addy Giesige & Jaelyn Tesso	3rd Place for Professional Presentation Importance of Eating with Family
Alyssa Pittinger	3rd Place for Career Investigation - Graphic Design
Rachel Grunkemeyer	4th Place for Hospitality and Tourism - Hotel Management

Hearing of the Public

- **Agenda Items:** None
- **Other Items:** Mr. Rick Ronk

Informational Items

1. Board Committee: No Report.
2. Superintendent Committees
 - a. Building and Grounds: Mr. Sipes no report.
 - b. Curriculum: Mrs. Almanson no report.
3. Board Liaison Reports
 - a. Pioneer CTC - Mrs Almanson recognized the follow students for their achievements:

Cody Griffin was inducted into National Technical Honor Society
Anjolena Gonzalez attended the State Leadership Conference
 - b. Student Achievement FCCLA - Kris Bruce (See Above)
Tylana Miller - Math Curriculum
 - c. Legislative: No Report.
4. Board Member Comments: None at this time.

Department of Education and Workforce - One Plan

Superintendent Saxer explained the One Plan and discussed the goals associated with it.

Discussion Items:

Mr. Wilhite discussed the OSBA conference he and others attended. Mr. Wilhite specifically mentioned Governor DeWine initiative to limit and/or ban cell phone use at school during school hours.

Business Items

161-24 Approval of the Minutes

Upon Motion by Mr. Herold and seconded by Mr. Glauer, the Board approved the minutes of the April 16, 2024 Regular Meeting and the April 24, 2024 Special Meeting.

The vote was:	Mr. Jeff Wilhite	Yes	
	Mrs. Robyn Almanson	Yes	
	Mr. James Glauer	Yes	Passed 5-0
	Mr. Kevin Sipes	Yes	
	Mr. Clayton Herold	Yes	

162-24 Treasurer's Report

Upon Motion by Mrs. Almanson and seconded by Mr. Glauer, the Board approved the April 2024 Reports, which includes Cash Summary Report, Detailed Check Register, Receipt Listing, and Revenue & Expense report by Cash Account.

The vote was:	Mr. Jeff Wilhite	Yes	
	Mrs. Robyn Almanson	Yes	
	Mr. James Glauer	Yes	Passed 5-0
	Mr. Kevin Sipes	Yes	
	Mr. Clayton Herold	Yes	

163-24 Five-Year Forecast

Upon Motion by Mr. Sipes and seconded by Mr. Glauer, the Board approved the revised Five-Year Forecast for submission to the Ohio Department of Education and Workforce for the May 2024 filing.

The vote was:	Mr. Jeff Wilhite	Yes	
	Mrs. Robyn Almanson	Yes	
	Mr. James Glauer	Yes	Passed 5-0

Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

164-24 Donations

Upon Motion by Mr. Herold and seconded by Mrs. Almanson, the Board accepted the following donations through the Schneider Gompf Funeral Home in Memory of Joann Stiffler:

- a. Tim and Pat Simmermacher, Crestline, Ohio for \$30.00
- b. Bob and Barb Lee, Brian, Krytal and Alivia Lee, Crestline, Ohio for \$30.00
- c. Dave and Melisa Watters, Lexington, Ohio for \$100.00
- d. Josh and Shelly Friley, Crestline, Ohio for \$100.00
- e. Laura Horning, Crestline, Ohio for \$20.00
- f. Mike and Dennise Holtzapfel, Crestline for \$25.00
- g. Lisa Rombach and Don Wurm, Tiffin, Ohio for \$20.00
- h. Rory and Sarah Krichbaum, Crestline, Ohio for \$50.00
- i. Denise Brickley, Shelby, Ohio for \$40.00
- j. Larry and Dani Sheetz, Canton, Ohio for \$100.00
- k. Jane Garrett, Crestline, Ohio for \$20.00

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

165-24 Donations

Upon Motion by Mr. Glauer and seconded by Mr. Sipes, the Board accepted donations in Memory of Joann Stiffler.

- a. Daniel and Alison Busch, Tiffin, Ohio for \$25.00
- b. Steven and Nonette Kelso, Crestline, Ohio for \$25.00
- c. David and Faye Metzger, Shelby, Ohio for \$25.00
- d. Kris and Shelly Knapp, Mansfield, Ohio for \$50.00
- e. The Northwest Ohio Association of The United Church of Christ, Tiffin, Ohio \$25.00

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

166-24 Donation

Upon Motion by Mr. Herold and seconded by Mr. Sipes, the Board accepted an anonymous donation on half of the Music Department of a trumpet and a clarinet of a combined value of \$200.00.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

167-24 River Education Services, LLC.

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved a purchase service agreement with River Education Services, LLC. for the 2024/25 school year.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

168-24 Imperial Autism Connection

Upon Motion by Mr. Herold and seconded by Mr. Sipes, the Board approved a purchased service agreement with Imperial Autism Connection for extended school year services (June 17, 2024 through August 2, 2024).

The vote was:	Mr. Jeff Wilhite	Yes	
	Mrs. Robyn Almanson	Yes	
	Mr. James Glauer	Yes	Passed 5-0
	Mr. Kevin Sipes	Yes	
	Mr. Clayton Herold	Yes	

169-25 Procure Therapy

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved a purchased service agreement with Procure Therapy for special education staff and services for the 2024/25 school year.

The vote was:	Mr. Jeff Wilhite	Yes	
	Mrs. Robyn Almanson	Yes	
	Mr. James Glauer	Yes	Passed 5-0
	Mr. Kevin Sipes	Yes	
	Mr. Clayton Herold	Yes	

170-24 Symmetry Energy Solutions, LLC

Upon Motion by Mr. Glauer and seconded by Mrs. Almanson, the Board approved a 12-month purchased service agreement with Symmetry Energy Solutions, LLC for Ohio Gas Choice.

The vote was:	Mr. Jeff Wilhite	Yes	
	Mrs. Robyn Almanson	Yes	
	Mr. James Glauer	Yes	Passed 5-0
	Mr. Kevin Sipes	Yes	
	Mr. Clayton Herold	Yes	

Action Items

171-24 Board of Education Policies

Upon Motion by Mr. Herold and seconded by Mrs. Almanson, the Board approved the following policies:

- a. Policy 2623 - Student Assessment and Academic Intervention Services (Revised)
- b. Policy 2623.02 - Third Grade Reading Guarantee (Revised)
- c. Policy 3120.04 - Employment of Substitutes (Revised)
- d. Policy 3140 - Termination and Resignation (Revised)
- e. Policy 4124 - Employment Contract (Revised)
- f. Policy 4140 - Termination and Resignation (Revised)
- g. Policy 5310 - Health Services (Revised)
- h. Policy 8600 - Transportation (Revised)
- i. Policy 8600.04 - Bus Driver Certification (Revised)
- j. Policy 8640 - Transportation for Non-Routine Trips (Revised)
- k. Policy 8650 - Transportation by Vehicles Other Than School Buses (Revised)
- l. Policy 5460 - Graduation Requirements [PE Waiver] (Revised)

The vote was:	Mr. Jeff Wilhite	Yes	
	Mrs. Robyn Almanson	Yes	
	Mr. James Glauer	Yes	Passed 5-0
	Mr. Kevin Sipes	Yes	
	Mr. Clayton Herold	Yes	

172-24 Ashland University

Upon Motion by Mr. Sipes and seconded by Mr. Wilhite, the Board approved a partnership agreement with Ashland University for field-based teaching experiences for student enrolled at

Ashland University at Crestline Exempted Village Schools for the Spring of 2024 through December 2024.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

Action Items (Personnel)

Note: Employment or volunteer placement at Crestline Exempted Village School District is contingent upon clear results of a thorough background check. Background checks will, at minimum, include prior employment verification, personal and professional references, education attainment verification, licensure/certification verification (where applicable), and appropriate BCI and FBI background checks.

173-24 Motion to Amended Contract Renewal Recommendations

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved moving Susan Glauer to a separate contract renewal recommendation motion.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

174-24 Contract Renewal Recommendations for Non-Certified/Non-Licensed Personnel

Upon Motion by Mr. Herold and seconded by Mr. Sipes, the Board approved the following non-certified/non-licensed personnel contract renewal recommendations for the 2024/25 school year:

- a. Maggie Cotter 2yr
- b. Jeremiah Dowell 1yr
- c. Dustina Gonzales 2yr Aide
- d. Kathleen Heimlich 2yr
- e. Danielle James 2yr
- f. Samantha Lafferty 2 yr
- g. Tabitha Marsden 2yr
- h. Roxann Ramsey 1yr

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

175-24 Contract Renewal Recommendation

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved a two-year non-certified/non-licensed contract for Susan Glauer for the 2024/25 school year.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Abstained **Passed 4-0-1**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

176-24 Contract Renewal Recommendations for Certified/Licensed Personnel

Upon Motion by Mr. Glauer and seconded by Mrs. Almanson, the Board approved the following certified/licensed personnel contract renewal recommendations for the 2024/25 school year:

- a. Heidi Anderson 1yr

- b. Julia Borkosky 2yr
- c. Scott Campo 1yr
- d. Theresa Dutch 2yr
- e. John Evans 1yr (Retire/Rehire)
- f. Brian Griffin 3yr
- g. John Hinkle 1yr
- h. Lauren Keesee 2yr
- i. Britney Lykins 1yr
- j. Melissa Osborne 5yr
- k. Kennedie Rossman 2yr
- l. Julie Sloan 5yr
- m. Aimee Wissel 1yr
- n. H. Micheal Winland 2yr
- o. Woodmansee, Emily 2yr

The vote was: Mr. Jeff Wilhite Yes
 Mrs. Robyn Almanson Yes
 Mr. James Glauer Yes **Passed 5-0**
 Mr. Kevin Sipes Yes
 Mr. Clayton Herold Yes

177-24 Voluntary Staff Transfer

Upon Motion by Mrs. Almanson and seconded by Mr. Herold, the Board approved the voluntary transfer of Abbi Grau from Middle School ELA to Middle School Social Studies for the 2024/25 school year.

The vote was: Mr. Jeff Wilhite Yes
 Mrs. Robyn Almanson Yes
 Mr. James Glauer Yes **Passed 5-0**
 Mr. Kevin Sipes Yes
 Mr. Clayton Herold Yes

178-24 Summer Custodial Personnel

Upon Motion by Mr. Sipes and seconded by Mrs. Almanson, the Board approved the following summer custodial personnel to be employed from May 29, 2024 through August 11, 2024.

- a. Michaela Jeffrey
- b. Samantha Laferty
- c. Tabitha Marsden
- d. Shannon Lemasters

The vote was: Mr. Jeff Wilhite Yes
 Mrs. Robyn Almanson Yes
 Mr. James Glauer Yes **Passed 5-0**
 Mr. Kevin Sipes Yes
 Mr. Clayton Herold Yes

179-24 Unpaid/Dock Days for Certified/Licensed Personnel

Upon Motion by Mr. Herold and seconded by Mr. Glauer, the Board approved the following certified/licensed personnel unpaid/dock days:

- a. Luke Lindsay April 2, 2024 / 1 day
 April 24, 2024 / 1 day

The vote was: Mr. Jeff Wilhite Yes
 Mrs. Robyn Almanson Yes
 Mr. James Glauer Yes **Passed 5-0**
 Mr. Kevin Sipes Yes
 Mr. Clayton Herold Yes

180-24 Unpaid/Dock Days for Non-Certified/Non-Licensed Personnel

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved the following

non-certified/non-licensed personnel unpaid/dock days:

- a. Alyssa Fluty April 26, 2024 / 0.5 of a day

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

181-24 Resignations of Certified/Licensed Personnel

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved the following resignations of certified/licensed personnel effective at the end of business on August 11, 2024:

- a. Mitchell Sellers High School Health/Physical Education Teacher
- b. Steven Gill MS/HS School Visual Art Teacher
- c. Kelsea Noblet High School Intervention Specialist
- d. Lisa Thomas High School Intervention Specialist
- e. Hannah Sheetz Grade 3 Teacher

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

182-24 Limited Contract for Certified/Licensed Personnel for 2024/25 School Year

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved the following certified/licensed personnel one-year contracts for the 2024/25 school year:

- a. Regina Sackman Middle School ELA / Step 9
- b. Jamie Swantrom Grade 5 Teacher / Step 9
- c. Megan Thompson High School Intervention Specialist / Step 9

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

183-24 Resignation of Certified/Licensed Personnel

Upon Motion by Mrs. Almanson and seconded by Mr. Sipes, the Board approved the resignation of Luke Lindsey, K-12 Vocal Music Teacher effective at the end of business on August 6, 2024.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

184-24 Non-Certified/Non-Licensed Substitute Personnel

Upon Motion by Mr. Glauer and seconded by Mr. Wilhite, the Board approved the following non-certified/non-licensed substitute personnel effective May 2, 2024:

- a. Kimberly Hobson Aide

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

185-24 Maintenance Custodial Personnel

Upon Motion by Mr. Herold and seconded by Mr. Sipes, the Board approve the employment of the following non-certified/non-licensed personnel for a period of May 13, 2024 through June 30, 2024:

a. Logan Wilcox Maintenance Custodial/8 hours/Step 5

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

186-24 Resignation Certified/Licensed Personnel - Pioneer CTC

Upon Motion by Mrs. Almanson and seconded by Mr. Wilhite, the Board approved the resignation of Joe Slone, Pioneer CTC Engineering Teacher effective the end of the 2024/25 school year.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

187-24 Administrative Contract

Upon Motion by Mr. Glauer and seconded by Mr. Sipes, the Board approved a two-year administrative contract for Jeremiah Johnson, Director of Technology effective August 1, 2024 through July 31, 2026.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

188-24 Addendum: Math Curriculum Purchase

Upon Motion by Mr. Herold and seconded by Mr. Sipes, the Board approved five-year contracts with enVision Math and with SAVVAS Learning Company for Mathematics Curriculum to begin at the start of the 2024/25 school year.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

189-24 Motion to Amend Motion 188-24

Upon Motion by Mrs. Almanson and seconded by Mr. Herold, The Board approved amending motion 188-24.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

190-24 Amended Motion 188-24

Upon Motion by Mr. Herold seconded by Mr. Glauer, the Board approved correcting the motion to add "K-12" to motion 188-24.

Motion 188-24 is to read: *"Upon Motion by Mr. Herold and seconded by Mr. Sipes, the Board approved five-year contracts with enVision Math and with SAVVAS Learning Company for K-12 Mathematics Curriculum to begin at the start of the 2024/25 school year"*

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

Executive Session

191-24 Entering into Executive Session

Upon Motion by Mr. Herold and seconded by Mr. Sipes, the Board approved to entering into executive session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the employee, official, licensee, or regulated individual requests a public hearing by division and preparing for, conducting or reviewing negotiations or bargaining sessions with employees.

The vote was: Mr. Jeff Wilhite Yes
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 5-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

192-24 Return to Public Session

Upon Motion by Mr. Sipes and seconded by Mr. Herold, the Board approved the motion to return to public session.

The vote was: Mr. Jeff Wilhite Absent
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 4-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes

Additional Hearing of the Public

Non-Agenda Item: James Glauer, Rick Ronk, and unidentified person.

Adjournment

193-24 Upon Motion by Mr. Sipes and seconded by Mr. Glauer, the Board approved adjournment at 8:23 p.m.

The vote was: Mr. Jeff Wilhite Absent
Mrs. Robyn Almanson Yes
Mr. James Glauer Yes **Passed 4-0**
Mr. Kevin Sipes Yes
Mr. Clayton Herold Yes



Jeff Wilhite, President



Robyn Almanson, Vice-President



Janice Wyckoff, Acting Treasurer