

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

**REGULAR MEETING
AUGUST 19, 2025
HELD AT 5:00 P.M.**

The Adena Local Board of Education met for a Regular Meeting on August 19, 2025 at 5:00 p.m. in the library/media center with the following members responding to roll call: Mr. Josh McQuiniff, Mr. Nathan Huff, Mr. Kevin Pancake, Mr. Tim Newberry and Mr. Roy Robinson

The Pledge of Allegiance was recited.

Briefings:

Mrs. Williams recognized several students who earned perfect scores on their math assessments. She also reported that student enrollment has increased compared to the beginning of last year.

Mr. Hammond shared that the high school is off to a strong start this year. He noted that the school resource officer has settled into the office and is becoming established within the building.

Mrs. Forby provided the board with an overview of the federal grants the district receives and highlighted the initiatives supported by those funds.

(25-59) APPROVAL OF AGENDA

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

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

(25-60) TREASURER'S ITEMS

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

Approve the minutes of the July 15, 2025 Regular Meeting and Records Commission Meeting.

Accept the financial report:

Payroll - outstanding checks, reconciliation

General - outstanding checks, reconciliation, cash summary, July's checks

Authorize the treasurer to transfer interest income to the PI fund (003)

Approve the transfer of \$5,000 from the general fund to the elementary principal's fund and the middle school/high school principal's fund.

Approve increasing the change funds for athletics by \$700 due to SVC admission price changing from \$5 to \$6 this year.

Approve the resolution to prepare OCBOA financial statements:

WHEREAS, the Adena Local School District Board of Education is committed to the responsible stewardship of public funds and the efficient operation of the district; and WHEREAS, the Board continually evaluates financial reporting practices to ensure alignment with the district's educational mission and fiscal priorities; and WHEREAS, the district currently prepares its annual financial statements in accordance with Generally Accepted Accounting Principles (GAAP), which, while comprehensive, require a significantly higher allocation of financial and personnel resources; and WHEREAS, pursuant to Ohio Revised Code §117.38, the district may choose to prepare and file annual financial statements using an Other Comprehensive Basis of Accounting

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(OCBOA), such as a cash basis presentation, which is permissible under Ohio law; and WHEREAS, the Ohio Auditor of State may assess a fine of up to \$750 per year for the filing of non-GAAP statements; however, even when considering the potential for such a penalty, the district anticipates a net cost savings by avoiding the annual expense of preparing GAAP-basis financial statements; and WHEREAS, the Board desires to preserve these savings and redirect limited resources toward instructional programs and student services; NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Adena Local School District that, beginning with the fiscal year ending June 30, 2025, the district shall transition from GAAP-basis financial reporting to OCBOA financial compilations. BE IT FURTHER RESOLVED, that the Treasurer is authorized and directed to coordinate with the district's financial services provider to implement this change and ensure continued compliance with Ohio Revised Code §117.38 and all applicable audit and reporting requirements.

Approve the then and now requisition to Detillion Fence Co, Inc. in the amount of \$7,554.00 for installation of the softball scoreboard.

Discussion: Mr. Morton presented the monthly financial report, which reflects a slightly more favorable outlook than the spring forecast. He also reviewed recommendations from the Ohio Association of School Business Officials and the district's insurance agent regarding fiduciary coverage. Specifically, the district's insurance policy should be designated as the primary fiduciary coverage for school officials, while the treasurer's bond—if maintained—would serve as secondary coverage. This fiduciary policy is a standard offering by the insurance carrier, and a forthcoming resolution will provide clear direction that the insurance policy assumes first responsibility in the event of fraud, theft, or other financial irregularities.

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

(25-61) CONSENT AGENDA

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

Approve HMH proposal for the purchase of Into Math K-5 Print & Digital 1-Year.

Approve handbooks for the 2025-2026 school year.

- Adena Bands/Color Guard
- Student Athletic Code of Conduct
- Adena Local Schools Handbook and Guidelines for Coaches
- Adena High School Choir

Approve supplemental job descriptions.

- Choir Accompanist
- Elementary Music
- Marching Auxiliaries
- Power of the Pen
- Ross County Fair Committee
- Science Club
- Solo Ensemble
- Assistant Coach (revised)
- HS Cheerleader Advisor (revised)

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Varsity Head Coach (revised)

The Board approve the following participation resolution for META Solutions Cooperative Advertising and Receiving Bids for School Bus Chassis and Bodies:

WHEREAS, the Adena School Board of Education wishes to advertise and receive bids for the purchase of two (2) or more - 71 passenger conventional school bus(es) and or one (1) 9-Passenger Van(s).

THEREFORE, BE IT RESOLVED the Adena School Board of Education wishes to participate and authorize META Solutions (META) to advertise and receive bids on said Board's behalf as per the specifications submitted for the cooperative purchase two (2) or more - 71 passenger conventional school bus(es) and one 9-Passenger Van(s).

This resolution does not obligate the district to purchase the bus(es) and or van(s).

Approve revision to the Adena Local School District 2025-2026 School Calendar. No School for students on May 5, 2026 for Staff Professional Development.

Approve Service Agreement with Fayette County Board of Health for providing specific public health nursing services to Adena Local Schools, August 15, 2025 to May 30 2026, inclusive.

Approve proposal from Buckeye Bleacher Repair, Inc. to furnish and install gym divider curtain for the Adena Wellness Center. Cost \$17,200.00

Approve proposal from Buckeye Bleacher Repair, Inc. to furnish and install basketball backstop systems in the Adena Wellness Center. Cost: \$65,800.00

Approve estimate from Zimmerman School Equipment for lockers for in the Adena Wellness Center. Estimate Cost: \$79,764.28

Approve Personal Interpreter Service Agreement between South Central Ohio ESC and Adena Local beginning July 1, 2025 and ending June 30, 2026.

Approve Contract for Students with a Disability between Columbus City Schools Board of Education and the Adena Local School District for the 2025-2026 school year.

Approve Educational Institution Agreement between Adena Local Schools and Maxim Healthcare Services, Inc. Effective for one calendar year and will be automatically renewed at the end of the first year and each subsequent year unless terminated.

The Board approve the following resolution for the 2025-2026 school year:

WHEREAS, The Adena Local Board of Education realizes it is impractical to transport to the Bishop Flaget Catholic School for the following reasons: The time and distance required to provide the transportation; The number of pupils to be transported; The cost of providing transportation in terms of equipment, maintenance, personnel, and the administration;

NOW THEREFORE BE IT RESOLVED, that the Adena Local Board of Education will reimburse the parents of students attending the Bishop Flaget Catholic School the amount determined by the Ohio Department of Education in lieu of transportation, contingent upon the return of required documentation.

Approve Reserve School of Applewood Centers, Inc. Agreement For Educational Services for the 2025-2026 academic year.

The following be awarded a one-year teacher's limited contract for the 2025-2026 school year, subject

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to completion of all state and local requirements for licensure, verification of education and experience and criminal background check.

Terissa Heckman Teacher BA Step: 1

Accept the resignation of Justin Drummond as High School National Honor Society Advisor, effective August 13, 2025.

Approve Ava Eldridge to complete her clinical hours during the fall and her student teaching during the winter of this school year at Adena Elementary School.

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

Jennifer Hawkins Cafeteria

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

Clayton Lynch	Science Club Advisor
Alan Grigsby	HS National Honor Society Advisor
Evan Ferguson	Varsity Baseball Coach

Approve LPDC supplemental contracts for the 2025-2026 school year.

Kylie Frankel	Chairperson	\$1,000.00
Angie Williams	Member	\$850.00
Amanda Santor	Member	\$850.00
Meghan Leedy	Member	\$850.00
Danni Williams	Administrative Member	\$850.00
Stacy Forby	Administrative Member	\$850.00
Kell Morton	Administrative Member	\$850.00

Approve the following athletic department seasonal workers for the 2025-2026 school year at a rate of \$13.25 per hour.

Duane Bryans	Scott Schmidt
Sadie Beery	Chase Starr
Sandy Bielanow	

Discussion: None

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

Superintendent’s Report

Dr. Unger reported that the baseball field project has reached substantial completion and noted that the parking lot project is nearing finalization. He also presented the Parent Bill of Rights, reaffirming the district’s commitment to recognizing, communicating, and implementing improvements to ensure parents remain well-informed.

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(25-62) ADJOURNMENT

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

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

PRESIDENT

TREASURER