

**RECORD OF PROCEEDINGS**  
**Liberty Center Local Schools Regular Board Meeting**  
**May 18, 2020**

The Liberty Center Local Board of Education met in regular session on Monday, May 18, 2020 at 7:00 p.m. in the Board Room. Board members Mr. Jeff Benson, Mr. Neal Carter, Mr. Todd Spangler, Mr. John Weaver and Mrs. Andi Zacharias were in attendance. The Pledge of Allegiance was recited.

**#47-20 Approve Minutes**

The motion was made by Mrs. Zacharias and seconded by Mr. Benson to approve the minutes of the regular meeting held on April 27, 2020 of the Liberty Center Board of Education.

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

**Treasurer's Report**

Mrs. Buenger reported on the regular monthly reports. Mrs. Buenger provided the Board with an update of the Five Year Forecast. The Finance Committee met in early May to review the forecast. The reductions made last year through attrition greatly impacted the Five Year Forecast and put the district in a better financial position in light of the \$182,000.00 state reduction due to COVID-19. Last year, the district did not replace a bus driver, lunchroom position, monitoring aide and two teaching positions due to lower enrollment numbers. The Student and Wellness Success Fund was utilized to offset general fund expenditures for both nursing and school resource officer services, as well as guidance counselor expenses. The district has also realized savings from Governor DeWine's orders to close schools, including, approximately \$50,000.00 in substitute costs, \$25,000.00 in utilities and bus fuel, and \$10,000.00 in maintenance supplies. Additionally, the district will not be hiring summer workers as staff are able to start the cleaning process early and students are keeping their devices over the summer, creating a savings of \$16,000.00. In revenues, the district received approximately \$900,000.00 from the pipeline in taxes, which was not accounted for in the original forecast as revenues were not expected to be received for a few years. Income tax revenue and open enrollment funding were also higher than originally forecasted. The district was forecasted to end FY20 negative; however, due to all of the changes and additional revenues, the district is now forecasted to end FY20 positive.

Mrs. Buenger explained the donations. She also provided information on the \$110,000.00 transfer to the Lunchroom Fund. With no income being received due to the school closure, and salaries and benefits still being paid, money is being transferred from the General Fund to cover the costs. Mrs. Buenger explained the final item under the consent agenda is adding Breanna Sharp, the new Payroll Specialist, to the Administrative Petty Cash Account.

**#48-20 CFO/Treasurer's Consent Agenda**

Upon the recommendation of the Treasurer, the motion was made by Mr. Spangler 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
- FIN SUM
- Check Register
- Investment Report
- Budget vs. Actual

Approve the 5-Year Forecast as presented.

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Approve the following donations:

Frost Insurance Company	\$100.00	Senior Banners
Box Tops for Education	\$46.90	Elementary Principal's Fund
LC Athletic Boosters	\$135.00	Hotel Room for Gymnastics
ConnectGen	\$1,500.00	Internet Access for Remote Learning

Approve the transfer of \$110,000 from the General Fund to the Lunchroom Fund.

Approve the changes to the administrative petty cash checking account; approving the following individuals as the only authorized signers for the administrative petty cash checking account: Kristin Bauman, Jenell Buenger and Breanna Sharp.

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

**Superintendent's Report**

Mr. Peters highlighted the significance of this year's graduation. He invited Mr. Black to speak about the ceremony. Mr. Black reviewed the graduation guidelines provided by the state. He also explained the procedure for graduation, which begins at 2:30. Each graduate will be allowed one vehicle, with the SRO checking each vehicle as it enters the parking lot. The stage will be set-up in front of the Elementary. Graduation will have the traditional speakers, with the podium being cleaned between each one. Each graduate will have the opportunity to walk across the stage to be honored. Parking will begin around 1:45.

Mr. Peters invited Kaleb Pohlman, Athletic Director, to commend the winter sport athletes. Mr. Pohlman also recognized Mark Bly who recently resigned from his position as President of Athletic Boosters. Mr. Pohlman updated the Board on the OHSAA guidelines that have been released, as well as those expected in the future. He informed the Board of the actions taking place to prepare for sports. He reported all seniors are receiving spring sports letters. Underclassman will have the opportunity to retroactively receive letters during the 2021 spring sports season for this year.

Mr. Peters spoke regarding summer sports leagues and district sponsored sports teams and how the district is working with the Ohio Department of Health and OHSAA on these issues.

Mr. Peters provided additional information on the Five Year Forecast. He emphasized the difficulties in preparing a forecast given the current circumstances with COVID-19. Mr. Peters underscored the budget cuts made through attrition and the pipeline revenue directly contribute to the current financial health of the district. The district is still waiting for verification from the state on how much the state will reduce funding for FY21, but a 10% decrease is anticipated. Mr. Peters noted the district does not need to make any hasty decisions in regards to layoffs at this point in time. He commended the board for their efforts over the past year, which have attributed to the current financial position of the district. He emphasized the continued analysis of expenditures and staffing levels in the future.

Mr. Peters updated the Board on the agreement reached with the LCCTA, which included a one-year contract roll-over with a two percent increase to the base salary. He thanked the teachers for working together and understanding the unprecedented conditions everyone is facing.

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Mr. Peters gave an update on the end of school year distance learning, with all new assignments having ended on May 8<sup>th</sup>, allowing students the opportunity for extra help through May 20<sup>th</sup>. He noted the supply pick-up times for the Elementary were today, the Middle School is May 19<sup>th</sup> and the High School is May 20<sup>th</sup>. Staff will be cleaning out all desks and lockers for the students and placing them in their respective vehicles. All students in grades K-11 will have the opportunity to keep their devices over the summer.

Mr. Peters updated the Board on the collaborative plans being made for school in the fall. He is working with the administrators to develop a plan and parent questionnaire, which will be used to assist in the process. The district will communicate with students and parents once plans are finalized.

Mr. Peters provided a facilities update. The restroom/concession stand is still on schedule. The district is still waiting on Toledo Edison to finalize the testing on the solar project. The Veterans' Memorial Wall project is expected to be completed this week.

**#49-20 Superintendent's Consent Agenda**

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

Commend the following winter sport teams and athletes:

Cheer Team - State Runner-Up: Victoria Ellinwood, Bailey Johnson, Meredith Zeiter, Lexi Mohler, Ashlyn Dulle, Claire Atkinson, Ella Rosebrook, Arianna Nonnenmacher, Makayla Mays, Alexa Evans, Kaelyn Gerken, Chelsea Sattler, and Calla Oelkrug

Bailey Johnson – Gymnastics: Placed 5<sup>th</sup> in the State for Beam

Meredith Zeiter – Gymnastics: State Qualifier

Kalen Rauch – Wrestling: Placed 4<sup>th</sup> at State

Wrestling State Qualifiers: Dylan Matthews, Maguire Vollmar, Ray Culler, and Emmett Perry

Carter Burdue – 3<sup>rd</sup> Team All-State Basketball

Approve the Liberty Center Public Library's 2020 Proposed Budget as presented.

Approve the amended job description for Payroll Specialist/Assistant to the Treasurer.

Approve the 6<sup>th</sup> and 7<sup>th</sup> grade students (Class of 2026 and 2027) and teachers to attend Camp Willson from May 10-12, 2021.

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

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**#50-20 Superintendent's Personnel Recommendations**

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

Offer Cameron VanArsdalen a one-year, 204 day contract as the Director of Off-Campus Pupil Personnel, beginning August 1, 2020 and ending July 31, 2021.

Offer Pat Parcher a three-year contract as the Mechanic/Assistant Transportation Supervisor, effective August 1, 2020 through July 31, 2023. His salary will be at Step 10 on the Non-Union Wage Schedule for the 2020-21 school year. All insurances, leaves of absences and holidays will be per board policy.

Accept the retirement resignation of Barb Sekula, Playground Aide, effective June 30, 2020. This is her 13<sup>th</sup> year at Liberty Center Schools.

Approve Patricia Hyland, School Psychologist, at the rate of \$80 per hour, for the 2020-21 school year, on an as needed basis with no benefits. She will serve the students at the Liberty Education Center (LEC).

Approve advancing Brittany Gonzalez, Intervention Specialist, to the Masters+15 column on the LCCTA Negotiated Agreement's salary schedule, effective at the start of the 2020-21 school year.

Accept the resignation of Nicholas Mariano, II, Middle School Principal, effective at the end of his contract on July 31, 2020.

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

**#51-20 LCCTA Contract Tentative Agreement**

Upon the recommendation of the Superintendent, the motion was made by Mr. Spangler and seconded by Mrs. Zacharias to approve the Contract Tentative Agreement with the Liberty Center Classroom Teachers' Association.

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

**New Business**

Graduation is May 24, 2020 at 2:30 p.m.

The next Board Meeting is June 29, 2020.

**#52-20 Executive Session**

The motion was made by Mr. Weaver and seconded by Mr. Benson that the Board adjourn to Executive Session at 7:35 p.m. for the purpose(s) of:

Consideration of the employment of a public employee.

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

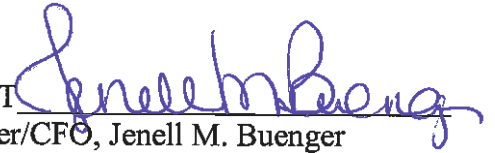
The Board returned from Executive Session at 8:13 p.m.

**#53-20 Adjournment**

It was moved by Mrs. Zacharias and seconded by Mr. Spangler to adjourn the May 18, 2020 regular meeting of the Liberty Center Local Board of Education at 8:14 p.m.

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

  
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President, Neal Carter

ATTEST   
Treasurer/CFO, Jenell M. Buenger