

FAIRFIELD CITY SCHOOLS BOARD OF EDUCATION  
ORGANIZATIONAL MEETING/SPECIAL MEETING  
JANUARY 13, 2025

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The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held an Organizational Meeting/Special Meeting on the 13<sup>th</sup> of January, 2025 in Conference Room A at the Fairfield Administration Building.

President Pro Tem – Brian Begley

The meeting was called to order by the President Pro Tem at 6:30 p.m.

ROLL CALL – Present: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier  
Absent: None

Also present: Mr. Smith, Ms. Lee, Mrs. Hauer, Mr. Hussel, Mrs. Aug, Mr. Perry & Mr. Clemmons  
Absent: None

PLEDGE OF ALLEGIANCE – Jerrilynn Gundrum

25-01     ELECTION OF THE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2025 (ORC 3313.14)

A.     Nominations

(If more than one person is nominated, the President Pro Tem shall publicly call the roll of the Board and ask the members to vote their choice. If only one person is nominated, a motion to close nominations, a second, and a vote by acclamation will elect the President.)

Mr. Napier and Mr. Clark nominated Mr. Begley for President.

MOTION – Moved by Mrs. Berding-Miller to close nominations

SECOND – Seconded by Mr. Clark

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier  
Nays: None  
Motion Carried: 5-0

President Pro Tem declares Brian Begley elected President of the Fairfield Board of Education for 2025.

B.     Oath of Office for the President – given by Interim Treasurer, Amy Lee

C.     President Pro Tem directs the Treasurer to acknowledge in the minutes that the oath has been given.

D.     President presides from this point forward.

25-02     ELECTION OF THE VICE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2025 (ORC 3313.14)

A.     Nominations (same procedure applies)

Mr. Napier and Mrs. Gundrum nominated Mr. Clark for Vice President.

MOTION – Moved by Mr. Napier to close nominations

SECOND – Seconded by Mrs. Berding-Miller

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

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Nays: None

Motion Carried: 5-0

President declares Scott Clark elected Vice President of the Fairfield Board of Education for 2025.

B. Oath of Office for the Vice President – given by Amy Lee, Interim Treasurer

C. President directs the Treasurer to acknowledge in the minutes that the oath has been given.

NEW BUSINESS/BOARD RECOMMENDATIONS – Mr. Smith

25-03

ESTABLISH 2025 MEETING DATES, TIMES & LOCATIONS/ESTABLISH BOARD SERVICE FUND FOR 2025/APPROVAL OF STANDING AUTHORIZATIONS FOR 2025/APPOINTMENTS TO OHIO SCHOOL BOARDS ASSOCIATION AND CITY COMMITTEES

MOTION – Moved by Mr. Clark to approve the following:

A. Establish 2025 meeting dates, times and location (ORC 3313.15)

Suggestion:

Work Sessions:

Thursday, February 6

Thursday, March 6

Thursday, May 1 (South Elementary)

Thursday, June 5

Thursday, August 7

Thursday, September 4

Thursday, November 6

Time: 6:30 P.M.

Location: Fairfield Senior High School

Catherine D. Milligan Community Room

8800 Holden Blvd.

(There will be no work session in April, July, October and December)

Regular Sessions:

Thursday, February 20 (Freshman School)

Thursday, March 20 (East Elementary)

Thursday, April 10

Thursday, May 15

Thursday, June 26

Thursday, July 10

Thursday, August 21

Thursday, September 18

Thursday, October 16

Thursday, November 20

Thursday, December 11

Time: 6:30 P.M.

Location: Fairfield Senior High School

Catherine D. Milligan Community Room

8800 Holden Blvd.

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- B. Consider establishment of a Board service fund for 2025 in the amount of \$9,942.00. (ORC 3315.15).
- C. Recommend approval of the following standing authorizations for 2025:
1. Authorize the Treasurer to secure advances from the Auditor when funds are available and payable to the district.
  2. Authorize the Treasurer to borrow short-term funds as needed for cash flow purposes.
  3. Authorize the Treasurer to invest inactive funds whenever funds are available.
  4. Authorize the Treasurer to modify appropriations and advance money from fund to fund as needed. Modifications must then be presented to the Board for approval.
  5. Authorize the Treasurer to pay all bills within the limits of the appropriation resolution as bills are received and when the merchandise has been received in good condition.
  6. Authorize the Treasurer to utilize the legal firm of Dinsmore & Shohl when fiscal legal opinions are required.
  7. Authorize the Treasurer to dispose of assets or property (not exceeding \$10,000 in value) that are no longer needed.
  8. Authorize Superintendent or Designee to act as purchasing agent for the district to make purchases of supplies and/or services within the limits of the appropriation measure.
  9. Authorize the Superintendent or Designee 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.
  10. Authorize the Superintendent or Designee, on behalf of this 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/Designee's acceptance.

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11. Authorize the Superintendent or Designee to make offers of employment directly to candidates for substitute support staff as necessary within the limits of the annual appropriation resolution 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.

12. Authorize the Director of Curriculum and Instruction, Assistant Superintendent, Director of Special Services and Director of Business Operations to approve professional day requests for professional and support employees for state meetings, workshops, and events in an amount not to exceed the limits in the Annual Appropriation, Board Policy, and negotiated contracts.
13. Authorize members of the Board to attend workshops, seminars and meetings for Professional Development and to benefit the academic and financial status of district.
14. Recommend that in accordance with Section 3313.26, ORC that the Board waive the reading of minutes from previous meetings.

D. Appointments to OSBA and City Committees

1. Legislative Liaison to OSBA/Federal Relations Network: Mrs. Gundrum
2. Parks and Recreation Board: Mr. Clark
3. Planning Commission: Mr. Doug Robertson
4. Student Achievement: Mrs. Berding-Miller

(Any of items "A" through "D" may be voted upon separately at the request of any Board member.)

SECOND – Seconded by Mrs. Berding-Miller

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

PRESENTATIONS/RESOLUTIONS

A. School Board Recognition Month – Gina Gentry-Fletcher

Mrs. Gentry-Fletcher presented the Board members with a token of appreciation for their service to the Fairfield City School District.

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COMMUNICATION - None

This is the portion of the meeting where you are invited to share your thoughts with the Board. In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of thirty (30) minutes of public participation may be permitted at each meeting. Please know that this time has been set aside for the Board to listen to you. Your comments are valued and will be taken into careful consideration. The Board will not engage in dialogue at this time. Presentations are limited to five (5) minutes each.

SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

25-04

RESIGNATIONS/EXTRACURRICULAR RESIGNATION/UNPAID LEAVE OF ABSENCE/  
EMPLOYMENT/CORRECTIONS – Mr. Hussel

MOTION – Moved by Mrs. Berding-Miller to approve the following:

A. Personnel – Professional

1. Resignations

- a. Rodney Ritzie, Freshman, Social Studies  
(effective June 1, 2025; for retirement purposes)
- b. Kimberly Witt, Creekside, 6th grade ELA  
(effective June 1, 2025; for retirement purposes)

2. Extracurricular Resignation

- a. Catherine Ogilvie, Swim, Diving, Boys & Girls  
(effective 2024-2025 school year; for personal reasons)

3. Unpaid Leave of Absence

- a. Kristen St. Clair, Sacred Heart, Intervention Specialist  
(effective November 18, 2024 through December 20, 2024; for childrearing purposes)

4. Employment

- a. Courtney Kidd, East, Preschool Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2024-2025 school year, effective January 6, 2025; for a new position)

b. Extracurriculars 2024-2025

**Middle- Creekside and Crossroads Combined**

Max Meddings, Wrestling, Assistant Coach

Curtis Rouse, Wrestling, 7th/8th Grade

c. Substitute Teachers 2024-2025

Heather Harkins

Lavassa Martin

Alexys Napier

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(All recommendations are for the 2024-2025 school year at a rate of \$125 per day.)

5. Corrections

- a. Kari Burdine, Central, 3rd grade  
(correct effective date of retirement to June 1, 2025; previously listed on September 5, 2024 Board agenda effective August 1, 2025; for retirement purposes)
- b. Lori Baird, Senior High, English  
(correct effective date of retirement to June 1, 2025; previously listed on October 17, 2024 Board agenda effective August 1, 2025; for retirement purposes)

(All employment is contingent upon satisfactory submission of all required documents.)

SECOND – Seconded Mr. Gundrum

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

25-05 RESIGNATIONS/UNPAID LEAVE OF ABSENCE/EMPLOYMENT – Mr. Hussel

MOTION – Moved by Mr. Napier to approve the following:

1. Resignations

- a. Heather Harkins, South, Educational Support Assistant  
(effective the end of the day December 20, 2024; for personal reasons)
- b. William Kramer, North, Educational Assistant  
(effective the end of the day December 20, 2024; for personal reasons)
- c. Donald Miller, Compass, Custodian  
(effective the end of the day January 31, 2025; for retirement purposes)
- d. Kayla VanWinsen, West, Educational Assistant  
(effective the end of the day December 13, 2024; for personal reasons)

2. Unpaid Leave of Absence

- a. Tiena Johnson, Transportation, Bus Driver  
(effective December 11, 2024; for personal reasons)

3. Employment

- a. Shawn Mack, District, Temporary Custodian  
(effective December 16, 2024 through March 16, 2025; for a replacement position)

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- b. Christopher Williams, Senior High, Custodian  
(effective January 2, 2025; previously temporary custodian; for a replacement position)

(All employment is contingent upon satisfactory submission of all required documents.)

SECOND – Seconded by Mr. Clark

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier  
Nays: None  
Motion Carried: 5-0

C. Items for Board Discussion

1. Middle School and High School Program of Studies – Mandy Aug

Mrs. Aug said she wanted to share the Middle School and High School Program of Studies which contains information on course descriptions in order to help parents and students to schedule classes. She stated there were very few changes. High School Science has some changes offering Zoology and Botany. There are no changes to the Middle School Program of Studies. Mrs. Aug said this will be on the agenda for approval at the next meeting.

2. Memorandum Of Understanding – Member Evaluation Schedule – Kim Hauer

Mrs. Hauer said STRS Ohio Board revised the service retirement eligibility requirements. The changes include from thirty-four years to thirty-three years for unreduced benefits and twenty-nine years to twenty-eight years for reduced benefits. This is in effect until July, 2027. These changes have affected some of the teaching staff who would normally need to submit for retirement by December 1<sup>st</sup> but the Memorandum of Understanding will extend the deadline to put in for retirement until January 15<sup>th</sup>.

24-06

APPROVAL OF RESOLUTION OF THE APPOINTMENT OF ASSOCIATE SCHOOL BOARD MEMBER TO SERVE ON THE BUTLER TECHNOLOGY AND CAREER DEVELOPMENT SCHOOLS BOARD OF EDUCATION/APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF EDUCATION AND FAIRFIELD CLASSROOM TEACHERS' ASSOCIATION IN REGARD TO MEMBER EVALUATION SCHEDULE

MOTION – Moved by Mr. Clark to approve the following:

D. Other Items for Board Action

1. Recommend approval of the resolution of the Appointment of Associate School Board Member to serve on the Butler Technology and Career Development Schools Board of Education.

WHEREAS, the Fairfield Board of Education wishes to appoint a member to serve on the Butler Technology and Career Development Schools Board of Education; and

WHEREAS, to be qualified to serve on a board of education of a joint vocational

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school district, a member must meet the qualifications set forth in Ohio Revised Code 3311.19; and

WHEREAS, the named appointee meets the qualifications as set forth in ORC 3311.19.

NOW THEREFORE, be it resolved, that Brian Begley meets the qualifications of Ohio Revised Code 3311.19 and is hereby appointed to serve on the Butler Technology and Career Development Schools Board of Education for a three-year period beginning January 1, 2025 and ending December 31, 2027, in accordance with Ohio Revised Code 3311.19.

2. Recommend approval of a Memorandum Of Understanding between the Board of Education and Fairfield Classroom Teachers' Association in regard to Member Evaluation Schedule.

SECOND – Seconded by Mrs. Berding-Miller

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

TREASURER'S RECOMMENDATIONS AND REPORTS

25-07

APPROVAL OF MINUTES/APPROVAL OF FINANCIAL REPORTS FOR THE MONTH OF DECEMBER 2024/APPROVAL OF THE 2024-2025 AMENDED APPROPRIATIONS RESOLUTION/APPROVAL OF FISCAL YEAR 2026 TAX BUDGET THAT WILL BE SUBMITTED TO THE BUTLER COUNTY AUDITOR'S OFFICE/APPROVAL OF PAY RATES TO SEASONAL AND SPORADIC ATHLETIC WORKERS, EFFECTIVE JANUARY 1, 2025/APPROVAL OF THE ANNUAL OHIO SCHOOL BOARDS ASSOCIATION MEMBERSHIP FOR JANUARY 2025 – DECEMBER 2025/APPROVAL OF OHIO SCHOOL BOARDS ASSOCIATION LEGAL ASSISTANT FUND SERVICE CONTRACT FOR JANUARY 2025 – DECEMBER 2025/APPROVAL OF NEW IRS MILEAGE RATE OF 70 CENTS EFFECTIVE JANUARY 1, 2025 – Ms. Lee

MOTION – Moved by Mr. Napier to approve the following:

- A. Recommend approval of the minutes of the following meeting:

December 12, 2024 – Regular Meeting

- B. Recommend approval of the financial reports for the month of December 2024.
- C. Recommend approval of the 2024-2025 Amended Appropriations Resolution.
- D. Recommend approval of the fiscal year 2026 Tax Budget that will be submitted to the Butler County Auditor's Office.
- E. Recommend approval of the following rates to be paid to seasonal and sporadic athletic workers, effective January 1, 2025:

Scorekeepers/Timers/Ticket takers:      \$20-\$60 (dependent upon sport/games worked)

Site Managers:      \$60 per game



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Bookkeeper: \$150 per tournament

- F. Recommend approval of the annual membership (\$9,516) with the Ohio Schools Boards Association for January 2025 – December 2025.
- G. Recommend approval of the Ohio School Boards Association Legal Assistance Fund Service Contract (\$250) pursuant to R.C. Section 3313.171 (January 1, 2025 – December 31, 2025).
- H. Recommend approval of the new IRS mileage rate of 70 cents effective January 1, 2025.

SECOND – Seconded by Mrs. Gundrum

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier  
Nays: None  
Motion Carried: 5-0

#### COMMITTEE REPORTS

- A. Legislative Update – Jerrilynn Gundrum

Nothing to report at this time.

- B. Butler Tech – Brian Begley

Mr. Begley thanked everyone for appointing him back to the Butler Tech Committee. He also said that interviews for Superintendent will be starting next week.

- C. Student Achievement – Abby Berding-Miller

Mrs. Berding-Miller spotlighted Rojita Rai, senior at FHS who is the first student in over ten years to be awarded a full scholarship to an Ivy League School. Rojita has the second highest GPA and is currently in the running for Cincinnati Enquirer Student of the Week.

- D. Parks and Recreation - Scott Clark

Mr. Clark said there was not much to report except that Harbin Park has a great snow hill.

- E. Planning Commission – Billy Smith

Nothing to report at this time.

#### ANNOUNCEMENTS

January 20, 2025 – Martin Luther King Day – No School

January 20-24, 2025 – Diversity Recruitment & Retention Committee's Districtwide Unity Week

February 6, 2025 – Board Meeting (Work Session) 6:30 PM, Fairfield Senior High School,  
Catherine D. Milligan Community Room

#### BOARD MEMBER COMMENTS

Mr. Napier – He thanked Mrs. Hauer and Mrs. Aug for the updates. He thanked Mr. Smith and Mrs. Gentry-Fletcher for the gift. He said that Ms. Lee is going a great job. He then

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congratulated Mr. Begley and Mr. Clark for being President and Vice President again this year.

Mrs. Gundrum – She wished everyone a Happy New Year! She thanked Mr. Smith and Mrs. Gentry-Fletcher for the recognition. She also thanked Mrs. Aug for the updated Program of Studies and said she is looking forward to a successful 2025!

Mrs. Berding-Miller – She thanked the Administration team on the academic update. She thanked Mrs. Gentry-Fletcher for all she does for the district and for appreciating the Board. She gave a huge thanks to Mr. Smith for all he does and congratulated Mr. Begley and Mr. Clark on their position of President and Vice President. She encouraged everyone to purchase tickets for the Father-Daughter Dance which will take place on February 22<sup>nd</sup>. She wished everyone a Happy New Year!

Mr. Clark – He thanked Mr. Smith and Mrs. Gentry-Fletcher for the recognition. He also thanked Mrs. Aug and Mrs. Hauer for the updates. He wished everyone a Happy New Year!

Mr. Begley – He said he agreed with all his fellow board members comments. He stated he was out of town last week and heard that school had to be closed. He thanked the City and Township for all their hard work in getting the roads cleared.

25-08     EXECUTIVE SESSION

MOTION – Moved by Mr. Napier to recess to Executive Session at 7:10 p.m. to discuss the following:

The discipline of public employees 121.22 (G) (1)  
Court Action R.C.121.22 (G) (3) – Pending or Imminent Litigation  
Collective Bargaining 121.22 (G) (4)

SECOND – Seconded by Mrs. Berding-Miller

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier  
Nays: None  
Motion Carried: 5-0

(Mrs. Gundrum left the meeting at 8:35 p.m.)

The Board resumed the meeting at 8:41 p.m.

25-09     ADJOURNMENT

MOTION – Moved by Mr. Begley to adjourn the meeting.

SECOND – Seconded by Mr. Clark

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark & Mr. Napier  
Nays: None  
Motion Carried: 4-0

The meeting was adjourned at 8:45 p.m. by the President, Mr. Begley.

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\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Treasurer