

RECORD OF PROCEEDINGS
Liberty Center Local Schools Regular Board Meeting
October 22, 2018

The Liberty Center Local Board of Education met in regular session beginning at 7:00 p.m. in the Board Room with board members Mr. Jeff Benson, Mr. Neal Carter, Mr. John Weaver and Mrs. Andrea Zacharias present. Mr. Todd Spangler was absent.

#74-18 Approve Minutes

The motion was made by Mrs. Zacharias and seconded by Mr. Carter to accept the minutes of the regular meeting held on September 10, 2018, the special meeting held on September 25, 2018 and the special meeting held on October 2, 2018 of the Liberty Center Board of Education.

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

Treasurer's Report

Mrs. Buenger reported on the regular monthly reports. She also informed the board that the UAW Local 86 had a golf outing fundraiser and designated a \$700 donation for less fortunate students. These funds will be used to pay for student lunches. The district also received donations from the following community members in memory of Nathan Soto: Kody and Lea Anne Kessler, Kristy and Cathy Irelan, Ryan and Kara Miller, Ryan and Sarah Fortner and Rex and Kylee Miller. Mrs. Buenger also explained that transportation has been declared impractical for two students: one attending St. Joseph's in Maumee and the other attending Monclova Christian Academy. Mrs. Buenger explained that she contacted the Henry County Bank to make changes to those authorized to sign the administrative petty cash checks so that Cindy Creps would be removed from the account.

Mrs. Buenger met with the Finance Committee on Monday, October 15, 2018 to review the five year forecast. She explained that FY18 ended with a positive balance, but the district is forecasted to end the next five years with a negative balance. Certain variables are difficult to predict, such as the state budget, so she was conservative with her calculations, but the district expenditures continue to increase faster than the revenues. She said she will continue to work with staff members to cut expenses where possible and closely watch the budget.

A new fund, special cost center, appropriations and amended certificate were included for the Athletic Team Supporters. Mrs. Buenger explained that this account will be used for the various donations the district receives for the athletic teams. There were also modifications for the bond payment, a grant and two new budgets. She clarified the amended certificate increases and decreases for the revenues in the same accounts.

Mrs. Buenger gave details on transferring from Morgan Stanley to UBS Financial Services. She has been working with Mike McCullough, our Morgan Stanley Financial Advisor. He contacted her a few months ago because Morgan Stanley will no longer be investing public funds less than \$10 million. The costs for compliance and legal oversight was more than the revenue. Mike informed Mrs. Buenger that the district has until March 2020 to move the district's investments to another firm. Mrs. Buenger told the board that Mike is the top Financial Advisor for Public Funds at Morgan Stanley. She explained that he is very good at his job and enjoys his occupation. As such, he wanted to keep his clients so he decided to transfer to UBS Financial Services Inc., which specializes in public funds and is one of Barron's top wealth management firms. Mrs. Buenger chose to continue investing the district's funds with a financial advisor she knows and trusts.

Mrs. Buenger reported that the district does not have as much money to invest now that the district is nearing the end of the building project; however, the district's interest income has not seen much decline. She budgeted

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\$40,000.00 for interest income and the district has already made \$32,470.00, and there are still nine months remaining in the fiscal year.

#75-18 CFO/Treasurer's Consent Agenda

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

Approved the financial reports, including the following:

- Monthly Bank Reconciliation
- FIN SUM
- Check Register
- Investment Report

Approved the following donations:

- \$700 from UAW Local 86 for less fortunate students.
- \$200 from Kody & Lea Anne Kessler for the wrestling room, in memory of Nathan Soto.
- \$50 from Kristy & Cathy Irelan for the wrestling room, in memory of Nathan Soto.
- \$50 from Ryan & Kara Miller for the wrestling room, in memory of Nathan Soto.
- \$50 from Ryan & Sarah Fortner for the wrestling room, in memory of Nathan Soto.
- \$50 from Rex & Kylee Miller for the wrestling room, in memory of Nathan Soto.

Declared transportation to be impractical for one (1) parochial student who will be attending Saint Joseph's in Maumee and offer this student payment in lieu of transportation, the rate to be determined by the Ohio Department of Education for school year 2018-19.

Declared transportation to be impractical for one (1) parochial student who will be attending Monclova Christian Academy and offer this student payment in lieu of transportation, the rate to be determined by the Ohio Department of Education for school year 2018-19.

Approved changes to the administrative petty cash checking account; approve the following individuals as the only authorized signers for the administrative petty cash checking account: Kristin Bauman, Janice Freeman and Jenell Buenger.

Approved the Five-Year Forecast as presented.

Approved the following New Fund and Special Cost Center, Appropriation Modifications and Amended Certificate Increases:

New Fund and Special Cost Center

300 951A Athletic Team Supporters

Increase Appropriations

002 6100 811 9015	Principal Payment Bonds	\$245,910.00
499 9018	Secondary Transition Students w- Disabilities	\$10.24
300 951A	Athletic Team Supporters	\$50,000.00
200 971A	National Honor Society	\$2,385.00

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Increase Amended Certificate

002 6100 811 9015	Principal Payment Bonds	\$245,910.00
499 9018	Secondary Transition Students w-Disabilities	(\$169.76)
300 951A	Athletic Team Supporters	\$50,000.00
200 971A	National Honor Society	\$2,000.00

Approved the following student activity budgets for the 2018-19 school year:

Athletic Team Supporters
National Honor Society

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

Principals' Reports

Elementary

Mrs. Hartbarger reported on the 2017-18 Liberty Center Elementary Grade Card. The building's overall grade was a B. The following areas were graded: Achievement: B, Progress: C, Gap Closing: A and Improving At Risk K-3 Readers: D. The Elementary improved in Achievement and Gap Closing, stayed the same in Progress and went down in Improving At Risk K-3 Readers.

She explained that in school year 2016-17, an Intervention/Enrichment time was added to allow gifted services for students excelling in the classroom, as well as provide a time for small group intervention for those students struggling academically. This is one hour a day and no students miss core instruction during this time. Mrs. Hartbarger also explained RTI: Response to Intervention. RTI allows her staff to use consistent assessment tools that show the core needs of a student to provide more focused instruction. It also tracks data to make sure the instruction is effective and monitors progress. Mrs. Hartbarger explained that she arranged the schedules so that each grade level has a minimum of 42 minutes of common planning daily. She also has allotted a once per week 90-minute uninterrupted collaborative planning period for the teachers. This time is used to address student needs and growth.

The Elementary Literacy Committee has met, visited other schools and researched various reading curriculums. They selected the American Reading Company curriculum. They plan to review the building data to move instructional focus from basic reading skills to the fluent reading and comprehension through guided reading. Mrs. Hartbarger informed the board that the Elementary's goal is that during the 2018-19 school year, all teachers at Liberty Center Elementary will openly and reflectively participate in professional development on literacy instruction using a balanced literacy approach through the implementation of guided reading to foster a community of inquiry and problem solving.

Middle School

Mr. Mariano reported that the Middle School did a good job on the Gap Closing portion of the report card, moving from an F to a C. He said that his staff is now focused on increasing test scores and adding supports to students so they can be successful. Katie Jimenez, NwOESC Educational Consultant/Gifted Coordinator, is working with him to analyze the state testing data and how the students use IReady and compare the data. He hopes to use this data to raise the students who are on the border and put some strategies in place for students who are really struggling.

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Mr. Mariano explained that they took the information from the OST and IReady diagnostic tests to identify students eligible for Title 1 services in the Middle School. Title 1 services provide added support in the area of ELA to students struggling with reading comprehension, vocabulary, phonemic awareness and more. He told the board that students are pulled out of their study halls and given a minimum of 30 minutes of tutoring two or three times per week.

Mr. Mariano announced to the board the September Students of the Month: Hannah Culler (Grade 5), Tyler Rohrs (Grade 5), Cheyenne Segura (Grade 6), Owen Weirich (Grade 6), Landon Smith (Grade 7), Lilah Krueger (Grade 7), Isabelle Walbolt (Grade 8) and Ronnie Klostermeier (Grade 8).

In a written report submitted to the Board, Mr. Mariano thanked Mrs. Stacy Bowers for her hard work on explaining the importance of Digital Citizenship. Students have been awarded for their work and understanding of their digital footprint. He also explained that students in sixth, seventh and eighth grades received depression screenings and parents were contacted for students whose scores were at high risk for depression. Staff members were also made aware of those at high risk. Mr. Mariano's report told the board that students were educated about the signs and symptoms of depression and what to do if they are or a friend is depressed. Students with cell phones were asked to program the crisis hotline number into their phones. He reported that this Friday, the Henry County Prosecutor's Office will be at the district to present to sixth, seventh and eighth graders. The emphasis will be on using their cell phones appropriately along with other electronic equipment. This presentation is held each year to remind students of the long term consequences should they send inappropriate pictures or content via social media.

Red Ribbon Week is scheduled for October 29th – November 2nd. The Middle School plans to have spirit wear days and activities to remind us to, "Say no to drugs."

Mr. Mariano informed the board that there are several reward and field trips coming up. The reward trip for fifth graders is a trip to McDonalds and a park. Sixth graders earning the reward trip will get to attend a Walleye game. He also told the board that Mr. Doseck and Mrs. Brown will be taking a group of 20 girls to the Women in STEM Conference at BGSU. Mr. Mariano concluded by telling the board about a pep rally that was held to celebrate the success of the cross country and volleyball teams.

High School

Mr. Black reported that there will be a 2nd and 7 program again this year. Tom Mack, from United Way, is coordinating the program. This year's student readers include Kameren (Lance) Kern, Gabe Hinton, Carl Yaney, Olivia Zacharias, Constance Roell and Morgan Jones. He also told the board about the fall play, *Ax of Murder*. It will be presented November 8th, 9th and 10th at 7 p.m. in the Auditoria. Tickets are \$8 and can be purchased in the High School Office or by calling 419-533-6641, extension 5201. The Saturday show is subject to change, depending on athletic tournament schedules. Mr. Black also commended the Liberty Center Art Club on winning the ODOT Paint a Plow Contest.

Mr. Black informed the board that the High School Building Leadership Team is looking at building level data to improve student results in regards to test data, state report card and the ACT. He explained their goal is to develop a better understanding of what impacts the different parts of the school report card and then determine what actions need taken to raise the values. He also told the board about a College Credit Plus information night on November 15th in the Varsity Gym. This meeting is mandatory for all students and parents if the student is interested in CCP courses during the 2019-20 school year.

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Athletic Director's Report

Mr. Johnson was unable to attend due to the Powder Puff game. Mr. Black reported on his behalf. Mr. Black informed the board that the NWOAL football champion will be determined at the game this week when we play Patrick Henry. Both the boys and girls soccer teams play this week, the boys against Archbold and the girls against Swanton. He also reported that both the girls and boys cross country teams won the district title. Hope Oelkrug placed 1st and Maddie Atkinson was 3rd. Kyle Rauch placed 2nd for the boys. Mr. Black also told the board of the success Olivia Zacharias had this year in golf. She placed 22nd in the state.

Facilities Report

Dr. Hug informed the board that the 11 month walk-through is scheduled for November 21st. There was no CORE meeting this month, and the landscaping is still an ongoing project.

Superintendent's Report

Dr. Hug presented information on security devices for classroom doors. Two options were provided by Garmann/Miller & Associates. The district opted for the Boot Door Barricade System at a cost of \$43,286.36, which will be co-funded through the OFCC project. He explained that the Boot can be installed adjacent to the door and can be pulled out to brace the door for a door that opens inward, and a strap can be put on a door that opens outward. Both the county sheriff and local fire chief provided input in opting for this security measure. The preschool classrooms, district office and future athletic office are not included due to all renovations and updates being locally funded in that building. Dr. Hug also updated the board on the status of the SRO position. Deputy Ryan Zumfelde is expected to start on November 1st. He also explained that other local district's SRO will cover our district when Deputy Zumfelde travels to other schools for the D.A.R.E. program.

#76-18 Superintendent's Consent Agenda

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

Approve the FFA students, advisor and chaperones to travel to Indianapolis, IN for the National FFA Convention from October 24-26, 2018.

Approve the cheerleaders, advisor and chaperones to travel to Orlando, FL for the InterNational AmeriCheer Competition from March 14-18, 2019.

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

#77-18 Superintendent's Personnel Recommendations

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

Approve the following certified individuals to serve on their Building Leadership Committees (BLT) for the 2018-19 school year and receive a \$300.00 stipend, per the LCCTA Negotiated Agreement.

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Elementary

Patty Hill
Brooke Keefer
Kaylene Atkinson
Karen Rettig
Merry Giesige
Ashley Chapa
Traci Chapman

Middle School

Betsy Rees
Carrie Sines
Cassie Hartzel
Steve Doseck
Amber Pingle
Jill Evans

High School

Brett Green
Ashley Braucksieck
Dawn Mericle
Megan Kolasinski
Heather Underwood
Nicole Carter
Kathy Bailey

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 employ Dustin Mays as the Assistant Musical Director for the 2018-19 school year with pay as stipulated in the collective bargaining agreement.

Approve Louise Dalton, a certified individual, to assist with testing for the third grade reading guarantee for the 2018-19 school year. She will be paid the LCCTA Negotiated Agreement's tutoring rate of \$25.00 per hour.

Approve advancing Ashley Braucksieck, High School Counselor, to the Masters +15 column on the LCCTA Negotiated Agreement's salary schedule retroactive, effective the beginning of the 2018-19 school year.

Approve Patricia Hill, Classroom Teacher, as a District Mentor for the 2018-19 school year, pending completion of the necessary paperwork. Her salary will be per the LCCTA Supplemental Salary Schedule.

Approve the following classroom volunteers for the 2018-19 school year, pending completion of all necessary paperwork.

Alexandria Adams
Dawn Badenhop
Charlyn Barrett
Melissa Bartels

Amanda Hockenberry
Jody Hollenbaugh
Catrina Hopkins
Chelsea Howe

Tiffany Silveus
Sarah Stacy
Kristin Strugalski
Breanna Tammarine

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Abbie Bates
Kristin Bauman
Teri Brillhart
Christine Brink
Kristin Campos
Darren Campos
Jessica Capretta
Alexis Carico
Robin Carpenter
Steve Chapa
Cindy Christian
Aimee Collins
Haley Damman
Judy DeSumma
Amanda Dilbone
Kelly Dotson
Jill Fitzenreiter
Kathy Foss
Kelsey Guyer
Kristi Gyurasics
Kennedy Hall
Mary Hernandez

Raegan Keller
Mandy Kern
Crystal Kline
Sara Lawniczak
Sara Lemaster
Megan Lewallen
Brandi Lingruen
Brad Martin
Sherry Martin
Nicole McClure
Bernadette Meyer
Brandi Minnich
Randi Murdock
Makayla Nofziger
Michelle Pieracini
Dustin Richardson
Shannon Richardson
Brian Robinson
Bridgette Robinson
Janet Ruple
Tammy Sattler
Barb Sekula

Jenna Tammarine
Darci Tammarine
Kelly Taormina
Brianna Wymer
Carly Zeiter

Regretfully accept the retirement resignation of Mrs. Patricia Hill, classroom teacher, effective May 31, 2019. This is Mrs. Hill's 25th year at Liberty Center Schools.

Offer Kristin Bauman an Executive Assistant/Accounts Payable Specialist Non-Certified Supervisor's contract, beginning October 1, 2018 through June 30, 2021.

Approve Hillary McBride as a tutor for a homebound student effective October 8, 2018 for a maximum of one hour per week through the end of the 2018-19 school year, at the LCCTA tutor rate.

Offer the following certified individuals each a one-year supplemental contract for the position indicated for the 2018-19 school year. Their salary will be per the LCCTA Negotiated Agreement's Supplemental Salary Schedule:

Archery Club Advisors – Brandon Readshaw (25%), Nicole Carter (25%), Jacob Rupp (25%) and Stephen Doseck (25%)

Approve the following certified individuals to serve on the Technology Committee for the 2018-19 school year, each of whom will be compensated per the LCCTA Negotiated Agreement:

Ashley Braucksieck
Kim Jones
Melissa Smith
Kathy Bishop
Kara Kellermeier

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Karen Rettig
Brittany Edwards
Stacy Bowers

Approve Catrina Hopkins as a sub bus driver for the 2018-19 school year, pending completion of necessary paperwork.

Approve Kristi Gyurasics as a substitute in the cafeteria for the 2018-19 school year, pending completion of necessary paperwork.

Offer Eric Witte a one-year probationary contract as a 10-month School Custodian, pending completion of necessary paperwork, and with a start date to be determined by Mr. Weirauch. His salary will be per the OAPSE Negotiated Agreement's Custodian Salary Schedule, Step 0, and all benefits per the OAPSE Negotiated Agreement.

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

#78-18 Memorandum of Understanding

The motion was made by Mrs. Zacharias and seconded by Mr. Carter to ratify the Memorandum of Understanding for work day times.

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

#79-18 Memorandum of Understanding

The motion was made by Mr. Carter and seconded by Mr. Benson to ratify the Memorandum of Understanding for the Archery Club supplemental salary schedule.

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

#80-18 Approve UBS Financial Services Inc.

The motion was made by Mrs. Zacharias and seconded by Mr. Benson to approve the Treasurer to work with UBS Financial Services Inc., a qualified financial institution within the State of Ohio, as a broker/dealer to invest district interim and long-term funds. UBS has signed the District Investment Policy and is in agreement with our policy guidelines. This will include moving the District's investments from Morgan Stanley to UBS.

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

#81-18 Approve PR#090 – Security Devices

The motion was made by Mr. Carter and seconded by Mr. Benson to approve PR #090 - Security Devices at Classroom and Office Doors, Option #1 The Boot Door Barricade at a cost of \$43,286.36.

VOTE: Ayes: Mrs. Zacharias, Mr. Benson, Mr. Carter, Mr. Weaver

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Nays: None – Motion Carried

Old Business

Mr. Weaver commended the district on a fantastic fall sports season. He noted that student attendance at all events has been great to see.

New Business

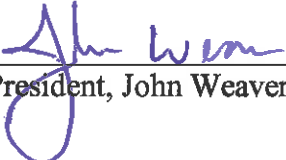
The November Board of Education meeting will be on Monday, November 19, 2018. The December meeting will be on Monday, December 10, 2018.

The Policy Committee will meet in November to discuss updates from NEOLA.

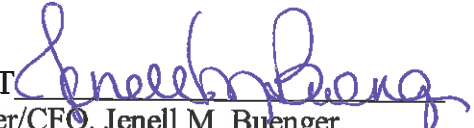
#82-18 Adjournment

It was moved by Mrs. Zacharias and seconded by Mr. Carter to adjourn the October 22, 2018 regular meeting of the Liberty Center Local Board of Education at 7:47 p.m.

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



President, John Weaver

ATTEST 
Treasurer/CFO, Jenell M. Buenger

