

Minutes of the Work Session Meeting of the Board of Education of the Hilliard City School District at the Administration Building on April 27, 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 flag

Enrollment Update

Gifted Audit

63-26 Superintendent recommended, Mr. Moog moved, and Mrs. Crowley 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	

64-26 Superintendent recommended, Ms. Arnold moved and Mr. Moog seconded that the Board of Education approve the consent agenda – Items E1 through E1. 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.

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

65-26 Superintendent recommended, Ms. Arnold moved and Mrs. Crowley seconded that the Board of Education approve the following resolution:

AWARDING CONTRACT FOR THE WASHINGTON ELEMENTARY SCHOOL PAVING PROJECT TO CHEMCOTE, INC.

The Chief Operating Officer (“COO”) recommends the Board of Education award a contract to Chemcote, Inc. (“Chemcote”) for the Washington Elementary School Paving 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 Watcon Consulting Engineers Surveyors, A Verdantas Company (“Architect”).
3. Once bid were received for the Project. The Bid were opened and read aloud on April 20, 2026 at 11:00 a.m. with the apparent low bid submitted by Chemcote in the amount of \$976,939.32 (the “Low Bid”).
4. Ohio Revised Code 153.12 allows the total amount of a bid to exceed the published estimate by no more than 20%. The published estimate for the Project is \$1,150,000. Accordingly, the Low Bid is below the published estimate and compliant with Ohio Revised Code 153.12.
5. After review of Chemcote’s bid submission and a scope review meeting with Chemcote, the Architect recommends the contract for the Project be awarded to Chemcote as the lowest responsible bidder. The COO and Treasurer concur with the recommendation and request authority to negotiate and sign an agreement with Chemcote in an amount not to exceed the Low Bid.
6. Additionally, to avoid Project delays, the COO and Treasurer request the Board authorize contingency funds for the Project in the amount of 10% of the Low Bid (the “Contingency Funds”), and authorize the COO and/or Treasurer to sign change orders and contract amendments for the Project, to be billed against the Contingency Funds, in a total amount not to exceed the Contingency Funds. Change orders and contract amendments in excess of the Contingency Funds, individually or in the aggregate, will be brought to the Board for its approval.

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The Board resolves as follows:

- 1. Based on the information provided, the Board selects Chemcote as the lowest responsible bidder.
- 2. The Board authorizes the COO and Treasurer to negotiate and sign an agreement for the Project with Chemcote 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 Contingency Funds and authorizes the COO and/or Treasurer to sign change orders and contract amendments for the Project, to be billed against the Contingency Funds, in a total amount not to exceed the Contingency Funds. Change orders in excess of the Contingency Funds, 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 Chemcote 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		

66-26 Superintendent recommended, Mr. Perry moved and Ms. Arnold seconded that the Board of Education approve the following resolution:

AUTHORIZING AGREEMENT WITH SCHORR ARCHITECTS, INC. FOR
PHASE I OF THE CAPITAL IMPROVEMENTS PROJECT

The Chief Operation Officer recommends the Board authorize the negotiation and execution of an agreement with Schorr Architects, Inc. ("Schorr") for Phase I of the Capital Improvements Project (the "Project").

Rationale:

- 1. The Board previously identified a need for various capital improvements throughout the District. These improvements are anticipated to include new construction, renovations, or repairs of the following facilities: New Brown Elementary (Walker Road) Construction, New Beacon Elementary Construction, Beacon Demolition, New Ridgewood Construction, Ridgewood Demolition, New Preschool (Norwich) Construction, Brown Renovation (collectively "Scope A"); and Darby H.S. Weight Room, Districtwide Playground Improvements, Districtwide Security improvements, Athletic Improvements, Performing Arts Improvements (collectively "Scope B").
- 2. Based on the overall size and number of scopes of work within the Project, the Superintendent, in consultation with the Chief Operating Officer, determined that the Project should be divided into separate scopes for more efficient management of the Project, identified herein as Scope A and Scope B as outlined above.
- 3. In accordance with Sections 153.65 through .71 of the Ohio Revised Code, the Board previously selected Fanning Howey and Schorr as the firms most qualified to provide design and related construction administration services for Scopes A and B, respectively.
- 4. During the course of the preconstruction stage of the Project, it has been determined that the Scopes should be reallocated in order to effectively maintain the Project schedule.
- 5. ORC 153.71(B)(3) provides an exception to the statutory qualifications-based selection process for design professionals when there is an emergency requiring immediate action. Here, an emergency exists because the Project design phase has fallen behind schedule and there is a need to recover the overall program schedule in order to maintain compliance with the IRS required timeline.
- 6. In order to recover the design schedule, the Chief Operating Officer recommends reallocating the Beacon Demolition, New Ridgewood Construction, Ridgewood Demolition, and Brown Renovation to Scope A2 to be performed by Schorr, who was identified as the number two recommendation by the evaluation committee for the Scope A items.
- 7. Schorr submitted a proposal for the Scope A2 items in an amount not to exceed \$1,684,530.50 for Basic Services, \$55,000 for a Basic Services Allowance, and \$36,000 for Reimbursable Expenses, for a total amount not to exceed \$1,775,530.50 (the "Contract Sum"), which the Chief Operating Officer believes to be appropriately competitive.
- 8. Based on the emergency, the Chief Operating Officer requests authority for the Superintendent, Treasurer, Board President, and Chief Operating Officer, working with legal counsel, to negotiate and execute an agreement in an amount not to exceed the Contract Sum.
- 9. To avoid Project delays, the Chief Operating Officer also requests authority for the Superintendent, Treasurer, and Chief Operating Officer to execute contract amendments in an amount not to exceed 10% of the Contract Sum. Contract amendments in excess of that aggregate amount will be brought to the Board for approval.
- 10. Further, the Chief Operating Officer requests authority to negotiate and execute an amendment to Fanning Howey's contract to reduce the scope of their design services and corresponding fee.

The Board of Education resolves as follows:

- 1. Based on the recommendation of the Chief Operating Officer, the Board finds that an emergency exists and waives statutory qualifications-based process for procuring a design professional and authorizes the Superintendent, Treasurer, Board

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President, and Chief Operating Officer, working with legal counsel, to negotiate and execute an agreement with Schorr in an amount not to exceed the Contract Sum; and to execute any related documents consistent with the intent of this resolution.

- 2. The Board authorizes the Superintendent, Treasurer, and Chief Operating Officer to execute contract amendments in an amount not to exceed 10% of the Contract Sum. Contract amendments in excess of that aggregate amount will be brought to the Board for approval.
- 3. The Board authorizes the Chief Operating Officer to negotiate and execute an amendment to Fanning Howey’s contract to reduce the scope of their design services and corresponding fee.
- 4. The Board authorizes the Superintendent, Treasurer, Board President, and Chief Operating Officer to execute any related documents consistent with the intent of this resolution.

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

67-26 Superintendent recommended, Mrs. Crowley moved and Mrs. Byler seconded that the Board of Education approve the following resolution:

AUTHORIZING AN AGREEMENT WITH B&C COMMUNICATIONS FOR THE TWO-WAY RADIO REPLACEMENT PROJECT

The Chief Operating Officer recommends that the Board authorize the negotiation and execution of an agreement with B&C Communications. (“B&C”) for the Two-Way Radio Replacement Project (“Project”).

Rationale:

- 1. District administrators have identified a need to replace the current two-way radios in the District as the existing radios are outdated and require an upgrade to serve their intended purpose.
- 2. The Project is outside the scope of competitive bidding under R.C. 3313.46 because it is for the security and protection of school property.
- 3. B&C provided a proposal for the Project in the amount of \$345,742.89. The District’s existing systems are complex and require significant effort to properly integrate. Accordingly, The Chief Operating Officer believes B&C’s expertise and knowledge will provide significant time and cost savings for the Project over other technology vendors. Therefore, the Chief Operating Officer recommends waving Board Policy DJC regarding the solicitation of three price quotations under these circumstances.
- 4. The Chief Operating Officer recommends the Board authorize the Chief Operating Officer and Treasurer to negotiate and execute an agreement with B&C in an amount not to exceed \$345,742.89 (the “Contract Sum”).
- 5. Additionally, to avoid Project delays, the Chief Operating Officer and Treasurer also request authority for the Chief Operating and Treasurer to sign change orders and contract amendments on behalf of the Board in a total amount not to exceed 10% of the Contract Sum. Change orders and contract amendments 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, the Board waives Board Policy DJC and authorizes the Chief Operating Officer and Treasurer to negotiate and execute an agreement with B&C in an amount not to exceed the Contract Sum and to sign any other documents consistent with the intent of this resolution.
- 2. The Chief Operating Officer and Treasurer are also authorized to sign change orders and contract amendments on behalf of the Board in a total amount not to exceed 10% of the Contract Sum. Change orders and contract amendments in excess of that aggregate amount will be brought to the Board for its approval.

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

68-26 Superintendent recommended, Ms. Arnold moved and Mr. Moog seconded that the Board of Education approve the following resolution:

AUTHORIZING AGREEMENTS FOR CONSTRUCTION MATERIAL TESTING & SPECIAL INSPECTION SERVICE AND HAZARDOUS MATERIAL SERVICES FOR PHASE I OF THE CAPITAL IMPROVEMENTS PROJECT

The Chief Operating Officer recommends the Board authorize consultant agreements with Professional Services Industries, Inc. (“PSI”) for construction material testing & special inspection services and hazardous material services for Phase I of the Capital Improvements Project (“Project”).

Rationale:

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1. Pursuant to sections 153.65 through .71 of the Ohio Revised Code, the Board previously selected PSI as the firm most qualified to perform construction material testing & special inspection services and hazardous material services for the Project.
2. PSI provided a pricing proposal for construction material testing & special inspection services for the Beacon Elementary, Brown Elementary, and Norwich Elementary scopes of work in an amount not to exceed \$471,216.
3. PSI provided a pricing proposal for hazardous material services for the demolition of Brown Elementary and Beacon Elementary scopes in an amount not to exceed \$39,540.
4. The Chief Operating Officer requests authority for the Chief Operating Officer and Treasurer to execute an agreement with PSI for the construction material testing & special inspection services for the Beacon Elementary, Brown Elementary, and Norwich Elementary scopes of work in an amount not to exceed \$471,216.
5. The Chief Operating Officer requests authority for the Chief Operating Officer and Treasurer to execute an agreement with PSI for hazardous material services for the Brown Elementary and Beacon Elementary scopes in an amount not to exceed \$39,540.
6. Additionally, to avoid Project delays, the Chief Operating Officer requests authority for the Chief Operating Officer and Treasurer to execute contract amendments in an amount not to exceed 20% of the contract sums for each agreement. Contract amendments in excess of that amount individually or in the aggregate will be brought to the Board for approval.

The Board of Education resolves as follows:

1. The Board authorizes the Chief Operating Officer and Treasurer to execute an agreement with PSI for the construction material testing & special inspection services for the Beacon Elementary, Brown Elementary, and Norwich Elementary scopes of work in an amount not to exceed \$471,216.
2. The Board authorizes the Chief Operating Officer and Treasurer to execute an agreement with PSI for hazardous material services for the Brown Elementary and Beacon Elementary scopes in an amount not to exceed \$39,540.
3. The Board also authorizes the Chief Operating Officer and Treasurer to execute contract amendments in an amount not to exceed 20% of the contract sums for each agreement. Contract amendments in excess of that amount individually or in the aggregate will be brought to the Board for approval.

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

- 69-26 Superintendent recommended, Ms. Arnold moved and Mrs. Byler seconded that the Board of Education approve the following handbooks for the 2026-2027 school year:
- a. Preschool/Elementary Student Handbook
 - b. Sixth Grade & Middle School Student Handbook
 - c. High School Student Handbook
 - d. Athletic Manual for Parents-Athletes-Coaches
 - e. Performing Arts Handbook

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 first reading
- a) DID – Capital Assets
 - b) EBDE – Procurement and Administration of Overdose Reversal Drugs
 - c) EDEC – Artificial Intelligence (new policy)
 - d) EFD – Misbranded Foods and Cultivated-Protein Food Products (new policy)
 - e) JEB/JEBA – Entrance Age (Mandatory Kindergarten) Early Entrance to Kindergarten

70-26 Mr. Moog and Mr. Perry seconded that the Board of Education meeting is hereby adjourned.
Time: 6:57 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:

Board Agenda - Personnel Action Items: 04/27/2026

* - Denotes Late Breaking Agenda Item

E1 Approve the following Certificated Personnel actions:

Employments - Administrative contracts for the 2026-2027 school year as indicated below:				
STAFF MEMBER	TITLE	BLDG	EFF DATE	CONTRACT LENGTH
ANDERSON, MATTHEW D	PRINCIPAL	MMS	08/01/2026	3 YEARS
HARRIS, SHANE G	ASSISTANT PRINCIPAL	HBR	08/01/2026	3 YEARS
LANDON, KEVIN M	ASSISTANT PRINCIPAL	HDV	08/01/2026	3 YEARS
SULLIVAN, LISA M	PRINCIPAL	JWR	08/01/2026	3 YEARS

E2 Approve the following Classified Personnel actions: