

**HOLMES COUNTY BOARD OF DD  
REGULAR MONTHLY MEETING MINUTES  
FEBRUARY 25, 2026**

**I. Meeting called to order by President Mike Palmer at 12:03 p.m.**

**A. Roll Call**

Mike Palmer-Present	Tara Dalrymple-Present
Wilbur Hershberger-Absent	Kyle Snyder-Present
Chad Yoder-Present	Michele Snow-Present
Amos Yoder-Present	

**B. Staff Present**

Marianne Mader	Curtis Goehring	Evelyn Scott
	Breana Mackey-SSA	

**C. Visitors Present:** Jake Sidle WKLM

**D. Hearing of Visitors:** N/A

**II. ADDITIONS/REVISIONS/APPROVAL OF AGENDA**

A motion was made by Chad Yoder and seconded by Michele Snow to approve the February 25, 2026 meeting agenda.

**III. MEETING MINUTES**

A motion was made by Amos Yoder and seconded by Tara Dalrymple to approve the January 28, 2026 Organizational and Regular Meeting Minutes as submitted.

**IV. FINANCIAL REPORTS/BUSINESS MANAGER'S REPORT – Curtis Goehring**

**A. Approval of Budget Summary, Expenditures by Vendor.**

A motion was made by Tara Dalrymple and seconded by Chad Yoder to approve the Budget Summary, Expenditures by Vendor through January 31, 2026.

V. COMMUNICATION/INFORMATION/SHARING

A. Administrative Reports/Comments

1. **Staff Changes:** Devon Fortune resigned from Community Supports Worker position to accept the position of Library Media Aide. Kim Miller, Teacher Assistant, will be transitioning to the Community Supports Worker position over the next few months. Allyson Crider's letter of resignation from the position of Teacher Assistant has been accepted.
2. **Grant awarded:** The Ohio Department of Education and Workforce, Office for Exceptional Children, has awarded **Holmes County Board of DD** a *Strategies Secondary Transition Students with Disabilities Grant* for **\$2,125**. The grant is supported through the Ohio House Budget Bill, which provides funds to support activities pursuant to secondary transition and the implementation of the Individuals with Disabilities Education Act (IDEA 2004).

B. Program Reports

1. **Program Statistics** are attached (B1).
2. **School Calendar:** Every year the Board must approve our calendar for the upcoming school year. The proposed 2026-2027 calendar will be presented at the Board meeting. School calendars at West Holmes and East Holmes are consulted as we develop our program calendar. See VII. B.
3. **School closures and delays:** Since December 2025, the school has had 8 closure days and 4 2-hour delays. Based on the number of hours the school is in session no make up days will be needed, unless severe weather causes several more closures.
4. **Night to Shine:** On February 13th the 4th Holmes County Night to Shine was held at Grace Church in Berlin with 115 Honored Guests walking the red carpet. Holmes County Board of DD once again partnered with Grace Church and The Tim Tebow Foundation to bring this event to Holmes County. The Tim Tebow Foundation's Night to Shine is a global prom event that honors individuals with a disability aged 14 and older all over the world! Local churches donated food, area businesses provided financial donations or goodie bag items, and many talented individuals donated their time and expertise. This year's event would not have been possible without the 198 volunteers who made the evening magical from the moment the Honored Guests entered the parking lot. The evening was filled with dancing, laughter, camera flashes, karaoke, red carpet walking, games, shoe shining, hair styling, limo rides, delicious food, and memories that will last a lifetime.

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5. **Early Intervention (EI) Monitoring:** Holmes DD was notified (B3) that our EI Service Coordinators were in 100% compliance in meeting the requirement of notifying the local school districts of all children who will become 3 years old in the next year. This notification is important so the local school district can adequately plan for the children who could potentially be entering special education preschool in the next year.

**C. Superintendent's Report**

1. **DD Awareness month activities:** Holmes DD is presenting each 2<sup>nd</sup> grade classroom in the County and local libraries with the book Something Different: A story about what helps us be our best selves by Reilly Greene. The Bucks Basketball team will face the Community All-Stars on March 10 at West Holmes High School. On that same evening, Holmes DD is hosting a Provider Fair with 10 local providers planning to attend. A few families who receive service will be joining me on March 16 when I visit the Holmes County Commissioners to provide an update and witness the signing of the 2026 DD Awareness Month proclamation. The Holmes County Public Library's book for Story Walk is You are Enough: A Book about Inclusion by Margaret O'Hair, focuses on including people with developmental disabilities.
2. **Artificial Intelligence Policy:** Because Artificial Intelligence (AI) is becoming prominent in workplaces, a policy to guide staff is needed. The attached policy was developed including features from AI policies of the Ohio Department of Education and Welfare, Holmes County, and other County Boards of Developmental Disabilities. This new policy requires approval from the Board to be implemented. During the meeting, the Board requested staff sign off on the policy indicating they have read and understand it. See VII B.
3. **Air Handler:** Attached is a quote (C2) for \$32,797 from Dover-Phil Heating and Cooling to replace the air conditioner and coil in the newer portion of the building that houses classrooms. Because the quote exceeds \$25,000, Board approval is required. See VII C.

**VI. OLD BUSINESS - None**

**VII. NEW BUSINESS**

**A. Program Calendar**

Motion was made by Michele Snow and seconded by Amos Yoder to approve the 2026-2027 Program Calendar.

**B. Artificial Intelligence Policy**

Motion was made by Chad Yoder and seconded by Michele Snow to approve the Artificial Intelligence Policy.

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**C. Air Handler**

Motion was made by Amos Yoder and seconded by Tara Dalrymple to approve a proposal from Dover-Phila Heating and Cooling for an air handler and installation in the amount of \$32,797.

**VIII. ADMINISTRATIVE REPORT**

**A. Discussion Items:** In-Service Training, FOCUS on the FUTURE, March 25 at 11 am.

**B. Upcoming Dates**

March 10	Bucks vs All-Star Basketball Game, 7:00 pm, WHHS
March 10	Provider Fair, 6:00 pm, WHHS
March 21	Holmes County Egg Hunt with Sensory Friendly features, Harvest Ridge
May 8-9	HCAHC Spring Festival

**IX. ADJOURNMENT**

A motion was made by Kyle Snyder and seconded by Tara Dalrymple to adjourn the February 25, 2026 Regular Monthly Meeting of the Holmes County Board of DD. Time 12:43 p.m.

**Next Board Meeting  
March 25, 2026  
at 12:00 p.m.**

**Sacred Ground Coffee Crew will provide beverages during the March meeting**