

Held at Bristol**Regular Meeting****December 11, 2024**

The President, Scott Chapman, called the meeting to order at 6:00 p.m.

The board met on December 11, 2024 for a regular meeting with the following roll call:

Jared Bilas-Present

Don Mickel-Present

Kristina Stephens-Present

Brooke Vondrasek-Present

Scott Chapman-Present

Motion by Mr. Bilas, seconded by Mrs. Vondrasek, to approve the minutes of the November 13, 2024 regular board meeting.

Roll Call: Bilas, Vondrasek, Mickel, Stephens, Chapman, -Ayes-Motion carried

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to approve the Financial Reports as presented by the Treasurer.

Roll Call: Vondrasek, Stephens, Bilas, Mickel, Chapman -Ayes-Motion carried

Superintendent's Report

The calendar for school year 2025-2026 was discussed and made available for comment.

PublicSchoolWORKS

Motion by Mrs. Stephens, seconded by Mr. Mickel, to approve the services agreement with PublicSchoolWORKS effective retroactively, back to November 14, 2024 for three years at \$2,495 annually.

Roll Call: Stephens, Mickel, Bilas, Vondrasek, Chapman—Ayes-Motion carried.

Activity Budgets

Motion by Mrs. Vondrasek, seconded by Mr. Bilas, to revise the following Purpose Statements and Budgets for the 2024-2025 school year:

1. Elementary Principal

2. Spanish Club

Roll Call: Vondrasek, Bilas, Mickel, Stephens, Chapman, -Ayes—Motion carried.

Bristol Public Library

Motion by Mr. Mickel, seconded by Mrs. Stephens, to accept the resignation of Donna Holko as Library Board Trustee retroactively back to the date of July 17, 2024.

Roll Call: Mickel, Stephens, Bilas, Vondrasek, Chapman—Ayes-Motion carried.

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to approve Larry Richardson, due to a vacancy, as Library Board Trustee with his term beginning January 1, 2025 and ending on December 31, 2025.

Roll Call: Vondrasek, Stephens, Bilas, Mickel, Chapman -Ayes-Motion carried

Personnel

Motion by Mrs. Stephens, seconded by Mr. Mickel, to accept the resignation of **Kathryn Ronyak** as Educational Assistant, effective November 14, 2024.

Roll Call: Stephens, Mickel, Bilas, Vondrasek, Chapman—Ayes-Motion carried.

Motion by Mr. Mickel, seconded by Mr. Bilas, to approve the updated substitute list for the 2024-2025 school year with **Samuel Byard** as Substitute Custodian, provided he meets all state and local requirements.

Roll Call: Mickel, Bilas, Stephens, Vondrasek, Chapman—Ayes-Motion carried.

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Personnel Cont'd

Motion by Mrs. Stephens, seconded by Mr. Bilas, to approve the following supplemental positions for the 2024-2025 school year, provided they meet all state and local requirements:

1. **Jill Mahan-Church** - Washington DC Field Trip Advisor
2. **Craig Giesy** - Assistant Boys' Basketball
3. **Emily Woodford** - Washington DC Field Trip Advisor

Roll Call: Stephens, Bilas, Mickel, Vondrasek, Chapman -Ayes-Motion carried.

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to approve the following supplemental positions for the 2024-2025 school year, provided they meet all state and local requirements:

1. **Joe Brahler** - Girls' Basketball Volunteer
2. **Jill Mahan- Church** - Girls' Basketball Volunteer

Roll Call: Vondrasek, Stephens, Bilas, Mickel, Chapman -Ayes-Motion carried.

Board Policies

Motion by Mrs. Stephens, seconded by Mr. Mickel, to approve the following policy additions and revisions to the Bristol Board of Education Policies:

1. 7541 - Electronic Data Processing Disaster Recovery Plan (New)
2. 1130 - Conflict of Interest (Revised)
3. 3113 - Conflict of Interest (Revised)
4. 4113 - Conflict of Interest (Revised)
5. 5530.05 - Student Drug Testing (Revised)
6. 6110 - Grant Funds (Revised)
7. 6111 - Internal Controls (Revised)
8. 6112 - Cash Management of Grants (Revised)
9. 6114 - Cost Principles – Spending Federal Funds (Revised)
10. 6320 - Purchasing and Bidding (Revised)
11. 6423 - Use of Credit Cards (Revised)
12. 6325 - Procurement – Federal Grants/Funds (Revised)
13. 6460 - Vendor Relations (Revised)
14. 6550 - Travel Payment & Reimbursement/Relocation Costs (Revised)
15. 7310 - Disposition of Surplus (Revised)
16. 7450 - Property Inventory (Revised)

Roll Call: Stephens, Mickel, Bilas, Vondrasek, Chapman—Ayes-Motion carried.

Donations (Exhibit 2024-24)

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to accept the following donations:

1. The list of donations for the chance auction that benefits the Washington D.C. trip (Exhibit 2024-24).
2. Red's Auto Glass donation to the Elementary Principal Fund in the amount of \$99.82.

Roll Call: Vondrasek, Stephens, Bilas, Mickel, Chapman,—Ayes-Motion carried.

Organizational Meeting

Motion by Mr. Mickel, seconded by Mr. Bilas, to schedule the Organizational Meeting for January 8, 2025 at 5:30 p.m. in the elementary school building.

Roll Call: Mickel, Bilas, Stephens, Vondrasek, Chapman—Ayes-Motion carried.

Board Meeting Dates

Motion by Mr. Bilas, seconded by Mr. Mickel, to schedule the regular board meeting for January on January 8, 2025 at 6:00 p.m. in the elementary school building.

Roll Call: Bilas, Mickel, Stephens, Vondrasek, Chapman—Ayes-Motion carried.

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Organizational Meeting President Pro-tem

Motion by Mr. Bilas, seconded by Mr. Mickel, to appoint Kristina Stephens as President Pro-tem for the Organizational Meeting.

Roll Call: Bilas, Mickel-Ayes, Stephens-Abstain, Vondrasek, Chapman-Ayes—Motion carried.

Executive Session

Motion by Mr. Bilas, seconded by Mrs. Vondrasek, to move to executive session for the purpose of evaluation, compensation, and employment of personnel at 6:17 p.m. with Stacy Foster, Christopher Dray, and Megan Titus.

Roll Call: Bilas, Vondrasek, Mickel, Stephens, Chapman,-Ayes—Motion carried.

Megan Titus left at 6:36 p.m.

Megan Titus entered at 6:55 p.m.

The board came out of executive session at 7:28 p.m.

Resolution 2024-14

Motion by Mr. Mickel, seconded by Mr. Bilas, to approve Resolution 2024-14.

A Resolution to enter into an amendment to the agreement of employment with its Superintendent, **Christopher Dray**.

Roll Call: Mickel, Bilas, Stephens, Vondrasek, Chapman-Ayes—Motion carried.

Personnel

Motion by Mr. Mickel, seconded by Mr. Bilas, to approve an amendment to the employment agreement with Superintendent, **Christopher Dray**.

Roll Call: Mickel, Bilas, Stephens, Vondrasek, Chapman-Ayes—Motion carried.

Motion by Mrs. Vondrasek, seconded by Mr. Bilas, to approve insurance coverage for **Carla Click & Children** for the month of December 2024 to end December 31, 2024 at midnight. Insurance's included are Medical, Dental, and Vision. Ms. Click will be required to pay the 10% premium contribution for Medical coverage, and 0% of premiums for Dental and Vision. All insurance coverages will end at midnight on December 31, 2024.

Roll Call: Vondrasek, Bilas, Mickel, Stephens, Chapman, -Ayes—Motion carried.

Motion by Mr. Mickel, seconded by Mrs. Stephens, to approve **Megan Titus** as Treasurer, effective January 6, 2025 through July 31, 2027 on an annualized salary of \$75,600 with SERS pickup on pickup and other benefits as agreed upon, as long as she meets all state and local requirements.

Roll Call: Mickel, Stephens, Bilas, Vondrasek, Chapman—Ayes-Motion carried.

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to adjourn this regular board meeting at 7:33 p.m.

Roll Call: Stephens, Vondrasek, Bilas, Mickel, Chapman, -Ayes—Motion carried.

SIGNED: _____
President

Date Approved

ATTESTED: _____
Treasurer