

Williamsburg Local School District
Board of Education Regular Meeting Minutes
May 26, 2026 6:00 P.M.

The Williamsburg Board of Education met for a Regular Business Meeting at 6:00 p.m. on Tuesday, May 26, 2026, in the High School Media Center, with the following members present and answering Roll Call: Jeff Cummins, R. Josh Clifton, Samantha Cribbet, Melanie Shouse, and Brandon Lindsey. Matt Earley, Superintendent, and Alleyn Unversaw, Treasurer, were also present.

The Pledge of Allegiance was led by Mr. Cummins.

Additions to the Agenda

Item J, 2: Approve Consumable Fees for Elementary

Item J 16: Approve Contract with Croswell

Item K: Business of the Superintendent

Superintendent Report:

- **Moment of Excellence**

Mr. Dunn & Mr. Wilson presented; Fight Club through a grant. Purchased 11 bikes and tool kits. Learned every component and function of the bikes; repairs and maintenance learned. Ohio Code Scholar Program: coding computer program. Drones, droids, etc. We earned 2nd place for most creative display. The students are responsible for 100% of build and coding.

- **News from Around the District**

- **Communications**

Matt Earley introduced new employees Kellee Hepworth (replace Jody Gunther) & Mike Gregory (replace Judy Arnold). Kelly Hepworth received the Sub Solution "Sub of the Year". Mike Gregory was Chief of Police for Williamsburg (Retired).

Matt Earley discussed graduation: over \$2 million in scholarships awarded
Thanks to all the donors.

Athletics - Boys Track winners, Softball Runner-Up

Initial Testing Scores look good

026-0053 Adoption of Meeting Agenda with corrections J2; J16 and K

Clifton motioned, Lindsey seconded to approve adoption of the meeting agenda.

Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0054 Approval of Minutes - April 27, 2026 Board Meeting

Lindsey motioned, Cribbet seconded to approve the April 27, 2026 meeting minutes.

Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

Public Participation:

Sherri Kissinger: Plant sale went well. No speakers in the section of the WAC they were in; would like to go back into gymnasium. Banquet coming up. Garden tour July 11.

Committee and US Grant Reports - US Grant 2 mil levy for building project approved to move forward on the ballot.

Student Life - Uniform Approval. Discussed kid friendly mascot for elementary.

Student Achievement - VM Dollars. Increasing from 10-19 students. VM syllabus created for accountability. The Career center wants to adopt our syllabus for the other 3 schools. STEM Lab is full. Test scores look great.

IT - Intern this summer for 120 hours through an alliance.

Finance - Jeff would like to do a deep dive into the elementary building construction contingencies; Need a report each month along with change orders.

Facilities - Footers 95% poured. The last 5 days of rain have slowed down construction. Lime stabilization needed for the parking lot due to top soil.

HS Gym Update: Painting and bleachers removed. Abrams is finding additional locker room updates.

New Elementary Corner Stone discussion.

Economic Development - no update. Meeting on June 9.

026-0055 Business of The Treasurer

Lindsey motioned, Cribbet seconded, to approve the following items.

Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

Review Financial Report(s) (Packet)

Cash Summary

Checks Written

Approval of New Funds

Approve the creation of additional general funds as required by Ohio Auditor of State

001-911X DPIA

001-915X CAREER TECH

001-916X GIFTED

001-917X ENGLISH LEARNER

001-918X STUDENT WELLNESS & SUCCESS

Retainage Funds as required by OFCC

010-9200 RETAINAGE STATE & LOCAL SHARE

004-9200 RETAINAGE LFI

Student Activity Funds

200-9630 National Honor Society

Approval of two Star Ohio Accounts to Track Retainage for State / Local Share and LFI as Recommended by OFCC.

Approve the GAAP Inventory Threshold to be increased from \$1,500.00 to \$5,000.00 retroactive to 7/1/2025.

Transfers

Approve the transfer from Title II-A to Title I (transferability) in the amount of \$2,086.72

Approve the transfer from Title IV-A to Title I (transferability) in the amount of \$1,018.88

Discussion Items

FY2025 audit - the final report was released to the board.

General Fund account code changes

Debt vs cash flowing additional LFI needs for the new elementary

Consumable fees

Insurance rates

Other items

026-0056 Major Items Of Business

Lindsey motioned, Shouse seconded, to approve acceptance of the following donations.

Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

DONATOR	DESCRIPTION	AMOUNT
Ayers Football Academy Corporation	Sports Fees	\$500.00
Croswell Tours	HS for Teacher Appreciation	\$200.00
Auxier Gas	Elem for Teacher Appreciation	\$200.00
Tiffany Peters	Running Toward Success Scholarship, Girl	\$100.00
Tiffany Peters	Running Toward Success Scholarship, Boy	\$100.00
Tom and Kay Kuntz	Jeff Henderson Scholarship	\$25.00
Ronald and Polly Burroughs	Jeff Henderson Scholarship	\$50.00
Steve and Teresa Maham	Maham Scholarship	\$1000.00
Isaac and Stacey Maham	Maham/Oetzel Scholarship	\$1000.00
First State Bank	HS Teacher Appreciation Cookout	\$400.00
Auxier Gas	HS Teacher Appreciation	\$200.00
David and Celeste Ropp	STEM Scholarship	\$2500.00
Michael Bedosky	Jeff Henderson Scholarship	\$100.00
Gayle Kissinger	Jeff Henderson Scholarship	\$200.00
Donovan Donohoo	HS Girls Basketball	\$2500.00
Paul and Gayle Ropp	Scholarships	\$6000.00

Abrams Family Foundation	Renovation of existing locker rooms	\$259,329.24
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026-0057 Approve Elementary Consumable Fees for the 26-27 School Year (Rejected)

Cummins motioned, Lindsey seconded, to approve the following K-5 consumable fee.

Voting No on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse.

Grade	DESCRIPTION	AMOUNT
K - 5	Flat Fee	\$50.00 (Rejected)

026-0058 Approve Elementary Consumable Fees for the 26-27 School Year

Cummins motioned, Cribbet seconded, to approve the following K-5 consumable fees.

Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

Grade	DESCRIPTION	AMOUNT
K - 5	Flat Fee	\$55.00

Actual cost is \$80.00 per student

026-0059 Approve High School / Middle School Consumable Fee for the 26-27 School Year

Cummins motioned, Lindsey seconded, to amend the following Middle/High School consumable fees to \$55.00. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse.

Motion carried.

Grade	DESCRIPTION	AMOUNT
Middle/High School	Flat Fee	\$55.00

Actual Cost is \$63.00 per student

026-0060 Approve Athletic Participation Fee for the 2026 / 2027 school year at \$125.00 Per Season (Fall / Winter / Spring)

Cribbet motioned, Cummins seconded to approve the athletic participation fee for the 2026/2027 school year. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0061 Approve Preschool Fee for the 2026 / 2027 School Year at \$325 Half days / \$700 Full Days - increase of \$50.00. Shouse motioned, Lindsey seconded to approve the preschool fee for the 2026/2027 school year. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0062 Approve High Parking Fee for the 2026 / 2027 School Year at \$25.00, increase of \$5.00. Clifton motioned, Cribbet seconded to approve the high school parking fee for 2026/2027. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0063 Approve 2027 EPC Health Plan Renewal rates. Cummins motioned, Lindsey seconded to approve the 2027 EPC Health Plan Renewal rates. Voting Aye on Roll Call: Cummins, Cribbet, Lindsey, and Shouse. Clifton abstained. Motion carried.

026-0064 Approve a Memorandum of Understanding between Clermont County Mental Health and Recovery Board and Williamsburg Local Schools. Lindsey motioned, Clifton seconded to the MOU between Clermont County Mental Health and Recovery Board and Williamsburg Local Schools. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0065 Approve a contract with Prodigy Building Solutions for the renovation of existing locker rooms. Clifton motioned, Cummins seconded to approve the contract with Prodigy Building Solutions. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0066 Approve Elementary School Handbook for the 2026 / 2027 school year with edits. Cribbet motioned, Shouse seconded to approve the Elementary School Handbook for the 2026/2027 school year with edits. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0067 Approve Middle/High School Handbook for the 2026 / 2027 school year with edits. Lindsey motioned, Shouse seconded to approve the Middle/High School Handbook for the 2026/2027 school year with edits. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0068 Middle/High School Athletic Handbook for the 2026 / 2027 school year with edits to texting and leaving the bench for altercation. Cummins motioned, Clifton seconded to approve the Middle/High School Athletic Handbook for the 2026 / 2027 school year with edits. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0069 Approve substitute pay rates from Sub Solutions for the 2026-2027 school year. Lindsey motioned, Cribbet seconded to approve the substitute pay rates from Sub Solutions for the 2026-2027 school year. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

Certified - Teacher Sub at \$100.00 per day
Certified - Building Substitute Teacher at \$130.00 per day
Certified- Teacher Sub Retiree at \$130.00 per day

026-0070 Approve Amplify Desmos Math Curriculum Purchase (Kevin Dunn) \$51,584.00. Lindsey motioned, Cribbet seconded to approve the Amplify Desmos Math Curriculum. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0071 Approve contract with Houck for asphalt Maintenance. Clifton motioned, Lindsey seconded, to approve the Houck contract for \$36,065.00. Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0072 Approve contract with Croswell for 1 year Cummins motioned, Shouse seconded, to approve the 1 year contract with Croswell. (several options were researched. Croswell were

selected for the rate, geographic location in town, and they have a team of mechanics). Voting Aye on Roll Call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

026-0073 Executive Session

Motion by Cribbet, second by Shouse, to enter into Executive Session at 9:19 p.m. for the following. Voting Aye on roll call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

1. Certain Personnel Matters
- To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee
 4. Collective bargaining matters.
5. Matters Required to be Kept Confidential
7. Economic Development

Exit Executive Session at 10:07 p.m. and return to Public Session

026-0074 Business of the Superintendent

Lindsey moved, Cribbet seconded to approve the following items 1A, 1C, 2A, 2B, 2C, 3 & 4. Voting Aye on roll call: Cummins, Clifton, Cribbet, Lindsey, and Shouse. Motion carried.

It is recommended that the following personnel be employed as listed, subject to maintaining appropriate certification/Licensure. Salary will be based upon the adopted salary schedule and will reflect the appropriate steps for training and experience.

- **Classified Personnel**

- a. Dock Days**

NAME	DAYS
Phoebe Richardson	1 day - 4/13/2026

- c. New Hire**

NAME	Position
Mike Gregory	Full time Bus Driver - 1 Year - Step 1

- **Certified Personnel**

- a. Dock Days**

NAME	EFFECTIVE
Alisha Rader	1 day - 4/28/2026

- b. Renew Certified Staff**

NAME	Contract
Wendy Bauer	3 year
Kristin Dalton	2 Year
Tiffany Desgrange	Continuing
Tracey Dick	2 Year

Erin Frisby	1 year
Jeremy Hatfield	1 Year
Carly Keeton	Continuing Masters +30
Erin Lagrange	1 Year
Jennifer McCalla	3 Year
Candice Mechlin	2 Year
Logan Minning	1 Year
Stephanie Mote	Continuing
Tara Mullins	1 Year
Laura Prescott	2 Year
Alisha Rader	2 Year
Aaron Stahley	Continuing
Amanda Watson	2 YEAR
Samantha Williams	Continuing

c. Certified New Hire

NAME	Contract
Kellee Hepworth	Teacher - 1 Year - Step 2

- Stipends**

NAME	Stipends
Brian Cunningham	WMHS BLT Member
Laura Prescott	WMHS BLT Member
Holly Kopcha	WMHS BLT Member
Whitney Moore	WMHS BLT Member
Robyn Futhey	WMHS BLT Member
Amanda Ervin	WMHS BLT Member
Robyn Futhey	WEA Officer
Layla Gregory	WEA Officer

- Exempt**

c. New Hire

NAME	Position
Mike Gregory	Transportation Assistant/Supervisor (Part-Time) 1 Year - Step 1

026-0075 Business of the Superintendent

Cummins moved, Lindsey seconded to approve the following item.

Voting Aye on roll call: Cummins, Clifton, Lindsey, and Shouse. Voting No, Cribbet.

Motion carried.

1. Classified Personnel

b. Renew Classified Staff

NAME	Contract
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Nick Ayers	2 year
Timothy Ballen	1 year
Brandon Bush	2 year
Tabitha Chirco	2 year Retro 25/26 SY - 26/27
Dylan Coffey	2 year
Tracy Coffey	2 year
Jason Colonel	Continuing
Jennifer Couch	2 year
Paul Dalton	Continuing
Stephanie Fahrnbach	2 year
Melissa Gilvin	2 year
Denise Johnson	Continuing
Kristi McVicker	2 year
Tracey Miller	2 year
Emily Nutt	2 Year
Wade Posey	2 Year
Amy Raymond	2 Year
Phoebe Richardson	2 Year
Chris Smith	2 Year
Brandon Stewart	2 Year
Shayna Vicars	2 Year
Aubrey Wheeler	2 Year
Quentin Winkler	2 Year
Rachel Wright	2 Year

N. Comments from the Board President

- Congrats to the Class of 2026!
- Thank you Donors!
- Great Job - Fight Club and Coding Group
- Graduation went great - thank you to Administrative Team
- Special thanks to Abrams. We would not be where we are at without their support
- Thanks to Monarch, Fanning Howey & [Paul Motylinski](#)

ADJOURNMENT:

Motion by Clifton, second by Lindsey, to adjourn the meeting at 10:12 p.m.

Voting Aye on roll call: Cummins, Clifton, Cribbet, Lindsey, and Shouse.

Jeff Cummins, Board President

Alleyn Unversaw, Treasurer