

WARREN LOCAL SCHOOL DISTRICT

Organizational and Regular Board Meeting

January 10, 2025

CHAIN OF COMMAND

If you have concerns, problems, or ways to improve our schools, please contact the person in charge of that respective area.

<u>CONCERN</u>	<u>CONTACT</u>	<u>PHONE</u>
TEACHER	Teacher	School
BUILDING	Principal	
Warren High School	Kyle Scott	678-2393/989-0340
Warren High School	Chad Porter	678-2395
Warren Middle School	Brent Taylor	678-2395
Warren Middle School	Jill Lipscomb	678-2395
Warren Elementary	Ashley Skinner	445-5300
Warren Elementary	Megan Bost	445-5300
HIGH SCHOOL ATHLETICS	Steven Harold	678-2393/989-0340
ASSISTANT ATHLETICS	Jimmy Peyton	678-2393/989-0340
ASSISTANT ATHLETICS/JUNIOR HIGH	Rod Padgitt	678-2395
TRANSPORTATION	Driver/Trans. Supv.	678-2368
CAFETERIA	Head Cook/Food Serv. Supv.	678-2366
CLEANING/CUSTODIAL	Head Cust. /Prin./Maint. Supv.	678-2366

Unresolved concerns or problems that have been addressed through the proper channels, contact Kyle Newton, Superintendent, at 678-2366. Our website can be accessed via www.warrenlocal.org.

BOARD OF EDUCATION 2025 COMMITTEES

District Operations

Evaluation of Superintendent

Finance & Evaluation of Treasurer

Policy

Learning, Instruction & Assessment

The Warren Local Board of Education conducts meetings in an effort to comply with Parliamentary Procedure. Robert's Rules of Order are its governance. As a result, it is important to remember the Communication section of the agenda is the appropriate time for audience members to speak. If a situation arises that you, the audience, need to ask a question, the president may elect to call on you at a convenient time.

In an effort to assist in recording the minutes, all audience members, when addressing the Board of Education, are asked to identify themselves by giving their name and subject matter.

**WARREN LOCAL BOARD OF EDUCATION
ORGANIZATIONAL AND REGULAR MEETING
January 10, 2025**

I. CALL TO ORDER AND ROLL CALL

The Warren Local Board of Education will meet for the purpose of an Organizational and a Regular Meeting on January 10, 2025, at 5:00 p.m. at Warren High School, Warrior Room, (Building 6 - located in the Warrior Annex), 130 Warrior Drive, Vincent, OH, with the following members answering Roll Call:

Allen

Crum

Greenup

Proctor

Roush

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

IV. PUBLIC PARTICIPATION

V. ORGANIZATIONAL ITEMS

A. NOMINATIONS FOR THE OFFICE OF BOARD PRESIDENT

_____ nominated _____ for the Office of Board President.

_____ nominated _____ for the Office of Board President.

Close Nominations

1. Motion by _____ Second by _____

To move that the nominations for the Office of Board President be closed.

Allen

Crum

Greenup

Proctor

Roush

Vote on Nominations of Board President: (If more than one person is nominated, Roll Call will be by nominee name.)

Vote on _____ (or) _____ for the Office of Board President.

Allen

Crum

Greenup

Proctor

Roush

_____ was elected President of the Board for 2025.

B. NOMINATIONS FOR THE OFFICE OF BOARD VICE PRESIDENT

_____ nominated _____ for the Office of Board Vice President.

_____ nominated _____ for the Office of Board Vice President.

Close Nominations

2. Motion by _____ Second by _____

To move that the nominations for the Office of Board Vice President be closed.

Allen

Crum

Greenup

Proctor

Roush

Vote on Nominations of Board Vice President: (If more than one person is nominated, Roll Call will be by nominee name.)

Vote on _____ (or) _____ for the Office of Board Vice President.

Allen

Crum

Greenup

Proctor

Roush

_____ was elected Vice President of the Board for 2025.

C. OATH OF OFFICE – PRESIDENT AND VICE PRESIDENT

The Oath of Office to be administered to the President and Vice President of the Board by the Treasurer, Mrs. Melcie Wells.

_____ assumed the Chair of President of the Board of Education and the meeting continues.

D. SET REGULAR MEETING DATE AND TIME

3. Motion by _____ Second by _____

To set the Regular Meetings of the Warren Local Board of Education for 2025 on the _____ of each month at _____ p.m. at _____, Vincent, OH, unless it is a Federal holiday or non-teacher holiday. In this case, the meeting will be determined by the Board.

Allen

Crum

Greenup

Proctor

Roush

E. SERVICE FUND

4. Motion by _____ Second by _____

To establish a Service Fund for the Warren Local Board of Education of \$8,000 for the year 2025.

Allen

Crum

Greenup

Proctor

Roush

F. STANDING AUTHORIZATIONS

5. Motion by _____ Second by _____

To approve the following standing authorizations for 2025:

- a. Advance on tax settlement by the Treasurer.
- b. Investment, including in commercial paper, of inactive funds by the Treasurer.

- c. Pay all bills, provided that funds are available, and to report monthly to the Board of Education those bills that are paid by the Treasurer.
- d. Authorize the Administration Office staff to purchase consumable items such as certificates, plaques, flowers, etc. These expenditures for board related matters are to be made from the Board Service Fund; Central Office expenditures from the Superintendent's and Treasurer's Supply Accounts.
- e. Appoint the Superintendent as the Purchasing Agent from the January 2025 Warren Local Organizational meeting to the January 2026 Warren Local Organizational Meeting.
- f. Authorize the Superintendent and the Treasurer to utilize the services of Scott Scriven LLP, Bricker & Eckler Law Firm, and other law firms as deemed appropriate to serve the district.
- g. Approve classified employees above their contracted salary to perform other approved work assignments, as needed, at the employee's current pay rate.
- h. Approve faculty members to attend meetings, classroom coverage, class overload, remediation/testing, summer school teachers, and instructional and homebound tutoring as per the Master Agreement between the Warren Local Education Association and the Warren Local Board of Education.
- i. Approve faculty members to host college education students to be cooperating teachers for field experience students and professional internships and to be site coordinators for field experience. Teacher compensation is calculated based on the actual amount received from the University less any expenses to the district for required benefit.
- j. Approve faculty members to host other support related interns seeking hours and/or field experience for licensure or certification.
- k. Approve all OHSA (Ohio High School Athletic Association) required overnight trips and out of state trips for athletic events that are scheduled for consecutive days by the OHSA. This includes, but not limited to, conference, district, regional, and state competitions.
- l. Approve all co-curricular and extra-curricular overnight and out of state field trips.
- m. Authorize Building Administrators, Special Education Coordinator, and/or Director of Curriculum and Instruction to provide teacher evaluations via Ohio Teacher Evaluation System (OTES), and school counselor evaluations via Ohio School Counselor Evaluation System (OSCES).
- n. Appoint the Superintendent/Administrator of the Ohio Valley Educational Service Center as a designee to preside over expulsion appeal hearings for Warren Local School District, as stated in Board Policy JGE.
- o. Superintendent authorized to approve professional meetings.
- p. Superintendent authorized to approve professional development.
- q. Superintendent authorized to approve volunteers in accordance with Board Policy.
- r. Superintendent authorized to approve shared transportation of students with other area school districts.
- s. Superintendent authorized to accept resignations as official upon receipt.
- t. Superintendent authorized to employ, by letter of intent, certified and non-certified employees subject to Board approval at the next regular or special meeting.
- u. Superintendent authorized to discipline/suspend staff, according to guidelines set forth by the Ohio Revised Code (ORC), Ohio Department of Education and Workforce, Ohio Department of Education, Warren Local School District Board Policy, Warren Local School District Policy and Procedures, and all Board of Education approved Negotiated Agreements.
- v. Superintendent authorized to dispose of antiquated equipment/items valued at less than \$10,000, via method chosen by the Superintendent/designee.
- w. Superintendent authorized to oversee development and ensure the implementation of local and state curriculum and assessments.

- x. In accordance with Board Policy JHCD, Administering Medicines to Students, the Board authorizes the Superintendent to create a process and approve, or appoint a designee to approve, appropriate individuals, for the distribution of medication to students that aligns with guidelines set forth by the Ohio Revised Code (ORC), Ohio Department of Education and Workforce, Ohio Department of Education, Warren Local School District Board Policy, and Warren Local School District Policy and Procedures.

Allen Crum Greenup Proctor Roush

G. APPOINTMENTS

6. Motion by _____ Second by _____

To approve the following for 2025:

- a. Appoint _____ as the Legislative Liaison Board Member for Ohio School Boards Association from the Warren Local School District.
- b. Appoint _____ and _____ as the Hall of Honor Committee representatives, two (2) Board Members.

Allen Crum Greenup Proctor Roush

H. COMMITTEES

7. Motion by _____ Second by _____

To establish 2025 Committees as follows (in accordance with Board Policy BCE):

District Operations _____, Chairperson

 _____, Alternate

Evaluation of the Superintendent _____, Chairperson

 _____, Alternate

Finance & Evaluation of the Treasurer _____, Chairperson

 _____, Alternate

Policy _____, Chairperson

 _____, Alternate

Learning, Instruction, & Assessment _____, Chairperson

 _____, Alternate

Allen Crum Greenup Proctor Roush

VI. TREASURER’S REPORT

A. TREASURER’S BUSINESS

8. Motion by _____ Second by _____

The Treasurer recommends approving the following:

- a. Minutes of the December 16, 2024, Regular Meeting.
- b. Payment of bills and other expenses for December 2024, as presented in the amount of \$3,811,284.95.
- c. Financial Reports for December 2024, as presented: Investment Balances and Rate of Return, Cash Position Report, all checks dated between December 1 and December 31, 2024.
- d. Investment Record in the amount of \$887.89. This was deposited in the Permanent Improvement Fund as Investment Earnings during the month of December 2024.
- e. Transfer \$1,393,822.17 from 010 OFCC fund to 004 LFI fund.
- f. Closing of the following bank accounts no longer needed due to inactivity/dormant account.



Allen Crum Greenup Proctor Roush

VII. SUPERINTENDENT’S REPORT

- a. School Board Recognition Month
- b. Bullying Report

Allen Crum Greenup Proctor Roush

10. Motion by _____ Second by _____

The Administration recommends approving the following:

**RESOLUTION TO PROCEED WITH ELECTION ON THE
QUESTION OF THE RENEWAL OF AN EMERGENCY TAX LEVY
(Ohio Revised Code Sections 5705.03, 5705.194 - 5705.197)**

WHEREAS, on December 16, 2024, the Board passed a resolution (the “Resolution of Necessity”) declaring the necessity, in order to provide for the emergency requirements of the School District, to renew all of an existing emergency tax levy, which is a tax in excess of the ten-mill limitation, to raise the amount of \$1,755,600 for each year that said levy is in effect, for a period of 10 years, upon the entire territory of the School District; and

WHEREAS, the County Auditor of Washington County, Ohio (the “County Auditor”) has certified to the Board that, based on the School District’s total taxable value of \$420,899,350, an estimated annual levy of 4.17 mills (the “Estimated Millage”) for each \$1 of taxable value, which amounts to \$146.00 (the “Estimated Cost,” rounded to the nearest dollar) for each \$100,000 of the “county auditor’s appraised value” (as defined in Ohio Revised Code Section 5705.01(P)), will be required to produce the annual amount set forth in the Resolution of Necessity;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Warren Local School District, Washington and Athens Counties, Ohio, a majority of all of the members thereof concurring, that:

Section 1. The Board determines to proceed with the submission of the question of such renewal emergency tax levy (the “Emergency Levy”) to all of the electors of the School District in order to provide for the emergency requirements of the School District, to raise the amount of \$1,755,600 for each year that said levy is in effect for a period of 10 years, which the County Auditor has certified at the Estimated Millage for each \$1 of taxable value and at the Estimated Cost for each \$100,000 of the county auditor’s appraised value.

Section 2. As authorized by Ohio Revised Code Sections 5705.194 – 5705.197, the question of the Emergency Levy shall be submitted to all of the electors in the entire territory of the School District at the election to be held on May 6, 2025 (the “Election Date”). All of the territory of the School District is located in Washington and Athens Counties, Ohio.

Section 3. The form of the ballot to be used at said election shall be substantially as follows: Shall a levy renewing an existing levy be imposed by the Warren Local School District for the purpose of providing for the emergency requirements of the school district in the sum of \$1,755,600 and a levy of taxes to be made outside of the ten-mill limitation estimated by the county auditor to average 4.17 mills for each \$1 of taxable value, which amounts to \$146.00 for each \$100,000 of the county auditor’s appraised value, for a period of 10 years, commencing in 2025, first due in calendar year 2026?

	FOR THE TAX LEVY
	AGAINST THE TAX LEVY

Section 4. The Treasurer of the Board is hereby directed to promptly certify, not later than February 5, 2025 (which date is not less than 90 days prior to the Election Date), to the Board of Elections of Washington County, Ohio (the “Board of Elections”), a copy of the Resolution of Necessity and a copy of this Resolution together with the certificate of the County Auditor certifying the current total taxable value of the School District and the annual levy, expressed in mills for each \$1 of taxable value as well as in dollars (rounded to the nearest dollar) for each \$100,000 of the county auditor’s appraised value, that is required to produce the annual amount of the Emergency Levy set forth in this Resolution throughout the life of the Emergency Levy.

Section 5. The Treasurer of the Board is hereby directed and shall also certify to the Board of Elections that the Emergency Levy will be levied for a period of 10 years and will include a levy on the tax list and duplicate for the 2025 tax year (commencing in 2025, first due in calendar year 2026), if approved by a majority of the electors voting thereon.

Section 6. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Allen

Crum

Greenup

Proctor

Roush

VIII. PERSONNEL

11. Motion by _____ Second by _____

a. Certified Personnel Recommendations

Employ (pending successful verification of certification and experience, completion of criminal records checks, and other state and local requirements for the position): **None at this time.**

Transfer

Martin, Jody - From elementary school, first grade teacher, to middle school, sixth grade math teacher, effective January 10, 2025.

Supplemental Recommendations for the 2024-2025 School Year

Employ (pending successful verification of certification and experience, completion of criminal records checks, and other state and local requirements for the position): **None at this time.**

b. Classified Personnel Recommendations

Employ (pending successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position): **None at this time.**

Retirement

Anderson, Misty - Elementary school, classroom support, A-I classification, six and one half (6.5) hours daily, 193 contract days, effective February 1, 2025.

Classified Substitutes (pending successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position):

Anderson, Misty - effective February 3, 2025.

c. Pupil Activity Recommendations

Employ (pending upon number of participants, successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position): **None at this time.**

Allen

Crum

Greenup

Proctor

Roush

IX. BOARD'S COMMUNICATION

X. REAFFIRM TIME AND PLACE OF NEXT MEETING

- The next Regular Meeting will be held February ____, 2025, at ____ p.m. at _____, Vincent, Ohio.

XI. ADJOURNMENT

12. Motion by _____ Seconded by _____

To adjourn the meeting at _____ p.m.

Allen

Crum

Greenup

Proctor

Roush

File: KD and BDDH

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 three 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: July 31, 1995]

[Re-adoption date: December 30, 2002]

[Re-adoption date: May 24, 2012]

[Re-adoption date: October 21, 2019]