

Minutes of the Regular Meeting of the Board of Education of the Hilliard City School District at Beacon Elementary on February 9, 2026.

A recording of the meeting has been made that accurately records the proceedings of the meeting and is deemed a part of the minutes. The recording is maintained by the treasurer's office, and members of the public can contact the Treasurer's Office at 614-921-7029 to access the recording.

The meeting was called to order at 6:30 pm.

ROLL CALL:	Kelley Arnold	Yea
	Sarah Byler	Yea
	Kara Crowley	Yea
	Tony Moog	Yea
	Brian Perry	Yea

Pledge to the Flag

Darby EL teachers and students will discuss how they set personal goals and achieve success through the program.

Embrace, Empower, Inspire Award Winners: Kayla Zelina and Rick Sherburn

18-26 Superintendent recommended, Ms. Arnold moved, and Mr. Moog seconded that the Board of Education adopt the agenda.

ROLL CALL:	Kelley Arnold	Yea	
	Sarah Byler	Yea	<u> X </u> Passed
	Kara Crowley	Yea	
	Tony Moog	Yea	<u> </u> Failed
	Brian Perry	Yea	

19-26 Superintendent recommended, Mrs. Crowley moved and Ms. Arnold seconded that the Board of Education approve the January 2026 Treasurer's Report.

ROLL CALL:	Kelley Arnold	Yea	
	Sarah Byler	Yea	<u> X </u> Passed
	Kara Crowley	Yea	
	Tony Moog	Yea	<u> </u> Failed
	Brian Perry	Yea	

20-26 Superintendent recommended, Mr. Moog moved and Mr. Perry seconded that the Board of Education approve the minutes from the following meeting:

- a. January 12, 2026, Organizational Meeting
- b. January 12, 2026, Org. Meeting Notes
- c. January 12, 2026, Regular Meeting
- d. January 12, 2026, Meeting Notes
- e. January 28, 2026, Special Meeting
- f. January 28, 2026, Meeting Notes

ROLL CALL:	Kelley Arnold	Yea	
	Sarah Byler	Yea	<u> X </u> Passed
	Kara Crowley	Yea	
	Tony Moog	Yea	<u> </u> Failed
	Brian Perry	Yea	

21-26 Superintendent recommended, Ms. Arnold moved and Mr. Moog seconded that the Board of Education approve the consent agenda – Items E1 through E3. Action by the Board of Education in "Adoption of the Consent Agenda" means that all E items are adopted by one single motion unless a member of the board or the Superintendent requests that any such item be removed from the consent agenda and voted upon separately. Employments, where applicable, are contingent upon 1) Verification of education and experience, 2) Proof of proper certification, and 3) Positive results from a criminal records check.

- E1 Approve the following Certified Personnel actions: See Attached Document.
- E2 Approve the following Classified Personnel actions: See Attached Document.

- E3 Approve the following trip requests:
 - a. Davidson Theatre/Drama Club, Chillicothe, OH – April 10, 2026

ROLL CALL:	Kelley Arnold	Yea	
	Sarah Byler	Yea	<u> X </u> Passed
	Kara Crowley	Yea	
	Tony Moog	Yea	<u> </u> Failed
	Brian Perry	Yea	

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22-26 Superintendent recommended, Mrs. Crowley moved and Mrs. Byler seconded that the Board of Education authorize the Chief Operating Officer to utilize the below listed network for district purchases and services including, but not limited to, supplies, contracted services, building improvements, and construction needs, in addition to the list approved at the January 12, 2026 board meeting:

1. Equalis Group

ROLL CALL:	Kelley Arnold	Yea		
	Sarah Byler	Yea	<u> X </u>	Passed
	Kara Crowley	Yea		
	Tony Moog	Yea	<u> </u>	Failed
	Brian Perry	Yea		

23-26 Superintendent recommended, Ms. Arnold moved and Mr. Moog seconded that the Board of Education authorize the Chief Operations Officer to accept into inventory all items donated from various educational and community groups or individuals as noted on the attached listing, per HCS Board Policy KH, Public Gifts to the District.

ROLL CALL:	Kelley Arnold	Yea		
	Sarah Byler	Yea	<u> X </u>	Passed
	Kara Crowley	Yea		
	Tony Moog	Yea	<u> </u>	Failed
	Brian Perry	Yea		

24-26 Superintendent recommended, Ms. Arnold moved and Mrs. Crowley seconded that the Board of Education approve the following resolution:

AWARDING CONTRACT FOR THE BAND TOWER REPLACEMENTS PROJECT STEINER BUILDERS, LLC.

The Chief Operating Officer ("COO") recommends the Board of Education award a contract to Steiner Builders, LLC. ("Contractor") for the Band Tower Replacements Project (the "Project").

Background:

1. The Board has identified a need for the Project.
2. In compliance with applicable law, the COO and Treasurer solicited bids for the Project based upon design documents prepared by Schorr Architects, Inc. ("Architect").
3. Four bids were received for the Project. Bids were opened and read aloud on January 29, 2026, with the apparent low bid submitted by Contractor in the amount of \$389,072 (the "Low Bid").
4. After review of Contractor's bid submission and a scope review meeting with Contractor, the Architect recommends the contract for the Project be awarded to Contractor as the lowest responsible bidder. The COO and Treasurer concur with the recommendation and request authority to negotiate and sign an agreement with Contractor in an amount not-to-exceed the Low Bid.
5. Additionally, to avoid Project delays, the COO and Treasurer request authority to enter into change orders on behalf of the Board in a total amount not to exceed 10% of the Low Bid. Change orders in excess of that amount, individually or in the aggregate, will be brought to the Board for its approval.

The Board resolves as follows:

1. Based on the information provided, the Board selects Contractor as the lowest responsible bidder.
2. The Board authorizes the COO and Treasurer to negotiate and sign an agreement for the Project with Contractor in an amount not-to-exceed the Low Bid, and to sign any associated documents consistent with the intent of this resolution.
3. The Board also authorizes the COO and Treasurer to enter into change orders on behalf of the Board in a total amount not to exceed 10% of the Low Bid. Change orders in excess of that amount, individually or in the aggregate, will be brought to the Board for its approval.
4. No property interest in the Project will be created until all required documents have been submitted by Contractor and the agreement is executed by the designated Board representatives.

ROLL CALL:	Kelley Arnold	Yea		
	Sarah Byler	Yea	<u> X </u>	Passed
	Kara Crowley	Yea		
	Tony Moog	Yea	<u> </u>	Failed
	Brian Perry	Yea		

25-26 Superintendent recommended, Mrs. Crowley moved and Mr. Moog seconded that the Board of Education approve the following resolution:

BE IT RESOLVED by the Board of Education of the Hilliard City School District, Franklin County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2026 the following sums be and

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the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows:

019 – OTHER GRANT	\$ 213,310
401 - AUXILIARY SERVICES	\$ 1,441,973
499 - MISC STATE GRANT	\$ 222,712
516 - TITLE VI -B IDEA	\$ 4,245,487
572 - TITLE I	\$ 3,197,729
584 - TITLE IV-A	\$ 258,248
590 - TITLE II-A	\$ 564,942
599 - MISC FEDERAL GRANT	\$ 99,706

ROLL CALL:	Kelley Arnold	Yea	
	Sarah Byler	Yea	<u> X </u> Passed
	Kara Crowley	Yea	
	Tony Moog	Yea	<u> </u> Failed
	Brian Perry	Yea	

Policies submitted for a second reading:

- a) DLC – Expense Reimbursements
- b) DLC-R – Expense Reimbursements
- c) EBDE – Procurement and Administration of Overdose Reversal Drugs (*new policy*)
- d) JEC – School Admission

Committee Reports

26-26 Ms. Arnold moved, and Mr. Moog seconded that the Board of Education caucus to executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.
Time: 6:55 pm

ROLL CALL:	Kelley Arnold	Yea	
	Sarah Byler	Yea	<u> X </u> Passed
	Kara Crowley	Yea	
	Tony Moog	Yea	<u> </u> Failed
	Brian Perry	Yea	

Let the record reflect that the Board returned from executive session at 8:00 pm.

27-26 Mr. Moog moved, and Mr. Perry seconded that the Board of Education meeting is hereby adjourned.
Time: 8:01 pm.

ROLL CALL:	Kelley Arnold	Yea	
	Sarah Byler	Yea	<u> X </u> Passed
	Kara Crowley	Yea	
	Tony Moog	Yea	<u> </u> Failed
	Brian Perry	Yea	

Attest:

Mrs. Crowley, President

Mrs. Swearingen, Treasurer

Board Agenda - Personnel Action Items: 02/09/2026

* - Denotes Late Breaking Agenda Item

E1 Approve the following Certificated Personnel actions:

Retirement:							
STAFF MEMBER	TITLE	BLDG	EFF DATE	ADDITIONAL NOTES			
CUSHNIE, WENDY B	KINDERGARTEN	BRT	05/31/2026	WENDY CUSHNIE has been with Hilliard City Schools since 08/28/1997.			
FRY, WENDY N	MATHEMATICS	HTH	05/31/2026	WENDY FRY has been with Hilliard City Schools since 08/29/1994.			
GAST, PATRICIA L	TITLE READING TEACHER	NOR	08/31/2026	PATRICIA GAST has been with Hilliard City Schools since 08/26/2002.			
LIMBACHER, MARGARET A	INTERVENTION SPECIALIST SLP	HDB	05/31/2026	MARGARET LIMBACHER has been with Hilliard City Schools since 08/25/2000.			
MCCREARY, DIANA L	3RD GRADE	NOR	05/31/2026	DIANA MCCREARY has been with Hilliard City Schools since 08/29/1996.			
ROLON, JULIANA M	WELLNESS	HTH	05/31/2026	JULIANA ROLON has been with Hilliard City Schools since 08/20/1993.			
SUTLIFF, SUZANNE M	5TH GRADE	NOR	05/31/2026	SUZANNE SUTLIFF has been with Hilliard City Schools since 08/18/2006.			
Unpaid Leave of Absence:							
STAFF MEMBER	TITLE	BLDG	ADDITIONAL NOTES				
MARTIN, LINDSAY E	SCIENCE	HDV	UNPAID LEAVE OF ABSENCE FOR FAMILY RESPONSIBILITIES EFF BOD 3/16/2026 AND ENDING EFF EOD 4/5/2026.				
MUHLENKAMP, ALLISON A	2ND GRADE	HCR	UNPAID LEAVE OF ABSENCE FOR FAMILY RESPONSIBILITIES EFF BOD 5/15/2026 AND ENDING EFF EOD 5/29/2026.				
Decline employment - Supplemental Salaries - effective for the 2025-2026 school year:							
STAFF MEMBER	ASSIGNMENT	PERCENT ALLOCATED	BLDG	PERCT	STEP	SALARY	
GADFIELD, BENJAMIN D	TRACK-ASSISTANT 7/8 BOYS	100.00%	MMS	5.50%	20	\$4,291.00	
Employment - Supplemental Salaries - effective for the 2025-2026 school year:							
STAFF MEMBER	ASSIGNMENT	PERCENT ALLOCATED	BLDG	PERCT	STEP	SALARY	
BALYEAT, MOLLY	LACROSSE-ASSISTANT 7/8 GIRLS	100.00%	MMS	5.00%	1	\$2,494.00	
GADFIELD, BENJAMIN D	TRACK-HEAD 7/8 BOYS	100.00%	MMS	6.00%	20	\$4,681.00	
GATCHEL, MYCKENZIE L	SOFTBALL-HEAD 7	100.00%	MMS	6.00%	1	\$2,993.00	
BURGEI, MATTHEW R	WRESTLING-HEAD VARSITY GIRLS	50.00%	HDB	15.00%	15	\$5,851.50	
PHILIPP, HANNAH R	CHEERLEADING-FRESHMEN BASKETBALL	100.00%	HDB	6.00%	4	\$3,381.00	
Decline employment - Pupil Activity Programs - effective for the 2025-2026 school year:							
STAFF MEMBER	ASSIGNMENT	PERCENT ALLOCATED	BLDG	PERCT	STEP	SALARY	
HOUSER, HUNTER M	BASEBALL-HEAD 8	100.00%	MMS	6.00%	2	\$3,117.00	
AGBAIKE-MILLER, DERRICK A	TRACK-ASSISTANT VARSITY BOYS	100.00%	HDB	7.00%	6	\$4,279.00	
KELLEHER, TODD P	TRACK-ASSISTANT VARSITY BOYS	100.00%	HDB	7.00%	5	\$4,108.00	
KOPYAR, LORI L	BASKETBALL-ASST VARSITY GIRLS	100.00%	HBR	8.00%	10	\$5,754.00	
Employment - Pupil Activity Programs - effective for the 2025-2026 school year:							

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STAFF MEMBER	ASSIGNMENT	PERCENT ALLOCATED	BLDG	PERCT	STEP	SALARY
KELLER, HALEY C	DRAMA DIRECTOR MIDDLE SCHOOL	100.00%	HMS	5.00%	1	\$2,494.00
HARDER, JOSEPH E	BASKETBALL-HEAD FRESHMAN BOYS	100.00%	HDB	8.00%	1	\$3,990.00
JENKINS, VERONICA R	CHEERLEADING-ASST VAR BASKETBALL	100.00%	HDB	5.50%	2	\$2,857.00
PASKETT, WILLIAM A	WRESTLING-ASSISTANT VARSITY	100.00%	HDB	8.00%	14	\$5,993.00
VALENTI, ANTHONY P	WRESTLING-HEAD FRESHMAN	100.00%	HDB	8.00%	7	\$5,093.00
DUCKWORTH, CARRIE L	CHEERLEADING-FRESHMEN BASKETBALL	100.00%	HBR	6.00%	16	\$4,681.00
KOPYAR, LORI L	BASKETBALL-ASST VARSITY GIRLS	100.00%	HBR	8.00%	11	\$5,993.00
COVERSTONE, REGINA G	GYMNASTICS-ASSISTANT VARSITY	100.00%	HDV	7.00%	27	\$5,461.00
NELSON, SHELBY P	SOFTBALL-ASSISTANT VARSITY	100.00%	HDV	7.00%	1	\$3,492.00
QUEVEDO, DIANA I	SOFTBALL-HEAD VARSITY	100.00%	HDV	12.00%	1	\$5,986.00
RAPP, MEGAN K	CHEERLEADING-FRESHMEN BASKETBALL	100.00%	HDV	6.00%	2	\$3,117.00

Decline Employment - Contractual Activity Stipends - effective for the 2025-2026 school year:

STAFF MEMBER	RESPONSIBILITY AREA	BLDG	PERCT	AMOUNT
COSTELLO, JAZMYN	AROUND THE WORLD NIGHT	HTE	100%	\$690.00

Employment - Contractual Activity Stipends - effective for the 2025-2026 school year:

STAFF MEMBER	RESPONSIBILITY AREA	BLDG	PERCT	AMOUNT
BUGG, MARIA H	SCHOOL IMPROVEMENT TEAMS	HTE	100%	\$385.00
RISNER, BRITANIE L	GIRLS IN SCIENCE	HTE	100%	\$690.00
FULLERTON, VICTORIA A	GSA	HMS	50%	\$345.00

E2 Approve the following Classified Personnel actions:

Retirement:

STAFF MEMBER	TITLE	BLDG	EFF DATE	ADDITIONAL NOTES
ECKARD, BRENDA S	ACCOUNT CLERK	COA	05/31/2026	BRENDA ECKARD has been with Hilliard City Schools since 08/30/1999.
SULLIVAN, DOROTHY A	INTERVENTION ASSISTANT SLSP	HMS	05/31/2026	DOROTHY SULLIVAN has been with Hilliard City Schools since 08/31/1999.

Resignation - effective end of the day as noted:

STAFF MEMBER	TITLE	PERCT	BLDG	EFF DATE
ELFORD, MARK H	BUS DRIVER	100%	COA	01/31/2026
HAMILTON, JOANNA C	NOON ASSISTANT	100%	WSH	02/04/2026

Change to Unpaid Leave of Absence:

STAFF MEMBER	TITLE	BLDG	ADDITIONAL NOTES
BALDWIN, KALYNN D	BUS DRIVER	TRN	UNPAID LEAVE OF ABSENCE FOR PERSONAL ILLNESS EFF BOD 1/13/2026 AND ENDING EFF EOD 2/4/2026 - CHANGED TO EOD 2/10/2026.
LINHART, CHRIS P	EDUCATIONAL ASSISTANT MS	WMS	UNPAID LEAVE OF ABSENCE FOR PERSONAL ILLNESS EFF BOD 10/31/2025 AND ENDING EFF EOD 1/14/2026 - CHANGED TO EOD 2/9/2026.

Unpaid Leave of Absence:

STAFF MEMBER	TITLE	BLDG	ADDITIONAL NOTES
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STAFF MEMBER	TITLE	BLDG	ADDITIONAL NOTES
LAMBERT, SHAWN K	CUSTODIAN	AVY	UNPAID LEAVE OF ABSENCE FOR PERSONAL ILLNESS EFF BOD 1/22/2026 AND ENDING EFF EOD 2/1/2026.
MATHEWS, MARLA K	NOON ASSISTANT	BCN	UNPAID LEAVE OF ABSENCE FOR PROFESSIONAL STUDY/TRAVEL EFF BOD 2/4/2026 AND ENDING EFF EOD 2/11/2026.

Change in Employment for the 2025-2026 school year:

STAFF MEMBER	TITLE	ADDITIONAL NOTES
LIEBURN, PAMELA J	INTERVENTION ASSISTANT	CHANGE FROM RESIGNATION EFF 9/2/2025 TO RETIREMENT EFF THE SAME DATE.

Employments:

STAFF MEMBER	TITLE	BLDG	STEP	RATE	HRS/DAYS	EFF DATE
BORDERS, KENDAHL L	NOON ASSISTANT	BCN	1	\$19.32	2 / 187	02/04/2026
CLEVIDENCE, BRENT R	BUS DRIVER	TRN	1	\$25.45	5 / 185	01/26/2026
HARNESS, SHELLEY L	BUS DRIVER	TRN	2	\$25.81	5 / 185	01/21/2026
JUSTUS, DONALD J	BUS DRIVER	TRN	1	\$25.45	5 / 185	01/26/2026
ORTH, KATELYN R	SECRETARY	HCR	1	\$21.08	8 / 208	02/02/2026
WILT, MELISSA A	BUS DRIVER	TRN	1	\$25.45	5 / 185	01/26/2026

Employment - Classified Substitutes - effective for the school year:

STAFF MEMBER	TITLE	EFF DATE
ELFORD, MARK H	CLASSIFIED SUB-BUS DRIVER	02/01/2026