

**RECORD OF PROCEEDINGS**  
**Liberty Center Local Schools Organizational and Regular Board Meeting**  
**January 10, 2024**

The Liberty Center Local Board of Education met on Wednesday, January 10, 2024 at 6:45 p.m. in the Board Room for the purpose of reorganization of the Board of Education for calendar year 2024, as well as the regular January meeting.

The Oath of Office was administered by the Treasurer to re-elected Liberty Center School Board of Education member Mr. Todd Spangler and newly elected member Mr. Ryan Zeiter.

The Pledge of Allegiance was recited.

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

**#1-24 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 2024. Mrs. Zacharias nominated Mr. Carter. There were no other nominations. 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. Carter to serve as President: Mr. Carter, Mr. Spangler, Mr. Weaver, Mrs. Zacharias, Mr. Zeiter

Mr. Carter was declared the 2024 Board President.

**#2-24 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 2024. Mr. Weaver nominated Mrs. Zacharias. 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 Mrs. Zacharias to serve as Vice-President: Mr. Carter, Mr. Spangler, Mr. Weaver, Mrs. Zacharias, Mr. Zeiter

Mrs. Zacharias was declared the 2024 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.

**#3-24 Proposal to Establish Meeting Date and Time**

The motion was made by Mrs. Zacharias and seconded by Mr. Spangler to establish the regular meeting date as the fourth Monday of each month at 7 p.m., except for May, July, November and December, in the Board Room. Below is a schedule of the meeting dates for 2024:

February 26<sup>th</sup>  
March 25<sup>th</sup>  
April 22<sup>nd</sup>

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May 20<sup>th</sup>  
June 24<sup>th</sup>  
July 15<sup>th</sup>  
August 26<sup>th</sup>  
September 23<sup>rd</sup>  
October 28<sup>th</sup>  
November 18<sup>th</sup>  
December 16<sup>th</sup>

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

**#4-24 Establish District Records Commission**

The motion was made by Mr. Weaver and seconded by Mr. Spangler 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. Zeiter, Mr. Carter  
Nays: None – Motion Carried

**#5-24 Authorize the Treasurer to Request an Advance Tax Draw**

The motion was made by Mrs. Zacharias and seconded by Mr. Weaver 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 2024 if and/or when necessary funds are available.

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

**#6-24 Establish Board Service Fund**

The motion was made by Mr. Spangler and seconded by Mrs. Zacharias that the Board establish a Service Fund for the Board of Education in the amount of \$8,000.00 for calendar year 2024.

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

**#7-24 Approve Legal Firms**

The motion was made by Mr. Weaver and seconded by Mr. Spangler that the Board approves the following legal firms for district legal services during calendar year 2024:

Ennis Britton Co. L.P.A.  
Squire Patton Boggs (US) L.L.P.  
O'Toole, McLaughlin, Dooley & Pecora Co., LLC

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

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**#8-24 Appoint Superintendent as Purchasing Agent**

The motion was made by Mrs. Zacharias and seconded by Mr. Weaver to appoint Superintendent, Richie Peters, as the purchasing agent for the Liberty Center School District for calendar year 2024.

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

**#9-24 Authorize Superintendent to Enter Into Agreements**

The motion was made by Mr. Spangler and seconded by Mr. Zeiter 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. Zeiter, Mr. Carter  
Nays: None – Motion Carried

**#10-24 Authorize the Superintendent to Accept Resignations**

The motion was made by Mrs. Zacharias and seconded by Mr. Weaver 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. Zeiter, Mr. Carter, Mr. Spangler  
Nays: None – Motion Carried

**#11-24 Authorize the Superintendent to Offer Employment**

The motion was made by Mr. Spangler and seconded by Mr. Zeiter 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. Zeiter, Mr. Carter, Mr. Spangler, Mr. Weaver  
Nays: None – Motion Carried

**#12-24 Committee Appointments by the Board President for Calendar Year 2024**

The motion was made by Mrs. Zacharias and seconded by Mr. Spangler to approve the following committee appointments for calendar year 2024:

Board Facilities Committee: Todd Spangler and Neal Carter  
Board Policy Review Committee: Andi Zacharias and Neal Carter  
Board Student Achievement Liaisons: Todd Spangler and John Weaver  
Board Legislative Liaison: John Weaver

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Board Representative to L.C. Schools Education Foundation Board: Ryan Zeiter  
Board Finance Committee: Andi Zacharias and Ryan Zeiter  
Board Representative to Board Bargaining Teams: Neal Carter

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

**#13-24 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. Zeiter  
Nays: None – Motion Carried

**#14-24 Treasurer Pro Tempore in the Absence of the Treasurer**

The motion was made by Mr. Spangler and seconded by Mr. Zeiter 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. Zeiter, Mr. Carter  
Nays: None – Motion Carried

**#15-24 Public Records Designee**

The motion was made by Mrs. Zacharias and seconded by Mr. Spangler 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. Zeiter, 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.

**#16-24 Approve Minutes**

The motion was made by Mr. Weaver and seconded by Mr. Spangler to approve the minutes of the regular meeting held on December 18, 2023 of the Liberty Center Board of Education.

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

**Treasurer's Report**

Mrs. Buenger noted the office has been very busy with calendar year end preparations and report filings. The FY23 State audit has been completed. There were a few items finished up between Christmas and New Year's, but once those were done, the auditors were able to file the District's information. Mrs. Buenger noted it will take a couple of weeks for the information to be released to the public. Payroll Specialist, Bre Niedzwiecki, processed 300 W-2's, which includes 140 employees, as well as coaches, substitutes and board members. Accounts Payable Specialist, Kristin Bauman, processed 35 1099's for calendar year 2023. Mrs. Buenger

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informed the Board she submitted 46 applications for excess costs for FY23. She explained they are for special needs students who are not residents of the district, which includes students who are open enrolled into the district, or students who are court placed at the LEC. The actual costs to educate these students exceed the amount set by the state. The amount for FY23 is approximately \$600,000.00.

**#17-24 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 2024 mileage rate at \$0.67 per mile for all non-union employees. All LCCTA and OAPSE members will receive mileage reimbursement at the current IRS rate of \$0.67 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 2025 (July 1, 2024 through June 30, 2025) as shown and that this packet be submitted to the Henry County Budget Commission.

Approve the following donations:

- |                      |                            |          |
|----------------------|----------------------------|----------|
| Rupp Rosebrock, Inc. | Meals for Students in Need | \$765.50 |
| Anonymous Donor      | Transportation Department  | \$300.00 |
- Liberty Center High School (Guidance), Liberty Center Middle School Student Council, LC FFA and staff members collection of gifts donated to trauma victims treated by the Center for Child and Family Advocacy as part of our companion service project for healthy relationships (Dating Violence Prevention) initiative.

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

**Superintendent's Report**

As part of School Board Recognition Month, Mr. Peters thanked each of the board members for their service and dedication to the students at Liberty Center Schools.

**#18-24 Superintendent's Consent Agenda**

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

Approve participation in the OSBA Legal Assistance Fund Consultant Service at a cost of \$250.00 for calendar year 2024.

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Approve membership in the Ohio School Boards Association (OSBA) at a cost of \$5,419.00 for calendar year 2024.

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

**#19-24 Superintendent's Personnel Recommendations**

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

Approve the NwoESC substitute teacher and paraprofessional list, as presented for the 2023-24 school year, to obtain substitute teachers and paraprofessionals.

Through the passage of HB 583 and ORC 3319.36 and 3319.101 approve the following individual as Substitute Teacher for the 2023-24 school year with the 1-Year Temporary Non-Bachelors Substitute Teaching license:

Kenneth Williams

Approve advancing Alexandra Geahlen, Middle School Guidance Counselor, to the Masters column on the LCCTA Negotiated Agreement's salary schedule, effective at the beginning of the second semester of the 2023-24 school year.

Approve the following volunteers for the activity indicated for the 2023-24 school year, pending completion of all necessary trainings and paperwork:

Kristen Shepherd – Swimming  
Jeremiah Fleischman – Swimming  
Abigail Badenhop – Gymnastics  
Erika Wolf – Gymnastics

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

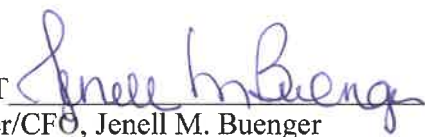
The next Board meeting is February 26, 2024 at 7:00 p.m. in the Board Room.

**#20-24 Adjournment**

It was moved by Mr. Spangler and seconded by Mr. Weaver to adjourn the January 10, 2024 organizational and regular meeting of the Liberty Center Local Board of Education at 7:05 p.m.

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

  
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President, Neal Carter

ATTEST   
Treasurer/CFO, Jenell M. Buenger