

**RECORD OF PROCEEDINGS**  
**Liberty Center Local Schools ORGANIZATIONAL and REGULAR Board Meetings**  
**January 8, 2018**

The Liberty Center Local Board of Education met on Monday, January 8, 2018 at 6:45 p.m. for the purpose of reorganization of the Board of Education for calendar year 2018.

**#1-18 Election of President**

The district's Treasurer, Jenell Buenger, administered the oath of office to newly elected board member Andrea Zacharias, and re-elected board members, Neal Carter and John Weaver.

Upon roll call members: Jeff Benson, Neal Carter, Todd Spangler, John Weaver and Andrea Zacharias were present.

**#2-18 Election of President**

At this time, President Pro Tempore, John Weaver, declared that nominations were open for the office of President of the Board of Education for the calendar year 2018.

Mr. Benson nominated Mr. Carter and Mr. Carter nominated Mr. Weaver. There were no other nominations. Mr. Weaver asked for a motion to close the nominations. The motion was made by Mr. Benson and seconded by Mr. Spangler. The vote to close nominations was unanimous with all members voting yes. Motion passed.

VOTE for Mr. Weaver for President:

Mr. Carter, Mr. Spangler, Mrs. Zacharias, Mr. Weaver  
Mr. Benson voted for Mr. Carter

Mr. Weaver was declared the 2018 Board President.

**#3-18 Election of Vice President**

At this time, President Pro-Tempore, John Weaver, declared that nominations were open for the office of Vice President of the Board of Education for the calendar year 2018.

Mr. Spangler nominated Mr. Carter. There were no other nominations. Mr. Weaver asked for a motion to close the nominations. The motion was made by Mr. Spangler and seconded by Mr. Benson. The vote to close the nominations was unanimous with all members voting yes. Motion passed.

Vote for Mr. Carter for Vice President:

Mr. Carter, Mr. Spangler, Mrs. Zacharias, Mr. Benson, Mr. Weaver

Mr. Carter was declared the 2018 Board Vice-President.

**#4-18 Administer Oath of Offices**

The oath of office was then administered by Mrs. Buenger, Treasurer, to the newly elected President and Vice-President. Mr. Weaver then took over the meeting.

**#5-18 Proposal to Establish Meeting Date and Time**

The motion was made by Mr. Carter and seconded by Mr. Spangler that the Liberty Center Board of

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Education establish as its regular meeting date the third Monday of each month at 7:00 p.m. except for June, July, September, October, and December. Below is a schedule of the meeting dates for 2018:

Feb. 19  
March 19  
April 16  
May 21  
June 25- 4<sup>th</sup> Monday  
July 23 – 4<sup>th</sup> Monday  
Aug. 20  
Sept. 10 - 2<sup>nd</sup> Monday  
Oct. 22 - 4<sup>th</sup> Monday  
Nov. 19  
Dec. 10<sup>th</sup> - 2<sup>nd</sup> Monday

VOTE: Ayes: Mr. Spangler, Mrs. Zacharias, Mr. Weaver, Mr. Benson, Mr. Carter  
Nays: None – Motion Carried

**#6-18 Establish District Records Commission**

The motion was made by Mr. Benson and seconded by Mr. Spangler that the board of education's District Record Commission be comprised of the Superintendent, Treasurer, and Board President.

VOTE: Ayes: Mr. Weaver, Mrs. Zacharias, Mr. Benson, Mr. Carter, Mr. Spangler  
Nays: None – Motion Carried

**#7-18 Authorize the Treasurer to Request an Advance Tax Draw**

The motion was made by Mr. Benson and seconded by Mr. Carter that the Treasurer is hereby authorized to request from the Henry County Auditor and the Fulton County Auditor an advance draw of taxes during the calendar year 2018 if and/or when necessary funds are available.

VOTE: Ayes: Mrs. Zacharias, Mr. Benson, Mr. Carter, Mr. Spangler, Mr. Weaver  
Nays: None – Motion Carried

**#8-18 Establish Board Service Fund**

The motion was made by Mr. Spangler and seconded by Mrs. Zacharias that the board establishes a Service Fund for the Board of Education in the amount of \$8000.00 for calendar year 2018.

VOTE: Ayes: Mr. Spangler, Mr. Weaver, Mr. Benson, Mr. Carter, Mrs. Zacharias  
Nays: None – Motion Carried

**#9-17 Approve Legal Firms**

The motion was made by Mrs. Zacharias and seconded by Mr. Spangler that the board approves the following legal firms for district legal service during calendar year 2018:

Ennis Britton Co. L.P.A.  
Plassman, Rupp, Hagans & Newton  
Squire Patton Boggs (US) L.L.P.

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VOTE: Ayes: Mr. Weaver, Mr. Benson, Mr. Carter, Mrs. Zacharias, Mr. Spangler  
Nays: None – Motion Carried

**#10-18 Appoint Superintendent as Purchasing Agent**

The motion was made by Mr. Benson and seconded by Mr. Carter that Superintendent, Tod Hug, be appointed as the purchasing agent for the Liberty Center Local School district for calendar year 2018.

VOTE: Ayes: Mr. Benson, Mr. Carter, Mrs. Zacharias, Mr. Spangler, Mr. Weaver  
Nays: None – Motion Carried

**Committee Appointments were made by the Board President for Calendar Year 2018 as follows:**

Board Facilities Committee - Todd Spangler and Neal Carter  
Board Policy Review Committee - Jeff Benson and Neal Carter  
Board Student Achievement Liaisons - John Weaver and Todd Spangler  
Board Legislative Liaison - John Weaver  
Board Representative to L.C. Schools Educational Foundation Board - Andrea Zacharias  
Board Finance Committee - Andrea Zacharias and Jeff Benson

**The January Regular Meeting Immediately Followed the Organizational Meeting with all Board Members still in attendance.**

**#11-18 Approve Minutes**

The motion was made by Mr. Spangler and seconded by Mr. Benson that the minutes of the regular meeting of the Liberty Center Board of Education held on December 11, 2017 be approved.

VOTE: Ayes: Mr. Benson, Mr. Carter, Mr. Spangler, Mr. Weaver, Mrs. Zacharias  
Nays: None – Motion Carried

**Treasurer's Report**

Mrs. Buenger reported that the financial reports she presented were the usual monthly reports, nothing out of the ordinary.

Regarding the mileage reimbursement rate, she said this rate is established at the beginning of each new calendar year at the current IRS rate. This year the IRS rate is .545 cents per mile, last year it was .535 cents per mile. She said the athletic mileage remains the same at .32 cents.

Mrs. Buenger said she prepared the Alternative Tax Budget for Fiscal year 2019 to fulfill the requirement for submitting a Fiscal Tax Year Budget with the Henry County Auditor. She said the budget contains a five-year forecast, a fund summary and a debt schedule. She said she did not make any changes to the forecast because, as the budget vs actual report states, we are on track for this year.

The student activity budget for the Drama department has been amended due to the need to purchase a digital piano, which can be kept on the stage, rather than having to move the current piano for play practices. Mr. Black has a quote for the digital piano, which includes a bench, a cover and a five-year warranty.

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**#12-18 CFO/Treasurer's Consent Agenda**

Upon the recommendation of the Treasurer, the motion was made by Mr. Carter and seconded by Mr. Spangler that the Board approves the Treasurer's Consent Agenda items as follows:

Approve the financial reports, including the following:

- Monthly Bank Reconciliation
- FIN SUM
- Check Register
- Investment Report
- Budget vs Actual

Approve the 2018 mileage reimbursement rate at .545¢ per mile for all non-union employees. All LCCTA and OAPSE members will receive mileage reimbursement at the current IRS rate of .545¢. The Athletic mileage rate is set per the LCCTA Contract at .32¢ per mile.

Adopt the Alternative Tax Budget Packet for Fiscal Year 2019 (July 1, 2018 to June 30, 2019) as shown and that this packet be submitted to the Henry County Budget Commission.

Approve the amended Drama student activity budget as shown on Exhibit F.

VOTE:

Ayes: Mr. Carter, Mr. Spangler, Mr. Weaver, Mr. Benson, Mrs. Zacharias

Nays: None – Motion Carried

**Principals' Reports**

**Mrs. Hartbarger, Elementary Principal**, told the board that last month she said we were moving and this month she gets to report that they have moved! She said there are many people to thank- the community, the custodial staff, and Trevor, our Technology Director, who has been working through all the technology issues.

She also reported that there were about 3000 views on the video posted on social media, which explained the student pick-up and drop-off procedures.

**Mr. Nicholas Mariano II, Middle School Principal**, reported that he had talked to his staff about what they are expecting students to do. He said the teachers are super-thrilled about the new building! There has not been any grumbling among his staff; they are excited about the bigger, better facility. Mr. Mariano thanked the Board for all they have done for the students and staff.

**Mr. Larry Black, High School Principal**, thanked everyone who was involved in the building and moving processes. He reported that he and his staff have been talking to the High School students about the new expectations for them once they were in the new building. On the first day he will be having class meetings to remind all students of what is expected of them in the new facility, as well as any new changes that will be implemented.

**Mr. Jake Johnson, Athletic Director**, reported that they have had two games in the new Middle School Gym. He said all Middle School athletes and coaches were trained on the operation of the equipment and the new

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policies regarding shoes, locker room assignments, equipment storage and the adjustable baskets.

He said he will hold a meeting with the varsity coaches on Wednesday night to discuss locker room use, distribute keys, outline new building procedures, have an open discussion on off-season training, as well as touring the facilities.

The Athletic Boosters, through Mark Bly, are discussing plans to auction the 1953 gym floor and both wrestling mats that are over 30 years old. He said the floor proceeds will go to the Athletic Boosters and the wrestling mat proceeds will go towards the purchase of new practice mats for when the wrestlers move to the old high school and elementary media centers.

The Athletic Boosters have committed \$20,000 toward the purchase and installation of indoor turf at the Spring Sports Complex. Along with new lighting and a dual baseball/softball pitching machine, we look forward to having a fully heated, painted, and turfed facility ready in time for conditioning to start in late February.

Mr. Johnson said spring scheduling is nearing completion for baseball, softball and track. He said the coaches have been helpful in making suggestions to modify the schedules as they work around the Puerto Rico trip and Easter. He said the 2019 winter basketball schedule would be almost a carbon copy of this year's with the exception of Tinora replacing Emmanuel Christian on the girls' schedule.

He said the freshman girls' basketball team was an addition this year and it looks to be a welcomed part of our program for at least the next three seasons. Mike Bailey is the coach.

Mr. Johnson said he has been discussing the Dec. 2018 Jr. High and Varsity Wrestling Dual with Napoleon. They would like to start at 2:00 p.m. He said this is a great atmosphere with music and announcements before each match.

Mr. Johnson thanked Dr. Hug and the Board of Education for the opportunity to report on the Athletic Department. He said he looks forward to keeping them updated each month on projects and schedules.

### **Superintendent's Report**

Superintendent, Dr. Tod Hug, said the district's custodial staff was instrumental in organizing the move of 120 plus employees over to the new facilities. He said this move required a lot of organization and planning and he was extremely pleased at how well the process went.

Dr. Hug said staff members had a professional development day on Friday, Jan. 5th to learn the layout of the building, transition times, new technology, and the pick-up/drop-off routes.

He said Sheriff Mike Bodenbender assisted the district by getting the rail company to tear out the tracks near the school, so the bus drivers would not have to make a mandatory stop while exiting the bus drive.

Dr. Hug explained that everything from the old facilities that is viable for use in the new facilities has been moved over. For the items remaining, he said the district is working with Kigar Realty and Auction of Delta, Ohio to get a jump on making content auction listings. He said the listings will be made available online and a placeholder auction section for Liberty Center is already posted on kigarrealty.com. Dr. Hug said more than 1,800 lots have been prepped, which only accounts for approximately two-thirds of the contents. He said photos are being prepared for the online-only-auction, but on-site open houses are planned for Saturdays, Jan. 20 and Jan. 27 from 10 a.m.-1:00 p.m. so those interested can personally view the contents. Dr. Hug said this is the first of two auctions that will clear out smaller items no longer needed by the district. Successful bidders will need to retrieve items by Feb. 3, at which point a second auction date will be announced for larger items. Dr. Hug estimated this auction will be held in mid-February so demolition can begin as planned for early March.

### **Facilities Report-Mr. Neal Carter and Mr. Todd Spangler**

Mr. Todd Spangler reported the district's Guaranteed Maximum Price (GMP) number four is currently out for bid, with those bids due Jan. 19<sup>th</sup>. GMP #4 covers demolishing the old buildings, finalizing the parking lots,

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and the entire completion of the Ohio Facilities Construction Commission (OFCC) project.

**#13-18 Superintendent's Consent Agenda**

Upon the recommendation of the Superintendent, the motion was made by Mr. Spangler and seconded by Mr. Benson that the Board approves the Superintendent's Consent Agenda items as follows:

Approve membership in the Ohio School Boards Assn. at the cost of \$4398.00 for calendar year 2018.

Approve participation in the OSBA Legal Assistance Fund Consultant Service at the cost of \$250.00 for calendar year 2018.

Ratify the contract with Kigar Realty and Auction for the sale of the school district's personal property from the old school buildings.

VOTE: Ayes: Mr. Spangler, Mr. Weaver, Mr. Benson, Mrs. Zacharias, Mr. Carter  
Nays: None - Motion Carried

**#14-18 Personnel Recommendations**

Upon the recommendation of the Superintendent, the motion was made by Mr. Carter and seconded by Mrs. Zacharias that the Board approves the following personnel:

Offer Mike Weaver a one-year probationary contract as a bus driver, effective January 8, 2018 through January 7, 2019. He will be placed at step 0 on the bus driver column on the 2017-18 OAPSE Wage Schedule, pending completion of all necessary paperwork. Benefits will be per the OAPSE Negotiated Agreement.

Approve Lois Ward as a substitute cafeteria aide, effective Jan. 8, 2018 through the remainder of the 2017-18 school year.

Approve Sue Meister as a substitute custodian, effective Jan. 8, 2018 through the remainder of the 2017-18 school year.

Approve the following stipends to Liberty Center classroom teachers who served as mentor teachers to students during the fall of 2017. This money was received from Lourdes.

Andrea Panning	\$75.50
Carrie Sines	\$75.50

VOTE: Ayes: Mr. Weaver, Mr. Benson, Mrs. Zacharias, Mr. Carter, Mr. Spangler  
Nays: None - Motion Carried

**Old Business-** Dr. Hug reported that he had not received any update on the sledding hill plans for Liberty Center.

**#15-18 Executive Session**

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The motion was made by Mr. Benson and seconded by Mr. Spangler that the Board enter Executive Session at 7:30 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

VOTE: Ayes: Mr. Benson, Mrs. Zacharias, Mr. Carter, Mr. Spangler, Mr. Weaver  
Nays: None – Motion Carried

The board returned from Executive Session at 8:05 p.m.

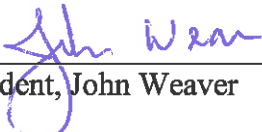
**#16-18 Establish Special Meeting Date**

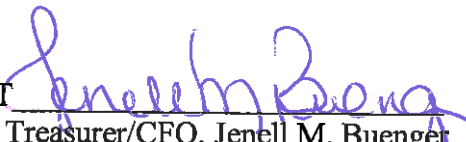
The Board established a special meeting date of January 25, 2018 at 5:30 p.m. for the purpose of approving the GMP #4 and also the 2018-19 school calendar.

**#17-18 Adjournment**

It was moved by Mr. Carter and seconded by Mr. Benson to adjourn the January 8, 2018 Organizational and Regular meeting of the Liberty Center Local Board of Education at 8:10 p.m.

VOTE: Ayes: Mr. Carter, Mr. Spangler, Mr. Weaver, Mr. Benson, Mrs. Zacharias  
Nays: None – Motion Carried

  
\_\_\_\_\_  
President, John Weaver

ATTEST   
Treasurer/CFO, Jenell M. Buenger