

**ELMWOOD LOCAL SCHOOLS  
BOARD OF EDUCATION**

**Regular Meeting – Monday, July 8, 2024 / 5:30 p.m.  
Elmwood Schools Auditoria  
Bloomdale, Ohio 44817**

Board minutes are not official until approved at the August 12, 2024 Board of Education meeting.

Roll: Time 5:30 pm

Mr. Arnold	Present
Mr. Heiser	Present
Mr. Lee	Present
Mr. Pennington	Present
Mrs. Simon	Present

Call to Order

At this time, meeting called to order.

Pledge of Allegiance

**136-24**

Acceptance of Minutes of Previous Meetings:

- Regular Meeting, June 10, 2024

Motion by Mrs. Simon      Seconded by Mr. Heiser

**Mr. Lee Abstained   Mr. Arnold Yes   Mrs. Simon Yes  
Mr. Pennington Yes   Mr. Heiser Yes**

Adjustment of Proposed Agenda for Tonight's Meeting

Superintendent Borton made any changes to the agenda at this time.

Superintendent's Recognition and Updates

- Tour of Track Project after meeting

Hearing of the Public

- No requests for public participation

As a reminder, from this point on, the remainder of the meeting will be audiotaped.

**TREASURER'S REPORTS**

Financial

**137-24**

It is recommended that the financial statements for the month of June be approved as presented by the Treasurer.

Motion by Mr. Lee      Seconded by Mrs. Simon

**Mrs. Simon Yes   Mr. Arnold Yes   Mr. Pennington Yes  
Mr. Heiser Yes   Mr. Lee Yes**

**ELMWOOD BOARD OF EDUCATION**  
**July 8, 2024**

**138-24**

It is recommended that the following advance from FY2024 be reversed:

5<sup>th</sup> Grade Team (200-9055) to General Fund (001)      \$292.96

Motion by Mr. Lee      Seconded by Mrs. Simon

***Mr. Pennington Yes Mr. Lee Yes Mr. Heiser Yes  
Mr. Arnold Abstained Mrs. Simon Yes***

**139-24**

It is recommended to approve the following supplemental appropriations, revenue, and expense account adjustments for FY2025:

507      ESSER      \$19,306.19      Increase

Motion by Mr. Heiser      Seconded by Mr. Lee

***Mrs. Simon Yes Mr. Lee Yes Mr. Heiser Yes  
Mr. Arnold Yes Mr. Pennington Yes***

SUPERINTENDENT’S RECOMMENDATIONS & REPORTS

**140-24**

Consent Agenda

a) It is recommended that the following donations be accepted:

<u>Donator</u>	<u>Recipient</u>	<u>Item/Amount</u>
Modern Woodmen of America	EMS Library	\$ 100.00

b) It is recommended that the following resignation be accepted.

Matthew Headley – Elementary Intervention Teacher – effective August 18, 2024

Alyssa Reynolds – 8<sup>th</sup> Grade Science Teacher – effective August 18, 2024

c) It is recommended to approve the revised Request for Use of Facilities form to update the costs for Building rental, including Custodial/Food Service fees. (Exhibit A)

d) It is recommended to approve the Online Instruction During Periods of Closure Plan. (no changes)

Motion by Mr. Arnold      Seconded by Mr. Heiser

***Mr. Heiser Yes Mr. Lee Yes Mrs. Simon Yes  
Mr. Pennington Yes Mr. Arnold Yes***

**ELMWOOD BOARD OF EDUCATION**

*July 8, 2024*

Action Agenda

**141-24**

It is recommended that the following individuals be hired for certified positions for the 2024-2025 school year as indicated below, pending BCII/FBI and verification of employment, certification/licensure, and transcripts.

Name	Tentative Placement	Contract	Column/Step
Courtney Kuhlwein	Elementary Intervention	One-Year Limited, 2024-2025	BS/1
Miranda Joseph	Elementary Intervention	One-Year Limited 2024-2025	M/4

Motion by Mr. Arnold    Seconded by Mrs. Simon

*Mrs. Simon Yes Mr. Lee Yes Mr. Heiser Yes  
Mr. Pennington Yes Mr. Arnold Yes*

**142-24**

WHEREAS the students identified below have been determined to be residents of this school district, and eligible for transportation services; and

WHEREAS after a careful evaluation of all available options, it has been determined that it is impractical to provide transportation for these students to their selected school; and

WHEREAS the following factors as identified in Revised Code 3327.02 have been considered:

1. The time and distance required to provide the transportation
2. The number of pupils to be transported
3. The cost of providing transportation in terms of equipment, maintenance, personnel, and administration
4. Whether similar or equivalent service is provided to other pupils eligible for transportation
5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules
6. Whether other reimbursable types of transportation are available; and

WHEREAS the option of offering payment-in-lieu of transportation is provided in Ohio Revised Code: Therefore, be it

RESOLVED that the Elmwood Board of Education hereby approves the declaration that it is impractical to transport the students identified herein and offers the parent(s)/guardian(s) of students named, payment-in-lieu of transportation.

Student & Grade	School(s) Selected	Parent(s)/Guardian(s)
Jasmine Sandwisch – 2 <sup>nd</sup> , Jailynn Sandwisch – 5 <sup>th</sup> & Jaiden Sandwisch – 7 <sup>th</sup>	Heritage Christian School	Michael & Melody Sandwisch

Motion by Mr. Lee    Seconded by Mr. Heiser

*Mr. Pennington Yes Mr. Heiser Yes Mr. Lee Yes  
Mr. Arnold Yes Mrs. Simon Yes*

**ELMWOOD BOARD OF EDUCATION**

*July 8, 2024*

**143-24**

It is recommended that the resignation of Amy Nelson, Student Attendant/Aide, be accepted, effective July 1, 2024.

It is recommended that the following individual be issued a Two Year, as needed, classified contract, effective July 1, 2024 - June 30, 2026, pending BCII/FBI and licensure if applicable.

<u>Individual</u>	<u>Tentative Placement</u>	<u>Step/Rate of Pay</u>
Amy Nelson	Library Aide	Step 1 / 184 days

Motion by Mr. Lee      Seconded by Mr. Arnold

***Mrs. Simon Yes Mr. Heiser Yes Mr. Pennington Yes  
Mr. Arnold Yes Mr. Lee Yes***

**144-24**

WHEREAS, in early 2024, a proposed nationwide settlement agreement has been proposed to resolve opioid litigation brought by states, local political subdivisions, and special districts against Kroger Co.; and

WHEREAS, Elmwood Local Schools and its constituents have suffered as a result of the opioid epidemic that these settlement agreements are designed to abate; and

WHEREAS, Elmwood Local Schools seeks to opt into these settlement agreements with Kroger Co.; and

NOW, THEREFORE BE IT RESOLVED that the Board of Elmwood Local Schools approves opting into the settlement agreements with Kroger;

BE IT FURTHER RESOLVED that Tony Borton, Superintendent, is hereby appointed to represent Elmwood Local Schools in completing and signing the documents and paperwork necessary to opt-in to the settlement agreements with Kroger Co.

Motion by Mr. Heiser      Seconded by Mr. Lee

***Mr. Lee Yes Mr. Heiser Yes Mr. Arnold Yes  
Mrs. Simon Yes Mr. Pennington Yes***

Building Reports

High School / Middle School / Elementary

- All offices scheduled to reopen to the public on July 29, 2024

Legislative Update

Committee Reports

Board Member Comments

- The next regular Board meeting is scheduled for Monday, August 12, 2024 at 5:30 pm in the Elmwood Schools Auditoria.

**145-24**

Adjournment – Time 7:19 pm

Motion by Mr. Pennington      Seconded by Mr. Lee

***Mr. Pennington Yes Mr. Arnold Yes Mr. Lee Yes Mr. Heiser Yes Mrs. Simon Yes***

\_\_\_\_\_  
Jenalee Niese, Treasurer

\_\_\_\_\_  
Jeremie Pennington, Board President

**ELMWOOD LOCAL SCHOOL DISTRICT  
REQUEST FOR USE OF FACILITIES**

EXHIBIT A

FACILITIES REQUESTED ON: \_\_\_\_\_ ACTUAL START / END TIME OF EVENT \_\_\_\_\_ to \_\_\_\_\_  
(Date)

TIME YOU WANT TO ARRIVE AT BUILDING FOR SET UP \_\_\_\_\_ / TIME YOU WILL LEAVE BUILDING AFTER CLEAN UP \_\_\_\_\_  
(Time) (Time)

GROUP/INDIVIDUAL NAME \_\_\_\_\_ PERSON RESPONSIBLE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/ZIP \_\_\_\_\_

DAY PHONE \_\_\_\_\_ EVENING PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

**FACILITIES NEEDED:**

\_\_\_\_ Auditeria \_\_\_\_ Gym - High School \_\_\_\_ Gym - Middle School \_\_\_\_ Gym - Elementary \_\_\_\_ Kitchen\*  
\_\_\_\_ Media Center ( \_\_\_\_ High School \_\_\_\_ Middle School \_\_\_\_ Elementary) \_\_\_\_ Other: \_\_\_\_\_

**COMMUNITY BUILDING:** \_\_\_\_ Gym \_\_\_\_ Conference Room \_\_\_\_ Banquet Room \_\_\_\_ Conference Room - East  
(former business rooms) (former music room) (former science room)  
\_\_\_\_ Kitchen \_\_\_\_ Auditorium \_\_\_\_ Other \_\_\_\_\_

Equipment Requested. Describe in detail (number of chairs, number and type of tables, PA system, etc.  
(Please provide a sketch of the desired layout on an attached sheet, if applicable.)

**FUNCTION:**

Purpose of function: \_\_\_\_\_ Cost of admission or fees: \$ \_\_\_\_\_

Number of people attending \_\_\_\_\_ Percentage of persons in group who are residents of the school district \_\_\_\_\_ %

Describe any items to be sold: \_\_\_\_\_

Purpose of money received: \_\_\_\_\_

Liability Insurance of Group (Attach copy of Policy if required): \_\_\_\_\_

**COMMUNITY USE OF FACILITIES:**

- Priorities for the use of school facilities should be as follows: (1) activities of students located in the attendance area being utilized, (2) activities of students attending another "building" in the Elmwood Local School District, (3) district clubs connected with the Elmwood Local Schools, such as music boosters, athletic boosters, (4) community organizations, such as Scouts, (5) private organizations.
- Organizations requesting the use of school facilities whose membership is predominantly within the school district shall receive priority.
- All requests for the use of school facilities by responsible school related and non-school related organizations of this school district should be made through the principal of the building in which the organization wishes to use. Community Building and Auditeria requests should be made through the Central Office.
- Cost is a flat rate of \$40 per day to use the facility plus custodial/food service costs. (See #17 for additional costs)

**GENERAL TERMS & CONDITIONS GOVERNING THE USE OF BOARD OF EDUCATION FACILITIES:**

1. Groups/individuals shall be fully responsible for all loss or damage to District property or equipment, including property of students and employees.
2. Groups/individuals must take reasonable steps to ensure orderly behavior. Responsibility for enforcement of rules and regulations concerning use of District facilities rests with the user group, and any infractions of the above regulations may be grounds for refusing to grant subsequent requests for the use of District facilities.
3. The District will not be responsible for any loss of valuables or personal property to the group/individual.
4. Use of tobacco is prohibited. All users are responsible for complying with this regulation.

5. Alcoholic beverages and controlled substances will not be permitted on District property at any time.
6. No unauthorized methods of obtaining funds, including any form of gambling, is permitted in District buildings or on District grounds.
7. Flyers, booklets, or other printed or audio-visual materials may not be distributed unless they relate directly to the activity for which the school facility is being used.
8. Skateboards and other like equipment which constitutes a safety hazard to students / individuals shall not be allowed on District premises at any time.
9. Decorations must be fireproof and shall be erected and taken down in a manner not destructive to District property. Decorations are subject to the approval of the district administrator. The use of open flames, such as candles, is permitted only with written permission from the fire marshal.
10. Requests for District-owned equipment are not included in the direct or indirect costs and shall be charged based on request and type of equipment.
11. The use of any materials on floors or other parts of the building is strictly prohibited without specific approval in writing from the superintendent.
12. Use of stages, furniture, and equipment must be arranged for in advance.
13. Corridors, exits, and stairways must be free of obstructions at all times. Exits are to be lighted when facilities are in use. Members of audience or spectators must never stand or sit so they block exits, stairways, or aisle ways.
14. Non-marking gym shoes must be worn when using any gymnasium floor.
15. The gymnasium or any other room used by the applicant will be examined carefully after use and the applicant agrees to make good promptly any loss or damage occurring during the applicant's use of said room or rooms.
16. Use during summer vacation, on holidays, or during other vacation periods shall not conflict with building cleaning and renovating programs and will depend on the availability of building service personnel for supervision.

17. ~~As school custodian shall be on duty whenever a facility is being used except as exempted by the superintendent. The custodian will render custodial assistance in handling furniture and equipment and will be responsible for seeing that the facility or facilities are left in good order after the activity is over. Custodial/Building Use will be charged at a flat rate of \$30.00 per hour with a two-hour minimum. \*Food service personnel shall be required, in addition, when kitchen facilities are requested. Food Service Personnel/Building Use will be charged at a flat rate of \$25.00 per hour with a two-hour minimum. Custodial / Food Service Personnel will typically be required on duty at the minimum 1/2 hour before and after an event.~~  
**Deposit of \$25 is required within 5 business days of approval. Final Payment must be made by 5 business days prior to the event.**

18. If the applicant is requesting food from the cafeteria, an application must be filled out with the food service manager. The food service manager shall request a check or money order (no cash) for the full amount at the time of application. The application and fee amount shall be forwarded to the Treasurer.
19. Necessary law enforcement officers shall be on duty and paid by the applicant in advance of the use of the facility and a copy of a paid receipt shall be attached to the application. The need for law enforcement officers and the number needed shall be determined by the school authority granting the request and the law enforcement agency being used.
20. All state and local fire regulations must be observed.
21. The right to revoke a permit at any time is reserved by the school official authorizing the permit.
22. Application should be made at least 48 hours in advance of requested day for use of facility.

The applicant hereby agrees to indemnify and hold harmless the School District from any liability for damages to any person or property in or about the School District premises from any cause whatsoever. All persons or groups using school facilities shall be responsible for the proper supervision, control, and accommodation of persons attending the activity. The applicant agrees to be responsible for the preservation of order.

Applicant Signature: \_\_\_\_\_ Date \_\_\_\_\_

Building Principal Signature / CC Director (If Applicable): \_\_\_\_\_ Date \_\_\_\_\_  
(Required if requested use is in their area)

Approved by: Superintendent: \_\_\_\_\_ Date \_\_\_\_\_

**INTERNAL USE ONLY**

Custodian(s) on duty	Charge	# Hours	Sub-Total	Cook(s) in charge	Charge	# Hours	Sub Total

Facilities Rental Charge: \_\_\_\_\_

Key(s) Issued	Date	Returned Date

TOTAL CHARGES: \_\_\_\_\_

\_\_\_\_ Placed on Calendar \_\_\_\_ Contacted Individual \_\_\_\_ Keys Issued

Updated 7/8/2024

**ELMWOOD BOARD OF EDUCATION**  
July 8, 2024

**EXHIBIT A**