

**AGENDA**  
**REGULAR MEETING**  
**LIBERTY CENTER BOARD OF EDUCATION**  
**Monday, December 21, 2015**  
**7:00 P.M.**  
**Elementary Media Center**

**I. CALL TO ORDER/ROLL CALL**

Mr. Benson \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_ Mr. Weaver \_\_\_  
Mr. Bowers \_\_\_

**II. APPROVE MINUTES**

1. Move to accept the minutes of the regular meeting of the Liberty Center Board of Education held on November 16, 2015. **(Exhibit A)**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll call: Mr. Benson \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_ Mr. Weaver \_\_\_  
Mr. Bowers \_\_\_

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting.

**III. RECOGNITION OF VISITORS/ PUBLIC PARTICIPATION**

**PUBLIC PARTICIPATION AT BOARD MEETINGS**

**File BDDH (also KD)**

All meetings of the Board and Board-appointed committees are open to the public. The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, while allowing for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principles:

1. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings.

2. The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board of its conduct. The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted only as indicated on the order of business in the Bylaws of this Board. People wishing to speak must sign in prior to the start of the meeting.

B. The Board requires that public participants be anyone having a legitimate interest in the action of the Board.

C. In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each regular meeting.

D. Persons wishing to make comments or address questions to the Board may do so during the period provided for public participation and/or as permitted by the presiding officer, providing that this topic, has been brought to the attention of the appropriate staff member(s) and/or administrator(s) before being brought to the Board, or as may otherwise be permitted by the Board. If a specific response to a question is requested, that question/concern must be submitted in writing to the Board. The Board will not answer or respond to questions or concerns during the meeting, but will respond in a timely manner to those questions/concerns submitted in writing.

E. Persons wishing to make comments or address questions to the Board will be limited to three minutes. The Board may limit or extend, by majority vote, the total time during which public participation may occur at any particular meeting.

F. The presiding officer may:

- 1) Prohibit public comments that are frivolous, repetitive, and/or harassing.
- 2) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, off-topic, antagonistic, obscene, or irrelevant.
- 3) Request any individual to leave the meeting when that person does not observe reasonable decorum.
- 4) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting.
- 5) Call for a recess, or an adjournment to another time, when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

[Adoption date: February 28, 2011]

[Re-adoption date: November 19, 2012]

[Re-adoption date: July 21, 2014]

LEGAL REFS.: ORC [121.22\(C\)](#)

[3313.20\(A\)](#)

CROSS REFS.: [BCE](#), Board Committees

[BD](#), School Board Meetings

[BDDB](#), Agenda Format

[BDDC](#), Agenda Preparation and Dissemination

[BG](#), Board-Staff Communications (Also [GBD](#))

#### IV. CFO/TREASURER'S REPORT/RECOMMENDATIONS

##### Consent Items

1. Approve the financial reports, including the following: **(Exhibit B)**  
Monthly Bank Reconciliation  
FIN SUM  
Check Register  
Investment Report  
Budget vs Actual
2. Approve with Thanks the following donations:  
\$10,000 from Campbell's Soup to be used to purchase a Laptop Cart for the 4<sup>th</sup> Grades  
\$200.00 from KK Collision for the Town Hall Drug Awareness Meeting

Move to approve the above consent items:

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll call: Mr. Carter\_\_\_ Mr. Spangler\_\_\_ Mr. Weaver\_\_\_ Mr. Benson\_\_\_  
Mr. Bowers\_\_\_

#### V. PRINCIPALS' REPORTS

#### VI. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

Superintendent's Report-Mr. Tod Hug

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

##### Consent Items

1. Approve a second reading and adoption of the following amended board policies:  
Tax Issues- File: FD (also KBE)  
Tax Issues- File: KBE (also FD)  
Family and Medical Leave- File: GBR-R  
Postsecondary Enrollment Options- File: IGCH (also LEC)  
Postsecondary Enrollment Options- File: LEC (also IGCH)  
Postsecondary Enrollment Options- File: IGCH-R (also LEC-R)  
Graduations Requirements- File: IKF  
Graduation Requirements- File: IKF-R  
Admission of Exchange Students- File: JECBA  
Admission of Exchange Students- File: JECBA-R  
Released Time for Religions Instruction- File: JEFB
2. Approve the Memorandum of Understanding with Lourdes University for placement of teacher candidates in the Liberty Center Local School District. **(Exhibit C)**
3. Approve renewing the district's membership in the Ohio School Boards Assn. (OSBA) Legal Assistance Fund, at the cost of \$250.00, for the period of Jan. 1, 2016 – Dec. 31, 2016. **(Exhibit D)**
4. Approve renewing the district's membership in the Ohio School Boards Assn. (OSBA) at the cost of \$4,416.00 for the period of Jan. 1, 2016 – Dec. 31, 2016. **(Exhibit E)**

5. Approve taking a nurse, who is an employee of Henry County Hospital, to go with the 6<sup>th</sup> grade Camp Willson trip from May 20-22, 2016.
6. Approve the Wrestling team to take an overnight wrestling trip to Marion Harding High School from Dec. 28-29, 2015, to participate in the Marion Harding Classic Wrestling Tournament.
7. Approve the contract with SchoolMessenger for the district's emergency contact system and SharpSchool for website/content management, as presented. **(Exhibit F)**
8. Due to the necessity of maintaining the construction timeline, the Board of Education authorizes Tod A. Hug, Superintendent, to approve change orders for the OFCC construction project incurring no more than \$25,000 in costs. Such change orders in excess of said amount must receive approval by a majority vote of the Board of Education.
9. Approve a Memorandum of Understanding with the LCCTA to clarify the appropriate pay date as January 4, 2016 due to Friday, January 1, 2016 being a holiday. **(Exhibit G)**
10. Approves the Resolution approving the Design Development Documents in connection with the construction of a new PK-12 school facility related to the Board's Ohio Facilities Construction Commission Project. **(Exhibit H)**

Move to approve the above consent items:

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll call: Mr. Spangler \_\_\_ Mr. Weaver \_\_\_ Mr. Benson \_\_\_ Mr. Carter \_\_\_  
Mr. Bowers \_\_\_

## **VII. PERSONNEL RECOMMENDATIONS**

### Consent Items

1. Offer Byronna Bare a one year probationary contract as a school custodian (night shift), retroactive to Dec. 14, 2015. Her salary will be at Step 0 on the Liberty Center Local Schools' OAPSE Negotiated Agreement's School Custodian Salary Schedule. Benefits will be provided per the OAPSE Negotiated Agreement, for the 2015-16 school year. **(Exhibit I)**
2. Regretfully accept the retirement resignation of Glenda Conner, Middle School Secretary, effective Feb. 29, 2016. **(Exhibit J)**
3. Approve Lois Ward as a substitute custodian for the 2015-16 school year, retroactive to Dec. 7, 2015.
4. Approve the following individuals as substitute bus drivers, pending completion of all necessary paperwork:  
Tyler Short  
Phil Roseman
5. Offer Brett Green a one year supplemental contract as the 2015-16 Assistant (JV) Baseball Coach, pending completion of all necessary paperwork. His salary will be per the LCCTA

Negotiated Agreement's Supplemental Salary Schedule.

- 6. Approve Heather Echler as a volunteer to the Wrestlerettes for the 2015-16 school year, pending completion of all necessary paperwork.
- 7. Approve pay to Amanda Voss, School Psychologist, for additional hours incurred at the Liberty Education Center for services outside her current job description at a pay rate of \$40.50 per hour, with hours approved by the Director of Pupil Services.
- 8. Approve payment of \$1,000 to Brett Green, as a stipend from NOVA for his designation as a NOVA coordinator/trainer for new Northwest Ohio Virtual Academy (NOVA) districts. These funds are from NOVA and are paid as a flow-through to Mr. Green.

Move to approve the above consent items:

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll call: Mr. Weaver \_\_\_ Mr. Benson \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_  
Mr. Bowers \_\_\_

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

Appoint \_\_\_\_\_ as the President Pro-tem for the Organizational Meeting on January 11, 2016.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll call: Mr. Benson \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_ Mr. Weaver \_\_\_  
Mr. Bowers \_\_\_

**X. BOARD MEMBERS' COMMITTEE REPORTS**

**XI. EXECUTIVE SESSION**

The Board entered Executive Session at \_\_\_\_\_ p.m. for the purpose of \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll call: Mr. Benson \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_ Mr. Weaver \_\_\_  
Mr. Bowers \_\_\_

Returned from Executive Session at \_\_\_\_\_ p.m.

**XII. ADJOURNMENT**

Move to adjourn the December 21, 2015 regular meeting of the Liberty Center Local Board of Education at \_\_\_\_\_ p.m.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll call: Mr. Carter\_\_\_ Mr. Spangler\_\_\_ Mr. Weaver\_\_\_ Mr. Benson\_\_\_  
Mr. Bowers\_\_\_