

RECORD OF PROCEEDINGS  
Minutes of Spencerville Local School District Board of Education  
Special Meeting March 8, 2022  
5:00 p.m.

I. Call to Order

II. Silent Meditation

III. Pledge of Allegiance

IV. Roll Call by Treasurer

The following board members were present: Lori Ringwald, Spencer Clum, Clarke Prichard, Liz Klaus, Nate Pohlman. Also present: Superintendent Cindy Endsley, Interim Treasurer Lori Koch, Public: Matt Feasel, Dee Cramer (K-12 Consulting personnel), Leland Hays.

V. Recommended Action Items

1. Request for Executive Session (2-22-1)

It is recommended that the Board of Education retire to executive session for the purpose of conducting Treasurer finalist interviews.

Ringwald moved and Prichard seconded the motion that the Board of Education retire to executive session for the purpose of conducting Treasurer finalist interviews.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

The Spencerville Board of Education retired to executive session at 5:04 p.m.

Leland Hays entered at 5:15 p.m. and exited at 7:45 p.m.

The Spencerville Board of Education returned to regular session at 7:46 p.m.

2. Adjournment (2-22-2)

Prichard moved and Klaus seconded the motion to adjourn this special meeting of the Spencerville Board of Education at 8:35 p.m.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

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Spencer Clum, Board President

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Lori R. Koch, Treasurer

RECORD OF PROCEEDINGS  
Minutes of Spencerville Local School District Board of Education  
Regular Meeting March 17, 2022

I. Call to Order

President Clum called the meeting to order at 7:00 p.m.

II. Silent Meditation

III. Pledge of Allegiance

IV. Roll Call by Treasurer

The following board members were present: Spencer Clum, Lori Ringwald (entered at 7:05 p.m.), Liz Klaus, Nate Pohlman (entered at 7:08 p.m.), Clarke Prichard. Also present Superintendent Cindy Endsley; Interim Treasurer Lori Koch; Principals Scott Gephart, John Edinger Susan Wagner; Journal News Don Wiechart; SEA Rep Diane Binkley; Staff: Kayla Mullenhour; Public: Leland Hays.

V. Minutes of Previous Meeting The minutes of the February 7, 14, 22, 2022 special meetings and the February 24, 2022 regular meeting are presented for your review. If found to be in order, your approval is needed. Prichard moved and Klaus seconded the motion approving the minutes of the February 7, 14, 22, 2022 special meeting and the February 24, 2022 regular meeting as presented.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Absent</u>	Mrs. Ringwald	<u>Absent</u>
Mr. Clum	<u>Aye</u>		

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.

VII. Treasurer=s Report

- a. Appropriations and Amended Certificate changes
- b. Permission to file grants
- c. 2022-2023 Work Day Calendars – attached for approval
- d. Transfer of Funds for Severance - \$ 50,000 (one retirement) – may want to increase balance
- e. Finance Committee Meeting in April – need to schedule
- f. Financial Forecast – move to May – schedule special meeting?
- g. Review Treasurer's Investment Report and Graphs
- h. 403(b) Resolution – Plan attached for approval
- i. Fiscal Assistant – Job Description and Salary Schedule(s) – motions and attachments for approval
- j. Current bills - motion to accept

Ringwald moved and Klaus seconded the motion approving payment of bills in the amount of \$1,068,980.73 and approving the previous month end reconciliation and all reports as prepared by the Treasurer.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

VIII. Apollo Update – Spencer Clum

Going well; record enrollment

IX. Administrator Reports

**Scott Gephart**

- Congrats to winter sports on successful seasons.
  - Boys Basketball most wins in school history
  - 8 wrestlers to districts
- Scheduling Update
  - Mr. Baumgartner getting course requests from students
- Band and Choir District Contest Results
- Attendance
  - Overall – 95.03%
  - 9<sup>th</sup> grade – 93.42%
  - 10<sup>th</sup> grade – 94.18%
  - 11<sup>th</sup> grade – 95.97%
  - 12<sup>th</sup> grade – 97.34%

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**John Edinger**

Congrats to: Kyleigh Foust, Lynsey Rowland, Lauren Shields, Eliza Stemen – Dist 3 OMEA Band

Congrats to: Jamison Poling, Cloey Coulter, Leah Elling, Elijah Johnston, Naomi O'Neill, Emery Richardson, Brian Armstead - Dist 3 OMEA Choir

5-8 Band and Choir Concerts were well attended, and the kids did wonderful

State testing will be here soon! April 7/8 ELA, April 21-22 Math, April 28/29 Science

STEM club is for students in 7th and 8th grade who are interested in Science, Technology, Engineering, or Math. We meet every Wednesday from 3:00-4:15. Students are allowed to come when the topic is of interest of them and do not have to attend all sessions to be part of the club. We currently have between 15-20 students attending each week. We started our sessions with a CSI Unit. We kicked it off with Detective Jack Miller speaking with students followed by Officers Travis Hackworth and Kylie Jettinghoff coming and dusting for fingerprints with students. Students then learned about different types of evidence and used this information to solve a crime that was set up in the room. The next few sessions will be devoted to the famous egg drop activity. We are currently waiting on supplies to arrive from the Battelle Grant. We have ordered a 3D printer and drone kits so we can explore creating our own parts to drones and attempting to build them from the made parts and compare them to the kit parts that we have ordered. We are also waiting for videography/photography equipment to arrive. We are hoping to visit the Neil Armstrong Museum and the Air Force Museum at Wright Patterson in the upcoming months.

**Attendance:**

Overall = 95.44% (+)

5th = 95.21%

6th = 95.41%

7th = 95.99%

8th = 95.14%

**Susan Wagner**

**Attendance Numbers:**

K- 94.4%

1st- 95.2%

2nd - 95.7%

3rd- 96.5%

4th- 96.2%

State testing for grades 3-4 ELA is April 5 and 6. Math for grades 3-4 is April 26-27.

March 1st- Jim "Basketball" Jones visited the elementary students, sponsored by PTO. His message to students was to work hard and read every day.

Kindergarten orientation is Thursday, April 7 at 6:00. We currently have approximately 50 students registered.

**X. Superintendent Report**

1. ESC Extended Learning Grant - \$2,176,044 for Allen County for Pandemic Recovery; several mini grants to apply for each school
2. Kolter Road School Zone LED Flashing Lights – now working
3. PACE Energy Project - \$5,000 loan @ 4% for 5-7 years – details pending
4. CIC Membership Drive – March 28, Choir Room – 7:00 p.m.
5. Well-being Activities – Coffee truck March 31 for PD day
6. LifeWise Academy – school for religious instruction; no board action needed
7. Women in Leadership Conference
8. Senior Citizen's Day – May 17, 9:00-10:30

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XI. Recommended Action Items

1. Employ Substitutes (3-22-1)

Klaus moved and Ringwald seconded the motion to employ the following substitutes for the 2021-2022 school year, per demand, per salary schedule in effect. (BCII on file)

Cafeteria – Jennifer Settlemyre  
Teachers - Carol Baumgarte, Brittney Westley, Connie Kimmey  
Monitor – Doug Eickholt

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

2. Resignation (3-22-2)

Pohlman moved and Prichard seconded the motion to accept the resignation of Lori R. Koch as Interim Treasurer effective March 31, 2022.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

3. Employ Fiscal Specialist (3-22-3)

Klaus moved and Ringwald seconded the motion to employ Lori R. Koch as Fiscal Specialist effective April 1, 2022 on an as needed basis at a rate of \$50 per hour per contract included in board material.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

4. Employ Treasurer (3-22-4)

Prichard moved and Ringwald seconded the motion to employ Leland Hays as Treasurer of Spencerville Local School District effective April 1, 2022 through July 31, 2025, per contract included in board material.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

5. High School Curriculum Guide (3-22-5)

Ringwald moved and Klaus seconded the motion to approve the 2022-2023 High School Curriculum Guide as presented in board material.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

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6. Approve Workday Calendars for 2022-2023 (3-22-6)

Ringwald moved and Klaus seconded the motion to approve the 2022-2023 workday calendars as presented for all students and personnel to include: Students (STU), Elementary Teachers/Nurse (TEL), Middle and High School Teachers (TMH), VoAg Teacher (VAG), VoAg Teacher #2 (VA2), Secretaries (SEC), Transportation Coordinator (TRC), Bus Drivers/Monitors (BMD), Van Drivers (4DR, 7DR), Cooks (COK), Head Cook (HCK), Cafeteria Manager (MGR), Technology Coord. (TEC), Tech Support Specialist (TES), Mechanic/Maintenance/Custodian/Administrative Assistant/Assistant Treasurer (12M), Treasurer (TRS), Elementary Principal (ELP), Middle School Principal (MSP), High School Principal (HSP), Superintendent (SUP), Digital Academy Coordinator (DIG), Digital Aide (AID), 7-Hour Library Monitor (MS7). The first day of school is August 31, 2021 and the last day of school is June 2, 2022. Included in board material. (All Calendars are subject to change per administrative approval to best complete the school year.)

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

7. Accept Donations (3-22-7)

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

Date	From	To	Amount
2/28/22	Lange Photography	EL 018	\$10.00
2/10/22	Pepsi	District 018	\$146.66
2/2/22	Payroll Deductions	Ed. Foundation	\$45.00
2/9/22	Hardson Memorial	Ed. Foundation	\$50.00
2/11/22	Hardson Memorial	Ed. Foundation	\$100.00
2/12/22	Richardson Memorial	Ed. Foundation	\$25.00
2/15/22	John Edinger	Ed. Foundation	\$200.00
2/25/22	Payroll Deductions	Ed. Foundation	\$177.00

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

8. Permission to File Grants (3-22-8)

Prichard moved and Klaus seconded the motion to file grant projects in the following areas if money from the state and/or federal sources is available through the CCIP process or other state process, including any new ones created and not listed here.

- A. Title I – Improving Basic Programs
- B. IDEA-B Special Education
- C. Title I – Expanding Opportunities for Each Child
- D. Title II-A – Supporting Effective Instruction
- E. Title IV-A Student Support & Academic Enrichment
- F. Fifth Quarter Grant
- G. ESSER II
- H. ARP ESSER
- I. ARP IDEA
- J. ARP IDEA Early Childhood Special Education
- K. ARP Homeless – Round II
- L. Broadband Ohio Connectivity
- M. Connectivity Subsidy - Data Communications Grant
- N. MS STEM Grant
- O. E-Rate Technical Assistance Program

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

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9. Use of Athletic Facilities (3-22-9)

Ringwald moved and Klaus seconded the motion to approve the use of baseball, softball and track facilities for Spencerville community youth baseball, softball and track teams.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Abstain</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

10. Appropriation/Budget Modifications (3-22-10)

Prichard moved and Ringwald seconded the motion to approve the Permanent Appropriations/Revenue modifications as presented by the treasurer for the fiscal year ending June 30, 2022. (per attached printout and resolution included with Board material)

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

11. Amended Certificate Revision #4 (3-22-11)

Klaus moved and Ringwald 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 estimated revenue for fiscal year ending June 30, 2022 (per attached printout included with Board material), 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 – October 21, 2021, Revision #2 – December 16, 2021, Revision #3 – February 24, 2022, Revision #4 - March 17, 2022).

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

12. Transfer of Funds (3-22-12)

Prichard moved and Pohlman seconded the motion to authorize the Treasurer to transfer for following:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
General Fund (001-7200-910)	Severance Fund (035-5100)	\$50,000.00	Severance Pay

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

13. Fiscal Assistant Job Description (3-22-13)

Klaus moved and Ringwald seconded the motion to approve the Fiscal Assistant job description as presented in board material.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

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14. Revised Classified Salary Schedules (3-22-14)

Ringwald moved and Klaus seconded the motion to approve the revised classified salary schedules as presented.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

15. 403(b) Resolution (3-22-15)

Klaus moved and Prichard seconded the motion to approve the following resolution:

BE IT RESOLVED, that the form of amended 403(b) Plan effective January 1, 2022, presented to this meeting (and attached to Board material) is hereby approved and adopted and that an authorized representative of the Spencerville Local School District is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

16. Request for Executive Session (3-22-16)

It is recommended that the Board of Education retire to executive session to discuss personnel.

Prichard moved and Pohlman seconded the motion that the Board of Education retire to executive session to discuss personnel.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

The Spencerville Board of Education retired to executive session at 7:46 p.m.

Scott Gephart, John Edinger, Susan Wagner, Kayla Mullenhour, Diane Binkley and Don Wiechart exited here at 7:46 p.m.

The Spencerville Board of Education returned to regular session at 8:40 p.m.

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17. Adjournment (3-22-17)

Prichard moved and Klaus seconded the motion to adjourn this regular meeting of the Spencerville Board of Education at 8:41 p.m.

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

Mrs. Klaus	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Clum	<u>Aye</u>		

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Spencer Clum, Board President

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Lori R. Koch, Interim Treasurer