

West Holmes Knights



Board of Education

August 18, 2025

WEST HOLMES HIGH SCHOOL

ERIC JURKOVIC, SUPERINTENDENT
JAMIE MULLET, TREASURER

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

**BOARD OF EDUCATION
WEST HOLMES LOCAL SCHOOLS
AGENDA - REGULAR MEETING
AUGUST 18, 2025 – 7:00 A.m.
WEST HOLMES HIGH SCHOOL**

In accordance with federal guidelines, the public is invited to contact Carrie Maltarich (cmaltarich@westholmes.org) and/or Kiana Leppla (kileppa@westholmes.org) or by phone at (330) 674-3546 to provide feedback on the expenditures of federally provided grants, including the IDEA-B Special Education grant.

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 July 21, 2025 attached to this agenda.

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

VI. CORRESPONDENCE & DONATIONS

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

VII. TREASURER'S REPORT

- A. Month End Reconciliation and Investments as of July 31, 2025 – Enclosed sheet marked “A”.
- B. Financial Report by Fund of Expenditures and Unencumbered Balances as of July 31, 2025 – Enclosed report marked “B”.
- C. Approval of Financial Summary for Month ending July 31, 2025 – Enclosed report marked “C”.
- D. Commercial Paper report from July 2024 through June 2025.

Discussion:

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

VIII. SUPERINTENDENT'S REPORT

1. Committee Reports of the West Holmes Board of Education
2. Golden Age Passes
Any resident of the West Holmes Local School District who is 62 years of age or older may obtain a Golden Age Pass by calling West Holmes High School (330-674-6085).
3. Staffing Update
4. Review of the 2025-2026 Cafeteria Handbook
5. Discussion of changing the following future Board meeting dates
 - Monday, November 17, 2025 (OSBA)
 - Monday, February 16, 2026 (President's Day – move to Tuesday, February 17)
6. K-5 Building Update
7. School Instructional Fees / Activity Fee

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

X. OLD BUSINESS

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

XI. NEW BUSINESS

- A. Approval of Alternate Transportation
Alternate transportation to be used for special education or handicapped students when it is determined impractical to transport by regular routes and it is deemed necessary to transport by other means.
- B. Approval to name Jenny Barnhart and Pattie Kidney as surrogate parents.
- C. Approval to participate in MEC Consortium.
- D. Appointment of Board Member, Andrew Jones as Delegate for the Ohio Schools Boards Association Annual Business Meeting.
- E. Approval of the 2025-26 West Holmes Killbuck Staff Handbook
- F. Approval to update Board Policy – JFCK- Use of Electronic Communications Equipment by Students
- G. Approval of the updated Sub Pay Rate changes for 2025-2026 – effective August 1, 2025

2025-2026 Sub Pay Rates

CAFETERIA SUB	\$	11.00 HR - HOURS VARY
ALL AIDES	\$	12.00 HR - 7.5 HR DAYS
SECRETARY	\$	13.00 HR - 8 HR DAYS

CUSTODIAL	\$	14.00 HR - 8 HR DAYS
BUS DRIVERS	\$	20.00 HR
BUS DRIVER LAYOVER TIME	\$	12.00 HR
STUDENT WORKERS	\$	4.00 HR - HOURS VARY
HOME INSTRUCTION	\$	20.00 HR – *UNLESS APPROVED OTHERWISE
SATURDAY SCHOOL		
BS/AS TUTOR		
TEACHER ADD'L TIME		
SUBSTITUTE TEACHER	\$	100.00 DAY PER DAY (7.5 HOURS)
RETIRED TEACHERS	\$	110.00 DAY - (STRS Proof Required)

- H. Approval of the Wellness/Success funding for **2025-2026** outlining continued use of social workers, guidance counselors, school nurse, and school resource officer services.
- I. Approval to waive instructional fees for all students for the 2025-2026 school year. All students will have a \$10 activity fee and high school will have an additional \$20 class of 2026, 2027, 2028, and 2029 fee (replacing prior class fee structure).
- J. Pursuant to board policy JECBA, the board approves the enrollment of foreign exchange students into West Holmes High School for the 2025-2026 school year.
- K. The board grants authority to Eric Jurkovic, Superintendent, and/or Jamie Mullet, Treasurer, to sign any easement with the Ohio Department of Transportation with regards to the property on State Route 754.
- L. Resolution that the West Holmes Local Schools Board of Education will be selling the elementary schools at public auction once they are no longer in use and are ready for sale.

Discussion:

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

XII. PERSONNEL ACTIONS APPROVAL OF THE FOLLOWING:

- A. **HIRING**
 William Cox – Custodian – effective 8/5/25
 Katelyn Schwartz – MS Guidance Counselor – pending graduation in December 2025
 Bruce Murphy – Bus Mechanic – effective 8/11/25
 Katelyn Fraley – Elementary Music – pending passing of licensure test
- B. **RESIGNATION**
 Mathan “Trevor” Miller – Assistant Girls Tennis Coach/Head Boys Tennis Coach – effective 8/1/25
 Cody Starr – Paraprofessional – effective 8/8/25
- C. **ATHLETICS**
 Girls Basketball – Volunteer Coach – Joel Yoder, pending background check
 Softball – Volunteer Coach – Joel Yoder, pending background check
- D. **TRANSFER**
 Alan Swinehart – Custodian – from Nashville to Millersburg – effective 7/29/25
 Jacob Hendershot – Custodian to Custodian/Groundskeeper – effective 8/1/25

E. SUBSTITUTES

Teacher/Non- Degree Teacher Substitutes ~ pending licensure

Mark Alexander	Kristine Angle	Dan Anthony
Allison Beun	Steve Bianchini	Christa Clark
Kelli Clemens	Rebecca Croft	Mary Day
Melissa Gallion	Cynthia Herman	Kelly Hunsberger Snow
Carice Joy Jameson	Tessa Kanuckel	Jacqueline Kiefer
Charlotte Klein	Amy Kuscsik	Judy Lamp
James Long	Taylor Maibach	Jim Park
Peyton Regan	Jeff Rettig	Gail Rosales
Zaylie Shultz	Merry Lynn Sigrist-Straits	
Doralice Smith	Jason Snyder	Alicia Starcher
Alyssa Swinehart	Donald Weimer	Kali Woods
Joanna Zimmerly	Katelyn Schwartz*	Katelyn Fraley*
Rosanna Miller*		

Classified Substitutes (Aides) ~pending licensure

Christine Carter	Shilah Kelly
Rebecca Croft	Julie Lytle

Classified Substitutes (Custodian, Cook, Secretary)

Kenneth Canterbury	Custodian	Tiffany Conner	Cook
Rebecca Croft	Cook, Secretary	Cindy Elias	Cook
Jennifer Eppley	Custodian	Elizabeth Kinney	Cook
Judy Lamp	Cook, Secretary	Melanie Lowe	Custodian
Julie Lytle	Secretary	Cheryl McCluggage	Cook, Custodian
Christina Miller	Cook	Shalyn Morr	Cook, Custodian
James Morrison	Custodian	Sandy Patterson	Cook
Robert Porter	Custodian	Julia Proper	Secretary
Priscilla Sprang	Cook	Melissa Starnier	Cook, Custodian, Secretary
Rosemary Taggart	Secretary	Ilene Troyer	Cook
Tammie Truit	Cook		

Bus Drivers

Larry Getchey	Kurt Garver	Steve Waltman	Josh Raymond
Michelle Taggart	Duane Galbraith	Mandy Myers	Josh Wengerd
Mike Molnar	Darla Jones	Brent Young	
Ruth Vaughn			

Discussion:

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

XIII. NEXT MEETING

September 15, 2025
West Holmes High School

XIV. ADJOURNMENT

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

Future Meetings

October 20	Millersburg
November 17	Lakeville
December 15	High School
January 12	High School
February 16	Killbuck
March 16	Nashville
April 20	Middle School
May 18	High School
June 15 – 7:30 a.m.	High School
July 20 – 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 2025-2026 SCHOOL CALENDAR

<p>15 – New Staff Orientation/Teacher Work Day 18 – All Staff In-Service Day 19 – Teacher Work Day 20 – First Day of School</p> <p>11 Staff Days 8 Student days</p>	<p style="text-align: center;">AUGUST 2025</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </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 style="text-align: center;">SEPTEMBER 2025</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> </table> <p>1 – Labor Day 19 - Midterm</p> <p>21 Staff Days 21 Student Days</p>	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				
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																																																																																													
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																																																																																											
<p>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</p> <p>23 Staff Days 22 Student Days</p>	<p style="text-align: center;">OCTOBER 2025</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </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 style="text-align: center;">NOVEMBER 2025</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> <p>14 - Midterm 26-28 Thanksgiving Break</p> <p>17 Staff Days 17 Student Days</p>	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						
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																																																																																								
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																																																																																													
<p>1 – Conference Comp Day 22-31 – Christmas Break</p> <p>15 Staff Days 14 Student Days</p>	<p style="text-align: center;">DECEMBER 2025</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </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 style="text-align: center;">JANUARY 2026</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <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> </table> <p>1-2 – Christmas Break 5 – First Day Back in 2026 9 – End of 2nd 9 Weeks 16 – Report Card sent home 19 – MLK Day</p> <p>19 Staff Days 19 Student Days</p>	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							
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																																																																																										
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>9/11 – Elementary PT Conferences 10/12 – HS/MS PT Conferences 12 – Midterm 13 – Teacher In-Service Day 16 – President's Day</p> <p>19 Staff Days 18 Student Days</p>	<p style="text-align: center;">FEBRUARY 2026</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> </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	<p style="text-align: center;">MARCH 2026</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table> <p>20 – End of 3rd 9 Weeks 27 – Report Card sent home 30-31 – Spring Break</p> <p>20 Staff Days 20 Student Days</p>	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																		
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																																																																																							
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>1-3 – Spring Break 6 – Conference Comp Day 24 – Midterm</p> <p>19 Staff Days 18 Student Days</p>	<p style="text-align: center;">APRIL 2026</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> </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			<p style="text-align: center;">MAY 2026</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> <p>8 – Teacher In-Service Day 17 – Graduation 25 – Memorial Day 28 – Last Day of School 29 – Teacher Work Day</p> <p>20 Staff Days 18 Student Days</p>	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						
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																																																																																									
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>0 Staff Days</p>	<p style="text-align: center;">JUNE 2026</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> </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					<p style="text-align: center;">JULY 2026</p> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table> <div> <p>Snow Days 6+ will be Remote Learning days</p> <p style="text-align: right;">Total Hours/Day Length</p> <p>MS/HS 6.3 hrs.</p> <p>Elem 6.0 hrs.</p> </div>	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								
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																																																																																											
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																																																																																								

JULY 21, 2025
WEST HOLMES BOARD OF EDUCATION
REGULAR MEETING MINUTES

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

1. The regular meeting of the West Holmes Board of Education was called to order at West Holmes High School.
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 enter into Executive Session for the discussion of employment of personnel.

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

5. Motion was made by Patricia Sage and seconded by Andrew Jones to return from Executive Session.

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

6. Andrew Jones made a motion that was seconded by Joel Yoder to Adjust the Agenda as follows:

XI. PERSONNEL ACTIONS

- E. Approval of 5-year contract -
Jamie Mullet – Treasurer – effective 8/1/2025

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

7. Andrew Jones 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 June 16, 2025 attached to this agenda.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

8. Joel Yoder 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 June 30, 2025 – Enclosed sheet marked "A".

B. Financial Report by Fund of Expenditures and Unencumbered Balances as of June 30, 2025 – Enclosed report marked "B".

C. Approval of Financial Summary for Month ending June 30, 2025 – Enclosed report marked "C".

D. Approval of the 2026 Official Certificate of Estimated Resources and Appropriations.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

9. Superintendent's Report

1. Committee Reports of the West Holmes Board of Education

Tina Zickefoose shared the career center moved their meeting so there was no update since last meeting except that the name change to Heartland Tech was official on July 1.

2. Review of the 2025-26 West Holmes Killbuck Staff Handbook

3. Review of update to board policy –

JFCK – Use of Electronic Communications Equipment by Students

Discussion: A letter is going out to students that they will be required to keep their phones in their lockers

4. K-5 Building Update – The building is moving along, on schedule and in budget.

Playground equipment has been selected and the ODOT turn lane approval is progressing now.

5. The Career Center hired Matt Root as the welding teacher for the program at West Holmes.

10. Guests/Public Participation:

None

Guests:

Coreena Johnson

Scott Pringle

Ezra Day

11. Old Business

None

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

1. Approval of the following handbooks:
 - a. 2025-26 West Holmes Student Transportation Handbook
 - b. 2025-26 West Holmes Elementary Student Handbook
 - c. 2025-26 Lakeville Staff Handbook
 - d. 2025-26 Nashville Staff Handbook
 - e. 2025-26 Millersburg Staff Handbook
2. Approval to update the following board policies based upon the recommended language changes by OSBA:
 - a. JECE – Student Withdrawal form School
 - b. JED – Student Absences and Excuses
 - c. JED-R – Student Absences and Excuses – Recind
 - d. JEDA – Truancy
 - e. JFCJ – Weapons in the School
3. Approval of the Contract between Tri-County Educational Service Center and West Holmes Local Schools for the 2025-2026 services for an English Language Tutor.
4. Approval for the YMCA of Wayne County to use designated areas in Millersburg Elementary School for a before and after school program that the YMCA will be running. The approval also includes the waiving of any building use fees that would normally be required by outside entities to use a West Holmes facility.
5. Approval of the Contract between West Holmes and the East Central Ohio ESC for the 2025-2026 school year.

Andrew Jones abstained from #5, ESC Contract portion of new business as his daughter was hired by them.

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

13. Andrew Jones made a motion that was seconded by Tina Zickefoose to approve the following Personnel Actions:

- A. Approval of one-year contract for the 2025-2026 school year:

Football

High School

HS Head Coach – Keaton Leppla

HS Assistant – Jason Haley

HS Assistant - Timothy McAvene

HS Assistant – Cooper Haley (1/2 stipend)

HS Assistant – Tom Eastep (1/2 stipend)

HS Assistant – Brandon Mackey (1/2 stipend)

HS Assistant – Bridger Cline (1/2 stipend)

Freshman Head Coach, if team – Tony Roberts

Freshman Assistant, if team – DiVaunta Spearman

Volunteer Coach – Gabe Snyder

Volunteer Coach -- Ryan Jacobs

Volunteer Coach -- Landyn Dye

Volunteer Coach Freshman, if team – Jack Doran-Perrine

Middle School

MS Head Coach – Geoff Wagers

MS Assistant – Tucker Kaufman
MS Assistant – Peyton McKinney
MS Assistant – Luke Ogi
MS Volunteer -- Nolan Mackey

Volleyball

High School

HS Head Coach – Amanda Humphrey
HS Assistant – Markie McDowell

Middle School

MS Head Coach – Adrienne Flanders
MS Assistant Coach – Megan Roberts

Boys Soccer

High School

HS Head Coach – Joshua Wengerd
HS Assistant – Grant Fox
Volunteer Coach – Steve Obrst
Volunteer Coach – Jill Obrst

Middle School

MS Head Coach – Tyler Masters
Volunteer Coach – Brett Blake
Volunteer Coach – Nate Wade

Girls Soccer

High School

HS Head Coach – Bruce Murphy
HS Assistant – Brooke Wolfe

Middle School

MS Head Coach – Nicole Strouse

Golf

High School

HS Head Coach – Mike Molnar
HS Assistant Coach – Thad Weaver

Middle School

MS Head Coach – Keith Troyer

Girls Tennis

Varsity Head Coach – Morgan Gerber
HS Assistant Coach – Trevor Miller

Cross Country

HS/MS Head Coach – Kevin Beachy
HS/MS Assistant – Scot Mellor
Volunteer Coach – Nick Gerber

Volunteer Coach – Clay Miller

Cheerleading

High School

HS Head Coach – Raven Wilcox

HS Assistant Coach – Beth Lemon

Middle School

MS Head Coach – Jamie Aufrance

MS Assistant Coach – Tiffany Conner

Faculty Managers

High School

HS Faculty Manager – Jim Park

HS Faculty Manager – Ben Ogi

Middle School

MS Faculty Manager – Julie Snyder

Robotics - High School - David Woods

B. RETIREMENT

Arlene Waltman – Paraprofessional – effective 9/30/25 approved at the June 16, 2025 board meeting is being rescinded.

Julie Snyder – Teacher – effective 10/1/25

C. RESIGNATION

Madison Simon – Guidance Counselor – effective 7/8/25

Darla Miller – Cook – effective 8/1/25

Steven McKinney – Custodian/Groundskeeper – effective 7/31/25

Erica Mencer – Bus Driver – effective 7/18/25

D. TRANSFER

Christen Troyer – Paraprofessional – Millersburg Elementary to West Holmes Middle School

Arlene Waltment – Paraprofessional – West Holmes Middle School to Millersburg Elementary

E. Approval of 5-year contract –

Jamie Mullet – Treasurer – effective 8/1/2025

Yeas: Jones, Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

14. Motion was made by Patricia Sage and seconded by Joel Yoder to adjourn.

Yeas: Ramseyer, Sage, Yoder, Zickefoose

Nays: None

Motion: Carried

/s/ *Walter Ramseyer*

President, Board of Education

/s/ *Jamie Mullet*

Treasurer

West Holmes Knights



Board of Education

AUGUST 18, 2025

WEST HOLMES HIGH 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 – PUBLIC
RECORDS MEETING- following Regular Board Meeting at 7:00 a.m.
AUGUST 20, 2025
WEST HOLMES HIGH SCHOOL**

I. CALL TO ORDER

II. ROLL CALL

_____ Eric Jurkovic, West Holmes Superintendent
_____ Jamie Mullet, West Holmes Treasurer
_____ Walter Ramseyer, 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 August 2025.
- 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 20, 2026
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