

# Crestline Exempted Village Schools Board of Education

Regular Meeting – MINUTES  
October 14, 2024 at 5:30 p.m.  
Crestline Elementary School Library  
435 Oldfield Road  
Crestline, Ohio 44827



**District Mission Statement:** Students, educators, families, and the community achieve excellence through education, dedication, communication, teamwork, and pride.

**Board of Education Members:** Jeff Wilhite, President  
Robyn Almanson, Vice President  
James Glauer  
Kevin Sipes  
Clayton Herold

**Employees of the Board:** James Saxer, Superintendent/CEO  
Janice Wyckoff, Acting Treasurer

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

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

## Moment of Silence

## Pledge of Allegiance

## Student and/or Staff Recognition

Students of the Month Recognitions:	Johanna Berger	Preschool	Present at meeting
	Carter Norwood	Kindergarten	
	Malcolm Hefner	First Grade	
	Summer Woyansky	Second Grade	Present at meeting
	Kenzee Slone	Third Grade	Present at meeting
	Taylor Johnston	Fourth Grade	Present at meeting
	Natalie Wakely	Fifth Grade	Present at meeting
	Caity Rigdon	Sixth Grade	
	Lantz Keglray	Seventh Grade	
	Erik Bohland	Eighth Grade	
	Matthew Dunlap	Freshman	Present at meeting
	Dawson Hefner	Sophomore	
	Natalie Guiler	Junior	
	Cam Ferguson	Senior	

Staff Members of the Month Recognitions:	Mallory Iacobucci	Elementary Guidance Counselor
	Cheyenne Stull	1:1 Aide

## Hearing of the Public

- Agenda Items - None

- Non-Agenda Items      Cameron D. Lykins      Water Bottle Policy  
    Katrina Martin              Positive Comments about the Administrators  
    Kari Pfeifer                      and their impact on the student body.  
       VFW – Field Trip to Columbus

**Information Items**

- 1) Board Committee: Mr. Glauer stated policy review would be happening in a few months.
- 2) Superintendent Committees
  - a) Building and Grounds: Mr. Sipes stated he feels the buildings and ground look good.
  - b) Curriculum: Mrs. Almanson had no report this month.
- 3) Board Liaison Reports
  - a) Pioneer CTC: Mrs. Almanson had no report this month. Pioneer CTC has not had their monthly meeting yet.
  - b) Student Achievement: No Report
  - c) Legislative: Mr. Wilhite had no report this month.
- 4) Board Member Comments: No comments this month.

**Discussion Items:**

School Presentations:

*Athletic Department:* Chandler Wilhelm, Athletic Director addressed the Board about the need for a Middle School Bowling Coach due to the amount of student interest in the program. Approximately fifteen (15) students have expressed interest in participating at this time.

*Middle School:* Carolyn Labay, Middle School Principal; Britany Lykins, Math Teacher and Emily Clevenger, Science Teacher presented on what was happening in the middle school. They spoke about the following topics: Bringing Our Awesome, Poster Projects, Promoting Excellence in and out of the classroom, A Giving Community, Professional Development for Staff, Markus McFolling Assembly, School-wide Clue Game, and Learning as We Go – Building Relationships.

**Board of Education Commemoration, Authorization, and Motion**

**Upon motion by Mr. Glauer and seconded by Mr. Sipes, the Board:**

**359-25**              Approved the following generous anonymous donation of \$1,000.00 for the Crestline Exempted Village School District’s Football Program from Rocky and Sue Alt.

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

**Treasurer’s Recommendations, Acknowledgements, and Notices**

**Upon motion by Mr. Herold and seconded by Mrs. Almanson, the Board:**

**360-25** Approved and waived the reading of the minutes for the September 9, 2024 Regular Meeting.

**361-24** Approved the September 2024 Financial Report, which includes the Cash Summary Report, the Disbursement Summary and the Receipt List.

**362-24** Approved the following resolution:

Resolution Accepting the Amounts & Rates as Determined by the Budget Commission & Authorizing the Necessary Tax Rates and Certifying them to the County Auditor

WHEREAS the Budget Commission of Crawford County, Ohio, has received the necessary tax information from all political subdivisions for the next succeeding fiscal year commencing January 1, 2025; and

WHEREAS the Budget Commission of Crawford County, Ohio, has received from each entity the necessary information to establish said rates; and

WHEREAS the Budget Commission of Crawford County, Ohio, has certified its action thereon to this political subdivision together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this political subdivision and what part thereof is without, and what part within, the ten mill limitation;

THEREFORE be it resolved by Crestline Exempted Village School District that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

THEREFORE be it further resolved that there be and is hereby levied on the tax duplicate of said County the rate if each tax necessary to be levied within and without the ten mill limitation as indicated above; and

NOW, THEREFORE BE IT RESOLVED, that Crestline Exempted Village School District approved said rates on October 14, 2024.

**363-24** Approved establishing the FY25 Federal Funds and Appropriations for the following grants:

Title I-A	Improving Basic Programs	(572-9225)	\$302,454.20
Title II-A	Supporting Effective Instruction	(590-9225)	\$33,891.38
Title IV-A	Student Support and Academic Enrichment	(584-9225)	\$23,437.48
IDEA-B	Special Education	(516-9225)	\$176,835.63
IDEA	Early Childhood Special Education	(587-9225)	\$6,036.49
Title I	Non-Competitive – Supplemental SI	(536-9225)	\$106,964.68
Expanding Opportunities for Each Child	Non-Competitive	(572-0925)	\$52,861.11
Early Childhood Education		(439-9225)	\$123,250.00

**364-24** Approved the following adjustments to appropriations for FY25 Activity Funds:

Class of 2028	200-9228	\$700.00
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**365-24** Approved early withdrawal of the Certificate of Deposit (\$268,913.69 at a rate of 0.50% maturing June 26, 2026) with WesBanCo Bank Inc. The withdrawal may have associated penalties incurred from vacating the Certificate of Deposit.

**366-24** Approved the following Then and Now payment, which exceeds \$3,000.00:

American Sign and Banner \$4923.00 Athletic Signage

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

**Superintendent’s Recommendations**

**Upon motion by Mr. Glauer and seconded by Mr. Sipes, the Board:**

**367-24** Approved the following **supplemental contracts** for the 2024/25 school year:

Denise Brickley	LPDC Administrator
Denise Jeffrey	PBIS
Gina Smith	Power of the Pen Advisor
Gina Smith	Quiz Bowl Advisor
Gina Smith	Spelling Bee Advisor
Megan Thompson	HS MTSS
Megan Thompson	National Honor Society
Brittany Graver	Student Council Advisor
Joshua Hall	8th Grade Boys Basketball
Melissa Osborne	After School Detention
Denise Brickley	After School Detention
Crystal Miller	After School Detention
Jodi Baker	Building Leadership Team

**368-24** Approved the following **certified and classified resignations** for the 2024/25 school year at the end of business on:

Abbi Grau	Spelling Bee Advisor	August 12, 2024
Melissa Hazlewood	Custodian	October 25 2024

**369-24** Approved the **employment** of the following classified and certified personnel for the 2024/25 school year:

Vanessa Cruz	Bus Driver	September 23, 2024
Michael Mack	MS/HS Math Teacher	September 23, 2024
Elizabeth Hatfield	Aide	October 15, 2024

**370-24**

Approved the following certified and classified **substitutes** for the 2024/25 school year:

Brielle Martell	Teacher
Tina Swartz	Cook
Elizabeth Hatfield	Aide
Paula Enso	Bus Driver
Vanessa Cruz	Bus Driver
Jeremiah Dowell	Van Driver
Melissa Hazlewood	Custodian

**371-24**

Approved, in accordance with the Master Agreement between the Crestline Board of Education and the Crestline Education Association, Article VIII: Salary and Fringe Benefits; Section B: Benefits #5, for Melinda Hartzler, Kindergarten Teacher, to move to the Master's+30 Column at the appropriate step level due to the obtainment of additional graduate hours beyond her Master's degree.

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

**New/Old Business**

**Upon motion by Mrs. Almanson and seconded by Mr. Sipes, the Board:**

**372-25**

Approved entering into a transportation agreement with a parent for a period of August 21, 2024 through May 30, 2025.

**373-24**

Entered into the following Purchasing Cooperative:

WHEREAS, the major purpose of the META Purchasing Cooperative is to assist Member districts in providing improved and expanded services for the students they serve; and,

WHEREAS, this purpose is pursued through a cooperative effort between META Solutions and the Member district in the areas of purchasing and needed services in a variety of commodity types; and,

WHEREAS, the Crestline Exempted Village School District may be able to realize significant savings of staff time and dollars through such membership;

BE IT THEREFORE RESOLVED that the Crestline Exempted Village School District become a Member of the META Purchasing Cooperative effective October 15, 2024.

**374-24** Approved the following resolution:

WHEREAS, the Crestline Exempted Village School District Board of Education wishes to advertise and receive bids for the purchase of one (1) 84 passenger conventional school bus(es), and one (1) 68 passenger handicapped bus with four (4) position wheelchair tie downs.

THEREFORE, BE IT RESOLVED the Crestline Exempted Village School District Board of Education wishes to participate and authorize META Solutions (META) to advertise and receive bids on said Boards' behalf as per the specifications submitted for the cooperative purchase of one (1) 84 passenger conventional school bus(es), and one (1) 68 passenger handicapped bus with four (4) position wheelchair tie downs.

**375-24** Entered an agreement with Apptegy, Inc for the development of a new school website, app and mass communication system.

**376-24** Approved the Middle School Career Technical Education Waiver for the 2024/25 school year.

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

### Executive Session

**Upon motion by Mr. Herold and seconded by Mr. Sipes, the Board:**

**377-24** Approved entering into executive session at 6:20 p.m. for the purpose of discussing the employment and compensation of public officials.

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

### Exit Executive Session

**Upon motion by Mr. Herold and seconded by Mr. Sipes, the Board:**

**378-24** Approved returning from Executive Session and enter into Public Session at 7:33 p.m.

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

Mr. Kevin Sipes                      Yes  
Mr. Clayton Herold                Yes

**Adjournment**

**Upon motion by Mr. Glauer and seconded by Mr. Sipes, the Board:**

**379-24**            Approved adjournment at 7:35 p.m.

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

**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.

**Ability to Pay:** Certificate Section 5705.412, Ohio Revised Code It is hereby certified that the Crestline Exempted Village School District Board of Education, Crawford County, Ohio, has sufficient funds to meet the contract agreement, obligation, payment or expenditure for the above, and has in effect for the remainder of the fiscal year and succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to operate an adequate educational program on all days set forth in its adopted school calendar for the current fiscal year and for a number of days in the succeeding fiscal year equal to the number of day's instruction was or is scheduled for the current fiscal year.

**Next Regular Crestline Board of Education Meeting is November 4, 2024 at 5:30 p.m. in the  
Crestline High School Library  
435 Oldfield Road  
Crestline, Ohio 44827**

  
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Board of Education President

  
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Acting Treasurer