

RECORD OF PROCEEDINGS
Liberty Center Local Schools Organizational and Regular Board Meeting
January 13, 2025

The Liberty Center Local Board of Education met on Monday, January 13, 2025 at 6:45 p.m. in the Board Room for the purpose of reorganization of the Board of Education for calendar year 2025, as well as the regular January meeting.

The Pledge of Allegiance was recited. A moment of silence was held in memory of Bruce Engler, Boys Bowling Coach who passed away unexpectedly.

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

#1-25 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 2025. Mr. Weaver nominated Mr. Carter and Mr. Zeiter seconded the nomination. 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 2025 Board President.

#2-25 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 2025. 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. Zeiter and seconded by Mr. Carter. 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 2025 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.

#3-25 Proposal to Establish Meeting Date and Time

The motion was made by Mr. Spangler and seconded by Mrs. Zacharias to establish the regular meeting date as the fourth Monday of each month at 7 p.m., except for May, June, July, November and December, in the Board Room. Below is a schedule of the meeting dates for 2025:

February 24th
March 24th
April 28th
May 19th
June 30th

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July 21st
August 25th
September 22nd
October 27th
November 17th
December 15th

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

#4-25 Establish District Records Commission

The motion was made by Mr. Weaver and seconded by Mrs. Zacharias 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

#5-25 Authorize the Treasurer to Request an Advance Tax Draw

The motion was made by Mr. Spangler 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 2025 if and/or when necessary funds are available.

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

#6-25 Establish Board Service Fund

The motion was made by Mrs. Zacharias and seconded by Mr. Zeiter that the Board establish a Service Fund for the Board of Education in the amount of \$8,000.00 for calendar year 2025.

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

#7-25 Approve Legal Firms

The motion was made by Mr. Spangler and seconded by Mrs. Zacharias that the Board approves the following legal firms for district legal services during calendar year 2025:

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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#8-25 Appoint Superintendent as Purchasing Agent

The motion was made by Mr. Weaver and seconded by Mr. Zeiter to appoint Superintendent, Richie Peters, as the purchasing agent for the Liberty Center School District for calendar year 2025.

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

#9-25 Authorize Superintendent to Enter Into Agreements

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

#10-25 Authorize the Superintendent to Accept Resignations

The motion was made by Mr. Weaver and seconded by Mr. Zeiter 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

#11-25 Authorize the Superintendent to Offer Employment

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

#12-25 Committee Appointments by the Board President for Calendar Year 2024

The motion was made by Mr. Weaver and seconded by Mr. Zeiter to approve the following committee appointments for calendar year 2025:

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

#13-25 Henry County Enterprise Zone Tax Incentive Review Council

The motion was made by Mrs. Zacharias 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

#14-25 Treasurer Pro Tempore in the Absence of the Treasurer

The motion was made by Mr. Weaver 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

#15-25 Public Records Designee

The motion was made by Mrs. Zacharias and seconded by Mr. Weaver 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.

#16-25 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 16, 2024 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 FY24 State audit is underway, as well as a lunchroom audit. Bre Niedzwiecki processed 312 W-2's and Kristin Bauman processed 32 1099's as part of the calendar year end procedures. Mrs. Buenger informed the Board she submitted 52 applications for excess costs for FY24. She explained they are for special needs students who

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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.

#17-25 CFO/Treasurer's Consent Agenda

Upon the recommendation of the Treasurer, the motion was made by Mr. Weaver and seconded by Mr. Zeiter 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 2025 mileage rate at \$0.70 per mile for all non-union employees. All LCCTA and OAPSE members will receive mileage reimbursement at the current IRS rate of \$0.70 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 2026 (July 1, 2025 through June 30, 2026) as shown and that this packet be submitted to the Henry County Budget Commission.

Approve the following donations:

- Anonymous Donor Trombone for the Music Department
- Liberty Center students and staff members collected gifts to donate to House of Ruth, a division of 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.

#18-25 Superintendent's Consent Agenda

Upon the recommendation of the Superintendent, the motion was made by Mrs. Zacharias and seconded by Mr. Spangler 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 2025.

Approve membership in the Ohio School Boards Association (OSBA) at a cost of \$5,411.00 for calendar year 2025.

Review and approve policy #8510 – Wellness.

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Having completed the graduation requirements established by the Ohio Department of Education and Workforce and the Liberty Center Board of Education, approve the following students as graduates of Liberty Center Local Schools:

Robert Lamb
Ashlee Spade

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

#19-25 Superintendent’s Personnel Recommendations

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

Approve the NwoESC substitute teacher and paraprofessional list, as presented for the 2024-25 school year, to obtain substitute teachers and paraprofessionals.

Through the passage of HB 583 and ORC 3319.36 and 3319.101 approve the following individuals as Substitute Teachers for the 2024-25 school year with the 1-Year Temporary Non-Bachelors Substitute Teaching license or Pre-Service Teaching License:

Shalyn Findling
Nicole Keller
Makayla Mays
Hayden Shultz

Approve Kennedy Hall as a volunteer van driver for the 2024-25 school year, pending completion of all necessary paperwork and trainings.

Whereas the Board of Education has offered and advertised the following supplemental position per ORC 3313.53, and received no interested or qualified licensed employees, move to offer the following non-certified individual a one-year supplemental contract for the position indicated for the 2024-25 school year, pending completion of all necessary paperwork with salary as stipulated per the LCCTA Negotiated Agreement:

Rod Metzger – Boys Bowling Coach (50%)
Peyton Armey – JH Girls Basketball Coach

Approve the following volunteer for the activity listed for the 2024-25 school year, contingent upon the completion of all necessary training and paperwork:

Colleen Roth – Boys Bowling

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

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#20-25 Graduation Approval

Having completed the graduation requirements established by the Ohio Department of Education and Workforce and the Liberty Center Board of Education, the motion was made by Mr. Weaver and seconded by Mr. Spangler to approve Zander Zeiter as a graduate of Liberty Center Local Schools.

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

The Facilities Committee will be scheduling a meeting soon.


#21-25 Adjournment

It was moved by Mr. Weaver and seconded by Mr. Zeiter to adjourn the January 13, 2025 organizational and regular meeting of the Liberty Center Local Board of Education at 7:03 p.m.

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



President, Neal Carter

ATTEST 
Treasurer/CFO, Jenell M. Buenger