

Urbana City School District
Rescheduled Regular Board of Education Meeting
Urbana Elementary & Junior High
1673 S US Hwy 68, Urbana, OH 43078
Tuesday, October 20, 2026
6:00 p.m.

This meeting is a meeting of the Board of Education in public for conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item six (6).

1. Call to Order: President Darrell Thomas
2. Pledge of Allegiance:
3. Roll Call: Dan Kaffenbarger
 Nate Long
 Drew Sponheim
 Darrell Thomas
 Tyler Wolf
4. (1026.01) Adoption of/Additions to Agenda:
5. Recognitions, Presentations, & Board Commendations:
6. Public Participation:
7. (1026.02) Approval of Minutes: September 16, 2026 Regular Meeting
8. (1026.03) Treasurer's Report and Recommendations: Mandy Hildebrand
9. Reports of the Superintendent: Mrs. Carla Shaw
10. (1026.04) Recommendations of the Superintendent: Mrs. Carla Shaw
11. Board of Education Reports
12. (1026.05) Old Business: consider the approval of the following new, updated, or revised policies (second reading):

 Bylaw 0100 - Definitions (Revised)
 Bylaw 0142.1 - Oath (Revised)
 Bylaw 0151 - Organizational Meeting (Revised)

Bylaw 0152 -	Officers (Revised)
Bylaw 0155 -	Presiding Officer (Technical Correction)
Bylaw 0163 -	Presiding Officer (Technical Correction)
Bylaw 0164 -	Notice of Meetings (Revised)
Bylaw 0165 -	Board Meetings (New)
Bylaw 0165.1 -	Regular Meetings (Rescind)
Bylaw 0165.2 -	Special Meetings (Rescind)
Bylaw 0166 -	Agendas (New)
Bylaw 0167.2 -	Executive Session (Renumbered)
Bylaw 0173 -	Board Officers (Rescind)
Policy 4120.08 -	Employment of Personnel for Co-Curricular/Extra-Curricular Activities (Revised)
Policy 4121 -	Criminal History Record Check (Revised)
Policy 5136.01 -	Electronic Equipment (Revised)
Policy 5500 -	Student Conduct (Revised)
Policy 5780 -	Student/Parent Rights (Revised)
Policy 6220 -	Budget Preparation (Revised)
Policy 6320 -	Purchasing and Bidding (Revised)
Policy 6460 -	Vendor Relations (Revised)
Policy 7530.02 -	Staff Use of Personal Communication Devices (Revised)
Policy 7540.03 -	Student Technology Acceptable Use and Safety (Revised)
Policy 7540.04 -	Staff Technology Acceptable Use and Safety (Revised)
Policy 7540.09 -	Artificial Intelligence ("AI") (New)
Policy 8310 -	Public Records (Revised)
Policy 9160 -	Public Attendance at School Events (Revised)

13. (1026.06) New Business: Consider the approval of the resolution to participate in the EPC bus bidding program for the 2026 - 2027 school year.
14. (1026.07) New Business: consider the approval of the request to add Girls Flag Football as an Urbana City School club sport beginning in the Spring of 2027.
15. (1026.08) New Business: consider the approval of the resignation of Kelsie McBride, Teacher, effective at the end of the day, October 2, 2026.
16. (1026.09) New Business: consider the approval of the resolution Urging the United States Congress to Fulfill Its Longstanding Commitment to Fund 40 Percent of Special Education Costs Under the Individuals with Disabilities Education Act (IDEA)
17. New Business: first reading of the following new, updated, or revised policies (no action necessary):
 - Policy 0131.1 - Technical Corrections (Revised)
 - Policy 0171- Review Of Policy (Rescind)
 - Policy 1422.01- Drug-Free Workplace (New)
 - Policy 1613 - Student Supervision And Welfare (Revised)

Policy 2271 - College Credit Plus Program (Revised)
 Policy 2340 - Field And Other District-Sponsored Trip (Revised)
 Policy 2431 - Interscholastic Athletics
 Policy 5113 - Inter-District Open Enrollment
 Policy 5120 - Assignment Within District (Revised)
 Policy 5350 - Student ~~Mental~~ Health, Well-Being, And Suicide Prevention (Revised)
 Policy 5460 - Graduation Requirements (Revised)

 Policy 5610 - Removal, Suspension, Expulsion, And Permanent Exclusion Of Students (Revised)
 Policy 5751 - Parental Status Of Students (Revised)
 Policy 5780.01 - Parents' Bill Of Rights (New)
 Policy 6151 - Insufficient Funds ~~bad~~ Checks (Revised)
 Policy 7421 – Restrooms, Locker Rooms, Shower Rooms And Changing Rooms (New)
 Policy 7440.01 - Video Surveillance And Electronic Monitoring (Revised)
 Policy 8142 - Criminal History Record Check For Contracted School Services (Revised)
 Policy 8452 - Automated External Defibrillators ("Aed") And Cardiopulmonary Resuscitation (Revised)
 Policy 1130 - Conflict Of Interest (Revised)
 Policy 4113 - Conflict Of Interest (Revised)
 Policy 6110 - Grant Funds (Revised)
 Policy 6111 - Internal Controls (Revised)
 Policy 6112 - Cash Management Of Grants (Revised)
 Policy 6114 - Cost Principles - Spending Federal Funds (Revised)
 Policy 6550 - Travel Payment & Reimbursement/Relocation Costs (Revised)
 Policy 7310 - Disposition Of Surplus Property (Revised)
 Policy 7450 - Property Inventory (Revised)

18. Comments from Members of the Board of Education and Superintendent
19. (1026.10) Executive Session - to consider the sale of property at competitive bidding, under ORC 121.22
20. (1026.11) Adjournment

8. **(1026.03) Treasurer’s Report and Recommendations:** Mandy Hildebrand
- A. Approve monthly reports & budget tracker
 - B. Approve 2026 - 2027 Budget Purpose Statements
 - C. Approve the following donations:
 - To Urbana High School Band, from Graham Band, \$100.
 - To Urbana Elementary Book Machine, from Paul & Susan Crabill, \$100.
 - To Urbana High School Football, from VFW, Jeff Martin Construction, & Trinity Tire, a total of \$2,700.
 - To Urbana Elementary PBIS, from Peoples Savings Bank, Irwin Construction, Winner’s One Stop, LLC, Geron & Michele Stokes, Virginia Smith, Matt Wellbaum, Chris & Melanie Anders, Heather Myles, Jenn Chapman, Carrie Thomas, Kelly Glessner, Kelli Wright, Mark & Mary Hopkins, Carpets of Urbana LLC, Wallace & Turner, Inc., Mia Campos, and an anonymous donor, a total of \$2,975.
 - To Urbana French Club, from Kroger Rewards, \$86.08.
 - To Urbana High School PBIS, from Angie Eans, Erin McKenzie, Kathy Zaborowski, Ellie French, Megan Dean, Kylee Frakowski, Jennifer Butler, Carleton Cotner, Chris Endres, Valerie Leonard, Liela Anderson, Kristi Morris, Cassie Cress, Carmen Pittsenbarger, Holly Lewis, Holly McKellop, Amanda Mounce, Laura Ridge, Ellen Westerman, Amy Padilla, Jesse Edwards, Kendall Deitloff, Don Klingler, Chris Lightle, Corrie McDonald, Lauren Petty, Ryan Pine, Ashton Robeson, Thomas Russell, LeighAnn Simpson, Patrick Trenor, Mallory Zachrich, Jamie Jacobs, Jessica Markin, and Kurt Hanson, a total of \$870.
 - To Urbana City Schools, from Carla Shaw and Mandy Hildebrand, a total of \$50.
 - To Urbana City Schools, from anonymous donor, in-kind donation of football programs, valued at \$512.12.
 - To Urbana Elementary, from First Presbyterian Church, in-kind donation valued at \$1,200.
 - To Urbana Elementary Book Fair, from Robin Coffey, in memory of Sherry Ream, \$500.

9. **Reports of the Superintendent:** Mrs. Carla Shaw

10. **(1026.04) Consent Agenda Recommendations of the Superintendent:** Mrs. Carla Shaw

Consent Agenda – All matters listed under the Consent Agenda (contingent upon meeting all local/state/federal laws/guidelines) are considered by the Board of Education to be routine and will be enacted by the Board in one motion in the form listed below. The Superintendent of Schools will briefly discuss each item in the consent agenda before they are actively acted upon. However, a board member, staff member, or the public may request that specific items shall be discussed and/or removed from the consent agenda. The Superintendent and administrative staff recommend approval of all consent agenda items.

A. Personnel

All employment contracts are contingent upon certification by the state and the availability/continuation at current levels of any local/state/ and/or federal funding which directly supports the position to which the employee has been assigned. If such funding loss occurs, the employee agrees to waive his/her rights to any employment.

1. The Superintendent recommends the approval of the following home instructors for the 2026 - 2027 school year:

Nikki Sizemore Angie Evans

2. The Superintendent recommends the approval of Derek Miller as a bus aide, Step 0, for the 2026 - 2027 school year, effective October 21, 2026.

3. The Superintendent recommends the approval of the following resignations:

Shane Pope Associate effective end of day September 15, 2026
Cassie Cress Asst. HS Play Advisor - Spring effective immediately

4. The Superintendent recommends the approval of the following substitute bus aides for the 2026 - 2027 school year:

Zoe Diaz Hillary Williams

5. The Superintendent recommends the approval of the following substitute administrative assistants for the 2026 - 2027 school year:

Amy Armstrong Carolyn Headlee Pam Evilsizer
Sharon Murphy

6. The Superintendent recommends the approval of Donald Cain as a bus driver, step 3, for the 2026 - 2027 school year, effective October 6, 2026.

7. The Superintendent recommends the approval of the following athletic department volunteers for the 2026 - 2027 school year:

Samantha Rooney	High School Girls Basketball
Drake Dixon	High School Boys Basketball
Drake Dixon	Junior High Boys Basketball
Jason Randolph	High School Boys Basketball
Paige Rayner	Girls Bowling
Shawn DeWitt	Junior High Girls Basketball

8. The Superintendent recommends the approval of the following resolution and recommendation:

WHEREAS, the Urbana Board of Education attempts to employ existing certificated staff to direct, supervise, or coach the pupil-activity programs, and;

WHEREAS, the Athletic Director has offered all open positions to current certificated employees who have a certificate, the type described in Section 3319.22 of the Ohio Revised Code, and;

WHEREAS, when no such employee qualified to fill the position has accepted the position, the Athletic Director has advertised the position as being available to any individual with a certificate who is not currently employed by the Board of Education, and;

WHEREAS, no such person has applied for and accepted the position,

THEREFORE BE IT RESOLVED, that the Board of Education shall employ non-certificated individuals to fill open pupil-activity program positions, and;

THEREFORE BE IT RESOLVED, that employed non-teaching individuals shall not be used in any pupil-activity program that is required for credit toward a student's promotion to the next grade or for graduation, and such employed individuals shall perform only the duties of the director, supervisor, or coach of the pupil-activity program for which he/she is employed.

As we have followed the above procedure and have been unable to fill these positions with a certificated employee, the Superintendent recommends the approval of the following non-certificated individuals as coaches for the 2026 - 2027 school year:

Kai Scott	Head High School Girls Basketball	Step 2
Andrew Donahoe	Assistant High School Girls Basketball	Step 1
Zaidan Johnson	Assistant Junior High Wrestling	Step 0
Timothy Sidders	Head Junior High Wrestling - Split	Step 1
Jason Randolph	Head Junior High Boys Basketball	Step 2

9. The Superintendent recommends the approval of the following resolution and recommendation:

WHEREAS, the Urbana Board of Education attempts to employ existing certificated staff to direct, supervise, or coach the pupil-activity programs, and;

WHEREAS, the Athletic Director has offered all open positions to current certificated employees who have a certificate, the type described in Section 3319.22 of the Ohio Revised Code, and;

WHEREAS, when no such employee qualified to fill the position has accepted the position, the Athletic Director has advertised the position as being available to any individual with a certificate who is not currently employed by the Board of Education;

THEREFORE BE IT RESOLVED, that employed non-teaching individuals shall not be used in any pupil-activity program that is required for credit toward a student's promotion to the next grade or for graduation, and such employed individuals shall perform only the duties of the director, supervisor, or coach of the pupil-activity program for which he/she is employed.

As we have followed the above procedure and have been unable to fill these positions with a currently employed certificated employee, the Superintendent recommends the approval of the following certified individual as a coach for the 2026 - 2027 school year:

Chris Stacy	Head Junior High Wrestling - Split	Step 1
-------------	------------------------------------	--------

10. The Superintendent recommends the approval of the following ticket takers for the 2026 - 2027 school year:

Allison Russell

11. The Superintendent recommends the approval of the following volunteers at the high school for the 2026 - 2027 school year:

Adena Partin

12. The Superintendent recommends the approval of Abigail Martinez as a nurse for the Washington DC Trip for the 2026 - 2027 school year.

B. Trips & Overnights

1. The Superintendent recommends the approval of Urbana FFA Cardboard City Overnight, scheduled for either November 6 or November 7, 2026, at Climber Stadium.