

# RECORD OF PROCEEDINGS

TORONTO BOARD OF EDUCATION  
TORONTO JR./SR. HIGH SCHOOL

Regular

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. T-101

THURSDAY, 5:00P.M.

September 21, 2023

Held \_\_\_\_\_ 20 \_\_\_\_\_

## CALL TO ORDER

The Toronto City Schools Board of Education met in Regular session on Thursday, September 21, 2023 at 5:00 p.m.

Mr. Jay Foster called the meeting to order.

### ROLL CALL:

### PRESENT:

### ABSENT:

Mrs. Julie Ault  
Mr. Jay Foster  
Mr. Randy Henry  
Mr. J.J. Liddick  
Mr. Andy Reeves

X  
X  
X  
X  
X

Present for the Administration was Maureen Taggart and Coleen Wickham.

Also present were: Shelley Mann, Ann Silverthorn, Betsy Jones, Michelle Blazek, Levi Naylor, Rachael Scott, Heather Keenan, Kayla Mosti and Carolyn Carr

### (23-180) MINUTES/REPORTS:

Resolution to accept the minutes as submitted by the Treasurer or as amended or corrected and the following reports:

- a. Financial Report as of August 31, 2023
- b. Enrollment Report as of September 21, 2023
- c. Request to attend Meeting or Conference Report
- d. Field Trip Request
- e. Building Use Request
- f. Committee Reports:
  1. Toronto Recreation Board
  2. Toronto School Athletic Board
  3. Buildings & Grounds Committee
  4. Personnel Committee
  5. Finance Committee
  6. Curriculum Committee
  7. Transportation Committee
  8. Grievance Committee
  9. Legislative Liaison
  10. Policy/Procedure Committee
  11. Insurance Committee
  12. Negotiations
  13. Records Commission
  14. Student Achievement Liaison

Motion to accept (23-180) Minutes/Reports made by Mr. Reeves, seconded by Mrs. Ault.

Ayes: Reeves, Ault, Henry, Liddick, Foster (5)

Noes: None. (0)

Motion carried.

### (23-181) AMENDED CERTIFICATE – FISCAL YEAR 2024

Resolution as recommended by the Superintendent and Treasurer, Mrs. Wickham, to adopt the amended certificate for Fiscal Year 24.

### (23-182) ADOPT PERMANENT APPROPRIATIONS FOR JUL 1, 2023 – JUNE 30, 2024 FISCAL YEAR 2024

Resolution as recommended by the Superintendent and Treasurer to adopt the permanent appropriations for the period of July 1, 2023 to June 30, 2024, Fiscal Year 24 in the amount of \$29,236,051.33.

Held \_\_\_\_\_ 20 \_\_\_\_\_

**(23-183) SCHOOL LIASON – JEFFERSON COUNTY JUVENILE COURT**

Resolution as recommended by the Superintendent to approve a contract with the Jefferson County Juvenile Court for school liaison service at a cost of \$2,500.

**(23-184) VISUAL IMPAIRMENT SERVICES – EDISON LOCAL SCHOOL DISTRICT**

Resolution as recommended by the Superintendent to approve an agreement with Edison Local School District to provide visual impairment services. The total cost of the VI services is \$10,241.73 for the 2023-2024 school year.

**(23-185) MEDIACAST PURCHASE, ONE-YEAR SECURE CARE**

Resolution as recommended by the Superintendent to purchase the MediaCast Core System and one year of Secure Care from Inventive Technology, Inc. at a cost of \$13,218.

Motion to accept Resolutions (23-181 – 23-185) made by Mrs. Ault, seconded by Mr. Liddick.

Ayes: Ault, Liddick, Henry, Reeves, Foster (5)

Noes: None. (0)

Motion carried.

**(23-186) TERMINATION – SHERYL THORNTON – P/T COOK**

WHEREAS, Sheryl Thornton is employed by the Toronto City School District Board of Education (“Board”) as a non-teaching employee; and

WHEREAS, Ms. Thornton is alleged to have violated rules and procedures for reporting off from work, failed to follow directives resulting in insubordination, was absent without leave, and failed to follow proper food handling procedures by serving food that was not confirmed to be at the proper serving temperature; and

WHEREAS, on September 15, 2023, Ms. Thornton was provided with written notice of the allegations and was offered the opportunity to attend a meeting with the Board in executive session which was scheduled for September 21, 2023, to share her side of the story, in accordance with the Negotiated Agreement between the Board and OAPSE Local #688; and

WHEREAS, Ms. Thornton **did not attend** the executive session on September 21, 2023, and therefore **did not provide her side of the story**; and

WHEREAS, the Superintendent has recommended that Ms. Thornton’s employment contract be terminated, and the Board has concluded that Ms. Thornton engaged in the conduct set forth below.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Toronto City School District, Jefferson County, Ohio, that:

Section 1: In accordance with Article VI of the Board’s Negotiated Agreement (“Agreement”) with OAPSE Local #688, the employment contract of Ms. Thornton is hereby terminated effective September 21, 2023, for just cause, as defined by the Agreement. The specific conduct upon which said termination is based is as follows:

- Failing to follow procedures for reporting off from work on August 29, 30 and 31. When she returned to work on September 1, 2023, she did not enter her absences for the previous three days into kiosk, in violation of Article VII.A. – Sick Leave.
- Failing to follow procedures for reporting off from work on September 5, 6, and 7, 2023. When she returned to work on September 8, 2023, she did not enter her absences for the previous three days into kiosk, in violation of Article VII.A – Sick Leave.
- Failing to follow directives that she follow established policies for reporting her absences from work constituting insubordination. Such directives were provided in the letters referenced below.

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- ~~Being absent without leave by being absent from work without being on an approved leave of absence once she exhausted her sick leave. This was the result of her failure to follow absence protocols resulting in her not having any sick leave days, while still taking time off claiming the use of sick leave.~~
- Failing to follow required protocols for confirming that food for which she was responsible for delivering was at the proper serving temperature. This occurred on August 24, 2023, as part of her duties to deliver food to the elementary.

In addition, and as evidence of her prior failures to properly report off from work and follow directives and insubordination:

- She previously received a written warning dated May 3, 2021, for failing to follow proper procedures for reporting off from work, and
- She received a written reprimand dated August 16, 2022, for failing to follow absence notification procedures by neglecting to enter her absences in Kiosk.

Section 2: The Treasurer is hereby directed to provide Ms. Thornton with written notice of the termination of her employment contract via certified mail, regular mail and via email.

Section 3: It is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of the Board and of any of its committees that resulted in such formal action were in meetings open to the public or otherwise in compliance with all legal requirements.

Motion to accept Resolutions (23-186) made by Mr. Henry, seconded by Mr. Reeves.

Ayes: Henry, Reeves, Ault, Liddick, Foster (5)  
Noes: None. (0)

Motion carried.

**(23-187) PART-TIME COOK 4 HOUR – KENNETH MOSSOR**

Resolution as recommended by the Superintendent to hire Kenneth Mossor for the 4-hour part-time cook position at Toronto Jr.-Sr. High School.

**(23-188) PART-TIME COOK 5.5 HOUR – JENNIFER RAWSON**

Resolution as recommended by the Superintendent to hire Jennifer Rawson for the 5.5-hour part-time cook position at Toronto Jr.-Sr. High School.

**(23-189) JR. HIGH BOYS ASSISTANT BASKETBALL COACH – RYAN FIDAK**

Resolution as recommended by the Superintendent and Athletic Director to hire Ryan Fidak as the Jr. High Boys Assistant Basketball Coach.

**(23-190) SUBSTITUTE TEACHER LIST – POPEJOY, SHERWOOD, WICKHAM**

Resolution as recommended by the Superintendent to add the following to the substitute teacher's list: Crystal Wickham, Lois Popejoy and Breann Sherwood.

**(23-191) SUBSTITUTE AIDE LIST – SHERWOOD, WICKHAM**

Resolution as recommended by the Superintendent to add the following to the classified staff substitute list: Crystal Wickham (Instructional Aide) and Breann Sherwood (Instructional Aide).

**(23-192) UNPAID LEAVE APPROVAL – HAYLIE COOPER**

Resolution as recommended by the Superintendent to approve unpaid leave for Haylie Cooper on February 23, 2024.

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Motion to accept Resolutions (23-187 – 23-192) made by Mrs. Ault, seconded by Mr. Liddick.

Ayes: Ault, Liddick, Henry, Reeves, Foster (5)

Noes: None. (0)

Motion carried.

## **(23-193) RESIGNATION – COLEEN WICKHAM, TREASURER**

Resolution as recommended by the Superintendent to accept the resignation, due to retirement, of Coleen Wickham, Treasurer for Toronto City School District effective January 1, 2024, and to thank her for her ten (10) years of service to the students and the district, thirty (30) years in Education systems overall.

Motion to accept Resolution (23-193) made by Mr. Reeves, seconded by Mrs. Ault.

Ayes: Reeves, Ault, Henry, Liddick, Foster (5)

Noes: None. (0)

Motion carried.

## **(23-194) CHROMEBOOK PURCHASE (TWENTY)**

Resolution as recommended by the Superintendent to purchase twenty (20) Dell Chromebooks from CDW-G at a cost of \$6,308.80.

## **(23-195) DISPOSAL OF COMBIMASTER PLUS OVEN**

Resolution as recommended by the Superintendent to approve the disposal of a CombiMaster Plus Oven Model CMP62G.

Motion to accept Resolutions (23-194 – 23-195) made by Mrs. Ault, seconded by Mr. Liddick.

Ayes: Ault, Liddick, Henry, Reeves, Foster (5)

Noes: None. (0)

Motion carried.

## **(23-196) EXECUTIVE SESSION**

Resolution as recommended by the Superintendent as follows:

WHEREAS, as a public board of education may hold an executive session only after a majority of the quorum of this board determines by a roll call vote to hold such a session and only at a regular or special meeting for the sole purpose of the consideration of any of the following matters:

A. To consider one or more, as applicable, of the checkmarked items with respect to a public employee or official:

1.  Appointment.
2.  Employment.
3.  Dismissal
4.  Discipline.
5.  Promotion.
6.  Demotion.
7.  Compensation of an employee or official
8.  Investigation of charges/complaints against an employee, official, or regulated individual, unless the employee, official, or regulated individual requests a public hearing.

B. To consider the purchase of property for the public purposes or for the sale of property at competitive bidding if premature disclosure of information would give an unfair advantage to a person whose personal interest is adverse to the general public interest.

C. Conferences with an attorney concerning disputes which are the subject of pending or imminent court action.

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D. Preparing for, conducting, or reviewing negotiations or bargaining sessions with employees.

E. Matters required to be kept confidential by federal law or state statutes.

F. Specialized details of security arrangements.

NOW, THEREFORE, BE IT RESOLVED that the Toronto City School District Board of Education, by a majority of the quorum present at this meeting does hereby declare its intention to hold an executive session on items.

## ADJOURNMENT – 5:25 P.M.

The Regular Meeting of the Toronto Board of Education was adjourned at 5:25 PM.

Motion to adjourn the Regular meeting was made by Mr. Henry, seconded by Mr. Reeves.

Ayes: Henry, Reeves, Ault, Liddick, Foster (5)

Noes: None (0)

Motion carried.



President, Jay Foster



Treasurer, Coleen Wickham