

RECORD OF PROCEEDINGS
Liberty Center Local Schools Regular Board Meeting
March 20, 2017

The Liberty Center Local Board of Education met in regular session beginning at 7:05 p.m. in the High School Media Center with board members Jeff Benson, Tim Bowers, Neal Carter, Todd Spangler, and John Weaver present.

#25-17 Approve Minutes

The motion was made by Mr. Bowers and seconded by Mr. Spangler to accept the minutes of the regular meeting of the Liberty Center Board of Education held on February 20, 2017.

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

Treasurer's Report-Mrs. Jenell Buenger

Mrs. Buenger explained that the financial reports for the month are the normal monthly reports. She said the budget to actual report shows we are on track for the year at 69% received in revenues and 61% in expenditures; revenues are slightly ahead, but that is normal for this time of year.

She said the appropriation modification is needed for our tournament account. She said she originally budgeted \$10,000 for this line, which is usually enough, but added \$2,000 in December because of the football play-off game. However, this year we have hosted the football play-off game, a bowling tournament, a junior high wrestling tournament and a girls' soccer tournament, so she needed to appropriate more money into this account.

Mrs. Buenger said the increase for the baseball camp fund is because we are approving their activity budget this month, so she needed to add it to the appropriations.

Mrs. Buenger explained that the contract with Strategic Solutions, will replace Form Share, which we have used to process purchase orders since 2011. Form share costs \$5,000 a year and we only use it for processing purchase orders. Strategic Solutions costs a bit more, but includes document imaging and archival, which means we will no longer have to make copies and keep paper files of vouchers. All voucher packets, which include the check copy, packing slips, purchase orders, and quotes, can be kept electronically, beginning in July. Strategic Solutions also includes an electronic forms module, which will allow us to make forms available online such as, fundraiser requests, professional development requests, building use forms, field trip forms, etc. We have been working towards this, but this new system will make it much easier for everyone. Additionally, it make sense to have our permanent records scanned and archived, so we don't have to move all of the paper files to our new office space. Strategic Solutions will do the scanning for us at a total cost of about \$21,000, which we can pay for over three years. This cost does not need approved until June to process a July purchase order. The scanning also includes the indexing, which will make the records searchable. Included in this price is the transportation of all the records to their facility, as well as the storage after the documents have been scanned.

#26-17 CFO/Treasurer's Consent Agenda

Upon the recommendation of the Treasurer, the motion was made by Mr. Carter and seconded by Mr. Benson that the board approves the Treasurer's Consent Agenda items as follows:

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Approve the financial reports, including the following:

- Monthly Bank Reconciliation
- FIN SUM
- Check Register
- Investment Report
- Budget vs Actual

Approve the Appropriation Modifications as follows:

Increase Appropriations:

| Acct. # | Description | Amount |
|----------|--------------------------|-------------|
| 022 9516 | Tournament Fund-Football | \$10,000.00 |
| 300 951B | Baseball Camp Fund | \$600.00 |

| Increase Amended Cert. | Description | Account |
|------------------------|--------------------------|----------|
| \$10,000.00 | Tournament Fund-Football | 022 9516 |
| \$600.00 | Baseball Camp Fund | 300 951B |

Approve the Student Activity Budget for the High School Baseball Camp Fund.

Approve the three-year agreement with Strategic Solution, beginning July 1, 2017 through June 30, 2020, for requisition processing and USAS integration, including document archival, at a cost of \$7,245 minus \$1,000.00 discount.

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

Principals' Reports

Mr. Larry Black, High School Principal, reported:

- The FFA members hosted a Pancake Breakfast on Feb. 24 as part of FFA week. Also during FFA week, the FFA members held a Petting Zoo for the Elementary students in the Vo-Ag shop.
- Both the Women's Chorus and the Chamber Choir participated in the OMEA Ensemble Contest held at Archbold. The Chamber Choir will move on to State.
- The National Football Foundation recognized Zach Carpenter and Christian Dawe as Scholar Athletes. They are 2 of 44 seniors chosen who have excelled on the field at the All-League, District or State levels, carry a minimum of a 3.2 GPA, and are involved in community and school extracurricular activities.
- The Liberty Center Competition Cheer Team won 1st at State in the Division 4 Non-Mount Division.
- Ryan Demaline finished as the State Champion in the Shot Put at the State Indoor Track Championships with a throw of 56'11".
- Caleb Carpenter (10th grade) qualified for the Individual State Wrestling Tournament at 195 lbs.
- The 2017-18 FFA officers were announced at the FFA Banquet
 - Jason Leatherman-President
 - Carl Yaney-Vice-President
 - David Maassel-Secretary
 - Brady Gerken-Treasurer
 - Max Weaver-Reporter

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Kaelynn Kinnan-Sentinel
Samantha Graber-Student Advisor

- State Mandated ACT testing for the Junior Class will take place on March 21 and end-of-course testing begins this week, too.

Dr. Marcia Rozevink, Middle School Principal, submitted a written report to the board as she was attending a Camp Willson meeting. Her report included the following information:

- The entire sixth grade will attend Camp Willson from May17-19, 2017.
- She and her staff will be participating in a Webinar on March 22. The topic of the webinar is iReady, which is a program they are investigating as a screener for next year. To make the most of Response to Intervention (RTI), they must gather data to ascertain whether a strategy is making a difference in a child's success. The screener establishes a starting point/data for determining the need/deficit of the child. They are also considering AimsWeb, another screener.
- The Junior High Dance held on March 10, was a success with approximately 80 students attending.
- The Liberty Center Public Library will soon be issuing library cards to students, which will allow them to "checkout" electronic books through their Chromebooks.
- Literacy Night, held on March 9th, was a success. She met with several parents of current fourth graders. They discussed expectations for fifth graders, as well as answering their questions.
- The middle school math teachers are searching for a math program that will align to the state standards, as well as giving them alignment for grades 5-8.
- The science teachers have found a great hybrid curriculum with an on-line workbook and live labs.
- The middle school staff is also involved in bringing technology into the classroom. A few of the applications in use are Gizmo, NewsLea, Live Quizlet and Storyboard.

Mrs. Kelly Hartbarger, Elementary Principal, reported:

- Family Literacy Night was a huge success! She thanked everyone who came out to enjoy the evening.
- With the help of Mrs. Bowers, they have kicked-off an Elementary Facebook Page. To access the page, search for "Liberty Center Elementary" and then select "follow".
- The first and third grade students will soon be holding their spring musicals. The third grade musical will be on April 20 and the first grade musical will be April 27. Both musicals will have a showing at 1:30 p.m. and again at 7:00 p.m.

Presentation by Garmann-Miller & Associates, Inc. - Matt Hibner

Mr. Hibner presented the board with a package of options and recommendations for the guaranteed maximum price on phase three (GMP3) of the new school building project. Mr. Hibner said the over-all construction of the project is going great and the contractors are all on schedule. He said the GMP3 includes bids for the bus garage, loose furnishings, and new playground. Mr. Hibner told the board that the total project is still under budget right now and the owner contingency is extremely good, which gives the district some flexibility on adding projects. Mr. Hiber also said the GMP4 is nearing completion, which is the closing up of the existing building, the east site package, and demolition of the old school building. This project will begin in January 2018 and completed by August of 2018.

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Superintendent's Report- Dr. Tod Hug

Dr. Hug said the board members will have a few weeks to review the GMP3 recommendations and will need to approve them at the April board meeting for the phase to move forward.

Board president, John Weaver reported that members took a tour of the new building prior to the meeting and everyone was impressed with the progress. Mr. Weaver said the transformation from December to today is remarkable.

In addition, Dr. Hug reminded everyone of the Senior Citizens' Breakfast on March 23 at 8:30 a.m. in the cafeteria. He said the third grade music classes will provide the entertainment.

#27-17 Superintendent's Consent Agenda

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

Approve the revised AE/Owner Contract for the Athletic Complex Building and Ticket Booth Project with Garmann Miller Architects-Engineers as presented.

Approve renewing membership in the Henry County Chamber of Commerce for the time of March 1, 2017 through Feb. 28, 2018 at a cost of \$100.00

VOTE: Ayes: Mr. Carter, Mr. Spangler, Mr. Benson, Mr. Bowers, Mr. Weaver
Nays: None - Motion Carried

#28-17 Personnel Recommendations

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

Approve the following individuals as volunteer chaperones to the Puerto Rico trip from April 5 through April 11, 2017, pending completion of all necessary paperwork:

Niki Bachman
Dave Busick
Stacie Cramer
Shane Hollenbaugh
Jody Morris
Amy Spieth
Jesus Gabriel Soto

Approve Eric Witte as a substitute bus driver for the 2016-17 school year, pending completion of all necessary paperwork.

Offer Deb Light a continuing contract as a bus driver effective April 7, 2017. Her salary and benefits will be per the OAPSE Negotiated Agreement.

Approve Mike Weaver as a substitute bus driver for the 2016-17 school year, pending completion of all necessary paperwork.

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VOTE: Ayes: Mr. Spangler, Mr. Benson, Mr. Bowers, Mr. Carter, Mr. Weaver
Nays: None - Motion Carried

Board Members' Committee Reports
Policy Committee

Mr. Bowers said the Policy Committee met and reviewed policies; some of which are optional and some are mandatory. He said the committee will have policies to present to the board at the April board meeting.

#29-17 Executive Session

The motion was made by Mr. Benson and seconded by Mr. Spangler that the Board enter Executive Session at 7:44 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and also for the preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and condition of employment. Mr. Bowers left Executive Session at 8:08 p.m. and returned at 8:33 p.m.

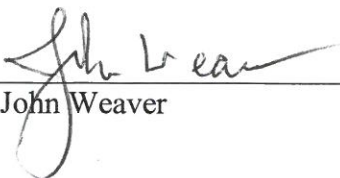
VOTE: Ayes: Mr. Benson, Mr. Bowers, Mr. Carter, Mr. Spangler, Mr. Weaver
Nays: None – Motion Carried

The board returned from Executive Session at 8:33 p.m.

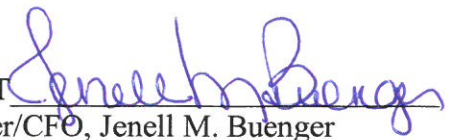
#30-17 Adjournment

It was moved by Mr. Bowers and seconded by Mr. Carter to adjourn the March 20, 2017 regular meeting of the Liberty Center Local Board of Education at 8:34 p.m.

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



President, John Weaver

ATTEST 
Treasurer/CFO, Jenell M. Buenger

