



**Delaware City Schools Board of Education  
Minutes of January 8, 2024  
Organizational Meeting  
Willis Education Center  
6:00pm**

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2023-MR 1.0 Opening

2023-MR 1.1 Call to Order and Roll Call

The Delaware City Board of Education met in an Organizational session on January 8, 2024 at 6:00pm at the Willis Education Center.

Members present on roll call were: Ms. McDaniel-Browning (President), Mr. Backus, Mr. Wiener, Ms. Harris, Mrs. Gasaway, Mr. Gitson\*

*\*Denotes Student Board Member*

2023-MR-1.2 Salute the Flag

2023-MR-1.3 Oath of Office for Newly Elected Board Member

OATH OF OFFICE – Administered by the Treasurer

“Do you solemnly affirm that you will support the Constitution of the United States of America the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as a member of the Board of Education of the Delaware City School District, Delaware, Ohio, to the best of your abilities and in accordance with the laws now in effect and hereinafter to be enacted during your continuance in said office and until your successor is elected and qualified?”

1. Ted Backus answered with “I do”.
2. Janelle Gasaway answered with “I do”.

2023-MR-1.4 Adoption of Agenda

Moved by Mr. Wiener, seconded by Ms. Harris to adopt this agenda as presented.

Roll call resulted as follows: Mr. Wiener, yea; Ms. Harris, yea; Ms. McDaniel-Browning, yea; Mr. Backus, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President McDaniel-Browning declared the motion carried.

2023-MR-1.5 Approve Minutes

Moved by Mr. Backus, seconded by Ms. Harris to approve the minutes of November 6, 2023 and December 11, 2023 regular Board meeting.

Roll call resulted as follows: Mr. Backus, yea; Ms. Harris, yea; Ms. McDaniel-Browning, yea; Mr. Wiener, yea; Mrs. Gasaway, abstain; Mr. Gitson, yea.

President McDaniel-Browning declared the motion carried.

#### 2023-MR-1.6 Recognitions and Presentations

- January is School Board Recognition Month
- Three graduates of the W.I.L.L. program were presented with diplomas.

#### 2023-MR-1.7 Board of Education Organization for 2024

##### A. Election of Officers

##### 1. President

Each person placed in nomination for President will be listed in the minutes. The Board members must vote by voice vote. The member receiving three (3) or more votes from among those nominated will be elected President. If only one member is nominated, then nominations are closed and the Board may elect a President by Acclamation.

##### a) Nominations to elect the 2024 Board of Education President:

Nominated: Mr. Backus by Mr. Wiener.

##### b) Vote by acclamation to close nominations for President.

Roll call resulted as follows: Ms. McDaniel-Browning, yea; Mr. Backus, yea; Mr. Wiener, yea; Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President McDaniel-Browning declared the motion carried.

OATH OF OFFICE for newly elected President – Administered by the Treasurer

The Treasurer will read the following as the newly elected officer stands with his/her right hand raised:

“Do you solemnly swear or affirm that you will support the Constitution of the United States of America and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as President of the Board of Education of the Delaware City School District,

Delaware, Ohio, to the best of your ability and in accordance with the laws now in effect and hereinafter to be enacted during your continuance in said office?”

Mr. Backus answered with “I do.”

*With the new President duly elected, he will assume the chair and preside over the rest of the meeting.*

## 2. Vice President

The same procedure should be followed in nominating and electing a Vice President as was set forth in the nomination and election of the President.

### a) Nominations to elect the 2024 Board of Education Vice President

Nominated: Ms. Harris by Ms. McDaniel-Browning

### b) Vote by acclamation to close nominations for Vice President.

Roll call resulted as follows: Ms. McDaniel-Browning, yea; Mr. Backus, yea; Mr. Wiener, yea; Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

OATH OF OFFICE for newly elected Vice President – Administered by the Treasurer  
The Treasurer will read the following as the newly elected officer stands with his/her right hand raised:

“Do you solemnly swear or affirm that you will support the Constitution of the United States of America and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as Vice President of the Board of Education of the Delaware City School District, Delaware, Ohio, to the best of your ability and in accordance with the laws now in effect and hereinafter to be enacted during your continuance in said office?”

Ms. Harris answered with “I do.”

## B. Establish Dates for Regular Meetings for 2024

The Board of Education needs to set the meeting schedule for the regular meetings of the Delaware City School District Board of Education. Additional meetings shall be designated at a time and place properly announced (Ohio Revised Code section 3314.16).

The regular meetings of the Delaware City School District Board of Education will be set as follows and located at the Willis Education Center:

## Delaware City Schools 2024 Board of Education Meeting Dates

<u>Dates</u>	<u>Time</u>	<u>Type of Meeting</u>
January 8, 2024	6:00pm	Organizational
February 5, 2024	6:00pm	Regular
March 4, 2024	6:00pm	Regular
April 1, 2024	6:00pm	Regular
May 6, 2024	6:00pm	Regular
May 20, 2024	6:00pm	Regular
June 17, 2024	6:00pm	Regular
July 15, 2024	6:00pm	Regular
August 5, 2024	6:00pm	Regular
August 19, 2024	6:00pm	Regular
September 9, 2024	6:00pm	Regular
October 7, 2024	6:00pm	Regular
November 4, 2024	6:00pm	Regular
December 9, 2024	6:00pm	Regular

Moved by Ms. McDaniel-Browning, seconded by Ms. Harris to approve the 2024 Board of Education meeting dates as presented.

Roll call resulted as follows: Ms. McDaniel-Browning, yea; Ms. Harris, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

### 1. Appointments to Areas of Responsibility

Negotiations (DCEA)- Ms. McDaniel-Browning, Mr. Wiener

Negotiations (OAPSE)- Ms. Harris, Mrs. Gasaway

Negotiations (UE)- Mr. Backus, Mr. Wiener

Facilities- Mr. Backus, Ms. McDaniel-Browning  
Federal/Ohio Legislative Liaison- Ms. Harris  
Finance (Records Retention, Audit)- Ms. Harris  
OSBA Delegate and Alternate- Ms. Harris (Delegate), Mrs. Gasaway (Alternate)  
Planning Commission Liaison (City/Regional)- Mrs. Gasaway  
Levy Committee- Ms. McDaniel-Browning  
Community Outreach- Ms. Harris  
Education Council- Mrs. Gasaway  
Student Achievement Liaison- Ms. Harris  
Appointment to DACC Board- Mr. Backus

Moved by Mrs. Gasaway, seconded by Mr. Wiener to approve the Appointments to Areas of Responsibility as presented.

Roll call resulted as follows: Mrs. Gasaway, yea; Mr. Wiener, yea; Ms. McDaniel-Browning, yea; Mr. Backus, yea; Ms. Harris, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

## 2. Annual Memberships

Delaware Area Chamber of Commerce  
META Solutions  
Ohio Education Policy Institute  
Ohio School Boards Association (OSBA)  
OSBA Legal Defense Fund

Moved by Ms. McDaniel-Browning, seconded by Ms. Harris to approve the Annual Memberships as presented.

Roll call resulted as follows: Ms. McDaniel-Browning, yea; Ms. Harris, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

## 3. Standing Authorizations

Be It Resolved That: The Delaware City School District Board of Education approve the following authorizations:

- A. **Advance on Tax Settlements** – the Treasurer/CFO of Delaware City Schools is hereby authorized and directed to request the Delaware County Auditor to draw a warrant for an advance of tax monies collected on behalf of said district but not yet disbursed pursuant to Ohio Revised Code Section 321.34.

- B. **Investment of Interim Funds** – authorization for the Treasurer/CFO of Delaware City Schools to invest Interim Funds at the most productive interest rates whenever funds are available.
- C. **Payment of Bills** – authorization for the Treasurer/CFO of Delaware City Schools to pay all bills within the limits of the appropriation resolution as the bills are received and when the merchandise has been received in satisfactory condition.
- D. **Waive Reading of the Minutes** – to waive oral reading of the minutes of the preceding Board of Education meeting(s) unless expressly voted by the Board of Education to be read.
- E. **Participation in state and federal programs** – authorization to participate in all state and federal programs beneficial to the Delaware City Schools and consistent with the goals established by the school district for 2024.
- F. **Appoint purchasing agents** – appointment of the Executive Director of Human and Material Resources and/or Superintendent of Schools to serve as purchasing agents for the school district.
- G. **Participation in Transitional Work Program through the Bureau of Workers' Compensation** – participation in this program provides the Board with the option to allow employees an opportunity to return to work sooner, which benefits the district by reducing lost time and potentially lowering claims costs.

Moved by Mr. Wiener, seconded by Ms. McDaniel-Browning to approve the Standing Authorizations as presented.

Roll call resulted as follows: Mr. Wiener, yea; Ms. McDaniel-Browning, yea; Mr. Backus, yea; Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

### 2023-MR-2.0 Reports

- 2.1. Unions
  - A. DCEA - No report.
  - B. UE - No report.
  - C. OAPSE - No report.
- 2.2. Legislative - Mrs. Kegley met with Legislators with the budget bill, no significant updates for property taxes.

- 2.3. Facilities - Mr. Sherman asked to provide access to the wetlands for Emerald Ash Borer research and tracking trees. Mr. Sherman will continue to research. Mr. Sherman also requested formal consideration for action item 5.2- Carlisle Restroom Renovations, expected to begin in summer 2024.
- 2.4. Treasurer/CFO - Mrs. Corwin presented the September, October, and November 2023 financial reports for approval.
- 2.5. Assistant Superintendent - Ms. Swanger reviewed the 2024-2025 Student Course Handbook with the Board and thanked Mr. Cook for his help in preparing the handbook.
- 2.6. Executive Director of Human and Material Resources - Mr. Stewart presented the consent agenda, discussed supporting new board members, and starting spring recruitment plans.
- 2.7. Superintendent - Mrs. Kegley expressed a great start to the second semester for the district. Mrs. Kegley led professional learning and planning for training. She discussed district events, Melodies and Marinara coming up and the MLK luncheon. Mrs. Kegley expressed thanks for district support, completing surveys for facilities, and putting committee and facility teams together. Mrs. Kegley stated she is grateful to the community and welcomed the new member to the board.
- 2.8. Board Request - No report.
- 2.9. Other - No report.

### **Public Participation**

- No public participation.

### **2023-MR-3.0 Consent Agenda**

Moved by Mr. Wiener, seconded by Ms. McDaniel-Browning to approve all of the consent items as presented, with correction to the date in item 3.3G.

Roll call resulted as follows: Mr. Wiener, yea; Ms. McDaniel-Browning, yea; Mr. Backus, yea; Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

Moved by Ms. Harris, seconded by Ms. McDaniel-Browning to approve all of the consent items as presented.

Roll call resulted as follows: Ms. Harris, yea; Ms. McDaniel-Browning, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

2023-MR-3.1 Pupils

A. Approve High School Graduates

1. I recommend the Board approve the following students as a Hayes High School graduates due to completion of all graduation requirements:

Ryan Beery

Hudson Smith

Katrina Beveridge

Haylie Stiles

B. Approve Overnight Field Trips

1. Boys Lacrosse Competition

I recommend the Board approve the Boys Lacrosse Team for an overnight field trip from 3/26/2024 to 3/28/2024 to the Boys Lacrosse Competition in Chapel Hill, North Carolina area as presented.

2023-MR-3.2 Curriculum and Instruction

- High School 24 – 25 Course Handbook

2023-MR-3.3 Personnel

2023-MR-3.3A Approve Resignations

1. Certified Staff

Approve and accept the resignation of the following individuals:

Susan Nimon

Math Teacher  
Dempsey

Last Day of Work 5/24/2024

Rex Reeder

Assistant Principal  
Hayes

Last Day Worked 12/31/2023

Richard Stranges

Principal  
Hayes

Last Day Worked 12/31/2023

2. Classified Staff

Approve and accept the resignation of the following individuals:



Haleigh Blanchard	Educational Assistant Hayes	At the Conclusion of her unpaid leave of absence ending on 12/22/2023
Lori Groff	Accountant Willis	Last Day Worked 1/7/2024
Jeanne Poorman	Cook/Cashier Conger	Last Day Worked 12/15/2023
Samantha Pyles	Educational Assistant Hayes (verbal resignation)	Last Day Worked 11/10/2023
Sydney Strait	Educational Assistant Conger	Last Day Worked 12/20/2023

### 3. Classified Substitute

Approve and accept the resignation of the following individual:

Rebekkah Gundy	Resigned prior to starting
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## 2023-MR-3.3B Approve Employment

### 1. Certified Staff

Approve certified employment for the 2023-2024 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, licensure, and receipt of other necessary documentation.

Current assignments are as follows:

Lori Groff	Interim Assistant Treasurer	Salary Scale ADS5E, Step 1 \$70,311.80* Effective 1/8/2024 <b><i>*Prorated amount is \$40,023.64 for the remainder of the 2023-2024 school year</i></b>
Rex Reeder	Interim Principal Hayes	Salary Scale ADS1E, Step 10 \$142,407.20* Effective 1/1/2024 <b><i>*Prorated amount is \$83,801.16 for the remainder of the 2023-2024 school year</i></b>

### 2. Classified Staff

Approve classified employment for the 2023-2024 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

Current assignments are as follows:

Ashlea Oliver	Educational Assistant- Class II Conger	\$15.07 per hour, Step 1 Effective 1/8/2024
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3. Classified Substitute for the 2023-2024 School Year

Employ, according to Board approved policy and wage schedules, the following individuals as classified substitute for the 2023-2024 school year: Administrative Assistant \$14.22/hr., Bus Driver \$16.85/hr., Cook/Cashier \$12.12/hr., Custodian \$15.01/hr., Educational Assistant \$13.16/hr., Library Media Specialist Assistant \$13.16/hr., Nurse \$125.00 a day, Teacher \$125.00 a day, Technology Specialist \$13.16/hr.

Approve employment for the 2023-2024 school year conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

Bianca Alegria	Bus Driver
Paige Dunham	Administrative Assistant Educational Assistant Library Media Specialist Technology Specialist
Jacob Fitch	Custodian
George Hellinger	Bus Driver
Michael Kusche	Bus Driver
Robert Summerfield	Bus Driver

2023-MR-3.3C Approve Supplemental Contracts for the 2023-2024 School Year

Approve the following supplemental employment for the 2023-2024 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation, and Pupil Activity Permit (if applicable):

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SUPPLEMENTAL</b>	<b>BUILDING</b>	<b>2023-24 SALARY</b>
Burroughs	Donald	Event Student Supervisor - Winter	HAYES	\$500.00
Burroughs	Donald	Event Student Supervisor - Spring	HAYES	\$500.00
Closson	Alexander	Swimming and Diving Volunteer Coach, Swimming Varsity Boys and Girls	HAYES	Volunteer
Ferguson	Ezra	Swimming Assistant	HAYES	\$2,882.00
Malivuk	Justin	Track Assistant Coach 7th & 8th Grade Boys and Girls	DEMPSEY	\$2,401.67
Thieret	Michelle	Softball Head Coach 7th Grade Girls	DEMPSEY	\$2,882.00

2023-MR-3.3D Approve Classified Supplemental Contracts

1. I recommend the Board approve Carrie Henderson as the Track Assistant Coach 7th & 8th Grade Boys and Girls, at the current state minimum wage. Total to be paid not less than \$2,401.67.

2023-MR-3.3E Approve Supplemental Contract Changes

1. I recommend the Board approve the change for Haleigh Blanchard as listed below.

Originally Approved on the

**June 20, 2023 Agenda**

Cheerleading Head Coach

7th Grade-Winter

At current state minimum wage

Paid NLT \$2,882.00

**Change**

Cheerleading Head Coach

7th Grade-Winter

Step 4, \$2,882.00

2023-MR-3.3F Leave of Absence

1. I recommend the Board approve an unpaid leave of absence for personal reasons for Elizabeth Link from February 1, 2024 to February 1, 2026.

2023-MR-3.3G Approve Separation

1. Separate Michael Perkins, Custodian from employment with the Board at the conclusion of his unpaid leave of absence which ended on December 29, 2023 for being absent without authorized leave.
2. Separate Christina Cantleberry, Bus Driver from employment with the Board at the conclusion of her leave which ended ½ day on April 12, 2023 for being absent without authorized leave.

2023-MR-3.4 Financial

Approve the Financial Report

I recommend the Board approve the Financial Reports of September, October, and November 2023 as presented.

### 2023-MR-3.5 Donations

I recommend the Board approve and accept the following donation:

- A. Anonymous – Monetary, valued at \$50.00, for negative lunch balances at Conger
- B. Anonymous – Monetary, valued at \$5,500.00, toward the DC Trip for Dempsey.
- C. Delaware Arts Festival Association – Monetary, valued at \$1000.00, to purchase canvases and acrylic paint for Art students at Dempsey
- D. Delaware Arts Festival Association – Monetary, valued at \$1245.00, to purchase three (3) iPads and fifteen (15) iPad Procreate Apps at Dempsey
- E. Delaware Athletic Boosters – Monetary, valued at \$4,412.50, for forty (40) gymnasium chairs at Hayes
- F. Marvin Monroe – Monetary, valued at \$1000.00, to support the instrument rental and maintenance account for Dempsey Orchestra and Band

### 2023-MR-4.0 Discussion

#### 2023-MR-4.1 First Reading of Board Policies as presented

Policy	Topic	Type
po6423	USE OF CREDIT CARDS	Update
po4140	TERMINATION AND RESIGNATION	Update

### 2023-MR-5.0 Action Items

#### 2023-MR-5.1 Second Reading and Approval of Board Policies as presented.

I recommend the Board approve Board Policies as presented.

Policy	Topic	Type
Bylaw 0141.2	CONFLICT OF INTEREST	Revision
po3120.08/po4120.08	EMPLOYMENT OF PERSONNEL FOR CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES	Revision
po5113.01	INTRADISTRICT OPEN ENROLLMENT	Revision

po5320	IMMUNIZATIONS	Revision
po5330	USE OF MEDICATIONS	Revision
po5337	CARE OF STUDENTS WITH SEIZURE DISORDER	NEW
po6240	BOARD OF REVISION COMPLAINTS AND COUNTERCOMPLAINTS	NEW
po6700	FAIR LABOR STANDARDS ACT (FLSA)	Revision
po7440	FACILITY SECURITY	Revision
po8210	SCHOOL CALENDAR	Revision
po8330	STUDENT RECORDS	Revision
po8451	PEDICULOSIS (HEAD LICE)	Revision
po8600	TRANSPORTATION	Revision
po8650	TRANSPORTATION BY SCHOOL VAN	Revision
po9160	PUBLIC ATTENDANCE AT SCHOOL EVENTS	Revision
po9211	DISTRICT SUPPORT ORGANIZATION	Revision
po9270	EQUIVALENT EDUCATION OUTSIDE THE SCHOOLS & PARTICIPATION IN EXTRACURRICULAR FOR STUDENTS NOT ENROLLED IN THE DISTRICT	Revision

Moved by Ms. McDaniel-Browning, seconded by Mr. Wiener to approve the Board Policies as presented.

Roll call resulted as follows: Ms. McDaniel-Browning, yea; Mr. Wiener, yea; Mr. Backus, yea; Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

2023-MR-5.2 Approval for attached drawings and to seek bids for the Carlisle Restroom Renovations as presented.

I recommend approval of the attached drawings and approval to seek bids for the Carlisle restroom renovations with Funds for the work coming from the permanent improvement fund as presented.

Moved by Mr. Wiener, seconded by Ms. McDaniel-Browning to approve the Board Policies as presented.

Roll call resulted as follows: Mr. Wiener, yea; Ms. McDaniel-Browning, yea; Mr. Backus, yea; Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the motion carried.

2023-MR-6.0 Superintendent's Comments

Mr. Gitson expressed a Happy New Year to the Board and congratulations to Mrs. Gasaway and Mr. Backus. Mr. Gitson recognized the end of an era with the departure of Dr. Stranges, and the bright future ahead with principal Mr. Reeder. Mrs. Kegley recognized Mr. Gitson for receiving the Rotary Student of the Month. Mrs. Kegley thanked the families of the board members and supporters.

## 2023-MR-7.0 Board Comments

- None.

## 2023-MR-8.0 Calendar

- 1/15 No School- MLK Day

## 2023-MR-9.0 Executive Session

I recommend the Board enter into executive session for the following reason: preparing for, conducting or reviewing negotiations or bargaining sessions with employees.

Moved by Ms. Harris, seconded by Ms. McDaniel-Browning to enter into executive session for the following reason: preparing for, conducting or reviewing negotiations or bargaining sessions with employees.

Roll call resulted as follows: Ms. Harris, yea; Ms. McDaniel-Browning, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Gasaway, yea; Mr. Gitson, yea.

President Backus declared the Board in executive session at 6:42pm.

Moved by Ms. McDaniel-Browning, seconded by Ms. Harris to exit out of executive session for the following reason: preparing for, conducting or reviewing negotiations or bargaining sessions with employees.

Roll call resulted as follows: Ms. McDaniel-Browning, yea; Ms. Harris, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Gasaway, yea.

President Backus declared the Board out of executive session at 7:21pm.

## 2023-MR-10.0 Adjournment

Moved by Ms. McDaniel-Browning, seconded by Mr. Wiener to adjourn this meeting.

Roll call resulted as follows: Ms. McDaniel-Browning, yea; Mr. Wiener, yea; Mr. Backus, yea; Ms. Harris, yea; Mrs. Gasaway, yea.

President Backus declared the meeting adjourned at 7:22pm.

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*President*

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*Treasurer*

*\*Denotes student Board member*