

FAIRFIELD CITY SCHOOLS BOARD OF EDUCATION
WORK SESSION
JUNE 5, 2025

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The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held a Work Session Meeting on the 5th of June, 2025 in the Catherine D. Milligan Community Room at Fairfield High School.

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

25-50 APPOINTMENT OF TREASURER PRO TEM

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

Appoint Jerrilynn Gundrum as Treasurer Pro Tem since Interim Treasurer is not present at the Board Meeting.

SECOND – Seconded by Mrs. Berding-Miller

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

Abstain: Mrs. Gundrum

Nays: None

Motion Carried: 4-0

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

Absent: None

Also present: Mr. Smith, Mr. Hussel, Mrs. Hauer, Mrs. Aug, Mr. Perry & Mr. Clemmons

Absent: Ms. Lee

PLEDGE OF ALLEGIANCE – Abby Berding-Miller

SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

25-51 RESIGNATIONS/UNPAID LEAVE OF ABSENCE/EMPLOYMENT– Mr. Hussel

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

A. Personnel – Professional

1. Resignations

- a. Sarah Accorinti, Crossroads, 6th grade ELA
(effective at the end of the 2024-2025 school year; for personal reasons)
- b. Chelsey Cavender, South, 3rd grade Math/Science/Social Studies
(effective at the end of the 2024-2025 school year; for personal reasons)
- c. Sally Hanes, South, 3rd grade ELA
(effective August 1, 2025; for retirement purposes)
- d. Hope Henggeler, Compass, 5th 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)

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- 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)
- 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, 4th 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, 4th 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, 7th 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, 2nd 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, 3rd 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)

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- h. Kylie Plunkett, South, 3rd 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, 5th 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, 4th 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

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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.)

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

25-52

RESIGNATIONS/UNPAID LEAVES OF ABSENCE/EMPLOYMENT/SUPPORT
SUBSTITUTES/PROMOTION/TERMINATION/CORRECTION – Mr. Hussel

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

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)

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- 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)
- 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

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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.)

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. Emergency Closing Plan for the Continuity of Learning – Mandy Aug

Mrs. Aug stated this plan needs to be approved in order to use three online learning days after the eight calamity days. This will be on the next board agenda for approval.

2. Updated Courses of Study – Mandy Aug

Mrs. Aug said tonight she brought Health, Physical Education, Fine Arts and World Languages. These will be on the June 26 agenda for board approval.

3. Revised Administrative Salary Ranges – Jason Hussel

Mr. Hussel said this was a change in days for Bullying & Harassment Specialist/Title IX Coordinator from eighty (80) days to one hundred point five (100.5) days.

4. Extracurricular Job Descriptions – Jason Hussel

Mr. Hussel stated at the last meeting there was a listing of revised positions and this will be on the June 26 agenda for approval.

5. Bullying & Harassment Specialist/Title IX Coordinator Performance Contract – Jason Hussel

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Mr. Hussel said Shannon Cupp will begin on September 1, 2025 so this is a performance contract for Jennie Thompson for August 1-31, 2025.

6. Kitchen Manager Job Description (change job title from head cook) – Jason Hussel

Mr. Hussel stated this is a change from current Head Cook job description to Kitchen Manager.

7. Districtwide Paving Project – Lance Perry

Mr. Perry spoke about the process of blacktop maintenance annual bidding for Senior High, Crossroads, North, East, West, Compass, Central and Stadium Drive. This is in budget with the Five Year Forecast and will be on the agenda for approval at the next meeting.

8. Board Policies – Kim Hauer

- a. IGAH/IGAI - Family Life and Sex Education

This is revised due to House Bill 8 to add parental notice.

- b. IGBLA - Promoting Parental Involvement

This is a new policy added.

- c. IJ - Guidance Program

This is revised due to House Bill 8.

- d. JHC - Student Health Services and Requirements

This is revised due to House Bill 8.

- e. JHF - Student Safety

This is revised due to House Bill 8.

- f. JM - Staff-Student Relations

This is revised due to House Bill 8.

9. Resolution to Authorize and Direct OSBA to make Recommended Policy Changes – Kim Hauer

Mrs. Hauer mentioned that back in April, Dr. Rice spoke about taking this to OSBA to create a chart with simple data changes. These updates will be on the agenda at the next Board meeting.

25-53

APPROVAL OF PK-12 SCHOOL FEES FOR 2025-2026/APPROVAL TO AWARD THE KITCHEN RENOVATIONS AT CREEKSIDE MIDDLE SCHOOL TO PRODIGY BUILDING SOLUTIONS LLC/APPROVAL OF THE REVISED ADMINISTRATIVE SALARY RANGES/APPROVAL OF ESTABLISHING A CAPITAL PROJECTS FUND FOR THE PURPOSE OF ACUMULATING RESOURCES FOR THE ACQUISITION, CONSTRUCTION, OR IMPROVEMENT OF FIXED ASSETS/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 OFFICIERS AND EMPLOYEES AND PAYMENT OF SALARIES WHEN THE NUMBER OF PAY PERIODS EXCEEDS THE USUAL AND CUSTOMARY NUMBER IN A FISCAL YEAR

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

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.

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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.

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

COMMITTEE REPORTS

- A. Legislative Update – Jerrilynn Gundrum

Mrs. Gundrum said the senate budget bill is out now.

- B. Butler Tech – Brian Begley

Mr. Begley stated the Butler Tech Graduation was on May 20th at Cintas Center.

- C. Student Achievement – Abby Berding-Miller

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Mrs. Berding-Miller highlighted the Senior Class of 2025 -

- Ten million dollars were awarded in scholarships
- 112 graduated Summa Cum Laude
- 125 graduated Magna Cum Laude
- 130 graduated Cum Laude

D. Parks and Recreation – Scott Clark

Mr. Clark said the Farmers Market is every Wednesday from 4-7 p.m. at Village Green Park.

E. Planning Commission – Billy Smith

Mr. Smith stated the last meeting was cancelled so there is no update.

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

Mr. Napier – He thanked everyone for their hard work and congratulated Jason Krause on his retirement.

Mrs. Gundrum – She said graduation was a great time.

Mrs. Berding-Miller – She thanked the administrative team for all their hard work year-round and congratulated the senior class.

Mr. Clark – He congratulated the students on another year and said to enjoy summer!

Mr. Begley – He wished the graduating seniors the best.

25-54

EXECUTIVE SESSION

MOTION – Moved by Mrs. Berding-Miller to recess to Executive Session at 6:58 p.m. to discuss the following:

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

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

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The Board resumed the meeting at 8:17 p.m.

25-55

ADJOURNMENT

MOTION – Moved by Mrs. Berding-Miller to adjourn the meeting.

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

The meeting was adjourned at 8:18 p.m. by the President, Mr. Begley.

President

Attest: _____
Interim Treasurer