

**GREENE COUNTY VOCATIONAL SCHOOL DISTRICT**  
532 Innovation Drive, Xenia, Ohio 45385  
Board of Education Regular Meeting  
September 10, 2025  
**MEETING TO BE HELD IN THE MEDIA CENTER**

1. **Call to Order**

Time: \_\_\_\_\_

2. **Roll Call**

Mrs. Arthur President	Mrs. Gillaugh Member	Mr. Leightenheimer Vice-President	Mr. McCoart Member	Mr. McQueen Member	Mr. Remaly Member	Mr. Taylor Member	
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3. **Pledge of Allegiance**

4. **Approval of Agenda, as presented**

Moved:		Seconded:		President Declared the Motion:		
Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor

5. **Career Education in Action – New Staff Introductions**

6. **Public Participation**

7. **Approval of Meeting Minutes** (under separate cover) – Regular Meeting, August 13, 2025

Moved:		Seconded:		President Declared the Motion:		
Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor

8. **Approval of Meeting Minutes** (under separate cover) - Special Meeting, August 29, 2025

Moved:		Seconded:		President Declared the Motion:		
Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor

9. **The Superintendent recommends entering executive session for the purpose of consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official**

Moved:		Seconded:		President Declared the Motion:		
Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor

Time: \_\_\_\_\_

10. **All in favor of returning to regular session**

Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor	
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Time: \_\_\_\_\_

**Personnel**

11. **The Superintendent recommends approval of the following:**

- A. Employment of Melissa King, Intervention Specialist, effective September 3, 2025, one (1) year contract, 184 days prorated for 2025-2026, Certified Salary Schedule, Level MA, Step 10, contingent upon all ORC and ODE employment requirements
- B. Employment of Janet Bellware, Substitute School Nurse, for the 2025–2026 school year at the hourly rate of \$30, contingent upon all ORC and ODE employment requirements
- C. Approval of the following LPDC members for the 2025-2026 school year:  
Jessica Taylor (chair), Cathy Mullen, Lisa Miller, Kari Fritz, Kari Hunter, Brett Doudican, Molly Corrado, Susan DeLong

D. CTSO Requests for 2025-2026 school year:

Employee	CTSO Days Non School Days	Overnight	Purpose
Barrett, Abby	0	1	Skills Fall Conference, 11/20-11/21, Columbus
Puckett, Rick	0	1	
Puckett, Rick	0	2	Skills State, 5/4-5/6, Columbus
Picard, Doug	0	2	
Wuebben, Jake	2	2	Greenhand Camp, 9/26-9/28, Carrollton
Sandwisch, Alexa	1	0	Greene County FFA Picnic, 9/7, Jamestown
Wickline, Doug	1	0	Fall Festival Parade, 9/20, Jamestown
Sandwisch, Alexa	1	0	Feed the Farmer, 9/13, Cedarville

Moved:		Seconded:		President Declared the Motion:		
Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor

**Budget and Finance**

**12. The Treasurer recommends approval of the following:**

- A. Treasurer's Monthly Report for July 2025 (under separate cover)
- B. Permanent appropriations for fiscal year 2026 (under separate cover)
- C. Waiving the current and delinquent taxes on the parcels so the city of Xenia may return them to productive tax-paying use (under separate cover)
- D. The Treasurer recommends approval of the Student Wellness and Success Funds Plan (under separate cover)

Moved:		Seconded:		President Declared the Motion:		
Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor

**13. The Treasurer recommends approval of the Resolution requiring the continuation of a Five-Year Financial Forecast (under separate cover)**

Moved:		Seconded:		President Declared the Motion:		
Mrs. Arthur	Mrs. Gillaugh	Mr. Leightenheimer	Mr. McCoart	Mr. McQueen	Mr. Remaly	Mr. Taylor

**Other**

**14. The Superintendent recommends approval of the following:**

- A. Out-of-state field trip
  - National Farm Machinery Show, Louisville, Kentucky 2/12/26

Activity	Price (estimates)	Quantity	Total
Parking	\$ 20.00	1	\$ 20.00
Fuel for vans	\$ 65.00	1	\$ 65.00
Total estimated cost			\$ 85.00

- B. Revised Staff Handbook 2025-2026 (under separate cover)
- C. Memorandum of Understanding with Greene County Records Center and Archives for Student Volunteers (under separate cover)

**15. Reports**

- Board Members
- Administrators
- Treasurer
- Superintendent
- Adult Education Updates (under separate cover)

## 16. Adjournment

<i>Moved:</i>		<i>Seconded:</i>		<i>President Declared the Motion:</i>			
<i>Mrs. Arthur</i>	<i>Mrs. Gillaugh</i>	<i>Mr. Leightenheimer</i>	<i>Mr. McCoart</i>	<i>Mr. McQueen</i>	<i>Mr. Remaly</i>	<i>Mr. Taylor</i>	

Time: \_\_\_\_\_

### Memo:

- September 17 – Professional Development Day
- October 8 – Board Meeting
- November 12 – Board Meeting
- November 13 – Parent-Teacher Conferences
- November 24-28 – Thanksgiving Break

This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated. In accordance with State and Federal law, the District will provide reasonable accommodations to persons with disabilities who wish to attend and/or participate in school events. Such individuals should notify the Director if they require a reasonable accommodation.