

RECORD OF PROCEEDINGS
Minutes of Spencerville Local School District Board of Education
Regular Meeting September 18, 2014

I. Call to Order

II. Silent Meditation

III. Pledge of Allegiance

IV. Roll Call By Treasurer

The following board members were present: President Kill called the meeting to order at 7:03 p.m. The following board members were present: Ron Meyer, Lori Ringwald, Spencer Clum, Penny Kill, John Goecke was absent. Also present: Superintendent Dennis Fuge; Treasurer Diane Eutsler; SEA Rep: Jen Pugh.

V. Minutes of Previous Meeting The minutes of the August 13, 2014 regular meeting are presented for your review. If found to be in order, your approval is needed.

Clum moved and Meyer seconded the motion approving the minutes of the August 13, 2014 regular meeting as corrected.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Abstain</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

VI. Recognize visitors and insert additional items into the agenda.

Recognize visitors; permit anyone from the public to address the board; insert additional items into the agenda.

* Changes/additions - page 7 add dollar amount to action 16, page 8 add dollar amount to action 17 and 18, page 4 add additional sub names

VII. Treasurer's Report

- a) Appropriations for review - permanent set; app/bud mods; transfer
- b) Activity fund budgets for approval
- c) Amended Official Certificate Revision - adding CCIP Title funds approved & activity budget approval
- d) Investments
- e) EPC membership netted cafeteria a \$1681.64 rebate (plus dairy - \$358.50)
- f) MUNIS software - interest at this point
- g) Unused Flex Funds - Jan.2013 - Dec. 2013 = \$79.17
 - 50% wellness = \$39.58
 - 40% Ed. Fnd. = \$31.67
 - 10% SEA = \$7.92
- h) MOU with SEA
- i) Set Finance Committee meeting at 6:15 prior to board meeting in October 2014
- j) Current bills - motion to accept

Ringwald moved and Meyer seconded the motion approving payment of bills in the amount of \$828,384.81 and approving the previous month end reconciliation as prepared by the Treasurer.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

VIII. Apollo Update - Penny Kill

- 1. Shared building project information provided by Roy Gillespie, Facility manager
- 2. Welcome Collette Knutzen, Intervention Specialist to Apollo staff. The enrollment this year is: Grade 10 - 14; Grade 11 - 299; Grade 12 - 297 for a total of 610.
- 3. Spencerville has 2 in Automated Manufacturing, 1 career based, 2 career exploration, 2 construction and equipment, 2 cosmetology, 1 culinary arts, 1 early childhood, 7 health career field, 3 welding for 21 total.
- 4. Pictures of construction activity are on Adult Ed side - Apollo received word that they obtained American Welding Society Accreditation for the Certified Welder Accredited Test Facility.

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IX. Administrator Reports

7-12 Principal Report - Scott Gephart

- Action #4 - hire OGT Tutor - sophomore class is last year for OGT
- Action #21 - amend 7-12 handbook
- Golf Team competed in NWC match today - ended regular season 7-9 in league play and 11-12 overall - 1st Team Chance Campbell and Mitchell Youngpeter - finished fifth in league
- October 1 - Teacher In-Service 2 hour delay - working on SLO's, Growth Plans, and new assessments
- October 10 - Homecoming Game
- October 11 - Homecoming Dance
- October 13 - MS Band and Choir Concerts
- 2014 Yearbook reviewed already - great job Amy Gratz!

K-6 Principal Report - Susie Wagner

- Action #22 - amend K-4 handbook - added dress code to K-4 handbook to align with 5-12
- School-wide Title I program - now we can offer services to all kids rather than the bottom academic 10% - allows us to allocate funds more flexibly. A parent meeting discussing 3rd grade reading guarantee and intervention/enrichment programs will be Oct. 21 at 6:30.
- Special Ed is full inclusion - teachers are at various levels of co-teaching and are working hard
- Students have been going on various field trips:
 - 9/12 Grade 2 to Ag Safety Day in Delphos sponsored by Bungee
 - 9/17 - Grade 1 to Johnny Appleseed Festival
 - 9/18 - Kdg. to Johnny Appleseed Festival
 - 10/2 - Grade 3 to Kendrick Woods

X. Superintendent's Report

- Personnell
 - extra time for part-time teachers
 - employ substitutes
 - employ Sat. School monitors
 - employ Brian McMichael as OGT tutor
 - employ Angel Wagner as Freshman Class Advisor
 - employ Redmond Wood as teacher mentor for Lacy Allen
 - Off-Campus SEO
 - Transportation Supervisor
 - Library Monitor extra hours
 - Substitute-Procurement Stipend
 - Title I teacher training
 - Approve Volunteers
- Enrollment - early figures presented
- Donations - thank you to all
- Other items:
 - American Red Cross Agreement for use of our facilities for mass care shelter in the event of disaster
 - amend HS handbook regarding attendance policy and unexcused absences
 - amend K-4 handbook to align dress code with grades 5-12
 - transfer GF to 018 accounts - Pepsi funds are gone
 - Lima News - grade card article discussed
- Any other items for discussion?

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XI. Action Items

Action items 1 through 12 were voted on in a block with Clum moving and Meyer seconding:

1. Approve Extra Time for Part-Time Teachers (9-14-1)

___ moved and ___ seconded the motion to approve extra time as needed for Beth Steiger, Jennifer Parent and Jo McConnell as part-time teachers for the 2014-2015 school year to attend staff meetings, etc, per the request and approval of their principal at each teacher's daily rate calculated to a per hour amount.

2. Employ Substitutes (9-14-2)

___ moved and ___ seconded the motion to employ the following substitutes, per demand, per salary schedule in effect, for the 2014-2015 school year (BCII on file).

Teachers - Courtney Schroeder, Elizabeth Crites-Doherty, Elizabeth Steiger, Lauren Nolte, George Lindeman
Taylor Anthone

Maintenance - Josh Lyle, Matt Nichols, Ben Krouskop, Nicole Carpenter

Secretary - Mandy Stewart, Tracy Clark

Monitor - Courtney Schroeder, Heather Martinez

3. Employ Saturday School Monitors (9-14-3)

___ moved and ___ seconded the motion to employ the following teachers as Saturday school monitors, per demand, at \$21.00 per hour for the 2014-2015 school year.

Redmond Wood

Jim Baumgartner

Janis Griffin

Julie Woods

Cindy Rammel

Mike Harmon

John Zerbe

Josie Belton

Melissa Prichard

Kevin Sensabaugh

Pam Shumate

Tom Wegesin

Karen Miller

4. Employ Tutor (9-14-4)

___ moved and ___ seconded the motion to employ Brian McMichael as OGT Tutor for the 2014-2015 school year at \$10.00 per period for up to 56 periods (\$560.00), per approval by high school principal and time sheet turned in to the treasurer's office.

5. Employ Extra-Curricular Personnel (9-14-5)

___ moved and ___ seconded the motion to employ the following extra-curricular personnel for the 2014-2015 school year.

Freshman Class Advisor - Angel Wagner

6. Teacher Mentors (9-14-6)

___ moved and ___ seconded the motion to approve the following mentors for the 2014-2015 school year with a stipend per negotiated contract upon filing a completion of duty form in the treasurer's office:

Mentor

Teacher

Redmond Wood

Lacy Allen

7. Off-Campus SEO Stipend (9-14-7)

___ moved and ___ seconded the motion to approve the payment to Dennis Fuge, Superintendent as Off-Campus SEO at 3% of the current superintendent base salary, payable upon filing of completion of duty form in the treasurer's office.

8. Transportation Supervisor Stipend (9-14-8)

___ moved and ___ seconded the motion to approve the payment to Dennis Fuge, Superintendent as Transportation Supervisor at 3% of the current superintendent base salary, payable upon filing of completion of duty form in the treasurer's office.

9. Library Monitor Extra Hours (9-14-9)

___ moved and ___ seconded the motion to approve up to 11 hours (including in-service day) for Robin Lammers and Sue Moeller as library monitors for extra time prior to school starting at current hourly rate for 14-15 year.

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10. Substitute-Procurement Stipend (9-14-10)

___ moved and ___ seconded the motion to approve payment of a Substitute-Procurement stipend of \$1,000 each to Dorthea Mueller and Billie Wood to call substitutes for 2014-2015 school year as needed per approved completion of duty form submitted to the treasurer's office.

11. Title I Teacher Training (9-14-11)

___ moved and ___ seconded the motion approving up to 25 hours per Title I teacher (Diane Binkley, Trenton Smith, Beth Steiger) at \$21.00 per hour for LLI training during August 2014. Title I funds will cover this cost with payment per completion of duty form submitted to the treasurer's office.

12. Approve Volunteers (9-14-12)

___ moved and ___ seconded the motion to approve the following volunteers for 2013-2014:

General - Paula Bice, Barb Bantner, Dawn Davis, Sue Hefner, Kristin Jamison, Cathy Lammers, Teresa Lee, Carol Miller, Lindsay Sawmiller, Karen Shafer, Pam Smith, Susan Spicer, Pat Warnecke, Nell Wienken, Mandy Stewart, Eileen Klaus, Barb Longbrake, Paula Schumm, Judy Bowersock, Lori Ringwald, Ashley Koenig

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

13. Activity Fund Budgets (9-14-13)

Ringwald moved and Clum seconded the motion to approve the activity fund budgets for the 2014-2015 school year as presented. See board material for the following: District 018, Elem. 018 Prin., MS 018 Prin., HS 018 Prin., Class of 2014 (final), Sr. Class of 2015, Jr. Class of 2016/Prom, Soph. Class of 2017, Fresh. Class of 2018, MS Senate, HS Senate, Art Club, Spanish Club, HS FCCLA, MS FCCLA, FFA, HS Ind. Arts Club, Band, MS Vocal, HS Vocal, HS Cheer, MS Cheer, SADD, Yearbook, National Honor Society, Athletics, Musical, Varsity S.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

14. Accept Donations(9-14-14)

Ringwald moved and Meyer seconded the motion to accept the following donations:

<u>From</u>	<u>To/For</u>	<u>Amount</u>	<u>Date</u>
Honda Volunteer MS Cheer	MS Cheer	250.00	8/4/14
Alumni Music Show	HS Vocal	703.04	8/15/14
Employee Payroll Deductions	Ed Foundation	62.00	8/22/14
Doug Stout	FFA	500.00	8/26/14
Student Fees	Athletics/Uniform	70.00	8/29/14

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

15. Authorize Publication of Annual Report (9-14-15)

Ringwald moved and Meyer seconded the motion to authorize the Superintendent to publish the annual report.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

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16. Amended Certificate Revision #2 (9-14-16)

Clum moved and Meyer seconded the motion approving the action to file and obtain amended official certificate of estimated resources to update actual receipts versus estimated receipts and to adjust appropriations accordingly if needed as presented in a letter from the Treasurer and to approve the revisions to the appropriations for FY15 to \$15,326,153.57: that such aggregate amount does not exceed the amount authorized by the most recent Amended Official Certificate of Estimated Resources or Amended Certificate issued by the county budget commission pursuant to Section 5705.36, ORC. (Revision #1 - August 13, 2014, Revision #2 - September 18, 2014)

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

17. Fiscal Year Certificate (9-14-17)

Meyer moved and Clum seconded the motion to adopt the FY15 permanent appropriations of \$13,629,613.11 as presented in board material and to authorize the Board President, the Treasurer, and the Superintendent to sign the permanent appropriations fiscal certificate as required by ORC 5705.412 as follows:

ANNUAL APPROPRIATION MEASURE CERTIFICATE
(SECTION 5705.412, O.R.C.)

It is hereby certified that the amount of the annual appropriation measure attached hereto, together with all other appropriation measures in effect for the current fiscal year (July 1 to June 30), is \$13,629,613.11; that such aggregate amount does not exceed the amount authorized by the most recent Official Certificate of Estimated Resources or Amended Certificate issued by the county budget commission pursuant to Section 5705.36, O.R.C.; and the Spencerville Local School District has in effect for the remainder of the current fiscal year (July 1 to June 30) the authorization to levy taxes, including renewal of levies only which have in fact been renewed by voters, which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide the operating revenues necessary to enable the district to operate and adequate educational program on all the days set forth in its adopted school calendar for the current fiscal year (July 1 to June 30).

September 18, 2014

Treasurer

Superintendent

President of Board
Spencerville Local School District
Board of Education

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

18. Appropriation/Budget Modifications (9-14-18)

Ringwald moved and Meyer seconded the motion to approve appropriation/budget modifications as presented by the Treasurer for the period of July 1, 2014 through September 18, 2014 with \$4182.00 and \$4280.51 (see board material).

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

19. Funds Transfer (9-14-19)

Clum moved and Meyer seconded the motion to approve the following funds transfer to O18 funds:

From:	To:
GF 001-7200-910 \$4500	District 018-5100-9411 \$2500
	HS 018-5100-9030 \$1500
	MS 018-5100-9020 \$500

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

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20. American Red Cross Agreement (9-14-20)

Meyer moved and Clum seconded the motion to authorize the Superintendent to sign the annual American Red Cross Statement of Agreement concerning the use of district facilities for mass care shelter in the event of a disaster.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

21. Amend High School (7-12) Student Handbook(previous action 4-14-1) (9-14-21)

Meyer moved and Ringwald seconded the motion to amend page 33 of the 2014-2015 Spencerville High School Student Handbook regarding the attendance policy as follows: eliminate "An un-excused absence will result in a 2% reduction in grade for each un-excused absence in each course during the grading period." and replace with "A student will receive Saturday School for very 3 un-excused absences. A student is expected to complete all work assigned or due during an un-excused absence and to turn it in to each teacher".

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

22. Amend K-4 Student Handbook(previous action 5-14-36) (9-14-22)

Clum moved and Meyer seconded the motion to amend the K-4 dress code policy to align with the Middle and High School Student Handbooks.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

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23. Memorandum of Understanding (9-14-23)

Clum moved and Meyer seconded the motion to approve the following MOU:

This Memorandum of Understanding is entered into by and between the Spencerville Local School district Board of Education (the "Board") and the Spencerville Education Association (the "Association").

The Board and the Association hereby modify paragraph (A)(1) of Article XVII by deleting the last sentence of the last paragraph and replacing it with the following language:

"If the Board employs more than one family member, the Board will provide a contribution toward two (2) single health plans or one family plan for the employees."

The remainder of Article XVIII shall remain without modification.

Spencerville Local School District
Board of Education

Spencerville Education Association

9/18/14
Date

9/18/14
Date

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

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24. Request for Executive Session (9-14-24)

It is recommended that the Board of Education retire to executive session for the purpose of discussing the employment of public employees.

Clum moved and Meyer seconded the motion that the Board of Education retire to executive session for the purpose of discussing the employment of public employees.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

The Spencerville Board of Education retired to executive session at 7:54 p.m.

All exited except board, supt., and treas.

The Spencerville Board of Education returned to regular session at 8:48 p.m.

25. Adjournment (9-14-25)

Meyer moved and Clum seconded the motion to adjourn this regular meeting of the Spencerville Board of Education at 8:49 p.m.

Upon the call of the roll, the vote was recorded as follows:

Mr. Clum	<u>Aye</u>	Mr. Meyer	<u>Aye</u>
Mr. Goecke	<u>Absent</u>	Mrs. Ringwald	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Motion Carried	

Penny Kill, Board President

Diane L. Eutsler, Treasurer