

**RECORD OF PROCEEDINGS**  
**Liberty Center Local Schools Regular Board Meeting**  
**March 23, 2020**

The Liberty Center Local Board of Education met in regular session on Monday, March 23, 2020 at 7:01 p.m. in the Board Room. Board members Mr. Jeff Benson, Mr. Neal Carter, Mr. Todd Spangler, Mr. John Weaver and Mrs. Andi Zacharias were in attendance. The Pledge of Allegiance was recited.

**#32-20 Approve Minutes**

The motion was made by Mrs. Zacharias and seconded by Mr. Weaver to approve the minutes of the regular meeting held on February 24, 2020 of the Liberty Center Board of Education.

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

Nays: None – Motion Carried

**Treasurer's Report**

Mrs. Buenger reported on the regular monthly reports. The District is still on track for the year. She explained the need for the student activity budget for the Wrestling Club and increase in appropriations and amended certificate. Mrs. Buenger also provided information on the NwoESC contract. The 2020-21 agreement is based on the current mid-year costs. The amount is \$17,000 more than last year. This amount may change depending on the number of students requiring services. This is updated each year in February to reflect actual costs.

Mary Ann Kessler donated Count Spatula – Tales From Three Drawers Down Books 1-6, which were written by her son, Kent Kessler, who is a 1986 graduate of Liberty Center. Mrs. Buenger explained the K-12 Prevention Education funds, which will be used for trauma training.

Mrs. Buenger also updated the Board on the contract for fiscal support with NBEC. Richelle Oberlin is training with Janice Freeman to learn where various payroll files and processes are kept. Janice is resigning and her last day is March 27<sup>th</sup>. Richelle will process the payroll while we go through the interview process. She will then train the new payroll specialist. We do not anticipate Richelle working in the District more than 30 hours per week.

Mrs. Buenger explained that TSA will be the District's third party administrator for 403(b) and 457 plans. This means we will submit the contributions to them, and they will handle the loans and disbursements. There will be no cost to the District. The cost it passed on to the vendors. TSA will manage any audits of the plan. TSA will also restate our 403(b) Plan Documents, which is an IRS requirement.

**#33-20 CFO/Treasurer's Consent Agenda**

Upon the recommendation of the Treasurer, the motion was made by Mr. Benson and seconded by Mr. Spangler that the Board approve 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

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Approve the following 2019-20 Student Activity Budget:  
Wrestling Club

Approve the agreement with the Northwest Ohio Educational Service Center (NwOESC) to provide services beginning July 1, 2020 and ending June 30, 2021 at a cost of \$581,796.50.

Approve the following donation:

Count Spatula – Tales From Three Drawers Down Books 1-6      Mary Ann Kessler

Approve the following New Fund and Special Cost Center, Appropriation Modifications and Amended Certificate Increases:

<b>New Fund and Special Cost Center</b>		
499 9120	K-12 Prevention Education (ADAMhs Board)	
<b>Increase Appropriations</b>		
499 9120	K-12 Prevention Education (ADAMhs Board)	\$14,468.00
300 951E	Wrestling Club	\$824.85
<b>Increase Amended Certificate</b>		
499 9120	K-12 Prevention Education (ADAMhs Board)	\$14,468.00
300 951E	Wrestling Club	\$268.00

Ratify the contract with Northern Buckeye Education Council (NBEC) for Fiscal Support Services, on an as-needed basis beginning March 16, 2020 and ending on or before June 30, 2020, at the rate of \$45.00 per hour, up to 40 hours per week. Any time over 40 hours will be charged at \$67.50 per hour. In addition, the district will be invoiced for expenses such as mileage, as applicable.

Approve the contract establishing TSA Consulting Group as our Third Party Administrator for 403(b) and 457 Plan Management.

Approve the 403(b) plan document as presented.

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

**Superintendent’s Report**

Mr. Peters gave an update on the District’s response to COVID-19. Formal distance learning officially started today. The first week was treated as calamity days; however, the staff and teachers were using that time to prepare for distance learning in an effort to ensure the District follows the guidelines set forth by ODE and Governor DeWine. The current plan is to have students back in the classrooms on April 6<sup>th</sup>, but there is an understanding that the situation is constantly changing and evolving. As a staff, we are planning for the worst and hoping for the best. Mr. Peters commended the staff and teachers on their response. Special education staff are working diligently to ensure students continue to receive necessary services required in their IEPs. Teachers are making accommodations for those who do not have reliable internet access. He explained there is limited access to the buildings. With the recent ‘stay at home’ order, access will become further regulated. All

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currently scheduled activities have been suspended. Mr. Peters noted how impressed he has been with people coming together throughout the District, county and state in the midst of this pandemic.

Mr. Peters explained the efforts of the District to provide meals for the students of Liberty Center. He thanked the local churches and community members for their work to help families in the community, but noted the District will take over the efforts to provide meals for school-age children beginning on March 30<sup>th</sup>. Food will be available for pick-up on Mondays and Wednesdays from 11:00 a.m. until 12:00 p.m. The packages will provide meals for two or three days. This meal service is open to anyone in the District. Mr. Peters said the transportation department will also be utilized to deliver some meals and potentially have future pick-up sites.

Mr. Peters provided an update on the restroom/concession project, solar project, and bond refunding. The final plans for the restroom/concession building have been approved by the Wood County building inspectors. Footers for the building have been poured. With the concerns about COVID-19 and the 'stay at home' order, the project has been suspended until April 6<sup>th</sup>. At this point, the project is ahead of schedule.

The solar array installation is complete and has been connected to the school. The system needs to be tested by Toledo Edison. Mr. Peters recognized they are likely busy given the COVID-19 situation, and said Toledo Edison will complete their portion when they are able.

The bond refunding is currently on hold as the markets are volatile and it would be in the District's best interest to wait. The District's advisor from Stifel, Nicolaus Company, Corporation, Patrick King, informed us he hopes there will be clarity by the end of this week with the direction the markets are taking.

Mr. Peters explained his personnel recommendations. Mrs. Stacy Bowers will be transitioning from Technology Integration Coach to Technology/Gifted Integration Specialist. Mr. Seth Bowser will be offered a full time position, teaching elementary music and middle school music technology. The District will be eliminating one day from our contracted NWOESC employee, Katie Jiminez, allowing these transitions to happen. Mrs. Bowers is excited about this opportunity as she will be able to receive her gifted endorsement from the State of Ohio after being in this position for two years, with no additional coursework or cost to the District. This will be a benefit to the District for our gifted students and will help improve our report card in this area.

**#34-20 Superintendent's Consent Agenda**

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

Approve membership in the Henry County Chamber of Commerce beginning March 1, 2020 and ending February 28, 2021 at a cost of \$100.00.

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

**#35-20 Superintendent's Personnel Recommendations**

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

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Approve the following staff transfer for the 2020-21 School Year:

Stacy Bowers from Technology Integration Coach to Technology/Gifted Integration Specialist

Offer Seth Bowser a one year contract as a classroom teacher (elementary music/middle school music technology) for the 2020-21 school year. Salary and benefits will be per the LCCTA Negotiated Agreement.

Accept the resignation of Janice Freeman, Payroll Specialist/Assistant to the Treasurer, effective March 27, 2020.

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

**#36-20 Resolution to Join the Ohio School Pipeline Coalition**

Upon the recommendation of the Superintendent, a motion was made by Mr. Weaver and seconded by Mr. Spangler to approve the Resolution Authorizing the Board of Education of Liberty Center School District to Join the Ohio School Pipeline Coalition.

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

**#37-20 Resolution Granting 30 Year Easement**

Upon the recommendation of the Superintendent, a motion was made by Mrs. Zacharias and seconded by Mr. Benson to approve a resolution with en-Trust, LLC and SUT IX, LLC granting an exclusive 30 year easement for the construction, installation, operation and continued maintenance of a solar photovoltaic system.

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

**New Business**

The next Board Meeting is April 27, 2020

**Committee Reports**

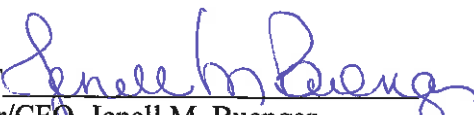
The Polity Committee and Finance Committee need to schedule meetings.

**#38-20 Adjournment**

It was moved by Mr. Weaver and seconded by Mr. Benson to adjourn the March 23, 2020 regular meeting of the Liberty Center Local Board of Education at 7:28 p.m.

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

  
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President, Neal Carter

ATTEST   
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Treasurer/CFO, Jenell M. Buenger