RECORD OF PROCEEDINGS MINUTES
OF
ADENA LOCAL BOARD OF EDUCATION

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

The Adena Local Board of Education met for a Regular Meeting on December 16, 2025 at 5:00 p.m. in the Library/Media Center with the following members responding to roll call: Mr. Nathan Huff, Mr. Josh McQuiniff, Mr. Kevin Pancake, Mr. Tim Newberry and Mr. Roy Robinson

The Pledge of Allegiance was recited.

Briefings:

Mr. Denny Hammond recognized staff member Angie Shiplett for her dedication to the high school building, noting her consistent, dependable, and steadfast approach. He also recognized Lilly Garrison for the student spotlight. Mr. Hammond reported that the high school is currently preparing for state testing.

Mrs. Danni Williams recognized teacher Tonya Reisinger and commended her contributions to the district's PBIS program. Mrs. Williams further reported that the elementary school is reviewing initial student data points to identify areas for continuous improvement.

Mr. Anderson Ramsey updated the Board on the security measures and protocols implemented by his agency. He noted that conducting regular door sweeps has been effective and well received.

Dr. Matt Unger and Board President Roy Robinson recognized departing Board members Nathan Huff and Kevin Pancake for their service to the district. Mr. Robinson highlighted several improvements completed during their tenure, including enhancements to athletic facilities, the bus fleet, technology, and curriculum.

(25-81) APPROVAL OF AGENDA
Moved by Mr. Huff, seconded by Mr. Newberry, to approve the agenda as presented.

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

(25-82) TREASURER'S ITEMS
Moved by Mr. McQuiniff, seconded by Mr. Pancake, to approve the following treasurer's items:

Approve the minutes of the November 18, 2025 Regular Meeting.

Accept the financial report:
  Payroll (reconciliation, outstanding checks)
  General (reconciliation, outstanding checks, monthly checks, cash summary)

Approve the BWC then and now payment of $30,802.00 for 2026 coverage.

Discussion: Mr. Morton shared the monthly report showing a projection for deficit spending in FY26 based on current forecast.

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

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(25-83) JANUARY MEETING DATES

Moved by Mr. McQuiniff, seconded by Mr. Newberry, to approve the following board meetings on January 12, 2026 in the library/media center:

Organizational meeting – 5:00 p.m.
Tax budget hearing – 5:10 p.m
Regular meeting – 5:15 p.m.

Discussion: Mr. Morton said that the new board members indicated any day in January prior to January 15, 2026 works for them to meet.

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

(25-84) PRESIDENT PRO TEM

Moved by Mr. McQuiniff, seconded by Mr. Newberry, to appoint Roy Robinson as president pro tem, effective January 1, 2026 until a president is elected during the organizational meeting in January 2026.

Discussion: None

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

(25-85) CONSENT AGENDA

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

Approve Memorandum of Understanding (MOU) between Adena Local School District and Paint Valley Local School District to establish a cooperative, shared-service structure for Information Technology Coordinators employed by each district. This MOU shall remain in effect until modified or terminated by mutual written consent of both parties.

Approve annual report of Adena Local School District's compliance with the nutritional standards for the 2025-2026 school year.

Approve Ohio School Boards Association (OSBA) Annual Membership Dues, January through December 2026.

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 the quote from Sports Imports for purchase of volleyball equipment for the Warrior Wellness Center $14,021.00 (the current equipment will be house in the wellness center and the new will be for the high school gymnasium).

Approve the school closure on December 2, 2025, and December 15–16, 2025, as calamity days.

Approve Legal Assistance Fund Membership with Ohio School Boards Association January 1 through December 31, 2026. Cost: $250.00

Approve the recommendation for a student observer at Adena Elementary School for 80 hours.

Nicole Jackson Ohio University

Approve an overnight trip to Barnesville, Ohio for a wrestling match on December 19, 2025 and December 20, 2025.

Approve The Writing Revolution for professional development for grades 3-12 at the cost of $37,800.00. Grant funded.

Accept resignation notification from the following.

Pamela Givens	Administrative Assistant	Effective: 6/30/26

Approve employment of the following individuals 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.

Susan Glandon	Head Girls Track Coach
Sadie Beery	Asst. MS Girls Track Coach
Megan Glandon	Asst. MS Boys Track Coach
Monica Halm	Swimming Coach

The Superintendent recommends approval of the following individuals 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.

Susan Glandon	Volunteer Indoor Track Coach
Alan Grigsby	Volunteer Indoor Track

Discussion: None

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

(25-86) WELLNESS CENTER FAIR MARKET RENTAL APPRAISAL
Moved by Mr. Pacanke, seconded by Mr. Newberry, to approve the fair market rental appraisal proposal provided by Pinnacle Realty Advisors, LLC.

Discussion: Mr. Morton noted that several districts across southern Ohio have entered into lease agreements with healthcare providers for district-owned space. He stated that it is in the District’s interest to understand the fair rental value of the wellness center’s health clinic, which is expected to become operational this summer and be occupied by Adena Health System. Mr. Morton emphasized that the intent is not necessarily to maximize revenue, but rather to ensure the District is informed and positioned to have constructive discussions with ARMC regarding rent, if deemed appropriate.

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

(25-87) KUBOTA TRACTOR
Moved by Mr. Huff, seconded by Mr. Newberry, to the purchase of a Kubota tractor, plus attachments as presented, and the trade-in of the current Kubota tractor.

Discussion: Mr. McQuiniff expressed concerns regarding deficit spending and the timing of the proposed purchase. Dr. Unger stated that now is the optimal time to proceed, noting that prices are expected to increase by 5 to 7 percent beginning in January. Mr. Huff asked whether the quoted price included a trade-in of the current Kubota, which Dr. Unger confirmed. Mr. Robinson inquired about Mr. Morton regarding the financial impact. Mr. Morton responded that while district operations must continue, he continues to recommend a conservative approach to capital spending outside of the wellness center project at this time, given the uncertainty surrounding project needs and the potential for significant purchase costs.

Roll call: Mr. Huff, yea; Mr. Newberry, yea; Mr. Pancake, yea; Mr. McQuiniff, nay; Mr. Robinson, yea

(25-88) VOLUNTEER CAFETERIA
Moved by Mr. Huff, seconded by Mr. McQuiniff, to approve Kevin Pancake as a cafeteria volunteer for the 2025-2026 school year.

Roll call: Mr. Huff, yea; Mr. McQuiniff, yea; Mr. Newberry, yea; Mr. Pancake, abstain; Mr. Robinson, yea

(25-89) HOLIDAY BONUS
Moved by Mr. Pancake, seconded by Mr. Newberry, to approve a holiday bonus to contracted and long-term sub staff members identified by the administration of $250, grossing up taxes based on last year's bonus structure.

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

Dr. Unger presented a draft inventory of items associated with the athletic complex and wellness center that may be used to pursue donors or sponsors. He also provided an update on construction progress, reporting that the project remains on schedule for a July 1, 2026 opening. In addition, Dr. Unger shared survey results with the Board, noting that a key theme was the community's desire for a more welcoming environment, which he stated has been an initiative within his strategic plan. No discussion ensued.

(25-90) EXECUTIVE SESSION
Moved by Mr. Pacanke, seconded by Mr. Newberry, to approve enter into executive session to consider the employment of a public employee and matters required to be confidential by Federal law or regulations or state statutes.

Time entered: 5:52 PM Time exited: 7:34 PM
Discussion: the above items were discussed in executive session.

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

(25-91) ADJOURNMENT
Moved by Mr. Huff, seconded by Mr. Pancake, that the Board adjourn.

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

PRESIDENT

TREASURER