

GREENE COUNTY VOCATIONAL SCHOOL DISTRICT  
532 Innovation Drive, Xenia, Ohio 45385  
Board of Education Regular Meeting  
July 15, 2026 - 5:30 p.m.  
MEETING TO BE HELD IN THE MEDIA CENTER

- 1-7/26 The meeting was called to order by Mr. Leightenheimer at 5:32 p.m.
- 2-7/26 Present: Suzanne Arthur, George Leightenheimer, Pat McCoart, Steve McQueen and Gene Taylor.  
Absent: Brittnay Gillaugh and Adam Remaly  
Others Present: Georgia Lewis, Brian McKnight, Jason Miller, Warren Porter.
- 3-7/26 The Pledge of Allegiance was led by Mr. Leightenheimer
- 4-7/26 A motion was made by Mr. McCoart and seconded by Mrs. Arthur, to approve the Agenda for the July 15<sup>th</sup>, 2026 meeting.  
The vote: Mrs. Arthur, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; and Mr. Taylor, yes.  
Motion carried 5-0.
- 5-7/26 Public Participation: Conger Presentation
- 6-7/26 A motion was made by Mr. Taylor and seconded by Mr. McQueen, to approve the Regular Meeting Minutes of July 15<sup>th</sup>, 2026.  
The vote: Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; and Mrs. Arthur, yes.  
Motion carried 5-0.
- 7-7/26 A motion was made by Mr. McQueen and seconded by Mrs. Arthur to enter executive session 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. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; Mrs. Arthur, yes; and Mr. Leightenheimer, yes.  
Motion carried 5-0.
- 8-7/26 At 5:54 p.m., all were in favor of returning to regular session.
- 9-7/26 A motion was made by Mr. McCoart and seconded by Mr. McQueen, to approve the Contract for Employment for the Treasurer effective August 1, 2026 (under separate cover).  
The vote: Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; and Mrs. Arthur, yes.  
Motion carried 5-0.
- 10-7/26 A motion was made by Mr. Taylor and seconded by Mr. McQueen, to approve the Contract for Employment for the Superintendent effective August 1, 2026 (under separate cover).  
The vote: Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; and Mrs. Arthur, yes.  
Motion carried 5-0.
- 11-7/26 A motion was made by Mr. McQueen and seconded by Mr. Taylor to approve of the following personnel items:
- A. CTSO Requests for the 2025-2026 school year:

| Employee            | CTSO Non-School Days | Overnight | Purpose                       |
|---------------------|----------------------|-----------|-------------------------------|
| Kleinhenz-Ott, Anne | 5                    | 4         | TSA Nationals 6/26/26-6/30/26 |
| Wickline, Doug      | 5                    | 4         | FFA Camp 6/26/26-6/30/26      |

- B. CTSO Requests for the 2026-2027 school year:

| Employee      | CTSO Non-School Days | Overnight | Purpose                       |
|---------------|----------------------|-----------|-------------------------------|
| Wuebben, Jake | 1                    | 0         | District Chair Meeting 7/1/26 |
| Wuebben, Jake | 1                    | 0         | Officer Retreat 8/12/26       |

C. Resignation of Michaela Skaggs, Teaching Assistant Culinary Arts, effective June 12, 2026

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

- Jon Shawhan, Aerospace and Unmanned Technology Instructor, one (1) year part-time contract, 184 days, Certified Salary Schedule, Level BA/BS, Step 0
- Katelyn Tesla, Teaching Assistant – Culinary Arts, one (1) year contract, 191 days, 8 hours per day, Classified Salary Schedule, Step 7

E. CTSO Advisor(s) for the 2026-2027 school year:

|            |                  |
|------------|------------------|
| <b>BPA</b> | Julie Jones Ruse |
|------------|------------------|

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

| Staff             | Approving | Reason                                                                         |
|-------------------|-----------|--------------------------------------------------------------------------------|
| Benton, Luke      | 1         | Curriculum development for psychology                                          |
| Jones-Ruse, Julie | 2         | CTE New Teacher Bootcamp                                                       |
| Shawhan, Jon      | 5         | New Teacher Bootcamp (2), New Hire Orientation (2), Active Threat Training (1) |
| Tucker, Chris     | 2         | CTE New Teacher Bootcamp                                                       |

G. Extended days for the 2025-2026 school year:

| Staff       | Approving | Reason                                                                          |
|-------------|-----------|---------------------------------------------------------------------------------|
| Spahr, Mike | 2         | OSHA Certification Training (previously approved for the 2026-2027 school year) |

H. Employment of the following as part-time Adult Education Criminal Justice Instructors on an as-needed basis for the 2026-2027 school year at the hourly rate of \$35 contingent upon all ORC and ODE employment requirements

- David Durkin
- Kristopher Brownlee

12-7/26 A motion was made by Mr. McCoart and seconded by Mrs. Arthur to approve the administrative position of Director of Human Resources and Facilities.

The vote: Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; and Mrs. Arthur, yes.  
Motion carried 5-0.

13-7/26 A motion was made by Mr. Taylor and seconded by Mr. McQueen, to approve the transfer of Jason Miller to Director of Human Resources and Facilities effective August 1, 2026 (under separate cover).

The vote: Mr. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; Mrs. Arthur, yes; and Mr. Leightenheimer, yes.  
Motion carried 5-0.

14-7/26 A motion was made by Mr. McQueen and seconded by Mrs. Arthur, to approve the Resolution regarding contribution to the School Employees Retirement System of Ohio (SERS) for the Director of Human Resources and Facilities (under separate cover).

The vote: Mr. McQueen, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Mr. Leightenheimer, yes; and Mr. McCoart, yes.  
Motion carried 5-0.

15-7/26 A motion was made by Mr. McQueen and seconded by Mr. McCoart to approve of the following:

A. Treasurer's Monthly Reports for June 2026 (under separate cover)

B. Transfers as follows:

| Amount      | From               | To                             |
|-------------|--------------------|--------------------------------|
| \$5,000,000 | 001 - General Fund | 070-0000 Capital Projects Fund |

- C. Waiving the current and delinquent taxes on the following parcel so the City of Xenia may return them to productive tax paying use:

- S. Galloway Street M40-0001-0009-0-0263-00

- D. Service Provider Contract for VOIP Services for FY27 with Miami Valley Educational Computer Association (under separate cover)

- E. Donation(s):

| Donor         | Item                       | To Benefit | Value    |
|---------------|----------------------------|------------|----------|
| Greene Giving | Cash for driving simulator | Career X   | \$72,300 |

- F. Appropriations:

| Fund # | Fund Description | Additional Appropriation | Reduction of Appropriation |
|--------|------------------|--------------------------|----------------------------|
| 070    | CAPITAL PROJECTS | 6,986,745.35             |                            |
|        | <b>Total</b>     | <b>6,986,745.35</b>      |                            |

The vote: Mr. Taylor, yes; Mrs. Arthur, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; and Mr. McQueen, yes. Motion carried 5-0.

- 16-7/26 A motion was made by Mr. Taylor and seconded by Mrs. Arthur, to approve the Natural Gas Sales and Service Agreement with NRG Business Marketing LLC (under separate cover)

The vote: Mrs. Arthur, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; and Mr. Taylor, yes. Motion carried 5-0.

- 17-7/26 A motion was made by Mr. Leightenheimer and seconded by Mr. McQueen, to approve the following:

- A. CTSO Handbook for the 2026-2027 school year with authorization for the Superintendent to make minor changes as necessary (under separate cover)
- B. Staff Handbook for the 2026-2027 school year with authorization for the Superintendent to make minor changes as necessary (under separate cover)
- C. Advisory Committees for the 2026-2027 school year with authorization for the Superintendent to make minor changes as necessary (under separate cover)
  - Career Technical (Satellite and Main Campus)
  - Superintendent
  - Adult Education Criminal Justice
- D. Standards and Maintenance Agreement with Fairborn City Schools regarding Advanced Manufacturing Program (under separate cover)
- E. Approval of the Disinvestment Guidelines (under separate cover)
- F. Approval of the Resolution Authorizing Donation of Surplus Library Books (under separate cover)

The vote: Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; and Mrs. Arthur, yes. Motion carried 5-0.

- 18-7/26 A motion was made by Mr. McQueen and seconded by Mr. Taylor, to approve the second reading and approval of the Course of Study for F6-Aerospace and Unmanned Technology (under separate cover) and the following textbook for the 2026-2027 school year:

| Program/Course                     | Textbook                                                                                                               |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| Healthcare Technician Beaver Creek | Davis, Karen; Guerra, Tony. <i>Mosby's Pharmacology Technician: Principles and Practice</i> . 7th Ed. (2026) Elsevier. |

The vote: Mr. McCoart, yes; Mr. McQueen, yes; Mr. Taylor, yes; Mrs. Arthur, yes; and Mr. Leightenheimer, yes. Motion carried 5-0.

- 19-7/26 A motion was made by Mr. Taylor and seconded by Mrs. Arthur, to approve Jason Miller's participation in the New and Aspiring Superintendents Academy (NASA) through Ohio Association of Career-Technical Superintendents (OACTS) for the 2026-2027 school year.
- The vote: Mr. McQueen, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Mr. Leightenheimer, yes; and Mr. McCoart, yes. Motion carried 5-0.
- 20-7/26 A motion was made by Mr. McCoart and seconded by Mr. McQueen, to approve the Resolution Delegating Authority to Conduct Business Related to the Culinary Expansion Project, Including Change Order Authority (under separate cover)
- The vote: Mr. Taylor, yes; Mrs. Arthur, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; and Mr. McQueen, yes. Motion carried 5-0.
- 21-7/26 A motion was made by Mr. McCoart and seconded by Mrs. Arthur, to approve the Resolution and Execution of GMP Amendment No. 002 for the Culinary Expansion Project with Conger Construction Group, Inc. (under separate cover)
- The vote: Mrs. Arthur, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; and Mr. Taylor, yes. Motion carried 5-0.

22-7/26 Reports:

**Board Members:**

Mr. McQueen (Yellow Springs) – The next board meeting has been moved up. Construction is supposed to be completed before school starts.

Mr. McCoart (Fairborn) – Summer activities are going well. The junior high is on schedule. The tornado shelter is complete. The Dayton Drive 26-acre single family/apartment will be sold. The preschool may need to be moved. In 2027 there is a potential 20 year operating levy.

Mr. Taylor (Beavercreek) – July 20<sup>th</sup> is new staff orientation. All staff return August 7<sup>th</sup>. Students start August 13 & 14. The website has been changed to meet required standards. The football schedule is out. High School Engineering study group placed 6<sup>th</sup> and 7<sup>th</sup> in the Nation, The bowling teams competed nationally and the Boys placed 1<sup>st</sup>.

Mrs. Arthur (Greeneview) – Maintenance projects are ongoing. Two new principals have been hired. Lots of changes for the new year.

Mr. Leightenheimer (Xenia) – Getting ready for the start of school. The 7 on 7 football tournament is taking place.

**Administrators:**

Brian McKnight (Superintendent) – Equipment deliveries are ongoing. Work is ongoing for projects on the main campus and satellites.

Adult Education— The ACCSC audit is coming up. September 8<sup>th</sup> is the start of the next academy.

Georgia Lewis (Treasurer)— Reviewed budgets and expenditures to support an accurate year-end close

- 23-7/26 A motion was made by Mrs. Arthur and seconded by, Mr. McQueen to adjourn the meeting at 6:35 p.m.

The vote: Mrs. Arthur, yes; Mr. Leightenheimer, yes; Mr. McCoart, yes; Mr. McQueen, yes; and Mr. Taylor, yes. Motion carried 5-0.

Signature: \_\_\_\_\_  
Treasurer

Signature: \_\_\_\_\_  
Board President

Dated August 12, 2026