

GREENE COUNTY VOCATIONAL SCHOOL DISTRICT

532 Innovation Drive, Xenia, Ohio 45385

Board of Education Regular Meeting Minutes

May 13, 2026, 5:30 p.m.

MEETING HELD IN THE MEDIA CENTER

- 1-5/26 The meeting was called to order by Mr. Leightenheimer at 5:33 p.m.
- 2-5/26 Present: Suzanne Arthur, Brittnay Gillaugh, George Leightenheimer, Pat McCoart, Steve McQueen, Adam Remaly and Gene Taylor
Others: David Deskins, Georgia Lewis, Brian McKnight, Jason Miller, Harris Norton, Tammy Osburn, Beverly Strunk, Chris Tucker
- 3-5/26 The Pledge of Allegiance was led by Mr. Leightenheimer
- 4-5/26 A motion was made by Mr. Remaly and seconded by Mr. McQueen to approve the agenda for the May 13, 2026 meeting with the removal of item 9 from consideration, pending legal review.
The vote: Mrs. Arthur, yes; Mrs. Gillaugh, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Remaly, yes; and Mr. Taylor, yes.
Motion carried 7-0.
- 5-5/26 Public Participation - none
- 6-5/26 Administrator Presentation – Jason Miller – Supervisor of Satellite Operations
- 7-5/26 A motion was made by Mr. Taylor and seconded by Mr. Remaly to approve the Regular Meeting Minutes of April 8, 2026.
The vote: Mrs. Gillaugh, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Taylor, yes; and Mrs. Arthur, yes.
Motion carried 7-0.

8-5/26 A motion was made by Mr. McQueen and seconded by Mrs. Gillaugh to approve the following personnel items:

A. CTSO Requests for the 2025-2026 school year:

Employee	CTSO Non-School Days	Overnight	Purpose
Smith, Jeff	0	1	FFA CDE, Wooster, 4/22-23
Kleinhenz-Ott, Anne	5	4	TSA Nationals, Washington D.C., 6/22-26
Linguist, Dan	5	4	

B. Addition of a part-time supplemental position: Veterinary Technology Assistant, maximum of 180 hours total per year, hourly rate of \$30 for the 2026-2027 school year

C. Employment of the following for the 2026-2027 school year effective July 1, 2026, contingent upon all ORC and ODE employment requirements

- Ryan Desjardins, Teaching Assistant, one (1) year contract, 191 days, 6 hours per day, Classified Salary Schedule, Step 9
- Julie Jones Ruse, Digital Design and Development Instructor, one (1) year contract, 184 days, Certified Salary Schedule, MA, Step 7
- Christopher Tucker, Advanced Manufacturing Satellite Instructor, one (1) year contract, 184 days, Certified Salary Schedule, BA/BS, Step 6
- Seth Moore, Math Teacher, one (1) year contract, 184 days, Certified Salary Schedule, MA, Step 9
- Amanda Nothstine, Medical Detectives Satellite Instructor, one (1) year contract, 184 days, Certified Salary Schedule, MA+15, Step 9
- Jordan Phipps, Science Teacher, one (1) year contract, 184 days, Certified Salary Schedule, MA+15, Step 9
- Janet Bellware, Substitute School Nurse, as needed, at the hourly rate of \$30

D. Unpaid leave for the following:

- Frankie Travis, 4/16/26, .5 day
- Maurice Harden, 5/1/26, .134 day

E. Additional Duties for the 2026-2027 school year:

- Social Studies Additional Class: The Global Leadership Project Instructor for the 2026-2027 school year, not to exceed 150 hours – John Wilson
- Resident Educator Mentor for the 2026-2027 school year – Jessica Taylor
- Career Technical Educator Mentor for the 2026-2027 school year – Rick Puckett

- Academic Credit Recovery Instructor for the 2026-2027 school year – Melissa King
- CTSO Advisors for the 2026-2027 school year:

BPA	TSA	FCCLA	FFA	HOSA	DECA	Skills USA
Joseph Bargdill	Blake Barnes	Khalid Hamdy	Alexa Sandwisch	Moriah Joy	Heather Sproull	Abby Barrett
Joanne Hodgson	Steve Bleything	Nancy Pederson	Mike Spahr	Kelly Rickabaugh		Doug Picard
Richard Kayser	Daniel Linqvist		Doug Wickline	Martha Rutan		Rick Puckett
Jacob Nelson	Anne Kleinhenz-Ott		Jake Wuebben	Faith Sorice		
Harris Norton			Dave Sproull	Adrian Warfield		
				Molly Wavra		
				Kayla Guess		

- Morning Monitors as needed for the 2026-2027 school year – Kasey Bottorff, Melissa King, Kelly Rickabaugh
- Department Chairs for the 2026-2027 school year:

Social Studies	Kari Fritz	Special Education	John Patterson
English	Jessica Grimes	CTE Health & Human Services	Faith Sorice
Math	Rebecca King	CTE Trade & Industry	Mike Spahr
Science	Lynn Colman	CTE IT & Engineering	Doug Picard
Student Services	Brandon Prather		

F. Movement on the certified salary schedule effective July 1, 2026 as follows:

BA/BS to BA/BS+	BA/BS+ to MA	MA to MA+15
Harris Norton	Cindy Morris	Brian Stevenson
	Khalid Hamdy	
	Cora Bair	
	Kasey Bottorff	

G. Movement on the classified exempt salary schedule for Marissa Shaw from BA/BS to MA effective July 1, 2026

H. Staff contract renewals effective July 1, 2026:

- Certified Contracts:

Three (3) Year Limited		Two (2) Year Limited	One (1) Year Limited	Continuing
Luke Benton	Mary Jo Hines	Mary Rose Fisher	Rick Bennett	Allie Bisignani
Kasey Bottorff	Jason Knisley	Tim Hoelle	David Sproull	Maurice Harden
Sarah Buck	Steve Krekus	Moriah Joy		Matthew Lockwood
Rick Burton	Kimberly Leonard	Melissa King		Cindy Morris
Carri Davis	Sara McCarty	Jared Merriman		
Steve Erbaugh	Jacob Nelson	Emily Sharpe		
Jessica Gibson	Jessica Taylor	Tyler Sheehy		
Rebecca Goodwin	Adrian Warfield	Shawn Sumner		
Daniel Hellmund				

- Classified Contracts:

Two (2) Year Limited
Kelsey Belguesmi
Jim Brown
Jason Hall
Karen Karhoff
Lauren Riggs

- Administrative Contract:

Three (3) Year
Molly Corrado
Brett Doudican
Nathan Opicka

I. Employment of Khalid Hamdy for banquets and special events for the 2026-2027 school year at the hourly rate of \$40

J. Resignation of Lisa Maxwell, Secretary – Student Services, effective June 30, 2026

K. STEM camp staff for the 2025-2026 school year at the hourly rate of \$40 not to exceed 40 hours and a \$100 planning stipend per staff member:

Abby Barrett	Khalid Hamdy	Doug Picard	Michaela Skaggs
Cora Bair	Maurice Harden	Kelly Rickabaugh	Faith Sorice
Lynn Colman	Jennifer Julian	Chris Rieser	Jessica Taylor
Kayla Guess	Chasity Love	Emily Sharpe	Adrian Warfield

L. Extended days for the 2026-2027 school year:

Staff	Approving	Reason
Barrett, Abby	8	(3) Internship Job Coordination; (5) Saturday Salons
Barnes, Blake	5	(2) Saturday Labs; (3) Lean Six Sigma
Bisignani, Allison	5	(1) District Initiated Curriculum; (1) new curriculum Human Body Class; (3) Training PLTW
Bleything, Steve	3	New Renovated Lab w/New Set Up
Burton, Rick	3	New Curriculum - Lean 6 Sigma
Cline, Elisabeth	7	(6) Job/Student Placement Coordination; (1) Summer Management Mtg
Doggett, Kris	7	(2) New Lab Set-up; (2) Saturday Labs; (3) PLTW Flight Space PD
Fisher, Mary Rose	3	Lean Six Sigma
Fritz, Kari	1	New Curriculum - Green Belt
Guess, Kayla	10	(3) Saturday Labs; (5) Material Science Camp Grant funded; (2) Steam Night
Hamdy, Khalid	8	Saturday Labs
Hannen, Mary	10	Scheduling
Harris, Andria	3	(2) New Staff Orientation; (1) Threat Assmt/Pd
Hellmund, Daniel	4	(2) First Time Lab Setup; (2) Saturday Labs
Hines, Mary Jo	6	Home Visits/Parent Mtg/Job Placement
Hodgson, Joanne	4	Home Visits/Parent Mtg/Job Placement
Hoelle, Tim	3	Lean Six Sigma
Hutson, Heather	6	Home Visits/Parent Mtg/Job Placement
Jones Ruse, Julie	3	(2) New Staff Orientation; (1) Threat Assmt/Pd
Julian, Jennifer	2	STEAM Night
Kleinhenz-Ott, Anne	9	(2) Job Placement; (2) Saturday labs; (4) Training MSSC; (1) STEAM Night
Linquist, Daniel	2	Saturday Labs
Lockwood, Matthew	7	(2) Existing Lab Relocation Lab Set Up; (2) Saturday Labs; (3) Lean Six Sigma
Love, Chasity	2	(1/2) New Staff Orientation presentation; (1/2) First/Burn Aid Kits; (1) SNAP
Martin, Brooke	9	(4) District Initiated Curriculum; (3) Training with Sinclair New STNA System; (2) STNA/NATP Paperwork
McKinley, Lyna	9	(4) District Initiated Curriculum; (3) Training with Sinclair New STNA System; (2) STNA/NATP Paperwork
Meek, Laura	5	Summer Admissions Processing
Miller, Lisa	2	Transition to CCP Instructor
Moore, Seth	3	(2) New Staff Orientation; (1) Threat Assmt/PD
Morris, Cynthia	10	Complete Transition Meetings
Nelson, Jacob	5	Fiber Optics Training
Nelson, Russell	4	(2) Existing Lab Set-Up; (2) Saturday Labs
Nothstine, Amanda	4	(2) New Staff Orientation, (1) Threat Assmt/PD, (1) New Human Body Class
Norton, Harris	1	STEAM Night
Patterson, John	10	Complete Transition Meetings
Phipps, Jordan	3	(2) New Staff Orientation; (1) Threat Assmt/PD
Prather, Brandon	12	(10) Scheduling; (2) POBT Fin. Aid
Richardson, Andrea	10	Scheduling
Rickabaugh, Dr. Kelly	7	(2) Saturday Labs; (3) Home Visits/Job Placement; (2) Training Anatomage Conference
Rutan, Martha	4	(3) Lean Six Sigma; (1) STEAM Night
Sandwich, Alexa	5	Saturday Labs
Scarbro, Lindsay	10	Scheduling
Sharpe, Emily	8	(3) Job Placement Coordination; (5) Saturday Labs
Smith, Jeff	3	Job Placement Coordination
Sorice, Faith	5	(3) New District Initiated Curriculum -CCP Sinclair Course; (1) First Time Lab Switch; (1) Sinclair Mtg
Spahr, Michael	5	(3) Home visits to meet Ohio FFA QPR Stds; (2) Saturday Labs (Pre-Fair)
Sproull, David	3	Home Visits
Stevenson, Brian	7	(2) First Time Lab Set Up; (2) Saturday Labs; (3) Lean Six Sigma
Tucker, Chris	13	(3) First time lab set up; (7) Training PLTW; (2) New Staff Orientation; (1) Threat Assmt/PD
Warfield, Adrian	3	Lean Six Sigma
Watkins, Nic	3	Lean Six Sigma
Wickline, Doug	6	(3) Home Visits/Job Placement Coordination; (3) Saturday Labs
Wuebben, Jacob	7	(3) Home Visits/Job Placement Coordination; (3) Saturday Labs; (1) STEAM Night

The vote: Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Taylor, yes; Mrs. Arthur, yes; and Mrs. Gillaugh, yes;
Motion carried 7-0.

9-5/26 *Item removed from consideration pending legal review as voted on in item 4-5/26 above: The Board of Education recommends approval of the 5-year Contract for Employment for the Treasurer effective August 1, 2026 (per written contract on file)*

10-5/26 A motion was made by Mrs. Gillaugh and seconded by Mr. Remaly to approve the following:

- A. Treasurer's Monthly Reports for April 2026 (under separate cover)
- B. Donation(s):

Donor	Item	To Benefit	Value
Cedar Cliff Schools	Salad Cooler	HVAC program	\$1000
Butt Construction Company	Cash	Construction program	\$ 500
Greene County Park District	2017 Ford Explorer	Adult Ed Criminal Justice Program	\$ 0
USAF	Cash	Criminal Justice Murph Challenge	\$1000
Xenia Recruiting Center	Cash	Criminal Justice Murph Challenge	\$ 250

- C. Appropriations:

Fund #	Fund Description	Additional Appropriation	Reduction of Appropriation
035	Termination Benefits	100,000.00	
	Total	100,000.00	

- D. School Fee Schedule for the 2026-2027 school year (under separate cover)
- E. Then and Now Certificate for Powell for FY26 obligations in the amount of \$4,341.42 from the Permanent Improvement Fund (003), in accordance with Ohio Revised Code 5705.41(D)
- F. Lease Agreement with PERRY proTECH (under separate cover)
- G. Member Agreement for Services with Miami Valley Educational Computer Services for the 2026-2027 school year (under separate cover)

The vote: Mr. McCoart, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Mrs. Gillaugh, yes; and Mr. Leightenheimer, yes.
 Motion carried 7-0.

11-5/26 A motion was made by Mrs. Gillaugh and seconded by Mr. McQueen to approve the Farm Lease Agreement with Morris and Sons Farms LLC (under separate cover)

The vote: Mr. McQueen, yes; Mr. Remaly, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Mrs. Gillaugh, yes; Mr. Leightenheimer, yes; and Mr. McCoart, yes.
 Motion carried 7-0.

12-5/26 A motion was made by Mrs. Gillaugh and seconded by Mr. Remaly to approve the following:

- A. Out-of-State field trips:
 - HOSA International Leadership Conference, June 16-20, 2026, Indianapolis, IN

Cost	Board Pays	Bellbrook Pays
Hotel Cost 1 st place students - \$250 per night x 5 nights x 2	\$2500	
Hotel Cost – 1 Advisor/1 Admin - \$250 per night x 5 nights x 2	\$2500	
Student Registration \$125 X 5	\$250	\$375
Advisor Registration \$125 x 2	\$250	
CTSO days \$250 x 6 days	\$1500	
CTSO overnights \$150 x 5 nights	\$750	
Meal per diem \$75 x 6 days x 2	\$900	
Gas for two vans	\$200	
Parking at hotel \$60 x 6 days x 2 vans	\$720	
Totals	\$9570	\$375

- TSA Nationals, June 22-26, 2026, Washington D.C.

Cost	Board Pays
Hotel Cost – \$1282.48 x 7 (4 for students; 2 advisors; 1 admin)	\$8977.36
Student Registration \$150 x 12	\$1800
Advisor Registration \$150 x 2	\$300
CTSO days \$225 x 5 days x 2	\$2250
CTSO overnights \$150 x 4 nights x 2	\$1200
Meals \$231 x 2 (advisors)	\$462
Meals (admin)	\$435
Gas for vans	\$1200
Parking at hotel	\$600
Totals	\$17,224.36

- B. Adult Education Peace Office Basic Training Handbook for 2026-2027 (under separate cover)
- C. Agreement with Strategic Ohio Council for Higher Education (SOCHE) for Ohio HS Internship (under separate cover)
- D. Second reading and approval of the following board policy revisions/additions (under separate cover):

3440 – Job Related Expenses	6425 – Use of District Tax Exempt Certificate	7540.09 – Artificial Intelligence
4162 – Drug and Alcohol Testing	6325 - Procurement	8500 – Food Services
4162.01 – Drug and Alcohol Testing	6423 – Use of Credit Cards	8600.04 – Bus and Alternative Vehicle Certification
4440 – Job-Related Expenses	6424 – Procurement Cards	8640 – Transportation of Non-Routine Trips
6220 – Budget Preparation	6460 – Vendor Relations	8650 – Transportation by Alternative Vehicles
6320 - Purchases	6465 – Affinity, Rewards, or other Discount Programs	

The vote: Mr. Remaly, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Mrs. Gillaugh, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; and Mr. McQueen, yes.

Motion carried 7-0.

13-5/26 Reports

- Board Members

Mr. Leightenheimer – AI has been a discussion at board meetings. Xenia is winding down the school year. Dr. Lofton is committed to doing what is right for students

Mrs. Arthur – Testing is over. Award ceremonies are this week. Ice cream social is tonight at the high school. Baseball and softball both doing great. Graduation is tomorrow.

Mrs. Gillaugh – Baseball is first in OHC South, Softball is second, and tennis is first. HS track has set multiple school records. Graduation is May 20th.

Mr. Remaly – Geography Bee. Grants for HVAC repairs, 4 buses and Chromebooks. Graduation is May 16th.

Mr. Taylor – Shine Awards were last week. Outstanding Staff Awards were given. Career Center recognition was done very well. Master Facility Plan is ongoing. Expansion and remodeling planned. New Boys’ Basketball Coach selected. Baseball playing at Reds’ Stadium next week. Faith Leaders Meeting hosted. Military Signing Day had 13 kids. HB186 update. International Day was held.

Mr. McCoart – Softball is having a great season. Baseball is a growing year. Board members visited all teachers last week. Student and Staff of the Quarter hosted to recognize those who go above and beyond. Junior High coming along really well.

Mr. McQueen – Softball is undefeated and conference champions. Baseball – co-champions. Graduation is May 21st. Anne Frank Play is being recognized at Miami Valley Theater Awards. Senior clap-out is this Friday. Graduation parade was also held.

- Administrators

Mr. McKnight (Assistant Superintendent) – Seniors are now out of the building. Final exams upcoming. Conger Budget report was given

Georgia Lewis (Treasurer) – The Treasurer’s office has been focused on normal day-to-day operations while preparing for year-end closing and planning for next school year. Continuing to monitor House Bill 186 changes and working with state and county officials regarding property tax settlements and future forecasting impacts. In addition, the office has been helping support staffing and leave coordination, processing purchasing and contracts and assisting with ongoing building and capital project needs throughout the district. Overall, things are moving along well.

Mr. Deskins (Superintendent) – Thanked Board members for attending Senior Recognition. Transition discussion. Donations: \$72,000 for driving simulator and potential donation of \$750,000-\$1 million for Fire Safety Program.

- Adult Education Updates

We are 3 weeks into our Spring Academy with a total of 10 cadets. Five of those cadets are sponsored (Fairborn PD, Yellow Springs PD, Greene County Sheriff’s Office, and University of Dayton-Public Safety). Applications will be opening for our September academy at the end of the month. Shawn Sumner has applied for the credentials needed to open a corrections academy. We are hopeful that we can get that started in the fall as there is a high demand for it.

14-5/26 A motion was made by Mr. Remaly and seconded by Mr. McQueen to enter executive session at 6:36 p.m. pursuant to ORC 121.22(G)(1) for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.

The vote: Mr. Taylor, yes; Mrs. Arthur, yes; Mrs. Gillaugh, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; and Mr. Remaly, yes

Motion carried 7-0

15-5/26 At 7:44 p.m., all were in favor of returning to regular session

16-5/26 A motion was made by Mr. McQueen and seconded by Mrs. Arthur to adjourn the meeting at 7:45 p.m.

The vote: Mrs. Arthur, yes; Mrs. Gillaugh, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Remaly, yes; and Mr. Taylor, yes.

Motion carried 7-0

Signature: _____

Treasurer

Signature: _____

Board President

Dated June 10, 2026