

RECORD OF PROCEEDINGS  
Minutes of Spencerville Local School District Board of Education  
Regular Meeting August 20, 2015

I. Call to Order

II. Tour of K-12 Building Prior to Proceeding to Board Office

III. Silent Meditation

IV. Pledge of Allegiance

V. Roll Call By Treasurer

The Spencerville Board of Education met for a regular meeting on Thursday, August 20, 2015 in the board room preceded by a tour of facilities at 6:00 p.m.. President Meyer called the meeting to order at 6:00 p.m. The following board members were present: Ron Meyer, Lori Ringwald, Spencer Clum, Penny Kill, John Goecke. Also present: Superintendent Dennis Fuge; Treasurer Diane Eutsler; SEA Rep. Diane Binkley; Staff Zach Stemen (for tour only).

VI. Minutes of Previous Meeting The minutes of the July 16, 2015 regular meeting is presented for your review. If found to be in order, your approval is needed.

Kill moved and Goecke seconded the motion approving the minutes of the July 16, 2015 regular meeting as presented.

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

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

VII. 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. 1) action 17 - add name for van driver , 2) action 13 - remove sub name; add sub name, 3) new page 6 - delete name; new page 18 - added action 28/mentor; moved exec. session and adjournment

VIII. Treasurer's Report

- a) Appropriations for review/app-bud mods; amended cert
- b) Activity funds for review - approval next month
- c) Cafeteria report for review
- d) Investments
- e) Audit by State
- f) Athletic Building update
- g) Income Tax info - in material
- i) Wind claim 2/14/15; complete and check received; another issue found
- j) Coke contract
- k) Employee Handbooks - action; copy provided
- l) MUNIS software update - wave 3; next month action
- m) Current bills - motion to accept

Clum moved and Goecke seconded the motion approving payment of bills in the amount of \$1,009,471.35 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. Goecke	<u>Aye</u>
Mrs. Kill	<u>Aye</u>	Mrs. Ringwald	<u>Aye</u>
Mr. Meyer	<u>Aye</u>	Motion Carried	

IX. Apollo Update - Penny Kill

- Tonight is open house for all new students and parents (mostly juniors)
- Front (west) parking lots are being poured this week. Commons/student dining looking better than Judy ever expected. We will be ready to start. Still doing some finish work (furniture, carpet, etc.,) in Machining, CAD, COS, Early Childhood and Computer Support Technologies. We are on track and no programs will be disrupted. First day for juniors is 9/8, seniors the next day 9/9.
- Business as usual. The numbers are up about 30 students and still some openings in some programs.

X. Administrator Reports

Scott Gephart

- All going well - teachers coming in getting rooms ready; handbooks have added building info.; Spanish - will not be able to offer dual credit

Susan Wagner

- New teacher orientation held 8/18/15 - went real well

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XI. Superintendent Report

1. Personnel actions 1-17 and 23
2. Opening Staff Meeting - Thursday, August 27, 2015
3. Donations - thanks to all
4. Buildings & Grounds - any questions from the tour?
5. Other Items - Coke contract is included in board material
6. Questions/Concerns/Discussion

XII. Recommended Action Items

Action items 1 through 9 were voted on in a block with Clum moving and Kill seconding:

1. Employ On-Bus Instructors (8-15-1)

\_\_\_ moved and \_\_\_ seconded the motion to employ Dave Evans and Ron Miller as on-bus instructors, per demand, at individual instructors hourly rate, for the 2015-2016 school year, per salary schedule in effect.

2. Employ OSHA/ADA Compliance Co-Coordinators (8-15-2)

\_\_\_ moved and \_\_\_ seconded the motion to employ Scott Gephart and Gayla Metzger as the Occupational Safety and Health Administration (OSHA)/Americans with Disabilities Act (ADA) Compliance Co-Coordinators at 5% of the principals' salary schedule Step 1, one year contract, per salary schedule in effect, per calendar adopted annually by the Board of Education.

3. Employ Special Education Officer (8-15-3)

\_\_\_ moved and \_\_\_ seconded the motion to employ Susan Wagner as Special Education Officer (SEO) at 8% of the principals' salary schedule Step 1, one year contract, per salary schedule in effect, per calendar adopted annually by the Board of Education.

4. Employ Assistant Transportation Supervisor (8-15-4)

\_\_\_ moved and \_\_\_ seconded the motion to employ Scott Gephart as assistant transportation supervisor at 8% of the principals' salary schedule Step 1, one year contract, per salary schedule in effect, per calendar adopted annually by the Board of Education.

5. Off-Campus SEO Stipend (8-15-5)

\_\_\_ 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.

6. Transportation Supervisor Stipend (8-15-6)

\_\_\_ 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.

7. Library Monitor Extra Hours (8-15-7)

\_\_\_ moved and \_\_\_ seconded the motion to approve up to 11 hours (including in-service day) for Robin Lammers and Mandi Stewart as library monitors for extra time prior to school starting at current hourly rate for 15-16 year.

8. Substitute-Procurement Stipend (8-15-8)

\_\_\_ 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 2015-2016 school year as needed per approved completion of duty form submitted to the treasurer's office.

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9. Hire Fall Season Custodial Personnel (8-15-9)

\_\_\_ moved and \_\_\_ seconded the motion to hire the following as 2015 fall season custodians, one year contracts, payment upon filing of extra-duty forms in the treasurer's office:

Zach Stemen	Custodial I at \$70 per game/Varsity Football
Jeff Burnett	Custodial I at \$70 per game/Varsity Football (sub for Zach only)
Ben Shaw	Custodial II at \$25 per game/MS Football
Ben Shaw	Custodial II at \$30 per game/Varsity Football
Tyler Koenig	Custodial I at \$15 per hour/Cross Country
Tyler Koenig	Custodial I at \$25/MS Volleyball
Ben Shaw	Custodial I at \$45.00/Varsity/JV Volleyball
Tyler Koenig	Alternate for all athletic custodial positions per athletic worker pay schedule in effect for 14-15 as needed except for Zach Stemen.

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

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

10. Resignation (8-15-10)

Goecke moved and Kill seconded the motion to accept the resignation of Cindy Rammel as Grade 7/8 Scholastic Bowl Advisor.

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

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

Action items 11 through 13 were voted on in a block with Clum moving and Ringwald seconding:

11. Employ Extra-Curricular Personnel (8-15-11)

\_\_\_ moved and \_\_\_ seconded the motion to employ the following extra-curricular personnel for the 2015-2016 school year, one-year contract, per salary schedule in effect, BCII on file.

Track Assistant Coach - Rick Orr  
Track Assistant Coach - Brian McMichael  
Grade 7/8 Scholastic Bowl Advisor - Josie Belton

12. Approve Color Guard Advisors (8-15-12)

\_\_\_ moved and \_\_\_ seconded the motion to approve Karen Swickrath and Melissa Prichard as color guard co-advisors for the 2015-2016 marching season at \$600 each (split \$1200), upon completion of paperwork submitted to the Treasurer's office.

13. Employ Substitutes (8-15-13)

\_\_\_ moved and \_\_\_ seconded the motion to employ the following substitutes for the 2015-2016 school year, per demand, per salary schedule in effect. (BCII on file)

Teachers - Richard Sherrick, Lindsay Fraley, George Lindeman, Rebecca McClure, Elizabeth Doherty, Chelsea Oren, John Byrne, Lindsay Sawmiller, LuAnn Youngpeter, Kathy Comer, Doug Kent, Judy Kent, Steven Jackson, Sherry Graham, James Benfield, Randy Boratko  
Secretary - Tracy Clark, Kristin Jamison  
Nurse - Tara Lafferty, Barb Wilson

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

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

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14. Resignation (8-15-14)

Goecke moved and Clum seconded the motion to accept the resignation of Sarah Prine as van driver.

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

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

15. Resignation (8-15-15)

Ringwald moved and Goecke seconded the motion to accept the resignation of Loree Crisp as bus driver.

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

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

Action items 16 through 17 were voted on in a block with Clum moving and Kill seconding:

16. Employ Bus Driver (8-15-16)

\_\_\_ moved and \_\_\_ seconded the motion to employ Keeley Layman as bus driver, one-year contract, effective September 1, 2015, salary per schedule in effect, per calendar adopted annually by the board. (0 years experience, Step 0)

17. Employ Temporary Van Drivers (8-15-17)

\_\_\_ moved and \_\_\_ seconded the motion to employ Rita Krouskop, Amber Cottrill and Dorothy DeVilbiss as temporary van drivers as needed for the 2015-2016 school year effective August 1, 2015 at their individual regular bus driver rate per hour upon submission of approved time sheets to treasurer's office.

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

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

18. Offering of Supplemental Positions (8-15-18)

Kill moved and Clum seconded the motion to recognize that extracurricular positions are offered to certified employees of the district, but if no certified person qualified to fill the position accepts; non-certificated persons can accept these position(s).

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

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

19. Transportation in Lieu of Payments (8-15-19)

Goecke moved and Kill seconded the motion approving payment of the various transportation "in lieu of" contracts upon proof of attendance during the 2015-2016 school year.

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

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

20. Bus Routes (8-15-20)

Clum moved and Kill seconded the motion to approve the bus routes for the 2015-2016 school year per reports available in the bus garage.

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

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

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21. Bus Routing Stipend (8-15-21)

Goecke moved and Clum seconded the motion to approve a stipend for up to 50 hours per current hourly rate for Kim Ekis to perform bus routing duties for the 2015-2016 school year per time sheet submitted to treasurer's office.

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

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

22. Accept Donations (8-15-22)

Kill moved and Goecke seconded the motion to accept the following donations:

<u>From</u>	<u>To/For</u>	<u>Amount</u>	<u>Date</u>
Robert Pollock	Ed. Foundation	100.00	7/6/15
Unused Flex Funds CY14	Ed. Foundation	119.62	7/6/15
Klein Trust Foundation	Klein Trust Fund	142.00	7/17/15
FFA Alumni	FFA/WLC Scholarship	400.00	7/22/15
Mark Goecke	FFA Member Auction	52.00	7/22/15
Beth Seibert	FFA Member Auction	56.00	7/22/15
Employee Payroll Deductions	Ed. Foundation	35.00	7/27/15
SHS Class of 1973	Ed. Foundation/Mike Ross Memory	25.00	7/27/15

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

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

23. Approve Volunteers (8-15-23)

Goecke moved and Kill seconded the motion to approve the following volunteers for 2015-2016, BCI/FBI on file.

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

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

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

24. Approve Employee Handbook (8-15-24)

Kill moved and Goecke seconded the motion to approve the Employee Handbook as prepared by OSBA. (included in board material)

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

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

25. Amended Certificate Revision #1 (8-15-25)

Goecke moved and Clum 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 FY16 to \$16,589,162.28: 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 20, 2015)

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

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

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26. Appropriation/Budget Modifications (8-15-26)

Ringwald moved and Goecke seconded the motion to approve appropriation/budget modifications as presented by the Treasurer for the period of July 1, 2015 through August 20, 2015 with \$87,575 and \$87,575 (see board material).

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

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

27. Approve Beverage Contract (8-15-27)

Clum moved and Kill seconded the motion to approve the 5-year proposal (\$17,370 total for 5 years) with Coca-Cola running from August 2015 through July 2020 appointing Coca-Cola as the official and exclusive supplier of soft drink beverages at all locations owned, operated and controlled by Spencerville Local School District. (in board material)

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

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

28. Teacher Mentor (8-15-28)

Goecke moved and Clum seconded the motion to approve the following mentor for the 2015-2016 school year with a stipend per negotiated contract upon filing a completion of duty form in the treasurer's office:

<u>Mentor</u>	<u>Teacher</u>
Jen Pugh	Damaris Murphy

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

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

29. Request for Executive Session (8-15-29)

It is recommended that the Board of Education retire to executive session for the purpose of considering the employment of a public employee.

Clum moved and Goecke seconded the motion that the Board of Education retire to executive session for the purpose of considering the employment of a public employee.

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

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

The Spencerville Board of Education retired to executive session at 7:51 p.m.

Binkley exited here at 7:51 p.m.

The Spencerville Board of Education returned to regular session at 8:13 p.m.

30. Adjournment (8-15-30)

Clum moved and Kill seconded the motion to adjourn this regular meeting of the Spencerville Board of Education at 8:13 p.m.

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

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

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Ron Meyer, Board President

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Diane L. Eutsler, Treasurer