

**RECORD OF PROCEEDINGS**  
**Liberty Center Local Schools Organizational and Regular Board Meeting**  
**January 11, 2021**

The Liberty Center Local Board of Education met on Monday, January 11, 2021 at 6:45 p.m. in the Board Room for the purpose of reorganization of the Board of Education for calendar year 2021, as well as the regular January meeting.

The Pledge of Allegiance was recited.

Board members Mr. Jeff Benson, Mr. Neal Carter, Mr. Todd Spangler, Mr. John Weaver, and Mrs. Andrea Zacharias were in attendance.

**#1-21 Election of President**

President Pro Tempore, Mr. Spangler, declared nominations open for the office of President of the Board of Education for the calendar year 2021. Mr. Benson nominated Mr. Spangler. Mr. Spangler nominated Mr. Carter. Mr. Spangler asked for a motion to close the nominations. The motion was made by Mrs. Zacharias and seconded by Mr. Weaver. The vote to close nominations was unanimous with all members voting yes. Motion passed.

Vote for Mr. Spangler to serve as President: Mr. Benson

Vote for Mr. Carter to serve as President: Mr. Carter, Mr. Spangler, Mr. Weaver, Mrs. Zacharias

Mr. Carter was declared the 2021 Board President.

**#2-21 Election of Vice-President**

President Pro Tempore, Mr. Spangler, declared nominations open for the office of Vice-President of the Board of Education for the calendar year 2021. Mr. Weaver nominated Mr. Benson. There were no other nominations. Mr. Spangler asked for a motion to close the nominations. The motion was made by Mr. Carter and seconded by Mr. Weaver. The vote to close nominations was unanimous with all members voting yes. Motion passed.

Vote for Mr. Benson to serve as Vice-President: Mr. Benson, Mr. Carter, Mr. Spangler, Mr. Weaver, Mrs. Zacharias

Mr. Benson was declared the 2021 Board Vice-President.

The Oath of Office was administered by Mrs. Buenger, Treasurer, to the newly elected President and Vice-President. Mr. Carter then took over the meeting as President.

**#3-21 Proposal to Establish Meeting Date and Time**

The motion was made by Mrs. Zacharias and seconded by Mr. Weaver to establish the regular meeting date as the fourth Monday of each month at 7 p.m., except for December, in the Board Room. Below is a schedule of the meeting dates for 2021:

February 22<sup>nd</sup>  
March 22<sup>nd</sup>  
April 26<sup>th</sup>  
May 24<sup>th</sup>

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June 28<sup>th</sup>  
July 26<sup>th</sup>  
August 23<sup>rd</sup>  
September 27<sup>th</sup>  
October 25<sup>th</sup>  
November 22<sup>nd</sup>  
December 20<sup>th</sup>

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

**#4-21 Establish District Records Commission**

The motion was made by Mr. Spangler and seconded by Mr. Weaver that the Board of Education’s District Records Commission shall be comprised of the Superintendent, Treasurer, and Board President.

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

**#5-21 Authorize the Treasurer to Request an Advance Tax Draw**

The motion was made by Mrs. Zacharias and seconded by Mr. Benson that the Treasurer is hereby authorized to request from the Henry County Auditor and Fulton County Auditor an advance draw of taxes during calendar year 2021 if and/or when necessary funds are available.

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

**#6-21 Establish Board Service Fund**

The motion was made by Mr. Spangler and seconded by Mr. Benson that the Board establish a Service Fund for the Board of Education in the amount of \$8,000.00 for calendar year 2021.

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

**#7-21 Approve Legal Firms**

The motion was made by Mr. Weaver and seconded by Mrs. Zacharias that the Board approves the following legal firms for district legal services during calendar year 2021:

Ennis Britton Co. L.P.A.  
Plassman, Rupp, Hagans & Newton  
Squire Patton Boggs (US) L.L.P.  
O’Toole, McLaughlin, Dooley & Pecora Co., LLC

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

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**#8-21 Appoint Superintendent as Purchasing Agent**

The motion was made by Mr. Benson and seconded by Mrs. Zacharias to appoint Superintendent, Richie Peters, as the purchasing agent for the Liberty Center School District for calendar year 2021.

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

**#9-21 Authorize Superintendent to Enter Into Agreements**

The motion was made by Mr. Weaver and seconded by Mr. Spangler that the Superintendent, Richie Peters, be authorized to enter into collective and individual agreements with Ohio Colleges and Universities, on behalf of the Board of Education, for terms related to the College Credit Plus Program.

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

**#10-21 Authorize the Superintendent to Accept Resignations**

The motion was made by Mrs. Zacharias and seconded by Mr. Spangler that the Board authorizes the Superintendent, Richie Peters, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance. The authorization provided by this resolution shall remain in effect until withdrawn by formal action of the Board.

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

**#11-21 Authorize the Superintendent to Offer Employment**

The motion was made by Mr. Benson and seconded by Mr. Weaver that the Board authorizes the Superintendent, Richie Peters, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board, provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer. The authorization shall remain in effect until withdrawn by formal action of this Board.

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

**#12-21 Committee Appointments by the Board President for Calendar Year 2021**

Board Facilities Committee: Todd Spangler and Neal Carter

Board Policy Review Committee: Jeff Benson and Neal Carter

Board Student Achievement Liaisons: Todd Spangler and John Weaver

Board Legislative Liaison: John Weaver

Board Representative to L.C. Schools Education Foundation Board: Andi Zacharias

Board Finance Committee: Jeff Benson and Andi Zacharias

Board Representative to Board Bargaining Teams: Neal Carter

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

**#13-21 Henry County Enterprise Zone Tax Incentive Review Council**

The motion was made by Mr. Weaver and seconded by Mr. Spangler to approve Richie Peters, Superintendent, as the district's representative to the Henry County Enterprise Zone Tax Incentive Review Council (TIRC).

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

**#14-21 Treasurer Pro Tempore in the Absence of the Treasurer**

The motion was made by Mr. Spangler and seconded by Mr. Weaver to appoint the Board Vice-President as the Treasurer Pro Tempore in the absence of the Treasurer.

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

**#15-21 Public Records Designee**

The motion was made by Mrs. Zacharias and seconded by Mr. Benson to appoint the Superintendent and/or Treasurer as a designee to attend public record access training required for Board members for each term of office.

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

The regular January meeting of the Liberty Center Schools Board of Education immediately followed the Organizational meeting with all board members still in attendance.

**#16-21 Approve Minutes**

The motion was made by Mr. Weaver and seconded by Mr. Benson to approve the minutes of the regular meeting held on December 21, 2020 of the Liberty Center Board of Education.

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

**Treasurer's Report**

Mrs. Buenger reported on the regular monthly reports, explained the change of the mileage rate for 2021 to reflect the IRS rate, and highlighted the annual submission of the Alternative Tax Budget to the Henry County Auditor. She also provided details on the month's donations.

Mrs. Buenger noted the office was busy in December and early January with closing out the calendar year, and preparing W-2's and 1099's. Payroll Specialist, Bre Sharp, processed 288 W-2's and Accounts Payable Specialist, Kristin Bauman, processed 24 1099's.

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Mrs. Buenger informed the Board she submitted 35 excess cost applications, compared to 34 from last year. This number includes 19 LEC students, 13 Liberty Center students and three preschool students. Excess costs are filed on all non-resident students who are educated here or at the LEC and have a disability. Excess costs are when the total cost to educate a student exceeds what we receive in state funding through the Foundation. Excess costs have to be uploaded by Friday, January 15<sup>th</sup>, with final submissions due January 31<sup>st</sup>. The District should receive the first payment in the second Foundation payment in February, with excess cost revenues totaling approximately \$550,000 for the year.

**#17-21 CFO/Treasurer's Consent Agenda**

Upon the recommendation of the Treasurer, the motion was made by Mrs. Zacharias and seconded by Mr. Weaver that the Board approve the Treasurer's Consent Agenda items as follows:

Approve the financial reports, including the following:

- Monthly Bank Reconciliation
- Cash Summary Report
- Disbursement Summary Report
- Investment Report
- Budget vs. Actual

Approve the 2021 mileage rate at \$0.56 per mile for all non-union employees. All LCCTA and OAPSE members will receive mileage reimbursement at the current IRS rate of \$0.56 per mile. The Athletic mileage rate is set per the LCCTA Contract at \$0.32 per mile.

Adopt the Alternative Tax Budget Packet for Fiscal Year 2022 (July 1, 2021 through June 30, 2022) as shown and that this packet be submitted to the Henry County Budget Commission.

Approve the following donations:

Davis Farm Service	Spray Application	\$190.00
Davis Farm Service	Fertilizer Application	\$350.00
Davis Farm Service	Mowing	\$800.00
Anonymous	Fencing at Football Field	\$5,000.00

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

**Principals' Reports**

**Elementary**

Ms. Postl provided an update on the Elementary building and COVID-19. There are currently 15 students enrolled in remote learning, down from 43 at the beginning of the school year. COVID-19 positive numbers continue to be low in the Elementary; however, students are still having to quarantine from family contacts. Those students are receiving instruction and work through Seesaw and Google Classroom. Mr. Postl also informed the Board students in grades 1-4 will begin their winter NWEA MAP testing for reading and math next week. She noted the staff is looking forward to the second half of the school year.

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**Middle School**

Mr. Radwan informed the Board the December Students of the Month were chosen by their classroom teachers for demonstrating respect and include: Aubri Marcum, Louis Collins, Gabe Clapp, Emma Tallent, Kaylie Westhoven, Logan Jones, Alyvia Meyer, and Drew Silveus. Mr. Radwan also presented iReady Diagnostic testing results to the Board for all grade levels in the Middle School for reading and math.

**High School**

Mr. Black reported on the results of the Americanism Test. High scores included:

10<sup>th</sup> Grade: Madison Amstutz (County Winner) and Matthew Orr

11<sup>th</sup> Grade: Audrey Bowers (County Winner) and Bryce McCloud (County Winner)

12<sup>th</sup> Grade: Kaycee M. Cover (County Winner) and Asa Killam

All county winners will be submitted to the district competition, which includes 17 counties.

Mr. Black also reported Camrin Omlor-Strayer was chosen as the December Student of the Month at Four County Career Center. Camrin is a senior in the Auto Collision Repair Program.

Lastly, Mr. Black informed the Board the music department live streamed a concert during the day last Friday. Students performed either a solo or as a member of an ensemble, performing seasonal music favorites.

**Athletic Director's Report**

Mr. Pohlman informed the Board Liberty Center hosted the Henry County Classic over Christmas Break. Napoleon was the champion this year. The four schools in the county divide the profits each year, with this year's revenue totaling \$1200. This amount is down significantly due to limited attendance.

Mr. Pohlman noted winter sports are off to a great start. Girls' basketball is 9-1. Boys' basketball is 4-5. Boys' bowling is 5-2 and girls' bowling is 4-3. The wrestling team participated in a tri-match against Fairview and Lakota and won both as a team. The gymnastics team competed at the Patrick Henry Invitational, placing 2<sup>nd</sup> as a team. The goal is for teams to remain healthy and play as many games/matches as possible as it will become more difficult to reschedule as we progress through the season.

Mr. Pohlman noted there is excitement among the coaches, athletes, and community members as news about the renovation project disseminates throughout the Liberty Center community.

**Superintendent's Report**

Mr. Peters recognized the Board Members for Board Appreciation Month, presenting each of them with a certificate and thanking them for their dedication to the District.

Mr. Peters provided a COVID-19 update. The Ohio Department of Health and Ohio Department of Education updated the quarantine requirements for classroom and bus exposure. A quarantine is no longer required in those settings if masks are worn and other appropriate protocols are followed. This change does not include the cafeteria, extra-curricular events, sports or home contacts. Mr. Peters highlighted the availability of the COVID-19 vaccine for school personnel beginning in Phase 1B, which is set to start in February. The State is requesting schools submit a number of needed vaccines. A survey was sent to all staff this past week to get a number for our local health department.

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Mr. Peters updated the Board on the project to renovate the 1995 Varsity Gymnasium Building, Metal Building, and create a Soccer Field inside the track at the Spring Sports Complex. The three projects are estimated to cost \$1.2 million. The funding for the project will be comprised from the leftover funds from the K-12 building project and a tax anticipation note, which allows the District to borrow money against the anticipated permanent improvement revenue. Mr. Peters explained that later in the meeting a contract with Garmann/Miller will be presented to the Board, and noted the cost will not exceed \$45,000. He also noted the Board will also have the opportunity to review and vote to ratify a Request for Qualifications (RFQ), which will be advertised through January 25<sup>th</sup>. An evaluation committee will also be formed to review the construction companies and ultimately present the top candidates with a Request for Proposal (RFP). The goal is to start the project in March, with completion prior to the fall sports season.

**#18-21 Superintendent's Consent Agenda**

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

Approve membership in the Ohio School Boards Association at the cost of \$5,301.00 for calendar year 2021.

Approve participation in the OSBA Legal Assistance Fund Consultant Service at the cost of \$250.00 for calendar year 2021.

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

**#19-21 Superintendent's Personnel Recommendations**

Upon the recommendation of the Superintendent, the motion was made by Mr. Benson and seconded by Mr. Spangler to board approve the Superintendent's Personnel Agenda items as follows:

Approve the NwOESC substitute teacher and paraprofessional list, as presented for the 2020-21 school year, to obtain substitute teachers and paraprofessionals.

Approve advancing Lukas Hutchinson, Classroom Teacher, to the Masters column on the LCCTA Negotiated Agreement's salary schedule effective at the beginning of the second semester of the 2020-21 school year.

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

**#20-21 Approve 2021-22 School Calendar**

Mr. Weaver made the motion and Mrs. Zacharias seconded the motion to approve the 2021-22 school year calendar as presented.

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

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**#21-21 Resolution Authorizing Architect Agreement**

Mr. Weaver made the motion and Mr. Benson seconded the motion to approve the Resolution Authorizing the Execution of a Contract for Professional Design Services as Related to the Board's 1995 Varsity Gymnasium Renovation and Athletic Metal Building Renovation Project.

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

**#22-21 Resolution to Ratify RFQ and Form an Evaluation Committee**

Mr. Spangler made the motion and Mrs. Zacharias seconded the motion to approve the Resolution to Ratify the RFQ and Form an Evaluation Committee as Related to the Board's 1995 Varsity Gymnasium Renovation and Athletic Metal Building Renovation Project.

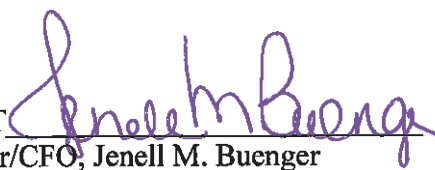
VOTE: Ayes: Mr. Weaver, Mrs. Zacharias, Mr. Benson, Mr. Carter, Mr. Spangler  
Nays: None – Motion Carried

**#23-21 Adjournment**

It was moved by Mrs. Zacharias and seconded by Mr. Weaver to adjourn the January 11, 2021 organizational and regular meeting of the Liberty Center Local Board of Education at 7:24 p.m.

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

  
\_\_\_\_\_  
President, Neal Carter

ATTEST   
Treasurer/CFO, Jenell M. Buenger