

**LIBERTY CENTER BOARD OF EDUCATION**

**Organizational Meeting followed by Regular Board Meeting**

**At the new school building in the second floor Elementary Media Center**

**Monday, January 8, 2018**

**6:45 p.m.**

**ORGANIZATIONAL MEETING AGENDA**

**1. Administer Oath of Office**

The Treasurer administers the Oath of Office to newly elected board member Andrea Zacharias, and re-elected board of education members Neal Carter and John Weaver.

**2. Roll Call**

Mr. Benson\_\_ Mr. Carter\_\_ Mr. Spangler\_\_ Mr. Weaver\_\_ Mrs. Zacharias

**3. Election of President**

At this time President Pro Tempore, Mr. John Weaver, declares that nominations are open for the office of President of the Board of Education for the calendar year 2018.

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of President of the Board of Education.

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of President of the Board of Education

Mr. Weaver, President Pro Tempore, asks for a motion to close the nominations.

\_\_\_\_\_ makes the motion to close nominations and \_\_\_\_\_ seconds the motion.

Mr. Weaver declares the nominations closed.

Mr. Weaver, President Pro Tempore, asks the secretary to call the roll for members to vote on the nominees for President.

VOTE:

Mr. Benson \_\_\_\_\_

Mr. Carter \_\_\_\_\_

Mr. Spangler \_\_\_\_\_

Mrs. Zacharias \_\_\_\_\_

Mr. Weaver \_\_\_\_\_

**4. Election of Vice-President**

At this time President Pro Tempore, Mr. Weaver, declares that nominations are open for the office of Vice-President of the Board of Education for the calendar year 2018.

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of Vice-President of the Board of Education

\_\_\_\_\_ nominates \_\_\_\_\_ for the position of Vice-President of the Board of Education

Mr. Weaver, President Pro Tempore, asks for a motion to close the nominations.  
\_\_\_\_\_ makes the motion to close nominations and \_\_\_\_\_ seconds the motion.

Mr. Weaver declares the nominations closed.

Mr. Weaver, President Pro Tempore, asks the secretary to call the roll for members to vote on the nominees for Vice-President.

VOTE:

Mr. Carter \_\_\_\_\_

Mr. Spangler \_\_\_\_\_

Mrs. Zacharias \_\_\_\_\_

Mr. Benson \_\_\_\_\_

Mr. Weaver \_\_\_\_\_

**5. President and Vice-President Oath of Offices**

The Treasurer administers the oath of office to the newly elected President and the Vice-President.

The newly elected President now assumes the chair.

**6. Proposal to Establish Meeting Date and Time**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion to establish the regular meeting date as the third Monday of each month at \_\_\_\_\_ p.m. except for June, September, October, and December. Below is a schedule of the meeting dates for 2018:

- Feb. 19
- March 19
- April 16
- May 21
- June 25- 4<sup>th</sup> Monday
- July 16
- Aug. 20
- Sept. 10 - 2<sup>nd</sup> Monday
- Oct. 22 - 4<sup>th</sup> Monday
- Nov. 19
- Dec. 10<sup>th</sup> - 2<sup>nd</sup> Monday

VOTE: Mr. Spangler\_\_ Mrs. Zacharias\_\_ Mr. Weaver\_\_ Mr. Benson\_\_ Mr. Carter\_\_

**7. Establish District Records Commission**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion that the Board of Education's District Record Commission be comprised of the Superintendent, Treasurer, and Board President.

VOTE: Mr. Weaver\_\_ Mrs. Zacharias\_\_ Mr. Benson\_\_ Mr. Carter\_\_ Mr. Spangler\_\_

**8. Authorize the Treasurer to Request an Advance Tax Draw**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion that the Treasurer be and is hereby authorized to request from the Henry County Auditor and the Fulton County Auditor an advance draw of taxes during the calendar year 2018 if and/or when necessary funds are available.

VOTE: Mrs. Zacharias\_\_ Mr. Benson\_\_ Mr. Carter\_\_ Mr. Spangler\_\_ Mr. Weaver\_\_

**9. Establish Board Service Fund**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion that the board establishes a Service Fund for the Board of Education in the amount of \$8000 for calendar year 2018.

VOTE: Mr. Spangler\_\_ Mr. Weaver\_\_ Mr. Benson\_\_ Mr. Carter\_\_ Mrs. Zacharias\_\_

**10. Approve Legal Firms**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion that the board approves the following legal firms for district legal services during calendar year 2018:

- Ennis Britton Co. L.P. A.
- Plassman, Rupp, Hagans & Newton
- Squire Patton Boggs (US) L.L.P.

VOTE: Mr. Weaver\_\_ Mr. Benson\_\_ Mr. Carter\_\_ Mrs. Zacharias\_\_ Mr. Spangler\_\_

**11. Appoint Superintendent as Purchasing Agent**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion to appoint Superintendent, Tod Hug, as the purchasing agent for the Liberty Center Local School District for calendar year 2018.

VOTE: Mr. Benson\_\_ Mr. Carter\_\_ Mrs. Zacharias\_\_ Mr. Spangler\_\_ Mr. Weaver\_\_

**12. Committee Appointments made by the Board President for Calendar Year 2018 as follows:**

- Board Facilities Committee \_\_\_\_\_ and \_\_\_\_\_
- Board Policy Review Committee \_\_\_\_\_ and \_\_\_\_\_
- Board Student Achievement Liaisons \_\_\_\_\_ and \_\_\_\_\_
- Board Legislative Liaison \_\_\_\_\_
- Board Representative to L.C. Schools Educational Foundation Board \_\_\_\_\_
- Board Finance Committee \_\_\_\_\_ and \_\_\_\_\_

**13. Adjournment**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion to adjourn the Organizational Meeting at \_\_\_\_\_ o'clock.

VOTE: Mr. Carter\_\_ Mrs. Zacharias\_\_ Mr. Spangler\_\_ Mr. Weaver\_\_ Mr. Benson\_\_

## January 8, 2018 Regular Meeting Agenda

### I. CALL TO ORDER/ROLL CALL

Mr. Benson \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_ Mr. Weaver \_\_\_ Mrs. Zacharias \_\_\_

### II. BOARD MEMBER RECOGNITION MONTH - Dr. Tod Hug

### III. APPROVE MINUTES (Exhibit A)

Move to accept the minutes of the regular meeting of the Liberty Center Board of Education held on December 11, 2017.

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

Roll call: Mr. Benson \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_ Mr. Weaver \_\_\_ Mrs. Zacharias \_\_\_

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.

### IV. RECOGNITION OF VISITORS/ PUBLIC PARTICIPATION

#### PUBLIC PARTICIPATION AT BOARD MEETINGS

##### 0169.1 Public Participation at Board Meetings

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, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principles:

Any person or group wishing to place an item on the agenda shall register their intent with the Superintendent no later than seven (7) days prior to the meeting and include:

- a. name and address of the participant;
- b. group affiliation, if and when appropriate;
- c. topic to be addressed.

Such requests shall be subject to the approval of the Superintendent and the Board President

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.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.
- C. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting.
- D. Participants must be recognized by the presiding officer and may be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- E. Each statement made by a participant shall be limited to three (3) minutes duration, unless extended by the presiding officer.

- F. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- H. Tape or video recordings are permitted. The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:
  - 1. No obstructions are created between the Board and the audience.
  - 2. No interviews are conducted in the meeting room while the Board is in session.
  - 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session and not disrupt the meeting.
- I. 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;
  - 6. waive these rules.
  - 7. with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- J. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes unless extended by a vote of the Board.

R.C. 3313.20

## V. 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 the 2018 mileage reimbursement rate at .545¢ per mile for all non-union employees. All LCCTA and OAPSE members will receive mileage reimbursement at the current IRS rate of .545¢. The Athletic mileage rate is set per the LCCTA Contract at .32¢ per mile.
3. Adopt the Alternative Tax Budget Packet for Fiscal Year 2019 (July 1, 2018 to June 30, 2019) as shown and that this packet be submitted to the Henry County Budget Commission. (**Exhibit C**)

Move to approve the above consent items:

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

Roll call: Mr. Carter\_\_\_ Mr. Spangler\_\_\_ Mr. Weaver\_\_\_ Mr. Benson\_\_\_ Mrs. Zacharias\_\_\_

## VI. PRINCIPALS' REPORTS

**VII. SUPERINTENDENT’S REPORT/RECOMMENDATION**

Superintendent’s Report-Mr. Tod Hug

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

**Consent Items**

1. Approve membership in the Ohio School Boards Assn. at the cost of \$4398.00 for calendar year 2018. **(Exhibit D)**
2. Approve participation in the OSBA Legal Assistance Fund Consultant Service at the cost of \$250.00 for calendar year 2018. **(Exhibit E)**
3. Ratify the contract with Kigar Realty and Auction for the sale of the school district’s personal property from the old school buildings.

Move to approve the above consent items:

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

Roll call: Mr. Spangler \_\_\_ Mr. Weaver \_\_\_ Mr. Benson \_\_\_ Mrs. Zacharias \_\_\_ Mr. Carter \_\_\_

**VIII. PERSONNEL RECOMMENDATIONS**

**Consent Items**

1. Offer Mike Weaver a one-year probationary contract as a bus driver, effective January 8, 2018 through January 7, 2019. He will be placed at step 0 on the bus driver column on the 2017-18 OAPSE Wage Schedule, pending completion of all necessary paperwork. Benefits will be per the OAPSE Negotiated Agreement.
2. Approve Lois Ward as a substitute cafeteria aide, effective Jan. 8, 2018 through the remainder of the 2017-18 school year.
3. Approve Sue Meister as a substitute custodian, effective Jan. 8, 2018 through the remainder of the 2017-18 school year.
4. Approve the following stipends to Liberty Center classroom teachers who served as mentor teachers to students during the fall of 2017. This money was received from Lourdes.
 

Andrea Panning	\$75.50
Carrie Sines	\$75.50

Move to approve the above consent items:

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

Roll call: Mr. Weaver \_\_\_ Mr. Benson \_\_\_ Mrs. Zacharias \_\_\_ Mr. Carter \_\_\_ Mr. Spangler \_\_\_

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

**XI. BOARD MEMBERS’ COMMITTEE REPORTS**

**XII. EXECUTIVE SESSION**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion for the board to go into Executive Session at \_\_\_\_\_ p.m. for the purpose of \_\_\_\_\_  
\_\_\_\_\_.

Roll call: Mr. Benson \_\_ Mrs. Zacharias\_\_ Mr. Carter\_\_ Mr. Spangler\_\_ Mr. Weaver\_\_

The board returned from Executive Session at \_\_\_\_\_ p.m.

**XIII. ADJOURNMENT**

\_\_\_\_\_ makes the motion and \_\_\_\_\_ seconds the motion to adjourn the January 8, 2018 regular meeting of the Liberty Center Local Board of Education at \_\_\_\_\_ p.m.

Roll call: Mr. Carter\_\_ Mr. Spangler\_\_ Mr. Weaver\_\_ Mr. Benson\_\_ Mrs. Zacharias\_\_