

**Fairfield City School District:  
Excellence, preparation for life, opportunities for all!**

**BOARD OF EDUCATION MEETING AGENDA**

**June 5, 2025**

**WORK SESSION 6:30 PM  
CATHERINE D. MILLIGAN COMMUNITY ROOM  
FAIRFIELD SENIOR HIGH SCHOOL**

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CALL TO ORDER

APPOINTMENT OF TREASURER PRO TEM – Jerrilynn Gundrum

**Motion to accept the recommendations: \_\_\_\_\_; 2nd \_\_\_\_\_**

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding-Miller**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Napier**

**President declares motion \_\_\_\_\_.**

ROLL CALL

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding-Miller**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Napier**

PLEDGE OF ALLEGIANCE – Abby Berding-Miller

SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

A. Personnel – Professional

1. Resignations

- a. Sarah Accorinti, Crossroads, 6<sup>th</sup> grade ELA  
(effective at the end of the 2024-2025 school year; for personal reasons)
- b. Chelsey Cavender, South, 3<sup>rd</sup> grade Math/Science/Social Studies  
(effective at the end of the 2024-2025 school year; for personal reasons)
- c. Sally Hanes, South, 3<sup>rd</sup> grade ELA  
(effective August 1, 2025; for retirement purposes)
- d. Hope Henggeler, Compass, 5<sup>th</sup> grade Math/Science  
(effective at the end of the 2024-2025 school year; for personal reasons)
- e. Julie Muething-Sallans, Senior High, EL Teacher  
(effective at the end of the 2024-2025 school year; for personal reasons)
- f. Brooke Murdock, West, Kindergarten  
(effective at the end of the 2024-2025 school year; for personal reasons)
- g. Megan Neuhaus, Compass, Intervention Specialist MD/SC  
(effective at the end of the 2024-2025 school year; for personal reasons)

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- h. Kathryn Sanicky, Senior High, Social Studies  
(effective at the end of the 2024-2025 school year; for personal reasons)
  - i. Whitney Swinerton, Senior High, American Sign Language  
(effective at the end of the 2024-2025 school year; for personal reasons)
  - j. McKenna Walters, West, Kindergarten  
(effective at the end of the 2024-2025 school year; for personal reasons)
  - k. Lydia Wheatley, District, Speech Language Pathologist, 40%  
(effective at the end of the 2024-2025 school year; for personal reasons)
2. Unpaid Leave of Absence
- a. Jennafer Morningstar, North, Intervention Specialist  
(effective for a .25 day on May 16, 2025; for personal reasons)
3. Employment
- a. Abbie Childress, North, Intervention Specialist MD/SC  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
  - b. Saira Colella, East, 4<sup>th</sup> grade ELA  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
  - c. Guadalupe Garcia, Central, 4<sup>th</sup> grade ELA  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
  - d. Nanette Huey, North, Intervention Specialist MD/SC unit  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
  - e. Rebekah Jackson, Crossroads, 7<sup>th</sup> grade ELA  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
  - f. Kayla Lives, West, 2<sup>nd</sup> grade  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
  - g. Alexys Napier, Central, 3<sup>rd</sup> grade Math/Science  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)

- h. Kylie Plunkett, South, 3<sup>rd</sup> grade self-contained  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
- i. Cecily Smith, Central, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
- j. Kendyl Sommerfield, West, Preschool Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
- k. Tessa Spriggs, Compass, 5<sup>th</sup> grade Math  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
- l. Suzanna Tobe, East, 4<sup>th</sup> grade Math/Science  
(recommended for a new one-year limited teaching contract for the 2025-2026 school year, effective August 7, 2025; for a replacement position)
- m. Elementary Summer School Teachers 2024-2025

Lisa Pesce  
Emma Skirvin

(The above-named person is recommended for employment as a teacher for the 2025 elementary summer school program as needed at the rate of \$34.39 per hour from June 2, 2025 through June 26, 2025. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

- n. Secondary Summer School Teachers 2024-2025

#### Credit Recovery Courses

Megan Bauer  
Alyssa Byrum  
Michael Jones-Short  
Taryn LaPrath  
Carol Nance  
Matthew Tyla

(The above-named persons are recommended for employment as teachers for the 2025 secondary summer school credit recovery courses as needed at the rate of \$34.39 per hour from June 9, 2025 through July 3, 2025. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

#### End of Course (EOC) Intervention and Testing

Megan Bauer  
Michael Jones-Short

Taryn LaPrath  
Carol Nance

(The above-named persons are recommended for employment as teachers for the 2025 secondary summer school end of course intervention and testing as needed at the rate of \$34.39 per hour from June 16, 2025 through June 20, 2025. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

o. EL Tutor 2024-2025

Keyla Santos

(Periodically the district has students who qualify for English as a Second Language, as determined through the district's established assessment process. It is recommended that the above-noted person(s) be employed as a designated ESL Tutor at the rate of \$34.39 per hour, effective for the 2024-2025 school year.)

p. Extracurriculars 2025-2026

**Senior High**

Justin Roden, Football, Head Coach

Justin Roden, Weight Room Supervisor, Assistant (Weight Trainer) 1/3

**Freshman**

Kristopher Hensley, Athletic Facilities Coordinator

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

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley** \_\_\_\_\_ **Berding-Miller** \_\_\_\_\_ **Clark** \_\_\_\_\_ **Gundrum** \_\_\_\_\_ **Napier**

**President declares motion** \_\_\_\_\_.

**B. Personnel – Support**

**1. Resignations**

- a. Elizabeth Armstrong, Senior High, Educational Assistant  
(effective the end of the day May 21, 2025; for personal reasons)
- b. Michelle Capal, Creekside, Food Service Assistant  
(effective the end of the day May 16, 2025; for personal reasons)
- c. Clayton Connick, Central, Educational Assistant  
(effective the end of the 2024-2025 school year; for personal reasons)
- d. Priscilla Glenn, Crossroads, Educational Assistant  
(effective the end of the day May 21, 2025; for personal reasons)

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- e. Brenda Hanna, Transportation, Chauffeur  
(effective the end of the 2024-2025 school year; for personal reasons)
  - f. Emily Mortimer, Central, Educational Support Assistant  
(effective the end of the 2024-2025 school year; to accept another position within the District)
  - g. Cecily Smith, Central, Educational Assistant  
(effective the end of the 2024-2025 school year; for personal reasons)
  - h. Pamela Wooten-Miller, Compass, Custodian  
(effective the end of the day July 31, 2025; for retirement purposes)
  - i. Lisa Nimmo, Creekside, Educational Assistant  
(effective the end of the 2024-2025 school year; for personal reasons)
2. Unpaid Leaves of Absence
- a. Deborah Moore, District, Confidential Receptionist  
(effective .25 day May 8, 2025; May 9, 2025 through May 16, 2025; for personal reasons)
  - b. Kristine Partlow, Compass, Educational Support Assistant  
(effective .75 day May 13, 2025; .25 day May 14, 2025; for personal reasons)
  - c. Christopher Young, Creekside, Custodian  
(extension of Unpaid Leave of Absence effective May 15, 2025 through July 12, 2025; for personal reasons)
3. Employment
- a. Shannon Cupp, District, Bullying & Harassment Specialist/Title IX Coordinator  
(recommended for a new two-year administrative contract effective September 1, 2025 - June 30, 2027 for 101.5 days, on the support administrative salary range 2 for a replacement position)
  - b. Emily Mortimer, Central, Educational Assistant  
(effective August 6, 2025; for a replacement position)
4. Support Substitutes 2024-2025

Holly Jackson – Food Service  
Latrice Watley – Educational Assistant

(All recommendations are for the 2024-2025 school year at a rate approved by the Board, and contingent upon satisfactory submission of all required documents.)

5. Promotion
  - a. Maria Garza, Senior High, Cook promoted to Senior High, Head Cook (effective August 1, 2025; for a replacement position)
6. Termination
  - a. Dennis Bertsch, Transportation, Bus Driver (effective the end of the day May 16, 2025)
7. Correction
  - a. Deborah Allen, West, Educational Assistant (correct effective date of retirement to September 1, 2025; previously listed on May 15, 2025 Board agenda effective June 1, 2025)

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

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding-Miller**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Napier**

**President declares motion** \_\_\_\_\_.

**C. Items for Board Discussion**

1. Emergency Closing Plan for the Continuity of Learning – Mandy Aug
2. Updated Courses of Study – Mandy Aug
3. Revised Administrative Salary Ranges – Jason Hussel
4. Extracurricular Job Descriptions – Jason Hussel
5. Bullying & Harassment Specialist/Title IX Coordinator Performance Contract – Jason Hussel
6. Kitchen Manager Job Description (change job title from head cook) – Jason Hussel
7. Districtwide Paving Project – Lance Perry
8. Board Policies – Kim Hauer
  - a. IGAH/IGAI - Family Life and Sex Education
  - b. IGBLA - Promoting Parental Involvement

- c. IJ - Guidance Program
  - d. JHC - Student Health Services and Requirements
  - e. JHF - Student Safety
  - f. JM - Staff-Student Relations
9. Resolution to Authorize and Direct OSBA to make Recommended Policy Changes – Kim Hauer

D. Items for Board Action

1. Recommend approval of the PK-12 School Fees for 2025-2026.
2. Recommend approval to award the kitchen renovation at Creekside Middle School to Prodigy Building Solutions LLC, 9652 Inter Ocean Drive, West Chester, Ohio 45246, in the amount not to exceed one million four hundred eighty eight thousand two hundred seventeen dollars (\$1,488,217.00).
3. Recommend approval of the revised Administrative Salary Ranges.
4. Recommend approval of Establishing a Capital Projects Fund for the Purpose of Accumulating Resources for the Acquisition, Construction, or Improvement of Fixed Assets.

WHEREAS, pursuant to Section 5705.13(C), Ohio Revised Code, a school district may establish a capital projects fund for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the school district; and

WHEREAS, the School District desires to establish a capital projects fund to purchase, construct and/or improve certain fixed assets;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE FAIRFIELD CITY SCHOOL DISTRICT, COUNTY OF BUTLER, STATE OF OHIO, THAT:

**SECTION 1.** The School District hereby establishes a capital projects fund (the “Capital Projects Fund”) to be used for the purpose of accumulating resources for the acquisition construction, or improvement of fixed assets. The Capital Projects Fund shall be funded from the following source(s): General Fund, in the maximum amount of \$30,000,000.00 over a period of ten (10) years provided, however, that such period of funding shall not exceed ten (10) years from the date of passage of this Resolution.

**SECTION 2.** The School District intends to use the monies held in the Capital Projects Fund for the purposes of school bus and other motor vehicle purchases, building roofs, building construction and remodeling.

**SECTION 3.** 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 Section 121.22 of the Ohio Revised Code.

5. Recommend approval for Establishing a Special Revenue Fund for the purpose of Accumulating Resources for the Payment of Accumulated Leave Benefits Upon Termination or Retirement of Officers and Employees and Payment of Salaries when the Number of Pay Periods Exceeds the Usual and Customary Number in a Fiscal Year.

WHEREAS, pursuant to Section 5705.13(B), Ohio Revised Code, a school district may establish a special revenue fund for the purpose of accumulating resources for the payment of accumulated leave benefits upon termination or retirement of officers and employees and payment of salaries when the number of pay periods exceeds the usual and customary number in a fiscal year; and

WHEREAS, the School District desires to establish a special revenue fund to accumulate funds for such payments as described above.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE FAIRFIELD CITY SCHOOL DISTRICT, COUNTY OF BUTLER, STATE OF OHIO, THAT:

**SECTION 1.** The School District hereby establishes a special revenue fund (the “Accumulated Leave Benefits Fund”) to be used for the purpose of accumulating resources for the payment of accumulated sick leave and vacation leave and for payments in lieu of taking compensatory time upon the termination of employment or the retirement of officers and employees of the District and for payment of salaries during any fiscal year when the number of pay periods exceeds the usual and customary number of pay periods. The Accumulated Leave Benefits Fund shall be funded from the following source(s): Any fund from which such payments may lawfully be made, including but not limited to, the General Fund.

**SECTION 2.** 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 Section 121.22 of the Ohio Revised Code.

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding-Miller**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Napier**

**President declares motion** \_\_\_\_\_.

## COMMITTEE REPORTS

- A. Legislative Update – Jerrilynn Gundrum
- B. Butler Tech – Brian Begley
- C. Student Achievement – Abby Berding-Miller
- D. Parks and Recreation – Scott Clark
- E. Planning Commission – Billy Smith

## ANNOUNCEMENTS

June 2-26, 2025 – Summer School, Elementary, 8:00–11:00 AM, (Monday–Thursday only);  
Central Elementary (Closed June 19, 2025)

June 4-30, 2025 – Summer School, Credit Recovery, 7:30-9:30 AM or 9:45-11:45 AM,  
Fairfield Senior High School (Closed June 19, 2025)

June 19, 2025 – Juneteenth Holiday, All FCSD Buildings Closed

June 26, 2025 – Board Meeting, (Regular Meeting), 6:30 PM, Fairfield Senior High School,  
Catherine D. Milligan Community Room

## BOARD MEMBER COMMENTS

### RECESS TO EXECUTIVE SESSION TO DISCUSS:

The employment, compensation and discipline of public employees 121.22 (G) (1)  
Court Action 121.22 (G) (3) – Pending or Imminent Litigation

**Motion to convene executive session:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding-Miller**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Napier**

**President declares motion** \_\_\_\_\_.

**President convenes executive session at** \_\_\_\_\_ **P.M.**

**President resumes regular meeting at** \_\_\_\_\_ **P.M**

## ADJOURNMENT

**Motion to adjourn:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding-Miller**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Napier**

**President declares motion** \_\_\_\_\_.

**President adjourns meeting at** \_\_\_\_\_ **P.M.**