

RECORD OF PROCEEDINGS

Minutes of Oak Hill Union Local Board of Education Meeting

Held December 17, 2025

Paula Stewart, President, called the meeting to order on December 17, 2025 at 5:31 p.m. The meeting was held at the Oak Hill High School Library, 5063 State Route 93, Oak Hill, OH.

Upon call of the roll the following members answered as present: Paula Stewart, Joe Elcess, Tyler Evans, Mike French, and Tim Howard.

097-25 Approve Minutes and Financial Reports

Mr. French made the motion to approve minutes and financial reports, investment report and bills paid for November, 2025. Mr. Evans made a second to the motion.

Roll Call Vote: 5 yea

French yea Evans yea Elcess yea Howard yea Stewart yea

Fall Sports Recognition

Boys Golf (Jason Wright)

Colt Rainer: SOC Division II Golfer of the Year, Honorable Mention All District

Superintendent's Report - discussed/informed the board of the following:

- *December 18 Elementary Programs*
- *December 19 2-Hour Early Dismissal*
- *December 22-January 2 Christmas Break*
- *January 5 No Classes/Staff In-Service*
- *January 9 End of Grading Period*

098-25 Approve New Business

Mr. Howard made the motion to approve the following item:

- A. Approve the following calamity days.

Staff:

- (1) December 2, 2025
- (2) December 15, 2025
- (3) December 16, 2025

Students:

- (1) December 2, 2025
- (2) December 15, 2025
- (3) December 16, 2025

Mr. Evans made a second to the motion.

Roll Call Vote: 5 yea

Howard yea Evans yea Elcess yea French yea Stewart yea

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099-25 Approve Personnel

Mrs. Stewart made the motion to approve the following personnel:

- A. Accepted the following resignation.

Jason Fitzhugh Head Varsity Football Coach (Effective December 3, 2025)

- B. Approved the following substitutes for the 2025-2026 pending all certifications.

Substitute Teachers:

Stephen Brown, Baylee Morgan, Jena Shriver, Devan Wyant

Substitute Bus Drivers:

Stephen Schreffler

Substitute Cafeteria Aides:

Christina Ratliff

Substitute Secretaries:

Christina Ratliff

- C. Approved the following for Bus Driver OBI (On Board Instructor) pending all certifications as needed at the rate of \$30.00 per hour.

Gerald Penix

- D. Approved the following University of Rio Grande student placements for the 2025-2026 school year.

Student Name:

Lauren Wells
Natalie Shriner
Gabrielle Jacobs

School Building:

Oak Hill Elementary
Oak Hill Elementary
Oak Hill High School

Teacher:

Stacy Adkins/Tara Saylor
Ally Hale
Zack Kiser

- E. Approved the following volunteers for the 2025-2026 school year pending all requirements.

Flint Barger, Sr. Volunteer Baseball Coach

Mr. French made a second to the motion.

Roll Call Vote: 5 yea

Stewart yea French yea Elcess yea Evans yea Howard yea

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100-25 Field Trips/Professional Meetings

Mr. Evans made the motion to approve the following field trips/professional meetings:

- A. Approve the following requests for professional meeting and travel for the 2025-2026 school year.

Erica Fraley	OHSFSCA Coaches Clinic	January 16-17, 2026
Sally Renea Creech	OHSFSCA Coaches Clinic	January 16-17, 2026

Mr. Howard made a second to the motion.

Roll Call Vote: 5 yea

Evans yea Howard yea Elcess yea French yea Stewart yea

101-25 Approve Financials

Mrs. Stewart made the motion to approve the following financial items:

- A. Authorize the Treasurer to prepare, amend and submit the FY26 CCIP; the carryover of unobligated FY25 federal funds into FY26 in the total amount of \$33,935.84, allocated by program as follows:

Title I: \$10,668.12
Title II-A (SEI): \$13,662.02
Title IV-A: \$4,987.06
Title V-B Rural: \$4,618.64

- B. Authorize the Treasurer the interfund transfer and establishment/use of fund 007/9025 for local scholarship activity.

WHEREAS, the **Oak Hill Union Local Board of Education** maintains local scholarship monies that are received and awarded to student recipients; and **WHEREAS**, the District has determined that scholarship activity administered by the District is more appropriately accounted for in Fund 007/9025 (Special Trust Fund) rather than Fund 011 (Rotary Fund – Special Services) in accordance with the District’s accounting structure and current USAS guidance; and **WHEREAS**, the Board desires to transfer the existing scholarship balance currently recorded in Fund 011 to Fund 007/9025 so that scholarship resources are accounted for in the proper fund; and **WHEREAS**, the Board finds it necessary and in the best interest of the District to authorize an interfund transfer of cash to reclassify these scholarship resources for proper accounting and reporting purposes; **NOW, THEREFORE, BE IT RESOLVED**, by the **Oak Hill Union Local Board of Education, Jackson County, Ohio**, that:

1. Establishment/Use of Fund 007/9025. The Treasurer is hereby authorized to establish and/or begin using Fund 007/9025 (Special Trust Fund) for the purpose

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of accounting for local scholarship monies administered and awarded by the District.

2. **Authorization of Interfund Transfer.** The Treasurer is hereby authorized to make an interfund transfer of scholarship cash in the amount of \$2,870.07 from Fund 011 to Fund 007/9025 for the purpose of properly accounting for local scholarship monies in the appropriate fund.

3. **Budgetary/Accounting Actions.** The Treasurer is authorized and directed to take any necessary accounting steps in USAS and to prepare any required budgetary modifications (as needed) so that scholarship receipts and disbursements are properly recorded in Fund 007/9025.

4. **Effective Date.** This Resolution shall be effective immediately upon its adoption.

- C. Approve the 2025-2026 Amended Appropriations and Estimated Resources
- D. Approve OSBA annual membership dues for January – December, 2026 in the amount of \$5,964.00.
- E. Approve resolution to renew OSBA Legal Assistance Fund (January 1-December 31, 2026).

Whereas, the Oak Hill Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions and,

Whereas, the Ohio School Boards Association of Legal Assistance Fund has been established for this purpose,

Therefore, the Board hereby resolves to participate in the OSBA LAF for calendar year 2026 and authorizes the treasurer to pay the LAF \$250.00.

- F. Approve OSBA's 2026 Virtual Transportation Supervisor Program in the amount of \$250.00.
- G. Approve payment after the fact:

Vendor	Amount	Fund	Date
Smith Flower	\$50.00	Elementary Principal	10/6/2025
Kalis	\$69.00	Softball	4/25/2025
Athletic Boosters	\$784.00	Athletic Fund	5/31/2025

Mr. French made a second to the motion.

Roll Call Vote: 5 yea

Stewart yea French yea Elcess yea Evans yea Howard yea

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102-25 Executive Session

Mrs. Stewart made the motion to enter into executive session for the current form, RC 121.22 for (1) the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees. Mr. Elcess made a second to the motion.

The Board invited Mr. Mantell and Ms. Harrison to enter into executive session.

The Board entered into executive session at 5:45 p.m. and exited at 5:56 p.m.

Communication:

Mr. Mantell recognized Mrs. Stewart as a Board Member with 16 years of service.

Mr. Elcess and Mr. French acknowledged Mrs. Stewart as well.

Mrs. Stewart stated that it had been an honor to serve our District. She very much enjoyed her time. She was thankful to have worked with the Treasurer, Superintendent and Board Members.

103-25 Adjournment 5:56 p.m.

Mr. Elcess made the motion to adjourn. Mrs. Stewart made a second to the motion.

Roll Call Vote: 5 yea

Elcess yea Stewart yea Evans yea French yea Howard yea

The next meeting will be held on January 13, 2026 at 5:30 p.m.

The organizational meeting then the regular meeting to follow by January 15th.

President

Attest:

Treasurer