

**RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION**

**REGULAR MEETING
FEBRUARY 17, 2026
HELD AT 5:30 P.M.**

The Adena Local Board of Education met for a Regular Meeting on February 17, 2026 at 5:30 p.m. in the board conference room with the following members responding to roll call: Mr. Josh McQuiniff, Mr. Brady Ratzlaff, Mr. Tim Newberry and Mr. Roy Robinson

Mrs. Williams, elementary principal, recognized Courtney Hines and Amber Grigsby for their contributions to the district, citing a steadfast commitment to exemplary services and leadership for students, staff and the community. Mrs. Williams also reported a positive attendance rates the last month even with flu season happening.

PUBLIC HEARING

A public hearing was held regarding proposed adjustments to the 2026-2027 adopted school district calendar due to the Ross County Fair schedule. Dr. Unger presented both options, which had few differences – mainly the start date. There was no other input offered at the hearing.

BRIEFINGS

Chris Widener, principal of WDC Group, gave an update of the Warrior Wellness Center. The update included reasoning behind the change orders recommended for the project, which included betterments and code requirements. Mr. Widener also said the project is still set to conclude in July, although the winter has caused twenty-one lost days of work due to the conditions.

Mrs. Holly Adams, AEA president, addressed the board about the associations progress on preparing for negotiations; she also said the association completed a staff satisfaction survey and offered any board member an opportunity to get a copy if they want to review it. The board requested her to send it to them.

Mrs. Forby, grants coordinator, gave updates to the board regarding literacy staffing changes with grant program that was awarded to the district.

(26-11) APPROVAL OF AGENDA

Moved by Mr. Newberry, seconded by Mr. McQuiniff, to approve the agenda as presented.

Discussion: none

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

(26-12) RESOLUTION TO WAIVE THE READING OF THE MINUTES BY THE TREASURER

Moved by Mr. Newberry, seconded by Mr. Ratzlaff, to approve the resolution to waive the reading of the minutes by the treasurer.

WHEREAS, the Board of Education of the Adena Local School District, Ross County, Ohio, is subject to Ohio Revised Code §121.22; and

WHEREAS, Ohio Revised Code §3313.26 requires the Treasurer to keep an accurate record of the proceedings of each meeting of the Board; and

WHEREAS, Ohio Revised Code §149.43 requires that Board minutes be maintained as public records and made available for public inspection; and

WHEREAS, Ohio law does not require that such minutes be publicly read at meetings of the Board;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Adena Local School District hereby waives the public reading of the minutes of prior regular and special meetings.

BE IT FURTHER RESOLVED, that:

**RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION**

**REGULAR MEETING
FEBRUARY 17, 2026
HELD AT 5:30 P.M.**

1. The Treasurer shall continue to prepare and maintain accurate minutes of all meetings in accordance with Ohio law.
2. Minutes shall be presented to the Board for review and approval at a subsequent meeting.
3. Approved minutes shall be promptly maintained and made available for public inspection as required by law.
4. This resolution shall remain in effect until amended or rescinded by formal action of the Board.

Discussion: none

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

(26-13) TREASURER'S ITEMS

Moved by Mr. Newberry, seconded by Mr. McQuiniff, to approve the following treasurer's items:

Approve the minutes of the January 12, 2026, Organizational Meeting, Budget Hearing, and Regular Meeting.

Accept the financial report:

Payroll (reconciliation, outstanding checks)

General (reconciliation, outstanding checks, monthly checks issued, cash summary)

Approve the severance payment to Amy Thomas, retired 12/31/25 - 55 days; \$21,551.92

Approve the lease termination agreement with Capital One Capital Funding, LLC (successor by merger to All Points Capital Corp) for the 2010 energy conservation project lease.

Authorize and direct the treasurer to place a notice in the Chillicothe Gazette, no later than February 20, 2026, which reads substantially as follows:

The Adena Local School District Board of Education hereby gives public notice in accordance with Section 3307.353 of the Ohio Revised Code that Stephanie Fischer, who is currently employed by the Board of Education as a teacher, will be retired and seeking re-employment with the Adena Local School District in the same position following her service retirement. The Board of Education will hold a public meeting on the issue of re-employing the above-named person at a meeting to be held on March 24, 2026 at 5:30 p.m. at the library media center located at 3367 County Road 550, Frankfort, Ohio.

Approve the forecast as presented

Approve the permanent appropriations and certificate of resources

Discussion: Mr. Morton explained that the five year forecast reflects a structural deficit in the current year and throughout the projection period, with cash balances declining rapidly under existing state and local revenue constraints. With enrollment decreasing at a significant rate, the District does not have a viable path to move off the State's guarantee, meaning it should not expect additional state foundation funding.

**RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION**

**REGULAR MEETING
FEBRUARY 17, 2026
HELD AT 5:30 P.M.**

He further noted that recent property tax reform legislation has limited the District’s only practical source of revenue growth by capping collection increases to inflationary rates rather than allowing growth based on updated property valuations. Given these combined pressures, Mr. Morton advised that the Board and administration maintain a conservative and disciplined approach to expenditures moving forward.

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

(26-14) CONSENT AGENDA

Moved by Mr. Newberry, seconded by Mr. McQuiniff, to approve the following consent agenda items:

Approve January 15, 26, 27, 28, 29, and 30, 2026 as calamity days.

Approve request to conduct a Third Grade Reading Camp for students who have not met the Third Grade Reading Guarantee. The camp will run from March 17, 2026, to April 7, 2026, for one hour each day.

Approve adjustment to the 2025-2026 district calendar for calamity days, if needed.

Friday, March 13 – Teacher Work Day
Monday, April 6 – Day after Easter
Friday, May 22 – One-day extension to the school year
Up to a 30-minute extension to the school day, as needed

Approve resolution to administer state assessments in a paper-based format for all third-grade students for the 2026-2027 academic year.

Approve the following as a substitute for the 2025-2026 school year, pending criminal background check.

Scott Hyland	Cafeteria
--------------	-----------

Approve resignation notification submitted on 1/20/26 with intent to retire from the following employee after 120 work days in the current school year are complete.

Joshua Anderson	Teacher	Tentatively 2/20/26
-----------------	---------	---------------------

Approve resignation notification from the following.

June Wayland	Choir Accompanist	Effective 1/14/26
June Wayland	Solo Ensemble	Effective 1/14/26

Approve Owen Kline as a long-term substitute effective, 1/22/26, pending licensure and background check.

Approve employment of the following individuals under a one-year limited supplemental contract for the 2026-2027 school year, for the position noted compensation per the negotiated agreement, subject to completion of all state and local requirements.

Scott Hurtt	Head Football Coach
Ethan Hurtt	Asst. HS Football Coach
Matt Glandon	Asst. HS Football Coach
Shane Wellman	Summer Conditioning (Football)

**RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION
REGULAR MEETING**

**FEBRUARY 17, 2026
HELD AT 5:30 P.M.**

Laura Smith	Head Volleyball Coach
Donna Atchison	Asst. HS Volleyball Coach
Makenna Lovely	Asst. HS Volleyball Coach
Julia Leasure	Asst. MS Volleyball Coach
Brian Grigsby	Asst. MS Volleyball Coach
Jeff Postage	Head Golf Coach
Trey Postage	Head Golf Coach
Clayton Lynch	Head Cross Country Coach

Approve Bill Allen to serve as a substitute custodian and provide mowing services on an as-needed basis for the 2026–2027 school year.

Approve Grace Marlowe as interim building secretary, at step 0 secretary salary schedule effective, 2/23/26 for the 2025-2026 school year, pending FBI/BCI background checks. Approve a 1 year limited contract for the 2026-27 school year.

Discussion: none

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

(26-15) HVAC PREVENTATIVE MAINTENANCE AGREEMENT

Moved by Mr. Newberry, seconded by Mr. McQuiniff, to approve the three year contract with Debra-Kuempel-EMCOR for HVAC preventative maintenance and required controls updates.

Discussion: none

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

(26-16) VISION TO LEARN MOU

Moved by Mr. Ratzlaff, seconded by Mr. Newberry, to approve the Memorandum of Understanding between Vision To Learn and Adena Local Schools for student vision services provided through a mobile vision clinic, effective February 1, 2026, with a 180-day termination notice by either party or by mutual consent.

Discussion: none

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

(26-17) CHANGE ORDER – JAY CAR CONSTRUCTION – R9

Moved by Mr. Newberry, seconded by Mr. Ratzlaff, to approve change order R9 provided by Jay Car Construction for the Warrior Wellness Center, cost \$22,982.00, due to Ross County County Building Department requirements.

Discussion: none

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

(26-18) PROPANE AGREEMENT – WELLNESS CENTER

Moved by Mr. McQuiniff, seconded by Mr. Ratzlaff, to approve the rental agreement with Buckeye Propane Company, Inc. for propane tanks for the wellness center.

Discussion: none

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

**RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION**

**REGULAR MEETING
FEBRUARY 17, 2026
HELD AT 5:30 P.M.**

(26-19) CHANGE ORDER – SYNTHETIC FLOORING

Moved by Mr. Newberry, seconded by Mr. Ratzlaff, to approve change order 1A-4 to JayCar Construction for synthetic flooring of the wellness center gym floor.

Discussion: none

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

(26-20) CHANGE ORDER – INTERIOR WALL PANELS

Moved by Mr. McQuiniff, seconded by Mr. Newberry, to approve change order 1A--4 to JayCar Construction for the installation of composite interior wall panels.

Discussion: none

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

(26-21) CHANGE ORDER – ELECTRICAL OUTLETS

Moved by Mr. Ratzlaff, seconded by Mr. Newberry, to approve change order 1A-6 to JayCar Construction for additional electric outlets for the wellness center.

Discussion: none

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

(26-22) CHANGE ORDER – FENCING

Moved by Mr. Newberry, seconded by Mr. Ratzlaff, to approve change order 2A-1 to Fillmore Construction for alternate #8 fencing.

Discussion: none

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

(26-23) BUS SAFETY GRANT

Moved by Mr. Newberry, seconded by Mr. McQuiniff, to approve the purchase of bus safety light and cameras to Ohio Machinery

Discussion: none

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

(26-24) CHILLICOTHE-ROSS COMMUNITY FOUNDATION

Moved by Mr. Newberry, seconded by Mr. McQuiniff, to approve an agreement with Chillicothe-Ross Community Foundation.

Discussion: none

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

SUPERINTENDENT’S REPORT

Dr. Unger presented several items for the board’s information. The topics included additional paving quotes for areas around the athletic complex, estimates for an entrance to the athletic complex. There was a conversation and quotes presented for new weight and cardio equipment. Mr. Shane Wellman discussed his process for identifying the needs and design for the wellness center to maximize efficiency. Multiple quotes were presented for consideration.

**RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION**

**REGULAR MEETING
FEBRUARY 17, 2026
HELD AT 5:30 P.M.**

(26-25) EXECUTIVE SESSION

Moved by Mr. Ratzlaff, seconded by Mr. McQuiniff, to enter into executive session to discuss the consideration of the employment of a public employee, matters required to be confidential by federal law or regulations, and Investigation of charges or complaints against a public employee, official, licensee, or student unless such employee, official licensee, or student requests a public meeting; except that consideration of the discipline of a Board member for conduct related to the performance of his/her duties or his/her removal from office shall not be held in executive session, and preparing for negotiations.

Time entered was 6:20 p.m. Time out was 7:24 p.m..

The above topics were discussed.

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

(26-26) ADJOURNMENT

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

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

PRESIDENT

TREASURER