RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION

REGULAR MEETING
SEPTEMBER 16, 2025
HELD AT 5:00 P.M.

The Adena Local Board of Education met for a Regular Meeting on September 16, 2025 at 5:00 p.m. in the library/media center with the following members responding to roll call: Mr. Josh McQuiniff, Mr. Tim Newberry and Mr. Roy Robinson

The Pledge of Allegiance was recited.

Briefings:

Mrs. Williams reported that the MTSS program is off to a strong start, with "Check-ins" and "Check-outs" showing positive feedback and results. She also noted that flu season has already reached the buildings, and staff are working diligently to mitigate its spread.

Mr. Hammond shared that the MS/HS has launched a PBIS card rewards program and challenged staff to memorize the district's mission statement—a challenge that even students eagerly joined. He also highlighted the positive reception of Project-Based Learning (PBL) and the excitement around the new ASL course offerings.

(25-63) APPROVAL OF AGENDA
Moved by Mr. Newberry, seconded by Mr. McQuiniff, to approve the agenda as presented.

Roll call: Mr. Newberry, yea; Mr. McQuiniff, yea; Mr. Robinson, yea

(25-64) TREASURER'S ITEMS
Moved by Mr. McQuiniff, seconded by Mr. Newberry, to approve the following treasurer's items:

Approve the minutes of the August 19, 2025 Regular Meeting and Records Commission Meeting.

Accept the financial report:
Payroll – cash reconciliation, outstanding checks
General - cash reconciliation, outstanding checks, disbursements, cash summary

Approve the resolution establishing insurance as primary coverage for the treasurer and designating the treasurer's bond as secondary (excess coverage), if applicable. There is no additional insurance cost for this declaration and recommended by the district's insurance agent.

A RESOLUTION OF THE BOARD OF EDUCATION OF THE ADENA LOCAL SCHOOL DISTRICT ESTABLISHING INSURANCE AS PRIMARY COVERAGE FOR THE TREASURER AND DESIGNATING THE TREASURER'S BOND AS SECONDARY (EXCESS) COVERAGE

WHEREAS, the Board of Education ("Board") maintains insurance coverage through the Schools of Ohio Risk Sharing Authority ("SORSA") or another insurance carrier of the District's choosing when applicable, which includes coverage for employee dishonesty and faithful performance of duty applicable to the Treasurer; and

WHEREAS, the Board also maintains or may maintain a Treasurer's surety bond; and

WHEREAS, the Board desires to clarify its intent that, to the fullest extent permitted by law and the
terms of applicable insurance policy(ies), coverage through SORSA or another insurance

carrier of the District's choosing when applicable shall respond as primary coverage for losses arising from the Treasurer's acts or omissions within the scope of the applicable policy(ies), with any Treasurer's bond responding only on a secondary (excess) basis after exhaustion of such insurance; and

WHEREAS, the Board has reviewed information provided by its SORSA underwriter and any legal exemplars of resolutions addressing treasurer protection and confirms that no additional action is required for SORSA or another applicable carrier to extend coverage included in the District's package policy, while recognizing that some districts elect to maintain both insurance and a bond;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Adena Local School District, that:

1. Primary Insurance; Secondary Bond. The Board hereby designates the SORSA policy(ies) or other insurance policy(ies) of the District's choosing when applicable providing treasurer protection (including employee dishonesty and faithful performance of duty or substantially similar coverage) as the primary source of coverage applicable to covered losses involving the Treasurer, subject to all terms, conditions, limits, deductibles, and exclusions of such policy(ies). Any Treasurer's surety bond maintained by or on behalf of the District shall apply, if at all, strictly on a secondary (excess) basis, and only after the applicable insurance coverage is exhausted.
2. Consistency With Law and Policy Terms. This Resolution is intended to operate to the fullest extent permitted by applicable law and the terms of the SORSA policy(ies) or other insurance policy(ies) of the District's choosing when applicable. If any portion of this Resolution is determined to be inconsistent with applicable law or the applicable insurance policy(ies), this Resolution shall be interpreted and applied to remain valid and enforceable to the maximum extent permitted, without expanding the coverage beyond its terms.
3. No Gap in Protection. It is the Board's intent that there be no lapse or gap in treasurer protection. The Treasurer shall remain covered continuously through the applicable insurance policy(ies), and any bond maintained shall remain in unless and until altered or discontinued by further Board action.
4. Administrative Authorization. The Superintendent, Treasurer/CFO, and Board President are authorized and directed to take all actions reasonably necessary to implement this Resolution, including (a) providing a copy of this Resolution to SORSA or other applicable carrier and the bond issuer, (b) requesting written acknowledgement, if available, that the applicable insurance coverage will respond as primary consistent with this Resolution, and (c) updating any internal procedures or schedules of insurance to reflect the designations herein.
5. No Admission or Waiver. Nothing in this Resolution constitutes an admission of liability or a waiver of any defenses, immunities, or rights of the District, the Board, or any employee under law or contract.
6. Supersession of Inconsistent Actions. All prior resolutions or actions of the Board that are inconsistent with this Resolution are hereby repealed or amended to the extent of the inconsistency.
7. Effective Date. This Resolution shall take effect immediately upon adoption.

Approve the transfer of $251,047.76 from the General Fund to the Capital Improvements/Maintenance Fund as calculated and required by Senate Bill 345.

Approve the annual public notice for federal funds.

The Adena Local School District, Ross County, Ohio, receives funds through the Ohio Department of Education via the Consolidated Continuous Improvement Plan (CCIP). Monies received through the IDEA – Part B (516) are used to provide special education services for students with identified disabilities. Title I (572) funds are used to provide reading to any student within the district. Title II (590) funds are used to provide staff professional development and other student services and/or personnel needs. Title IV funds (599) are used to support technology instruction for middle school pupils. The SISG grant funds (536 and 572) will be utilized in professional development, instructional coaching and supplemental resources to increase student achievement in math, including a focus on most effective strategies for students with disabilities. If there are any questions or comments from the community, please direct them to Mr. Kell Morton, Treasurer of the Adena Local School District.

Approve the financial forecast

Approve the following severance payouts:

Philip Scott Hurtt - $24,360.76
Paul Thomas - $22,715.22
Marilyn Bakenhaster - $25,769.53
Michelle Jones - $11,767.34
Pamela Givens - $11,570.26
Chris Mathis - $16,322.40

Discussion: Mr. Morton presented the monthly financial report along with the Auditor of State's Financial Health Indicators. The district received the highest status in 16 of the 17 areas reviewed. The only cautionary area, Indicator #11, reflects the condition of capital assets - an expected outcome given the age of district facilities. While previous tax levy attempts to address this issue were unsuccessful, the district continues to pursue solutions, such as seeking competitive grant funding for projects like the wellness center.

Roll call: Mr. McQuiniff, yea; Mr. Newberry, yea; Mr. Robinson, yea

(25-65) CONSENT AGENDA
Moved by Mr. Newberry seconded by Mr. McQuiniff, to approve the following consent agenda items:

Approve PTO Events for the 2025-2026 school year.

Approve the following meal increase for the 2025-2026 school year.

Adult Breakfast - $2.95

Approve the Memorandum of Understanding (MOU) between Adena Local Schools and Future Plans (FP). The purpose of this agreement is to establish a partnership under which participating schools will receive career assessment and coaching services for the GRIT Project. The MOU is effective September 5, 2025, through June 30, 2026. Either party may request an extension beyond the termination date. The partnership will be funded through grant money.

Approve the Memorandum of Understanding (MOU) between Adena Local Schools and Future Plans (FP). The purpose of this agreement is to establish a partnership with FP and customer under which participating schools can receive funds to support a career navigator who will inform their work by following the Future Plans 5-step process. Effective as of September 5, 2025 and shall remain in full force and effect for no longer than June 30, 2026, at which time an extension can be requested by either Party.

Approve proposal to reintroduce international travel opportunities for Adena High School students through a partnership with Education First Tours (EF Tours). First trip in mid-to-late June 2027, with

Costa Rica as the inaugural destination.

Approve the addition of a student, attending Ross County Christian Academy, to the Non-Public School Transportation resolution for reimbursement of transportation, as previously approved on July 15, 2025.

Approve Adena FFA trip to the National FFA Convention in Indianapolis, IN from October 30-31, 2025.

Approve accepting Niclas Roees as a foreign exchange student to Adena Local Schools through the Foreign Links Around the Globe (FLAG) Chapter for the 2025-2026 school year.

Approve Youth Out Patient Treatment Educational Component Agreement with The Recovery Council TRC Connections.

Approve 8th grade trip to Washington, D.C., on May 6-9, 2026.

Approve resignation notification with intent to retire from the following certified employees.

Amy Thomas	Teacher	Effective: 12/19/2025
Rebecca Boyle	Teacher	Effective: 5/22/2026

Approve employment of the following individual under a one-year limited supplemental contract for the 2025-2026 school year, for the position noted compensation per the negotiated agreement, subject to completion of all state and local requirements.

Daniel Waugh	Assistant Band Director
Alan Grigsby	Varsity Boys Track Coach
Meghann Leedy	Key Club Advisor

The Superintendent recommends approval of the following individual as a volunteer for the 2025-2026 school year, under the direct supervision of the building principal and/or the Board's designee responsible for the program, and subject to completion of all state and local requirements and criminal background check.

Jamie Markko	Volunteer Cross Country Coach

Approve Braylee Rebman to complete her student observation/teaching placement this school year in Adena Elementary.

Approve payment to the following certified teachers for grading VLA work, approximately one (1) hour per week outside of contracted time.

Brian Beery	Math
Meghann Leedy	Science
Tim Dettwiller	Social Studies
Amanda Harper	ELA

Approve the following positions contracted through Ross-Pike ESC.

Career Navigator Program
MTSS Coordinator (Grades 6-8)

Discussion: None

Roll call: Mr. Newberry, yea; Mr. McQuiniff, yea; Mr. Robinson, yea

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(25-66) BASEBALL FIELD – CERTIFICATE OF COMPLETION AND FINAL PAYMENT

Moved by Mr. McQuiniff, seconded by Mr. Newberry, to approve the Certificate of Completion and close-out payment to Delillion Landscaping Company and waive liquidated damages.

Discussion: None

Roll call: Mr. McQuiniff, yea; Mr. Newberry, yea; Mr. Robinson, yea

(25-67) DOCK DAYS – KENNETH REDDEN

Moved by Mr. McQuiniff, seconded by Mr. Newberry, to approve the following dock days for Kenneth Redden: August 13, 14, 15, 18, 19, 20, 2025

Discussion: None

Roll call: Mr. McQuiniff, yea; Mr. Newberry, yea; Mr. Robinson, yea

Superintendent's Report

Dr. Unger shared with the board the results of the Senior Exit Survey and the "What Does It Mean to Be a Warrior?" survey. He also provided a brief update on the Wellness Center, noting that the Ohio Department of Development will be visiting this Thursday. The purpose of the visit is to showcase the project as an example of progress to other grant recipients from across the state. Lastly, Dr. Unger presented flooring options for the middle school classrooms, funded through the School Improvement Grant, which include carpet, LVT, and epoxy.

(25-68) EXECUTIVE SESSION

Moved by Mr. McQuiniff, seconded by Mr. Newberry, to approve enter into executive session to consider the promotion, demotion, compensations of a public employee and matters required to be confidential by Federal law or regulations or state statutes.

Time entered: 5:33 PM Time exited: 6:38 PM

Discussion: the above items were discussed in executive session.

Roll call: Mr. McQuiniff, yea; Mr. Newberry, yea; Mr. Robinson, yea

(25-69) ADJOURNMENT

Moved by Mr. Newberry, seconded by Mr. McQuiniff, that the Board adjourn.

Roll call: Mr. Newberry, yea; Mr. McQuiniff, yea; Mr. Robinson, yea

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PRESIDENT

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TREASURER