

January 10, 2023
Organizational and Regular Board Meetings

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AGENDA
SPENCERVILLE BOARD OF EDUCATION
ORGANIZATIONAL MEETING
Board Conference Room
January 10, 2023
7:00 p.m.

I. Meeting called to order by President Pro Tem, Spencer Clum

II. Silent Meditation

III. Pledge of Allegiance

IV. Roll Call by Treasurer

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

Others in Attendance:

Superintendent Endsley	_____	Treasurer Hays	_____
Journal News	_____	SEA Representative	_____

Administrators:

Scott Gephart	_____
John Edinger	_____
Susan Wagner	_____

Staff:

Public:

SPENCERVILLE BOARD OF EDUCATION
ORGANIZATIONAL MEETING
Board Conference Room
January 10, 2023
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V. Action Items

1. Election of Board President for 2023 (OR1-23-1)

The President Pro Tem, Clum, called for nominations for President of the Spencerville Local Board of Education for calendar year 2023.

_____ nominated _____ for President of the Spencerville Local School District Board of Education for the calendar year 2023.

_____ moved and _____ seconded the motion to close nomination for President.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

Upon the call of the roll on the nomination of _____ as President of the Spencerville Board of Education for calendar year 2023, the vote was recorded as follows:

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

The meeting was turned over to President _____ who called for nominations for Vice President. The President takes office and presides over the balance of the agenda.

2. Election of Vice President of the Board for 2023 (OR1-23-2)

_____ nominated _____ for Vice President of the Spencerville Board of Education for calendar year 2023.

_____ moved and _____ seconded the motion to close nominations.

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

Upon the call of the roll on the nomination of _____ as Vice President of the Spencerville Board of Education for calendar year 2023, the vote was recorded as follows:

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

SPENCERVILLE BOARD OF EDUCATION
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7:00 p.m.

Insert Information into Board Actions (e.g. names, dates, etc.)

Discuss dates of regular board meetings and fill in action item.

3. Date, Time, Place of Regular Meetings (OR1-23-3)

_____ moved and _____ seconded the motion to establish _____ (date, time, place) for regular Board meetings held in 2023, except for the meeting on June ____, 2023 and the exception of the change of time for the August ____, 2023 meeting to start at 6:00 p.m. for facility tour. Meeting dates as follows (assuming that the third Thursday of each month is preferred):

- February ____, 2023
- March ____, 2023
- April ____, 2023
- May ____, 2023
- June ____, 2023 (As late in month as possible)
- July ____, 2023
- August ____, 2023 (All-Comer meet Aug 19, 2023, Allen County Fair Aug 18-26)
- September ____, 2023
- October ____, 2023
- November ____, 2023
- December ____, 2023

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

4. Appoint Legal Counsel (OR1-23-4)

_____ moved and _____ seconded the motion to appoint the firm of Scott, Scriven and Wahoff, LLP and Peck, Shaffer & Williams as legal counsel to the Spencerville Local School District Board of Education as needed in accordance with ORC Section 309.10.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

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5. Membership in Ohio's Cooperative Purchasing Act (OR1-23-5)

**AUTHORIZING POLITICAL SUBDIVISION TO PARTICIPATE
IN THE State of Ohio COOPERATIVE PURCHASING PROGRAM**

WHEREAS, Ohio's Cooperative Purchasing Act. (AM. Sub. H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional

airport authorities or port authorities and school districts, conservancy districts, township park districts and park districts and other authorities, to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; now therefore,

BE IT ORDAINED BY THE SPENCERVILLE LOCAL SCHOOL DISTRICT:

Section 1. That the SPENCERVILLE LOCAL SCHOOL DISTRICT hereby requests authority in the name of the SPENCERVILLE LOCAL SCHOOL DISTRICT to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That Cindy Endsley, Superintendent / Leland Hays, Treasurer are hereby authorized to agree in the name of the SPENCERVILLE LOCAL SCHOOL DISTRICT to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of SPENCERVILLE LOCAL SCHOOL DISTRICT participation in the contract. Further, that Cindy Endsley, Superintendent / Leland Hays, Treasurer do hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the Coop for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That Cindy Endsley, Superintendent / Leland Hays, Treasurer are hereby authorized to agree in the name of the SPENCERVILLE LOCAL SCHOOL DISTRICT to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract, and Cindy Endsley, Superintendent / Leland Hays, Treasurer does hereby agree to directly pay the vendor.

**RESOLUTION/ORDINANCE MUST BE APPROVED, DATED AND FILED WITH THE OFFICE OF COOPERATIVE PURCHASING PRIOR TO USE OF A CONTRACT.
ADDITIONALLY, THE PAYMENT OF THE APPROPRIATE ANNUAL FEE MUST BE MADE PRIOR TO CONTRACT USE.**

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

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6. Appoint Board Members as Committee Members or Liaisons (OR1-23-6)

_____ moved and _____ seconded the motion to appoint the following Board members onto the listed Board of Education committees or as Board liaisons for 2023 or for 2 years as indicated:

Athletic Council: _____ and _____
Buildings and Grounds: _____ and _____
Curriculum/CIP _____ and _____
Finance/Audit: _____ and _____
Legislative Liaison: _____
Spencerville Ed. Foundation Trustees: _____ and _____ (2-year term for CY 2023 and 2024)
Student Achievement Liaison: _____
Technology: _____ and _____
Personnel: _____ and _____

Records Retention Board's Designee: Treasurer
Note: Spencer Clum is Apollo Board Rep Jan. 2023 through Dec. 2023

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

7. Authorize Treasurer's Request for Tax Advances for 2023 (OR1-23-7)

_____ moved and _____ seconded the motion to authorize the Treasurer to request all tax advances available for 2022 from all counties (Allen, Auglaize and Van Wert).

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

8. Authorization of Treasurer and Board President Bond (OR1-23-8)

_____ moved and _____ seconded the motion recognizing the Treasurer and Board President bond (length of appointment) covered through the membership in SW Ohio Purchasing Liability, Fleet & Property Insurance Policy. (Supt. Bond is done to coincide with contract)

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

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9. Board Service Fund (OR1-23-9)

_____ moved and _____ seconded the motion to establish the Board Service Fund according to ORC 3315.15 for each year at \$20,000. (Note: The O.R.C. limits are not to exceed \$2.00 per student or \$20,000, whichever is greater.)

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

10. Authorize Superintendent (OR1-23-10)

_____ moved and _____ seconded the motion to establish the Superintendent as the Spencerville Board of Education designee on suspension hearings for students and expulsions of students.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

11. Investing Funds (OR1-23-11)

_____ moved and _____ seconded the motion to authorize the Treasurer of the Spencerville Board of Education to invest board funds consistent with ORC 135.14 as the Treasurer determines the need and ability to invest throughout the calendar year 2023, subject to a monthly report to the board. Investments are limited to Certificate of Deposits, Treasury Bills, Savings Accounts, Repurchase Agreements, Star Ohio and Star Term. The board pursuant to ORC 135.14 may, by majority vote, direct the Treasurer to sell any or all investments at any time. In compliance with Section 3315.01 (A) ORC the Board directs the Treasurer to distribute interest earnings to the following funds on a percentage basis of fund balance: (001) General Fund, (002) Bond Retirement, (003) Permanent Improvement Fund, (006) Lunchroom Fund, (018-000) Activity Interest Fund. (Activity Interest Fund consists of all 018, 200, and 300 fund balances to be deposited in 018-000 fund only for all. The general fund interest includes percentage of interest earned based on month end fund balances of all other funds not specified elsewhere.) Goodwin Scholarship (008), and Spencerville Education Foundation (029) funds all earn specific interest posted to each respective fund. It is recognized that Multi-Bank Securities Inc. has an eConnect Direct system that is being used for investments.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

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12. Name Superintendent as Agent and Representative (OR1-23-12)

_____ moved and _____ seconded the motion to name the Superintendent as the following for 2023:

- A. Purchasing Agent for the board within the limits of appropriations;
- B. Federal and/or State Programs Representative for the board in all federal and/or state programs and directs the representative that the Board wishes to be involved in any and all appropriate federal and/or state programs.
- C. Board Representative for authorization of all staff attendance issues as necessary.
- D. Board Representative for authorization of the use of all temporary personnel as necessary.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

13. Fiscal Authorization for Treasurer (OR1-23-13)

_____ moved and _____ seconded the motion to authorize the Treasurer as follows:

- A. whereas, when it is necessary, during the course of the calendar year, to make purchases and/or expend funds for which no specific appropriation code has been established;
- B. and whereas, the USAS (Uniform Schools Accounting System) provides that funds may be transferred from one appropriation code to another.
- C. whereas, be it resolved, that the Spencerville Board of Education authorizes the Treasurer to make purchases and/or expend funds for which no specific appropriation code has been established; and whereas, the USAS (Uniform Schools Accounting System) provides that funds may be transferred from one appropriation code to another, to make necessary transfers, advances, appropriations and/or budget modifications as necessary for the year, when applicable, and report them to the Board at a board meeting for approval;
- D. whereas, be it resolved, that the Treasurer be authorized to pay all bills as they are presented provided applicable funds are available, and to report monthly to the Board of Education those bills that have been paid.
- E. whereas, be it resolved, that the Treasurer be the authorized signer on all bank accounts and therefore sign all checks issued. It is understood that a check signer is used in a secure manner for this signature.
- F. whereas, be it resolved, that the Treasurer will accept donations on behalf of the board and will include a detailed board action for the acceptance of such donations throughout the year.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

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14. Official Newspaper (OR1-23-14)

_____ moved and _____ seconded the motion to designate The Journal News, the weekly local Spencerville newspaper, as the official newspaper of the school district.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

15. Board Member Insurance Coverage Authorization (OR1-23-15)

_____ moved and _____ seconded the authorization that Board Members, while serving the district, are eligible for health and/or dental insurance coverage through the district's group policies with the Board Member paying 100% of the premium.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

16. Authorize Forecast Submission (OR1-23-16)

_____ moved and _____ seconded the motion to authorize the treasurer to file the current 5-year forecast with the Allen County Auditor to fulfill the budget filing requirements on or before the 20th of January each year.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

17. Adjournment (OR1-23-17)

_____ moved and _____ seconded the motion to adjourn this annual organizational meeting of the Spencerville Local Board of Education at _____ p.m.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

AGENDA
 SPENCERVILLE BOARD OF EDUCATION
 REGULAR MEETING
 Board Conference Room
 January 10, 2023
 7:15 p.m.

I. Meeting Called to Order by President

II. Silent Meditation

III. Pledge of Allegiance

IV. Roll Call by Treasurer

Mrs. Klaus _____	Mr. Prichard _____
Mr. Pohlman _____	Mrs. Ringwald _____
Mr. Clum _____	

Others in Attendance:

Superintendent Endsley _____	Treasurer Hays _____
Journal News _____	SEA Representative _____
Student Senate Rep _____	

Administrators:

Scott Gephart _____
 John Edinger _____
 Susan Wagner _____

Staff:

Public:

V. Minutes of Previous Meeting December 15, 2022 regular meeting are presented for your review. If found to be in order, your approval is needed:

____ moved and ____ seconded the motion approving the minutes of the regular meeting of December 15, 2022 as presented/corrected.

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

Mrs. Klaus _____	Mr. Prichard _____
Mr. Pohlman _____	Mrs. Ringwald _____
Mr. Clum _____	

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.

*NOTE: Each person addressing the board shall give his/her name and address. Each person will be allotted 3 minutes. During the public participation period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedures of the Board to be placed on the regular agenda. Persons granted placement on the Board=s regular agenda will typically be given up to 15 minutes to present to the Board. However, the Board has the discretion to either shorten or extend this time frame as it deems appropriate.

Agenda - January 10, 2023

VII. Treasurer's Report:

- a) Spencerville Ed. Foundation annual meeting is January 31, 2023 at 8:00 a.m. in the Board Room.
- b) Budget - Allen County accepts current Five-Year Forecast
- c) School funding update
- d) Current Bills - motion to accept

____ moved and ____ seconded the motion approving payment of bills in the amount of \$1,439,999.48 the previous month end reconciliation and all reports submitted as prepared by the Treasurer.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum	_____		

VIII. Apollo Report

IX. Administrative Reports – None this month

X. Superintendent's Report

- 1. Recognize Board Members for their service and dedication - Thank You!
- 2. Bus Purchase
- 3. Buildings and Grounds
- 4. Policies
- 5. BoardDocs

Agenda – January 10, 2023

XI. Action Items

1. Accept Donations (1-23-1)

<u>Date</u>	<u>Item Description</u>	<u>Amount</u>
12/5/2022	HS Principal/Donation from Eagles	2211.17
12/8/2022	American Fidelity/Unused Flex CY21	312.35
12/13/2022	Amanda Beining/HS Vocal Performance	200.00
12/15/2021	Ed. Foundation/Payroll Deductions	599.00

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum			

2. Employ Test Proctors (1-23-2)

_____ moved and _____ seconded the motion to employ Angel Wagner, Lexie Shaffer, LuAnn Youngpeter, Joyce Buetner, Gina Clement, Megan Sanderson, Daniele Hurst, Brianna Osterhage, Priscilla Willrath, Diane Binkley, Trent Smith, Dennis Fuge and Jen Parent as test proctors during the 2022-2023 school year as needed to be paid \$23.00 per hour, per time sheet approved and submitted to the treasurer’s office.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum			

3. Authorize Proxy Vote (1-23-3)

_____ moved and _____ seconded the motion to authorize the district Treasurer to vote for the district Superintendent in the event of their absence from an Allen County Health Consortium Director’s meeting.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum			

4. EPC Resolution (1-23-4)

_____ moved and _____ seconded the motion to approved the following:

Whereas the Spencerville Local School District Board of Education wishes to advertise and receive bids for the purchase of school buses;

Therefore, be it resolved the Spencerville Local School District Board of Education wishes to participate and authorize the Southwestern Ohio Educational Purchasing Council to advertise and receive bids on said Board’s behalf as per the specifications submitted for the cooperative purchase of school buses.

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

Mrs. Klaus	_____	Mr. Prichard	_____
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Agenda – January 10, 2023

Mr. Pohlman _____ Mrs. Ringwald _____
Mr. Clum _____

5. Approve Payments (1-23-5)

_____ moved and _____ seconded the motion to approve payment of the following:

<u>Invoice</u>	<u>Company</u>	<u>Date</u>	<u>Amount</u>
31884	Marimor Industries	8/31/22	\$117.60

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

Mrs. Klaus _____ Mr. Prichard _____
Mr. Pohlman _____ Mrs. Ringwald _____
Mr. Clum _____

6. Notice of Contract Expiration (1-23-6)

_____ moved and _____ seconded the motion to notify the following administrators that their contract expires and that they have the right to request an executive session with the Board of Education to discuss the same: Cindy Endsley (July 2023)

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

Mrs. Klaus _____ Mr. Prichard _____
Mr. Pohlman _____ Mrs. Ringwald _____
Mr. Clum _____

7. Board Policy Manual Additions and Update (1-23-7)

_____ moved and _____ seconded the motion to approve the following additions and updates to the Spencerville Local School District Board Policy Manual:

File: JFE Student Pregnancy and Related Conditions
File: KKA Recruiters in the Schools

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

Mrs. Klaus _____ Mr. Prichard _____
Mr. Pohlman _____ Mrs. Ringwald _____
Mr. Clum _____

8. High School Curriculum Guide (1-23-8)

_____ moved and _____ seconded the motion to approve the 2023-2024 High School Curriculum Guide as presented in Board Material.

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

Mrs. Klaus _____ Mr. Prichard _____
Mr. Pohlman _____ Mrs. Ringwald _____
Mr. Clum _____

Agenda – January 10, 2023

9. Purchase School Bus (1-23-9)

_____ moved and _____ seconded the motion to approve the purchase of one (1) 84-passenger Blue Bird School Bus T3FE 4004, Package 9 from Cardinal Bus Sales per bus bid form for \$136,597.00. See Board Material for details.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum			

10. Accept Tax Rates & Amounts (1-23-10)

_____ moved and _____ seconded the motion to accept the following tax amounts and rates and attached resolution as determined by the county budget commission and authorizing the necessary tax levies and certifying them to the county auditor:

Rates	Description	Amount – Estimated Revenue
4.5	mills inside the ten mill limit	\$654,323
22.67	mills outside the ten mill limit	\$2,526,122
2.60	mills bond retirement	\$392,594
.50	mills classroom facilities	\$48,100
1.40	mills permanent improvement	\$142,513
31.67	Total Mills/Revenue	\$3,763,652

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum			

11. Executive Session (1-23-11)

_____ moved and _____ seconded the motion that the Board of Education retire to Executive Session pursuant to Ohio Revised Code Section 121.22 (G) for the following reason(s):

- To consider the appointment ____, employment ____, dismissal ____, discipline ____, promotion ____, demotion ____, or compensation ____, of a public employee or official; (check which one or more of the purposes for which the executive session is to be held).
- To consider the investigation of charges or complaints against a public employee, official, licensee or regulated individual, (unless the public employee, official, licensee or regulated individual requests a public hearing);
- To consider the purchase of property for public purposes or the sale of property at competitive bidding;
- Conference with the Board’s attorney concerning disputes involving the Board that are the subject of pending or imminent court action;

- ❑ Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- ❑ Matters required to be kept confidential by federal law or regulations or state statutes;
- ❑ Details relative to the security arrangements and emergency response protocols for the District where disclosure of the matters discussed could reasonably be expected to jeopardize the security of the District.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum			

The Spencerville Board of Education retired to executive session at _____ p.m.

The Spencerville Board of Education returned to regular session at _____ p.m.

12. Adjournment (1-23-12)

_____ moved and _____ seconded the motion to adjourn this regular meeting of the Spencerville Board of Education at _____ p.m.

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

Mrs. Klaus	_____	Mr. Prichard	_____
Mr. Pohlman	_____	Mrs. Ringwald	_____
Mr. Clum			