

West Holmes Knights



Board of Education

July 8, 2024

WEST HOLMES HIGH SCHOOL

ERIC JURKOVIC, SUPERINTENDENT
JAMIE MULLET, TREASURER

MEMBERS: ANDREW JONES, HANS RAMSEYER, PATRICIA SAGE,
ERIC STROUSE, TINA ZICKEFOOSE

**BOARD OF EDUCATION
WEST HOLMES LOCAL SCHOOLS AGENDA - REGULAR
MEETING JULY 8, 2024 – 7:30 a.m.
WEST HOLMES HIGH SCHOOL**

I. CALL TO ORDER

II. ROLL CALL

Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL/ADJUSTMENTS TO AGENDA

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

V. APPROVAL OF MINUTES

A. Minutes of the Regular Meeting held June 17, 2024 attached to this agenda.

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

VI. CORRESPONDENCE & DONATIONS

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

VII. TREASURER’S REPORT

- A. Month End Reconciliation and Investments as of June 30, 2024 – Enclosed sheet marked “A”.
- B. Financial Report by Fund of Expenditures and Unencumbered Balances as of June 30, 2024 – Enclosed report marked “B”.
- C. Approval of Financial Summary for Month ending June 30, 2024 – Enclosed report marked “C”.
- D. Approval of June 30, 2024 transfer of remaining 022 OHSAA tournament account funds to the 300 fund.

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

VIII. SUPERINTENDENT’S REPORT

- 1. Committee Reports of the West Holmes Board of Education
- 2. K-5 Building Update
- 3. Field House Update

IX. ACKNOWLEDGMENT OF GUESTS - PUBLIC PARTICIPATION (Policy Attached)

X. OLD BUSINESS

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

XI. NEW BUSINESS

- A. Approval of Board Policy – IKF – Graduation Requirements
- B. Approval of the contract between West Holmes Local Schools and Total Education Solutions, Fairlawn, Ohio.
- C. Approval of Contract for Law Enforcement Services Between the Sheriff of Holmes County and West Holmes Local Schools.

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

**XII. PERSONNEL ACTIONS
APPROVAL OF THE FOLLOWING:**

- A. HIRING
Michael Blevins – Custodian – effective 6/6/24
Andrea Bower – Bus Driver – effective 8/12/24
Erica Booth – Bus Driver – effective 8/12/24
- B. RESIGNATION
Matthew Torgler – Head HS Track Coach – effective 6/24/24
- C. TRANSFER
Jessica Vaughn – from Cook to Paraprofessional – effective 8/12/24

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

XIII. EXECUTIVE SESSION

- A. Motion to go into Executive Session for the purpose of discussing the employment of personnel, no action taken.

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

XIV. RETURN FROM EXECUTIVE SESSION

A. Motion to return from Executive Session to Regular Session.

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

XV. NEXT MEETING

August 19, 2024
West Holmes High School

XVII. ADJOURNMENT

Motion by _____ Seconded by _____
Jones _____ Ramseyer _____ Sage _____ Strouse _____ Zickefoose _____

Future Meetings

August 19	High School
September 16	High School
October 21	Millersburg
November 18	Lakeville
December 16	High School
January 13	High School
February 17	Killbuck
March 17	Nashville
April 14	Middle School
May 19	High School
June 16 – 7:30 a.m.	High School
July 21 – 7:30 a.m.	High School

PUBLIC PARTICIPATION AT BOARD MEETINGS

All meetings of the Board and Board-appointed committees are open to the public.

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted five minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board, present and voting.

Agendas are available to all those who attend Board meetings. The section on the agenda for public participation shall be indicated. Noted at the bottom of each agenda shall be a short paragraph outlining the Board's policy on public participation at Board meetings.

[Adoption date: June 19, 2000]

[Re-adoption date: August 15, 2016]

LEGAL REFS.: ORC 121.22(C)
3313.20(A)

CROSS REFS.: BCE, Board Committees
BD, School Board Meetings
BDDC, Agenda Preparation and Dissemination

WEST HOLMES LOCAL SCHOOLS 2024-2025 SCHOOL CALENDAR

<p>12 – New Staff Orientation/Teacher Work Day 13 – All Staff In-Service Day 14 – Teacher Work Day 15 – First Day of School</p> <p>15 Staff Days 12 Student days</p>	AUGUST 2024	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </tbody> </table>	S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
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JUNE 17, 2024
WEST HOLMES BOARD OF EDUCATION
REGULAR MEETING MINUTES

1. CALL TO ORDER
 2. ROLL CALL
 3. PLEDGE OF ALLEGIANCE
 4. MOTION TO APPROVE/ADJUST AGENDA
 5. MOTION TO APPROVE MINUTES
 6. MOTION TO APPROVE TREASURER'S REPORT
 7. SUPERINTENDENT'S REPORT
 8. GUEST PARTICIPATION
 9. MOTION TO APPROVE OLD BUSINESS
 10. MOTION TO APPROVE NEW BUSINESS
 11. MOTION TO APPROVE PERSONNEL ACTIONS
 12. MOTION TO ENTER EXECUTIVE SESSION
 13. MOTION TO RETURN FROM EXECUTIVE SESSION
 14. MOTION TO ADJOURN
-

1. The regular meeting of the West Holmes Board of Education was called to order at West Holmes High School at 7:30 a.m.
2. Roll Call: Andrew Jones, Hans Ramseyer, Patricia Sage, Eric Strouse and Tina Zickefoose

ABSENT: None

3. Pledge of Allegiance
4. Andrew Jones made a motion that was seconded by Eric Strouse to approve the addendum to the agenda as follows:

NEW BUSINESS

C. Approval of interest for the building fund and capitalized interest to be posted in the corresponding fund where funds are.

Yeas: Jones, Ramseyer, Sage, Strouse, Zickefoose

Nays: None

Motion: Carried

5. Hans Ramseyer made a motion that was seconded by Tina Zickefoose to approve the minutes of the following meeting as follows:

A. Minutes of the Regular Meeting held May 20, 2024 attached to this agenda.

Yeas: Jones, Ramseyer, Sage, Strouse, Zickefoose

Nays: None

Motion: Carried

6. Hans Ramseyer made a motion that was seconded by Tina Zickefoose to approve the Treasurer's Report as follows:

A. Month End Reconciliation and Investments as of May 31, 2024 – Enclosed sheet marked "A".

- B. Financial Report by Fund of Expenditures and Unencumbered Balances as of May 31, 2024 – Enclosed report marked “B”.
- C. Approval of Financial Summary for Month ending May 31, 2024 – Enclosed report marked “C”.
- D. Approval of any necessary advances for year-end in order to put all funds in balance for Fiscal Year 2024. Details will be included in the Treasurer’s Report at the August meeting if any are necessary.
- E. Approval of Final Appropriations for FY 2024 and Appropriations for FY 2025.
- F. Approval to participate in the 2025 group rating program with CompManagement for worker’s compensation.
- G. Approval of Liberty Insurance for property, fleet, and liability insurance from July 1, 2024 through June 30, 2025.

Yeas: Jones, Ramseyer, Sage, Strouse, Zickefoose
 Nays: None
 Motion: Carried

7. Superintendent’s Report

1. Committee Reports of the West Holmes Board of Education

Eric Strouse provided a legislative update that included the House passing a change to the homestead exemption credit and that schools are now required to have over-the-counter medicine policies.

Tina Zickefoose shared the career center has begun construction. She will attend the OSBA in-service on various topics on June 27, 2024 and shared that others are welcome to attend also.

Andrew Jones shared an update from the Athletic Booster Club meeting where they had year-end items and updates on finances and the field house. He also shared that he and Pat Sage, the public relations committee, attended a meeting with the Village of Nashville regarding their wishes when the district vacates Nashville School.

2. Transportation - Coreena Johnson updated the board that she attended the OAPT meeting.

FMSCA will start conducting audits on the drug testing procedures in districts for bus drivers. Drivers will be trained in October on the START (safety bus training) program. All buses passed inspection and they celebrated Darla Jones and Brent Young’s retirements at the garage end of year cookout. Drivers will be present again this year at building open houses.

3. Update on students that graduated

4. Review of Board Policy – IKF – Graduation Requirements

5. K-5 Building Update - We met again with teachers for the 2nd round on the specifics of their classroom layouts and have closed the design and development stage. Next will be the schematic design. The projected date for the ground breaking will be July 31st at 5 p.m.

6. Field House Update - The door frames have been delivered, roof top units are connected, and the flooring will be installed soon. They will be finishing the parking lot soon.

8. Guests/Public Participation:

Guests:

Brian Smith Marlin Miller Brian Lash

9. Old Business - None

10. Andrew Jones made a motion that was seconded by Tina Zickefoose to approve the following new business:

- A. Approval of the following handbooks:

- a. 2024-25 West Holmes Bus Driver Handbook
- b. 2024-25 West Holmes Pupil Transportation Handbook
- B. Approval of a Resolution establishing a Capital Projects Fund (Fund 070) under Section 5705.13(C) of the revised code, directing the posting of investment interest to the General Fund and authorizing and directing the transfer of money to Fund 070 from the General Fund.
- C. Approval of interest for the building fund and capitalized interest to be posted in the corresponding fund where funds are.

Yeas: Jones, Ramseyer, Sage, Strouse, Zickefoose
 Nays: None
 Motion: Carried

11. Eric Strouse made a motion that was seconded by Hans Ramseyer to approve the following:

A. Approval of one-year contract for the 2024-2025 school year:

Football

High School

Football Head Coach	Keaton Leppla
Football Assistant	Tom Eastep
Football Assistant	Timothy McAvene
Football Assistant	Matt Torgler
Football Assistant	Tony Roberts
Football Fresh, if team	Divaunta Spearman
Football Fresh, if team	Brandon Mackey (1/2)
Football Fresh, if team	Bridger Cline (1/2)
Volunteer Coach	Gabe Snyder
Volunteer Coach	Keith Schrock
Volunteer Coach	Drew Taylor

Middle School

Football Head Coach	Geoff Wagers
Football Assistant	Tucker Kaufman

Volleyball

High School

Volleyball Head Coach	Amanda Humphrey
Volleyball Assistant	Cara Park
Freshman Coach	Samantha Rhonemus

Middle School

Volleyball Head Coach	Katie Tyson
Volleyball Assistant	Mya Blochlinger

Cross Country

High School/MS

Head Cross Country Coach	Kevin Beachy
Cross Country Assistant	Scot Mellor
Cross Country Volunteer	Nick Gerber
Cross Country Volunteer	Clay Miller

Soccer

High School

Head Boys Soccer	Josh Wengerd
Assistant Boys Soccer	Steve Obrst
Boys Soccer Volunteer	Jill Obrst
Head Girls Soccer	Bruce Murphy
Assistant Girls Soccer	Brooke Wolfe

Middle School

Head Boys Soccer	Grant Fox
Head Girls Soccer	Nicole Strouse
Volunteer Coach	Nathaniel Wade
Volunteer Coach	Vince Kaster

Golf

High School

Golf Head Coach	Mike Molnar
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Middle School

Head Coach	Keith Troyer
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Girls Tennis

High School

Head Girls	Rebbie Hill
Assistant Girls	Erin Miller

Faculty Manager

High School

Jim Park
Lisa Ogi

Middle School

Julie Snyder – Fall
Julie Snyder - Winter

Cheerleading

High School

Cheerleading Head	Raven Wilcox
Cheerleading Assistant	Beth Lemon

Middle School

Cheerleading Head	Jamie Aufrance
Cheerleading Assistant	Tiffany Conner

Band

High School

Concert Band	Steve Butcher
Jazz Band	Steve Butcher
Marching Band	Steve Butcher
Pep Band	Steve Butcher
Assistant Band Director	Blake Depinet
Volunteer Marching Band Director	Jason Snyder

Majorette Advisor Michele Chaney

Middle School

Pep Band Blake Depinet
Concert Band Blake Depinet

Music

High School

Musical Director Kristen O'Brien
Choral Music Director Kristen O'Brien

Theater

High School

Theater Manager Steve Butcher
Theater Manager Kristen O'Brien

Academics

High School

Senior Class Advisor Jeremy Westbrook
Senior Class Advisor Melissa Rodhe
Junior Class Advisor Taylor Jordan
Junior Class Advisor Lindsay Rettig
Sophomore Class Advisor Andrea Anderson
Freshman Class Advisor Morgan Kellogg
Yearbook Advisor Jeremy Burnison
Honors Awards Coordinator Katie Tyson
Student Council Advisor Alison Gardner
National Honor Society Lacey Reynolds
Academic Challenge Lisa Lang
ED/MD for self-contained class Melissa Amistadi

Middle School

Knights Council Carla Burgett (1/2), Amanda Blankenship (1/2)
Yearbook/Yearbook Advisor Sara Spon-Uhl
Academic Challenge Rachel Snyder
Robotics Club Brooke Fox
ED/MD for self-contained class John Krabill

Elementary

Millersburg

Director Safety Patrol Sherri Barkman
ED/MD for self-contained class Janet Yoder – MD
ED/MD for self-contained class Angela Snyder - MD

Killbuck

Co-Director Safety Patrol Lindsey Beachy
Co-Director Safety Patrol Gerrilu Hughes
ED/MD for self-contained class Kelly Hood - ED

Nashville

Co-Teacher Leader
Co-Teacher Leader

Ashley Ogi - \$500 – payment in June 2025
Brooke Mast - \$500 – payment in June 2025

Lakeville

Teacher Leader

Courtney Cooper - \$1000 – payment in June 2025

LPDC Members

Brian Baughman	Julie Snyder	Josh Wengerd	Suzanne Goudy
Brian Lash	Renee Woods	Courtney Cooper	

B. District Track Payments

Adam Brately - Tournament Manager - \$433.09 (\$500)
Kevin Beachy - Head Timing/Assistant Tournament Manger - \$433.09 (\$500)
Cooper Charlton - Timing - \$433.09 (\$500)
Clay Miller – Announcing/Timing \$259.85 – (\$300)
Mya Arnett - T-shirt Sales - \$120
Kiera Freewalt – T-shirt Sales - \$120
Courtney Shaffer - Trainer - \$259.85
Rose Ann Boyd - Ticket Taker - \$129.93 (\$150)
Shannon Dye - Ticket Taker/Secretary - \$173.24 (\$200)
Jeri Phillips - Ticket Taker - \$129.93 (\$150)
Mindi Campbell – Ticket Taker - \$129.93 (\$150)
Don Hall - Custodian - \$141.41
Sean Hoxworth – Custodian - \$97.88

C. EXTENDED DAYS for School Year 2024-2025

Alison Rogers - 18 days
Dawne O'Donnell – 18 days
Jaime Chenevey – 55 days
Shelby Evans-Miller – 10 days
Brian Blake– 10 days
Madison Simon – 15 days
Maria Morris – 10 days

D. 23-24 MIDDLE SCHOOL AFTER SCHOOL CLUBS - \$800 paid from club funds

Art Club – Amy Rohr
Archery Club – Justin Wilcox
Power of the Pen – Lisa Lang

E. SUMMER SCHOOL

BJ Addair	Nick Gerber	Taylor Jordan	Katie Tyson
Dana Downs	Gretchen Acker	Scott Vaughn	Madison Simon
Rachel Snyder	Taylor Maibach	Catrina Crider	Jenn Piatt
Amy Cline	Shelby Evans	Molly Aylsworth	Laurie Irwin
Miranda Miller	Kisha Stutzman	Amy Adams	Morgan King
Angie Zimmerly	Jon Gilley	Cathy Ferko	Ali Armstrong

F. KINDERGARTEN SCREENING

\$30.00 per hour for no more than 6.5 hours per day that you work

Gerrilu Hughes	Tabitha Shoemaker	Megan Stover
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Miranda Miller
Michelle Rawson
Natalie Eichelberger

Lynda Park
Kelly Weiss
Julie Dial

Catrina Crider
Lacey Troyer
Lisa Feikert

G. MENTORS - 2023-2024 School year

Melissa Amistadi	Kristen O'Brien	Kisha Stutzman	Megan Stryker
Jeremy Westbrook	David Woods	Cathleen Ferko	Carla Pringle
Rachel Snyder	Kristen Bartman		

H. HIRING

Jeff Woods – Middle School Principal – 24-25 school year
Dennis Stahl – Custodian – effective pending background check
Kevin Wolf – High School Assistant Principal – 24-25 school year – 2 year contract
Lindsey Morris – Elementary Teacher – 24-25 school year

I. TRANSFER

Alan Swinehart – Custodian – from Middle School to Nashville – effective 5/28/24

J. RESIGNATION

Larry Leckrone – Custodian – effective 6/11/24
Kevin Patterson – Tennis Coach – effective 6/9/24

Yeas: Jones, Ramseyer, Sage, Strouse, Zickefoose

Nays: None

Motion: Carried

12. Motion was made by Hans Ramseyer and seconded by Tina Zickefoose to enter into Executive Session for the purpose of discussing employment of personnel, no action taken.

Yeas: Jones, Ramseyer, Sage, Strouse, Zickefoose

Nays: None

Motion: Carried

13. Motion was made by Eric Strouse and seconded by Andrew Jones to return from Executive Session.

Yeas: Jones, Ramseyer, Sage, Strouse, Zickefoose

Nays: None

Motion: Carried

14. Motion was made by Tina Zickefoose and seconded by Hans Ramseyer to adjourn.

Yeas: Jones, Sage, Strouse, Zickefoose

Nays: None

Motion: Carried

/s/ Patricia Sage

President, Board of Education

/s/ Jamie Mullet

Treasurer

West Holmes Knights



Board of Education

JULY 8, 2024

WEST HOLMES HIGH SCHOOL

ERIC JURKOVIC, SUPERINTENDENT
JAMIE MULLET, TREASURER

MEMBERS: ANDREW JONES, HANS RAMSEYER, PATRICIA SAGE,
ERIC STROUSE, TINA ZICKEFOOSE

**BOARD OF EDUCATION
WEST HOLMES LOCAL SCHOOLS AGENDA – PUBLIC
RECORDS MEETING- following Regular Board Meeting at 7:30 a.m.
JULY 8, 2024
WEST HOLMES HIGH SCHOOL**

I. CALL TO ORDER

II. ROLL CALL

_____ Eric Jurkovic, West Holmes Superintendent
_____ Jamie Mullet, West Holmes Treasurer
_____ Patricia Sage, West Holmes Board President

III. NEW BUSINESS

- A. RESOLUTION TO ESTABLISH MEETING PLACE, TIME AND DATES
 - 1. Meeting Place for Public Records Meetings – West Holmes School Buildings
 - 2. Time 7:30 A.M. – following the regular meeting held that morning
 - 3. Third Monday of July
- B. Approval of the Records Retention Scheduled submitted in July 2024.
- C. Approval to make proposed changes to the previously submitted Records Retention Schedule.
- D. Approval to adopt the updated Records Retention Schedule once it has been approved by the Ohio History Connection State Archives of Ohio.
- E. Approval to dispose of paper copies of records once the required documents have been scanned.

Motion by _____ Seconded by _____
_____ Superintendent _____ Treasurer _____ Board President

**XV. NEXT MEETING
July 21, 2025
West Holmes High School**

XVI. ADJOURNMENT

Motion by _____ Seconded by _____
_____ Superintendent _____ Treasurer _____ Board President

PUBLIC PARTICIPATION AT BOARD MEETINGS

All meetings of the Board and Board-appointed committees are open to the public.

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted five minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board, present and voting.

Agendas are available to all those who attend Board meetings. The section on the agenda for public participation shall be indicated. Noted at the bottom of each agenda shall be a short paragraph outlining the Board's policy on public participation at Board meetings.

[Adoption date: June 19, 2000]

[Re-adoption date: August 15, 2016]

LEGAL REFS.: ORC 121.22(C)
3313.20(A)

CROSS REFS.: BCE, Board Committees
BD, School Board Meetings
BDDC, Agenda Preparation and Dissemination