

Minutes of the Work Session Meeting of the Board of Education of the Hilliard City School District at the Administration Building on October 27, 2025.

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
	Kara Crowley	Yea
	Beth Murdoch	Yea
	Brian Perry	Yea
	Zach Vorst	Yea

127-25 Superintendent recommended, Ms. Arnold moved and Mrs. Crowley seconded that the Board of Education adopt the agenda.

ROLL CALL:	Kelley Arnold	Yea	
	Kara Crowley	Yea	<u> X </u> Passed
	Beth Murdoch	Yea	
	Brian Perry	Yea	<u> </u> Failed
	Zach Vorst	Yea	

Construction Update

128-25 Superintendent recommended, Mrs. Crowley moved and Mr. Vorst seconded that the Board of Education authorizes the amendment of the Hilliard City School District Section 403(b) Plan and 457 Plan (the "Plans"), by adopting the following resolution:

RESOLVED: That the Plans and their Adoption Agreements be amended and restated in the form attached hereto, which amendment and restatement are hereby adopted and approved;

RESOLVED FURTHER: That the Treasurer/CFO of the District be, and hereby is, authorized and directed to execute said amendment and restatement on behalf of the District;

RESOLVED FURTHER: That the Treasurer/CFO of the District be, and hereby is, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to affect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports documents or other information as may be required under applicable law.

ROLL CALL:	Kelley Arnold	Yea	
	Kara Crowley	Yea	<u> X </u> Passed
	Beth Murdoch	Yea	
	Brian Perry	Yea	<u> </u> Failed
	Zach Vorst	Yea	

129-25 Superintendent recommended, Ms. Arnold moved and Mrs. Murdoch seconded that the Board of Education approve the following resolution:

SELECTING CONSULTANT FOR COMISSIONING SERVICES FOR THE CAPITAL IMPROVEMENTS PROJECT – PHASE I AND AUTHORIZING AN AGREEMENT

The Chief Operating Officer recommends Palmer Conservation Consulting, LLC ("Palmer") as the most qualified firm to provide commissioning services for Phase I of the Capital Improvements Project (the "Project"), and requests authority to negotiate and execute an agreement with Palmer for the Project.

Rationale:

1. The Project requires commissioning services ("Services"), which are considered design professional services under Ohio law.
2. Sections 153.65 through .71 of the Ohio Revised Code prescribes a qualifications-based selection process for the procurement of design professional services by public entities.
3. In accordance with the statutory process, District administration publicly advertised and published a request for qualifications (RFQ) for the design professional services. Three statements of qualifications were submitted in response to the RFQ. Those statements of qualifications were then evaluated and ranked by the evaluation committee in accordance with the criteria identified in the RFQ.
4. Following this evaluation, the firms were ranked in the following order for the Services: 1) Palmer Conservation Consulting, LLC, 2) Concord Addis, LLC, and 3) Go Sustainable Energy, LLC. Palmer was determined to be the most qualified to provide the Services for the Project.
5. The Chief Operating Officer recommends the Board adopt the ranking provided by the evaluation committee and requests authority to request a price proposal and negotiate an agreement with Palmer to be presented to the Board for approval at a later date.

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The Board of Education resolves as follows:

- 1. Based on the recommendation of the Chief Operating Officer, the Board adopts the selections and rankings provided by the evaluation committee and selects Palmer as the firm most qualified to provide the Services for the Project.
- 2. The Board authorizes the Chief Operating Officer, working with other District administrators and legal counsel, to solicit a price proposal from Palmer for the Services and to negotiate an agreement with Palmer to be brought to the Board for approval at a later date.

ROLL CALL:	Kelley Arnold	Yea		
	Kara Crowley	Yea	<u> X </u>	Passed
	Beth Murdoch	Yea		
	Brian Perry	Yea	<u> </u>	Failed
	Zach Vorst	Yea		

130-25 Policies submitted for a first reading

- a) BF – Board Policy Development and Adoption
- b) DBD – Long-Term Financial Planning
- c) DE – Revenues From Tax Sources
- d) DJC – Bidding Requirements
- e) DLC – Expense Reimbursements
- f) EBC – Emergency Management and Safety Plans
- g) EEA – Student Transportation Services
- h) EEAC – School Bus Safety Program
- i) EEACC-R (Also JFCC-R) – Student Conduct on District Managed Transportation (***New-Regulation***)
- j) EEACD – Drug Testing for Motor Van Drivers and District Personnel Required to Hold a Commercial Driver’s License
- k) EEACD-R-2 – Drug Testing for Motor Van Drivers (***New Regulation***)
- l) EEAD – Non-Routine Use of School Buses and Motor Vans
- m) EHA – District Records Commission, Records Retention and Disposal
- n) EHC – Cybersecurity
- o) FD (Also KBE) – Tax Issues
- p) FEF – Construction Contracts Bidding and Awards
- q) GBQ – Criminal Records Check
- r) GCBC-R – Professional and Certificated Staff Fringe Benefits
- s) GCI – Professional and Certificated Staff Assignments and Transfers
- t) IGAE – Health Education
- u) IGBB – Programs for Students Who Are Gifted
- v) IGBEA – Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
- w) IGBEA-R – Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
- x) IGD – Cocurricular and Extracurricular Activities
- y) IGDJ – Interscholastic Athletics
- z) IKA – Grading Systems
- aa) IKE – Promotion and Retention of Students
- bb) IKEB – Acceleration
- cc) IKF – Graduation Requirements
- dd) IND/INDA – School Ceremonies and Observances/Patriotic Exercises
- ee) JECBB – Interdistrict Open Enrollment (Do Not Participate)
- ff) JED – Student Absences and Excuses
- gg) JEDA – Truancy
- hh) JEDC – Religious Expression Days
- ii) JEFB – Released Time for Religious Instruction
- jj) JFCK – Use of Cellphones and Electronic Communications Devices by Students
- kk) JHG – Reporting Child Abuse and Mandatory Training
- ll) KBA – Public’s Right to Know

131-25 Ms. Arnold moved and Mr. Vorst seconded that the Board of Education meeting is hereby adjourned.
Time: 6:42 pm.

ROLL CALL:	Kelley Arnold	Yea		
	Kara Crowley	Yea	<u> X </u>	Passed
	Beth Murdoch	Yea		
	Brian Perry	Yea	<u> </u>	Failed
	Zach Vorst	Yea		

Attest:

Mrs. Crowley, President

Mrs. Swearingen, Treasurer