

Minutes of the Work Session Meeting of the Board of Education of the Hilliard City School District at the Administration Building on November 24, 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

138-25 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

139-25 Superintendent recommended, Ms. Arnold moved and Mr. Vorst seconded that the Board of Education approve the following resolution:

AUTHORIZING AGREEMENT WITH COTTERMAN & COMPANY, INC. FOR THE HILLIARD BRADLEY PHASE 3 ROOF RECOATING PROJECT IN ACCORDANCE WITH O.R.C. 167.081 FOR CONTRACTS PROCURED THROUGH A REGIONAL COUNCIL OF GOVERNMENTS

The Chief Operating Officer recommends the Board authorize an agreement with Cotterman & Company, Inc. ("Cotterman") for the Hilliard Bradley Phase 3 Roof Recoating Project ("Project") in accordance with O.R.C. 167.081 for contracts procured through a Regional Council of Governments.

Rationale:

1. The District has identified a need for the Project.
2. O.R.C. 167.081 allows a school district to participate in a construction contract of a Regional Council of Governments (a "COG") without the need to engage in competitive bidding. Specifically, O.R.C. 167.081 states that a regional council may enter into a contract that establishes a unit price for, and provides upon a per unit basis, materials, labor, services, overhead, profit, and associated expenses for the repair, enlargement, improvement, or demolition of a building or structure if the contract is awarded pursuant to a competitive bidding procedure of a multistate consortium of which the council is a member.
3. The Ohio Council of Educational Purchasing Consortia ("OCEPC") is a collective of six Regional Councils of Governments, consisting of the Metropolitan Educational Technology Association ("META"), Ohio Mid-Eastern Regional Educational Service Agency ("OME-RESA"), Ohio Schools Council ("OSC"), Southwestern Ohio Educational Purchasing Council ("EPC"), Stark County Schools Council of Governments, and the Unified Purchasing Cooperative, all established under Chapter 167 of the Ohio Revised Code. The Board is a member of META.
4. OCEPC, on behalf of the COG collective, is a member of the Association of Educational Purchasing Agencies ("AEPA"), a multi-state consortium. As a result, vendors procured by the Board through OCEPC under its membership with AEPA meet all the requirements of O.R.C. 167.081.
5. Cotterman is an authorized agent of Weatherproofing Technologies, Inc., who was awarded Master Intergovernmental Agreement 025-D with AEPA ("Master Agreement").
6. Cotterman is an experienced roofing contractor and has provided a proposal for the Project in the amount of \$1,342,800 (the "Contract Sum"), which is based on unit pricing set forth under the Master Agreement. Cotterman's proposal consists of \$1,294,800 for the base work, \$14,000 for alternate no. 1, and \$34,000 for alternate no. 2.
7. The Chief Operating Officer recommends the Board authorize an agreement with Cotterman in an amount not to exceed the Contract Sum.
8. To avoid delays to the Project schedule, the Chief Operating Officer also requests authority for the Chief Operating Officer and Treasurer to sign change orders on behalf of the Board in a total amount not to exceed 10% of the Contract Sum. Change orders in excess of that aggregate amount will be brought to the Board for its approval.

The Board of Education resolves as follows:

1. Based upon the information provided and exercising the authority granted in O.R.C. 167.081, the Board authorizes the Chief Operating Officer, Treasurer, and Board President, working with legal counsel, to negotiate and execute an agreement with Cotterman for the Project in an amount not to exceed the Contract Sum.

Minutes of the Work Session Meeting of the Board of Education of the Hilliard City School District at the Administration Building on November 24, 2025.

2. The Board also authorizes the Chief Operating Officer and Treasurer to enter change orders on behalf of the Board in a total amount not to exceed 10% of the Contract Sum. Change orders in excess of that aggregate amount will be brought to the Board for its approval.

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

140-25 Superintendent recommended, Mrs. Crowley moved and Mrs. Murdoch seconded that the Board of Education approve the following resolution:

AUTHORIZING AGREEMENT WITH GARLAND/DBS, INC. FOR THE INNOVATION LEARNING CENTER ROOF RECOAT PROJECT IN ACCORDANCE WITH O.R.C. 167.081 FOR CONTRACTS PROCURED THROUGH A REGIONAL COUNCIL OF GOVERNMENTS

The Chief Operating Officer recommends the Board authorize an agreement with Garland/DBS, Inc. (“Garland”) for the Innovation Learning Center Roof Recoat Project (“Project”) in accordance with O.R.C. 167.081 for contracts procured through a Regional Council of Governments.

Rationale:

1. The District has identified a need for the Project.
2. O.R.C. 167.081 allows a school district to participate in a construction contract of a Regional Council of Governments (a “COG”) without the need to engage in competitive bidding. Specifically, O.R.C. 167.081 states that a regional council may enter into a contract that establishes a unit price for, and provides upon a per unit basis, materials, labor, services, overhead, profit, and associated expenses for the repair, enlargement, improvement, or demolition of a building or structure if the contract is awarded pursuant to a competitive bidding procedure of a multistate consortium of which the council is a member. A school district that is a council member may participate in the awarded contract.
3. The Board is a member of the Equalis Group (“Equalis”). Equalis is a Regional Council of Governments that has awarded Garland a contract pursuant to a competitive bidding procedure, identified as Equalis Contract COG-2133. Accordingly, the Board may participate in that contract as an exception to competitive bidding.
4. Garland is an experienced roofing contractor and has provided a proposal for the Project in the total amount of \$799,447 (the “Contract Sum”), which is based on unit pricing provided under Equalis Contract # COG-2133.
5. The Chief Operating Officer recommends the Board select Garland for the Project and authorize the Chief Operating Officer, Treasurer, and Board President to negotiate and execute an agreement in an amount not to exceed the Contract Sum.
6. To avoid delays to the Project schedule, the Chief Operating Officer also requests authority for the Chief Operating Officer and Treasurer to sign change orders on behalf of the Board in a total amount not to exceed 10% of the Contract Sum. Change orders in excess of that aggregate amount will be brought to the Board for its approval.

The Board of Education resolves as follows:

1. Based upon the information provided and exercising the authority granted in O.R.C. 167.081, the Board authorizes the Chief Operating Officer, Treasurer, and Board President, working with legal counsel, to negotiate and execute an agreement with Garland in an amount not to exceed the Contract Sum.
2. The Board also authorizes Chief Operating Officer and Treasurer to sign change orders on behalf of the Board in a total amount not to exceed 10% of the Contract Sum. Change orders in excess of that aggregate amount will be brought to the Board for its approval.

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

141-25 Superintendent recommended, Mr. Perry moved and Ms. Arnold seconded that the Board of Education adopt the following policies:

- 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

Minutes of the Work Session Meeting of the Board of Education of the Hilliard City School District at the Administration Building on November 24, 2025.

- 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

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

142-25 Mr. Vorst moved and Ms. Arnold seconded that the Board of Education meeting is hereby adjourned.
Time: 6:51 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