

West Holmes Knights



Board of Education

APRIL 14, 2025

WEST HOLMES MIDDLE SCHOOL

ERIC JURKOVIC, SUPERINTENDENT
JAMIE MULLET, TREASURER

MEMBERS: ANDREW JONES, HANS RAMSEYER, PATRICIA SAGE,
JOEL YODER, TINA ZICKEFOOSE

**BOARD OF EDUCATION
WEST HOLMES LOCAL SCHOOLS
AGENDA – APRIL 14, 2025
EXECUTIVE SESSION – 5:00 P.M.
REGULAR SESSION – 6:00 P.M.
WEST HOLMES MIDDLE SCHOOL**

Prior to the board meeting the Board Members, Superintendent, and Treasurer will meet at 5:00 p.m. at West Holmes Middle School for a sit down dinner. This dinner is an opportunity for informal discussion and relationship building and no actions will be taken.

I. CALL TO ORDER

II. ROLL CALL

Jones _____ Ramseyer _____ Sage _____ Yoder _____ Zickefoose _____

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL/ADJUSTMENTS TO AGENDA

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

V. APPROVAL OF MINUTES

a. Minutes of the Regular Meeting held March 17, 2025 attached to this agenda.

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

VI. TREASURER’S REPORT

- a. Month End Reconciliation and Investments as of March 31, 2025 – Enclosed sheet marked “A”.
- b. Financial Report by Fund of Expenditures and Unencumbered Balances as of March 31, 2025 – Enclosed report marked “B”.
- c. Approval of Financial Summary for Month ending March 31, 2025 – Enclosed report marked “C”.

Motion by _____ Seconded by _____

Discussion:

Roll Call:

Jones _____ Ramseyer _____ Sage _____ Yoder _____ Zickefoose _____

VII. SUPERINTENDENT’S REPORT

- 1. Committee Reports of the West Holmes Board of Education
- 2. FFA Update
- 3. OSBA Presentation – Reno Contipelli

4. Jeff Woods – West Holmes Middle School
 - Presentation of State Robotics Teams
 - Knight Hawks
 - Asher Anderson
 - Cole Troyer
 - Devin Troyer
 - Derek Troyer
 - Reece Wengerd
 - Greysen Uhl
 - Girly Pops
 - Clint Burgett
 - Colton House
 - Una Holasek
 - Koby Fehr
 - Trent Didinger
 - Hardy Boys
 - Nolan Brown
 - Joey Camacho
 - Jett Justice
 - Rorick Taggart
 - Keith Kaster
5. Review of the 2025-2026 Middle School Handbook
6. K-5 Building Update
7. Field House Update

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

IX. OLD BUSINESS

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

X. NEW BUSINESS

1. Approval of the Resolution Authorizing OSBA to make necessary policy changes in light of HB 33 Legislative changes impacting ODE and SBOE.
2. Approval to update the following board policies based upon the recommended language changes by OSBA:
 - A. DECA – Administration of Federal Grant Funds
 - B. DID – Inventories
 - C. DJF – Purchasing Procedures
 - D. DJF-R –Purchasing Procedures
 - E. EDE – Computer/Online Services
 - F. GBK – No Tobacco Use on District Property by Staff Members
 - G. IGAH/IGAI – Family Life Education/Sex Education

- H. IGBA – Programs for Students with Disabilities
 - I. IGBLA – Promoting Parental Involvement
 - J. JEFB – Released Time of Religious Instruction
 - K. JFCG – Tobacco Use by Students
 - L. JGE – Student Expulsion
 - M. JHC – Student Health Services and Requirements
 - N. JHCD – Administering Medicines to Students
 - O. JHCD-R-1 – Administering Prescription Drugs to Students
 - P. JHG – Reporting Child Abuse and Mandatory Training
 - Q. KBA – Public’s Right to Know
 - R. KGC – No Tobacco Use on District Property
3. Approval to participate in the Ohio Schools Council Purchasing Co-Op.
 4. Approval of Student Accident Insurance for the 2025-2026 school year from Griffin Agencies, Ltd.
 5. Approval for the High School Wrestling team to attend the overnight week-long Jeff Jordan’s State Champ Camp, June 1-5, 2025, near Urbana, Ohio.

Motion by _____ Seconded by _____

Discussion:

Roll Call:

Jones _____ Ramseyer _____ Sage _____ Yoder _____ Zickefoose _____

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

- a. HIRING
Nicholas Wright – MS Principal – effective 8/1/25
- b. RETIREMENT
Brad Snyder – Bus Driver – effective 6/1/25
- c. RESIGNATION
Tabitha Shoemaker – Teacher – effective 5/31/25
Sean Hoxworth – Custodian – effective 5/30/25

Motion by _____ Seconded by _____

Discussion:

Roll Call:

Jones _____ Ramseyer _____ Sage _____ Yoder _____ Zickefoose _____

XII. EXECUTIVE SESSION

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

Motion by _____ Seconded by _____

Jones _____ Ramseyer _____ Sage _____ Yoder _____ Zickefoose _____

XIII. RETURN FROM EXECUTIVE SESSION

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

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

XIV. NEXT MEETING

May 19, 2025
West Holmes High School

XV. ADJOURNMENT

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

Future Meetings

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	<p>2 – Labor Day</p> <p>20 Staff Days 20 Student Days</p>
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WEST HOLMES LOCAL SCHOOLS 2025-2026 SCHOOL CALENDAR

AUGUST 2025

S	M	T	W	Th	F	S
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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						

15 – New Staff Orientation/Teacher Work Day
18 – All Staff In-Service Day
19 – Teacher Work Day
20 – First Day of School

11 Staff Days
8 Student days

SEPTEMBER 2025

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				

1 – Labor Day
19 – Midterm

21 Staff Days
21 Student Days

OCTOBER 2025

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	

13/15 – HS/MS PT Conferences
14/16 – Elementary PT Conferences
16 – End of 1st 9 Weeks
17 – Teacher In-Service Day
24 – Report Card sent home

23 Staff Days
22 Student Days

NOVEMBER 2025

S	M	T	W	Th	F	S
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23	24	25	26	27	28	29
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14 – Midterm
26-28 Thanksgiving Break

17 Staff Days
17 Student Days

DECEMBER 2025

S	M	T	W	Th	F	S
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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			

1 – Conference Comp Day
22-31 – Christmas Break

15 Staff Days
14 Student Days

JANUARY 2026

S	M	T	W	Th	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 – Christmas Break
5 – First Day Back in 2026
9 – End of 2nd 9 Weeks
16 – Report Card sent home
19 – MLK Day

19 Staff Days
19 Student Days

FEBRUARY 2026

S	M	T	W	Th	F	S
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22	23	24	25	26	27	28

9/11 – Elementary PT Conferences
10/12 – HS/MS PT Conferences
12 – Midterm
13 – Teacher In-Service Day
16 – President's Day

19 Staff Days
18 Student Days

MARCH 2026

S	M	T	W	Th	F	S
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22	23	24	25	26	27	28
29	30	31				

20 – End of 3rd 9 Weeks
27 – Report Card sent home
30-31 – Spring Break

20 Staff Days
20 Student Days

APRIL 2026

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1-3 – Spring Break
6 – Conference Comp Day
24 – Midterm

19 Staff Days
18 Student Days

MAY 2026

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24	25	26	27	28	29	30
31						

8 – Teacher In-Service Day
17 – Graduation
25 – Memorial Day
28 – Last Day of School
29 – Teacher Work Day

20 Staff Days
18 Student Days

JUNE 2026

S	M	T	W	Th	F	S
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0 Staff Days

JULY 2026

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Snow Days 6+ will be Remote Learning days

Total Hours/Day Length

MSHS 6.3 hrs.

Elem 6.0 hrs.

MARCH 17, 2025
WEST HOLMES BOARD OF EDUCATION
REGULAR MEETING MINUTES

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

1. The regular meeting of the West Holmes Board of Education was called to order at Nashville Elementary.
2. Roll Call: Andrew Jones, Walter Ramseyer, Patricia Sage, Joel Yoder, Tina Zickefoose

ABSENT: None

3. Pledge of Allegiance
4. Tina Zickefoose made a motion that was seconded by Andrew Jones to Adjust the Agenda as follows:

XIV. PERSONNEL ACTIONS

a. HIRING

Katelyn Fraley – Elementary Music – effective 8/1/25

f. TRANSFER

Lindsay Beachy – to Elementary Physical Education – effective 8/1/25

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

5. Patricia Sage made a motion that was seconded by Joel Yoder to approve the minutes of the following meeting as follows:

A. Minutes of the Regular Meeting held February 17, 2025 attached to this agenda.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

6. Tina Zickefoose made a motion that was seconded by Andrew Jones to approve the Correspondence & Donations as follows:
 - a. Millersburg Elementary would like to thank the Millersburg Police Department for donating \$550.00, towards negative school lunches, from their No Shave January and February fundraisers.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

7. Andrew Jones made a motion that was seconded by Patricia Sage to approve the Treasurer's Report as follows:
 - A. Month End Reconciliation and Investments as of February 28, 2025 – Enclosed sheet marked "A".
 - B. Financial Report by Fund of Expenditures and Unencumbered Balances as of February 28, 2025 – Enclosed report marked "B".
 - C. Approval of Financial Summary for Month ending February 28, 2025 – Enclosed report marked "C".

The update included building costs paid to date are \$3,444,619. Jamie Mullet also shared proposed legislation and how it will impact the district if guarantees are reduced, and the impact on the shift of state and local funding.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

8. Superintendent's Report

1. Committee Reports of the West Holmes Board of Education

Andrew Jones shared the Athletic Booster Club update of dates of upcoming fundraisers. Knight of the Races is at the Millersburg American Legion on May 31st and Fire Ridge golf outing is on June 13th.

Tina Zickefoose shared the career center meets on Thursday.

Patricia Sage shared the musical was a success in her music booster report. She also shared that April 11th is the Fine Arts Celebration. The next meeting will be April 14th at 6 p.m.
2. FFA Update – by Jenna Sheldon and Gabby Yates

The update included the awards for members and competitions that they have coming up. They are starting the plan for the state convention and the FFA banquet.
3. Brian Zimmerly – Nashville Elementary
 - a. Mrs. Kurtz and students
4. Review of Board Policies:
 - a. Review of Resolution authorizing OSBA to make changes
 - i. Review of Needs Further Legal Review Chart – 1 page
 - ii. Review of Recommended policy updates Chart – 4 pages
 - A. BCE – Board Committee
 - B. BD – School Board Meetings
 - C. DECA – Administration of Federal Grant Funds
 - D. DID – Inventories
 - E. DJF – Purchasing Procedures

- F. DJF-R –Purchasing Procedures
 - G. EDE – Computer/Online Services
 - H. IGAH/IGAI – Family Life Education/Sex Education
 - I. IGBA – Programs for Students with Disabilities
 - J. IGBL - Parent and Family Involvement in Education v1 or v2
 - K. IGBLA – Promoting Parental Involvement
 - L. IGCH-R – College Credit Plus
 - M. JEFB – Released Time of Religious Instruction
 - N. JGE – Student Expulsion
 - O. JHC – Student Health Services and Requirements
 - P. JHCD – Administering Medicines to Students
 - Q. JHCD-R-1 – Administering Prescription Drugs to Students
 - R. JHF – Student Safety
 - S. KBA – Public’s Right to Know
5. K-5 Building Update
They are working on the parking lots, sewer systems, catch basins and getting ready to dig footers.
 6. Field House Update
Still waiting on Imhoff to finish the closeout process.
 7. Band Field Commanders – Emily Yoder, Rebecca Bertrum, Luke Snyder
Talked about March being Music in our Schools Month and how music has impacted their experiences.
 8. Mr. Jurkovic provided insight into the upcoming Friday in-service.
 9. Congratulations to Board Members – Patricia Sage for her 10 years of Service and to Tina Zickefoose for becoming a Master Board Member out of 3400 board members this year. There were only 17 state wide that accomplished this.

9. Guests/Public Participation:

None

Guests:

Brian Baughman	Mitch Neece	Scott Pringle	Nic Fioritto
Brian Lash	Kevin Wolf	Brandi Smith	Brian Smith
Jessica Kurtz	Faye Strouse	Brian Zimmerly	Carrie Maltarich
Ben Ogi			

10. Old Business

None

11. Joel Yoder made a motion that was seconded by Tina Zickefoose to approve the following new business:

1. Approval to participate in the MEC Purchasing Consortium and the State of Ohio Cooperative Purchasing Program.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

12. Patricia Sage made a motion that was seconded by Tina Zickefoose to approve the following

Personnel Actions:

a. HIRING

Sherry Maynard – Cook – effective 2/10/25
Ryan Zickefoose – Custodian – effective 3/10/25
Thad Weaver – Teacher – effective 8/15/25
Tyler Masters – Teacher – effective 8/1/25

b. RETIREMENT

Bud Yoder – Teacher – effective 5/29/25
David Rhoades – Technology – effective 6/30/25

c. RESIGNATION

Zachary Gardner – Teacher – effective 5/31/25
Cooper Charlton – Head MS Track Coach – effective 2/20/25
David Whytsell – Custodian – effective 3/7/25
Katie Tyson – MS Volleyball – effective 3/10/25
Cara Park – HS Volleyball – effective 3/13/25

d. SUBSTITUTE

Lauren Jones – Teacher – effective 2/14/25
Samantha Hall – Custodian – effective 2/14/25
Cynthia Elias – Cook – effective 2/25/25
Kali Woods – Non-Degree Teacher Sub – effective 3/11/25
Alyssa Swinehart – Non-Degree Teacher Sub – effective 3/17/25

e. SUPPLEMENTAL

MS Track - updated
MS Head Girls Coach – Clay Miller
MS Assistant Girls Coach – Carla Burgett
MS Head Boys Coach – Isaac Haver
MS Assistant Boys Coach – Bud Yoder

Softball

Volunteer Coach – Steve Frank

HS Track

Volunteer Coach – Abby Sanders
Volunteer Coach – Zaylie Shultz

f. TRANSFER

Lindsay Beachy – transfer to Elementary Physical Education – effective 8/1/25

Notes: Andrew Jones abstained on the hiring of Lauren Jones as a substitute teacher.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

