

The Wayne Trace Local School District Board of Education met for the Organizational and Regular Session on January 8, 2024 at 6:00 p.m. in the Wayne Trace High School Lecture Room

The following members were present:

Mrs. Melanie Forrer  
Mr. Jeremy Moore  
Mr. Clint Sinn  
Mrs. Rhonda Stabler

Absent: Mr. Patrick Baumle

Oath of Office  
Mr. Clint Sinn

The Pledge of Allegiance to the Flag was recited.

Call to Order by President Pro Tem Melanie Forrer

Roll Call was taken by Treasurer, Mrs. Lori Davis

New Business

Nomination and Election of Officers

**A. President of Wayne Trace Board for 2024**

President Pro Tem called for nominations for President.

Mr. Jeremy Moore nominated Mrs. Melanie Forrer and Mrs. Rhonda Stabler seconded that nomination.

No other nominations.          Nominations closed.

Roll call vote: Mr. Moore, Mrs. Stabler, Mr. Sinn, and Mrs. Forrer, aye.

Nay, none.          Motion passed.

Mrs. Melanie Forrer sworn into office by Treasurer, Mrs. Lori Davis.

**B. Vice President of Wayne Trace Board for 2024**

President, Mrs. Melanie Forrer called for nominations for Vice-President

Mrs. Rhonda Stabler nominated Mr. Jeremy Moore and Mr. Clint Sinn seconded that nomination.

No other nominations.          Nominations closed.

Roll call vote: Mrs. Stabler, Mr. Sinn, Mrs. Forrer, and Mr. Moore, aye.

Nay, none.          Motion passed.

Mr. Jeremy Moore sworn into office by Treasurer, Mrs. Lori Davis.

## CONSENT AGENDA ITEMS

One resolution to approve the following consent agenda items:

Motion by: Mrs. Stabler

Seconded by: Mrs. Forrer

- A. to establish the second Monday of each month at 6:30 p.m. in the High School lecture room as the date, time, and location of the regularly held monthly Board meetings for the 2024 calendar year;
- B. to forego the reading of the prior board meeting minutes at each monthly meeting;
- C. to confirm that the number of Board meetings at which Board members may be compensated at unlimited at a set salary of \$100 per Board member per meeting;
- D. to authorize the treasurer to:
  - 1. make transfers within the General Fund accounts to pay outstanding bills within the limits of Appropriations as presented (when merchandise has been received in good condition) and to make General Fund transfers as funds are available;
  - 2. secure advances from the county auditor when such funds are available and payable to the school district; and
  - 3. invest active, inactive, or interim funds at the most productive rate of interest according to law whenever these funds are available;
- E. to authorize the superintendent:
  - 1. as the program administrator in making the decision to take part in any local, state, or federal program deemed advantageous to the school district;
  - 2. to approve staff members' attendance at professional meetings;
  - 3. to attend and represent Wayne Trace Local Schools at all professional meetings;
  - 4. to employ such temporary and/or substitute personnel as needed for emergency purposes and otherwise;
  - 5. to approve all regular field trips and vocational field trips; all out-of state trips and trips involving more than 1 overnight's stay, however, must have prior Board approval;
  - 6. to sign salary notices on behalf of the Board of Education; and
  - 7. to approve all extra-curricular activity budgets.
- F. to authorize the Board President and treasurer to borrow money if needed;
- G. to establish the service fund for the Board of Education and to allocate \$3,500.00 to this fund (presently \$3,500.00);
- H. to authorize the superintendent as purchasing agent for the school district and to establish \$25,000.00 as the limit at which the purchasing agent may make purchases/expenditures without prior Board approval (presently \$25,000.00);
- I. to approve SORSA employee dishonesty and faith performance coverage as an alternate to the Surety Bond for the Treasurer and Board President with a blanket limit of \$1,000,000. This replaces the Surety bonds;
- J. to confirm that the substitute teacher rate should remain at its current rate of \$100;
- K. to authorize membership in the Ohio School Boards Association for calendar 2024;
- L. to recognize the following legal counsel: Attorneys Scott Scriven LLP and Attorneys Dinsmore and Shohl;

O1-01-24

- M. to authorize the Superintendent and Treasurer to apply for and receive grants or subgrants and enter into associated contracts;
- N. to designate positions as cashiers for the Wayne Trace Local School Board of Education and authorize the individuals holding these positions to make bank deposits for Wayne Trace Local Schools:

- Assistant Treasurer
- Superintendent Secretary
- Accounts Payable/Athletic Dept. Secretary
- Building Secretary
- Concessions Manager
- Ticket Manager
- Cafeteria Staff
- Building Librarian

- O. to set petty cash funds as follows:
  - Athletic Department – Tickets \$1,700.00
  - Concessions - \$800.00
  - Custodian of each petty cash fund shall be the supervisor or advisor in charge

- P. to authorize the superintendent, during periods when this board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this board, and to acknowledge acceptance of such offers on behalf of this board, subject to a subsequent vote of ratification by this board; provided however, that upon ratification by this board, the employment shall be deemed effective as of the date and time of the employee’s acceptance of the superintendent’s offer.

Nothing in this resolution shall require the board of education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the board or who has not satisfied any other prerequisite to employment created by law or board policy.

And on behalf of the board, to accept resignations which have been submitted by employees during times when this board is not in session, subject to ratification by this board; provided however, that upon ratification by this board, such resignations shall be deemed effective as of the date and time of the superintendent’s acceptance.

\*Are there any consent agenda items the Board would like to move down into “Other New Business” for further discussion and/or for separate voting purposes?

Roll call vote: Mrs. Stabler, Mrs. Forrer, Mr. Moore, and Mr. Sinn, aye.

Nay, none. Motion passed.

OTHER NEW BUSINESS

Motion by: Mrs. Forrer  
Seconded by: Mr. Moore

- A. Resolution to designate Board President as legislative liaison and Board Vice President as the alternate for this position for this calendar year.
- B. Resolution to appoint the following committees and to utilize the following Board members to serve on these committees during 2024:

Audit Committee (all 5): Patrick Baumle, Melanie Forrer, Jeremy Moore, Clint Sinn and Rhonda Stabler

Building and Grounds (2): Jeremy Moore and Rhonda Stabler

Transportation & Food Services (2): Patrick Baumle and Clint Sinn

Finance, Insurances, and P.I. Fund (all 5): Patrick Baumle, Melanie Forrer, Jeremy Moore, Clint Sinn, and Rhonda Stabler

Personnel (2): Patrick Baumle and Jeremy Moore

Policy (2): Rhonda Stabler and Clint Sinn

Extracurricular (2): Melanie Forrer and Rhonda Stabler

Student Achievement & Technology (2): Melanie Forrer and Jeremy Moore

Levy Planning (2): Melanie Forrer and Clint Sinn

Roll call vote: Mrs. Forrer, Mr. Moore, Mrs. Stabler, and Mr. Sinn, aye.

Nay, none. Motion passed.

**Regular Session called to order.**

Correspondence, Recognition of Guests, Hearing of the Public\*

\*Thirty minutes of public participation will be permitted. Each person addressing the Board will give their name and address. If several people wish to speak, each person will be allotted 3 minutes until the total of 30 minutes is used. During that period no person may speak twice until all who desire to speak have the opportunity to do so.

\*All statements should be directed to the presiding officer; no person may address or question Board members individually.

Guests: Abigail Hendricks, Student Services Director  
Brandon Wobler, Maintenance/Transportation Supervisor  
Angie Stokes, Instructor  
Dell Stokes, Sub Instructor  
Jerry Standford, Paulding Progress

Mrs. Abigail Hendricks reviewed the Ohio Special Education Profile for 2023-2024 with the board. The District met all of the indicators except for one that has not been determined yet.

Report of the Treasurer

Treasurer, Mrs. Lori Davis spoke about the ARP ESSER Grant Funds. Mrs. Davis reviewed with the board what the district has already spent with the funds and what is being budgeted to finish out this fiscal year. Mrs. Davis asked for any comments or concerns about the spending plan for the ARP ESSER Grant Funds. Mrs. Davis also spoke briefly on the district's valuations and effective millage rates.

Consent Agenda Items:

One resolution passed by the Board to approve the following consent agenda items:

Motion by: Mrs. Stabler

Seconded by: Mr. Sinn

- A. to approve the minutes from the December 18, 2023 board meeting;
- B. to approve the investment report and payment of bills for December 2023 as presented by the Treasurer;
- C. to approve the cash reconciliation for December 2023;
- D. to approve the budget/revenue comparison report for December 2023;

\*Are there any consent agenda items the Board would like to move down into “Other New Business” for further discussion and/or for separate voting purposes?

Roll call vote: Mrs. Stabler, Mr. Sinn, Mrs. Forrer, and Mr. Moore, aye.

Nay, none. Motion passed.

Vantage Report – No report

Report of the Building Principals – All reports for each building given

Committee Reports – No report

#### Superintendent’s Report

##### A. Curriculum

- Before we left for break our staff wrapped up the first semester with students including the completion of semester exams.

##### B. Personnel

- School Board Member recognition – January is School Board Members Recognition Month in the state of Ohio. Thank you to each member who diligently serves the students in the Wayne Trace Local School District (consent item A).
- To approve the following for spring sports (consent items C and D)
- Martha Overmyer and Patrice Sullivan are employed at Divine Mercy, and paid through the funding mentioned (consent items E and F).
- Jennifer LaBoe has resigned from the position as an Intervention Specialist at Payne Elementary. Jennifer has taken a position at Defiance County Board of Developmental Disabilities, and is appreciative for the opportunities provided by Wayne Trace Local Schools (consent item G).
- Anne Myers has resigned as assistant volleyball coach (consent item H).

##### C. Buildings and Grounds

- Garmann Miller will be conducting a feasibility study on the proposed community center. They expect this feasibility study to take approximately three (3) to four (4) months to complete, so this will take some time. This is more than I previously had reported.

##### D. Events

- Our winter sports seasons have hit the mid-way point. Our student athletes are working very hard each day to improve and all are enjoying some success.
- Consent item K includes 2 dates for overnight trips the wrestling team could possibly take. We did not have these dates when we approved the other trips for the wrestlers.

E. Operations

- We will be utilizing an E-Sports coach on an as needed basis (consent item B).

Superintendent, Mr. Paul Jones commended the principals and Mrs. Hendricks for the good profile report.

III. Consent Agenda Items

One resolution passed by the Board to approve the following consent agenda items:

Motion by: Mr. Sinn

Seconded by: Mrs. Stabler

- A. upon the recommendation of the Superintendent to publically recognize each of our Board Members for their continued service to the Wayne Trace Local School District as January is School Board member recognition month;
- B. upon the recommendation of the Superintendent and the WTJH/HS Principal to approve a coach on an as needed basis for the E-Sports Team at a rate of \$16.00/hr;
- C. upon the recommendation of the Superintendent and JH/HS Principal to approve the following as paid coaches;
  - Ryne Jerome – Head Coach Baseball
  - Amber Showalter – Head Coach Softball
  - Mark Crosby – ½ Assistant Softball
  - Troy Branch – Head Coach HS Track
  - Anita Branch – Assistant Coach Track
  - Brian Yenser – Assistant Coach Track
  - Don Kipfer – Assistant Coach JH Track
- D. upon the recommendation of the Superintendent and JH/HS Principal to approve the following as volunteer coaches:
  - Corbin Vance – Baseball
  - Mike Jerome – Baseball
  - Brad Anderson – Baseball
  - Nate Hodge – Baseball
  - Jaime Kipfer – Track
- E. upon the recommendation of the Superintendent to approve Martha Overmyer as Title I Teacher for the rest of the school year at Divine Mercy. This is funded through the Federal Title I Funds.
- F. upon the recommendation of the Superintendent to approve Patrice Sullivan as the IDEA Intervention Teacher for the rest of the school year at Divine Mercy. This is funded through the Federal IDEA Funds.
- G. to accept the resignation of Jennifer LaBoe as teacher at Payne Elementary, effective January 1st, 2024;

- H. to accept the resignation of Anne Myers as JV volleyball coach;
- I. upon the recommendation of the Superintendent and the JH/HS Principal to approve overnight trips for the high school wrestling team if necessary on March 1, 2024: Districts; March 7, 2024: State;

\*Are there any consent agenda items the Board would like to move down into “Other New Business” for further discussion and/or for separate voting purposes?

Roll call vote: Mr. Sinn, Mrs. Stabler, Mrs. Forrer, and Mr. Moore, aye.

Nay, none. Motion passed.

### **Items Outside of the Consent Agenda**

Motion by: Mrs. Forrer

Seconded by: Mrs. Stabler

- A. April 8<sup>th</sup>, 2024, Northwest Ohio will experience a total eclipse. I would like to recommend that this day be made a professional development day with a staff release time of 1:00 PM. This is consistent with other schools in the area.

Roll call vote: Mrs. Forrer, Mrs. Stabler, Mr. Moore, and Mr. Sinn, aye.

Nay, none. Motion passed.

New Business - Mr. Jones passed out certificates to each board member recognizing them as Board Members. He thanked them for all that they do for the district.

### **6:34 p.m. Executive Session**

Motion by: Mrs. Stabler

Seconded by: Mrs. Forrer

“Pursuant to Ohio Revised Code Section 121.22(G)(1) and Section 121.22(G)(4) a motion to adjourn to executive session for the purpose of specified employment matters of public employee/official (excluding elected officials.)”

Roll call vote: Mrs. Stabler, Mrs. Forrer, Mr. Moore, and Mr. Sinn, aye.

Nay, none. Board in executive session.

### **7:14 p.m. Regular Session called back to order.**

Adjournment

Motion by: Mrs. Stabler  
Seconded by: Mr. Sinn

To adjourn the meeting.

All in favor.                      Meeting adjourned

The next Board meeting will be held February 12, 2024 at 5:00 p.m. in the Wayne Trace High School Lecture Room.

---

President

---

Treasurer