

AGENDA
SPENCERVILLE BOARD OF EDUCATION
REGULAR MEETING
Board Conference Room
June 28, 2022
7:00 p.m.

I. Meeting Called to Order by President

II. Silent Meditation

III. Pledge of Allegiance

IV. Roll Call by Treasurer

Mrs. Klaus _____
Mr. Pohlman _____
Mr. Clum _____

Mr. Prichard _____
Mrs. Ringwald _____

Others in attendance:

Superintendent Endsley _____
Journal News _____
Student Senate Rep _____

Treasurer Hays _____
SEA Representative _____

Administrators:

Scott Gephart _____
John Edinger _____

Susan Wagner _____

Staff:

Public:

V. Minutes of Previous Meeting (May 19, 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 May 19, 2022 as presented.

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

Mrs. Klaus _____
Mr. Pohlman _____
Mr. Clum _____

Mr. Prichard _____
Mrs. Ringwald _____

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.

Lori Sandel – The Impact Group (Zoom session about Strategic Planning)
Lori Morrison

*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.

VII. Treasurer's Report:

- a) Appropriations and amended cert. for review - (modifications)
- b) Graphs
- c) Cafeteria reports for review
- d) Waived Fees for year:
 - a. 2022: EL = \$2,995.26; MS = \$2,392.25; HS = \$1,778.50; Grand Total = \$7,166.01
 - b. 2021: EL = \$2,873.55; MS = \$1,632.00; HS = \$1,573.00; Grand Total = \$6,078.55
 - c. 2020 = \$8,225.48
 - d. 2019 = \$10,744.80
- e) Outstanding fees:
 - a. 2022: EL = \$; MS = \$20,306.64; HS = \$19,609.88; Grand total = \$56,250.66
 - b. 2021: EL = \$16,334.14; MS = \$20,306.64; HS = \$19,609.88; Grand total = \$56,250.66
 - c. 2020: EL = \$9,887.01; MS = \$15,182.70; HS = \$13,293.69; Grand total = \$38,363.40
 - d. 2020 = 38,363.40
 - e. 2019 = 32,010.03
 - f. 2018 = \$26,888.26
- f) Recognize Organizations of Support
- g) Property/Liability/Fleet Insurance - SW OH EPC renewal;
 - a. 2021-2022 \$59,346 – Cost:
 - b. 2020-2021 cost \$57,001
- h) Goodwin Scholarship Accounts - 1 scholarship/\$500 total awarded; balance = \$98,241.02; (original donation= \$93,555.35) - Only interest can be spent
- i) Current bills - motion to accept

____ moved and ____ seconded the motion approving payments of bills in the amount of \$1,022,156.60 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 Update – Spencer Clum

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IX. Technology Update Amy Shoppell

Technology Update 6/28/2022

- Who we are: a 2-person department, located in the K-12 building
- What we do: Support
 - Users
 - Spencerville and Allen County ESC Staff (150)
 - Students and Parents
 - Infrastructure
 - Access Points(78), Switches(60), UPS(35), NAS(2)
 - Classroom Setups, Café Serving, Café Sound booth, Bus Garage
 - Building Operation Systems
 - Bells, Cameras, Digital Announcements, Door Locks, Phones, Video Distribution
 - Devices
 - PC's, iPads, and Servers (2,030)
 - Document Cameras, Interactive Flat Panels, TVs, phones (302)
 - Copiers and Printers (30)
 - Software Applications – District (21)
 - Student / Teacher Software (40)
- Professional Development
- Student Devices Offsite
- Hardware Repairs
- Yearly Setups / End of Year Close Outs
- Other Items
 - Research and Review Products, Communicate with Vendors
 - Create Requisitions and Place Orders
 - Post School Delays and Alerts
 - SendIt, TV, Radio, Website, Facebook, Auto Attendant
 - Keep Servers Updated – After hours
- New This Year
 - Email conversion from World Client to Office 365 outlook
 - Replace Projectors with Interactive Flat Panels
 - Cyber protection – phishing campaigns, geo fencing
- Erate Program to date money into district (\$557,978.05)
- Erate ECF (Additional laptops) (\$204,000), Jetpacks for students (\$3,300)
- Looking into the Future
 - Additional cyber protection
 - New laptops to replace Microsoft surfaces for staff
 - Laptop replacement (student)
 - Laptop Repair parts
 - New website setup (Finalsite CMS)
 - Phone system upgrade
 - Bell / Intercom system upgrade
 - Server upgrades

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X. Superintendent's Report

1. Personnel
2. Buildings and Grounds
3. Transportation
4. Community Projects
5. NEOLA
6. Board Goals
 - a. Review 2021-2022
 - b. Create 2022-2023

DRAFT

XI. Recommended Action Items

1. Accept Resignation (6-22-1)

_____ moved and _____ seconded the motion to accept the following resignations:

Angela Wagner as teacher effective August 22, 2022 for purpose of retirement
Carl Roberts as bus mechanic effective June 30, 2022 for purpose of retirement
Matthew Thompson as teacher effective July 31, 2022
Heather Dicke as bus driver effective 6/21/2022

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

2. Employ Personnel (6-22-2)

_____ moved and _____ seconded the motion to employ the following personnel per calendar and salary schedule in effect and approved time sheet submitted to treasurer's office:

Cole Roberts, Study Hall Monitor with degree, 1-year contract effective 8/24/22, Step 2
Tara Kaverman, Transportation Coordinator, extra 30 (half days) for summer 2022
Chris Sommers, Summer Maintenance Personnel (mowing) at \$13.00 per hour as needed
Renee Painter, Educational Aide with degree, 1-year contract effective 8/24/22, 2 years experience
Lee Erickson, Bus Mechanic, 1-year contract, effective _____ 10 years experience, Step 10

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

3. Employ Teachers (5-22-3)

_____ moved and _____ seconded the motion to employ the following teachers, effective August 23, 2022, per calendar adopted annually by the Board of Education, salary per schedule in effect, per training and experience placed on file by September 15 annually.

Suzanne Lyons, Teacher effective August 23, 2022, Masters degree, 10 years experience
Joshua Buerger, Teacher effective August 23, 2022, Bachelor degree, 0 years experience
John Zerbe, Teacher effective August 23, 2022, Masters Plus, 12 years experience

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

4. Approve Color Guard Advisor (6-22-4)

_____ moved and _____ seconded the motion to approve Rebekah Ricker-50%/Morgan Wireman-50% as color guard advisor for the 2022-2023 marching season at \$1200, upon completion of paperwork submitted to the Treasurer's office.

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

5. Employ Extra-Curricular Personnel (6-22-5)

_____ moved and _____ seconded the motion to employ the following extra-curricular personnel for the 2022-2023 school year, one-year contract, per salary schedule in effect, BCII on file.

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

6. Approve Volunteers (6-22-6)

_____ moved and _____ seconded the motion to employ the following volunteers for the 22-23 school year, BCII on file.

Cheerleading – Makenna Lehman, Abigail Schwartz

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

7. VoAg Conference Attendance (6-22-7)

_____ moved and _____ seconded the motion to approve the attendance of Grace Dicke and Logan Heiby, Vocational Agriculture Teachers, to the AG conference retroactive to June 1, 2022 allowing them reimbursement.

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

8. Approve Free/Reduced Lunch Program Participation (6-22-8)

_____ moved and _____ seconded the motion to approve participation in the free and reduced price lunch program per the policy statement and agreement and application for Food Services Programs for the 2022-2023 school year. (in board material)

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

9. Accept Donations (6-22-9)

_____ moved and _____ seconded the motion to accept the following donations:

Date	Received From	Item Description	Received Amount
5/6/2022	NETWORK FOR GOOD/ SPENCERVILLE FFD FDN	SPEN.ED.FDN/GREG HOVER SCHOLARSHIP DONATIONS	\$ 2,200.00
5/10/2022	DIANE BINKLEY	SPEN.ED.FDN/VIOLET SCHOLARSHIP DONATION- RINKI FY	300.00
5/13/2022	L.ROMIE/FFA ADVISOR	FFA/BANQUET DONATIONS	155.00
5/13/2022	L.ROMIE/FFA ADVISOR	FFA/ALUMNI DONATION	300.00
5/19/2022	NETWORK FOR GOOD/ SPENCERVILLE FFD FDN	SPEN.ED.FDN/GREG HOVER SCHOLARSHIP DONATIONS	2,055.00
5/20/2022	PAYROLL DEDUCTIONS	SP.ED.FDN/MAY '22 PAYROLL DEDUCTS	99.00
5/24/2022	R.MCMICHAEL/FFA ADVISOR	FFA/BANQUET DONATION	10.00
5/25/2022	H.BRENNEMAN/JR. CLASS ADVISOR	JR.CLASS 2023/POST PROM COMMITTEE DONATION	1,200.00
5/31/2022	S.WAGNER/ELEM.PRINCIPAL	ELEM.018/LANGE PHOTO/PICTURE COMM.	492.50
5/31/2022	To correct receipt # 42187	SPEN.ED.FDN/GREG HOVER SCHOLARSHIP DONATIONS	20.00
Grand Total			\$ 6,831.50

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

10. Approve Textbook Inventories (6-22-10)

_____ moved and _____ seconded the motion to approve lists of textbooks for use in the school district as

detailed in board material.

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

11. Grades K-8 Workbook, Lab, and Supply Fees (6-22-11)

_____ moved and _____ seconded the motion to accept the proposed workbook, lab, and supply fees for the 2022-2023 school year for grades K-8 as presented. Fee sheets for each building are included in board material.

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

12. Athletic Overpayment Check (6-22-12)

_____ moved and _____ seconded the motion to approve the removal of an outstanding \$65 athletic check for a referee double payment and refusal to return overpayment from 2019.

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

13. Complimentary Ticket Approval (6-22-13)

_____ moved and _____ seconded the motion to accept the following Spencerville Complimentary Ticket Policy as prepared by the Athletic Director.

SPENCERVILLE COMPLIMENTARY TICKET POLICY

Complimentary Ticket (All-Sport Passes) policy does not apply to OHSAA tournaments., Spencerville hosted tournaments or invitational. The pass is only good at Spencerville Schools. Passes are non-transferable. **The person who the ticket is issued to must present the ticket at the gate.**

1. All Spencerville employees that are eligible for medical benefits and work two events will receive a pass for themselves and one guest for the year (excluding OHSAA events). If no staff is available to sell tickets at an event; other workers can be brought in per the Athletic Work Pay schedule in effect.
2. All coaches (paid or volunteer) will receive a pass good for **themselves. Passes will be given to the coach's family for the sport coached.**
3. All Spencerville Schools Administrators, Spencerville Board of Education Members and Athletic Booster Officers will receive a pass good for **themselves and their family.**
4. Others receiving passes will be determined by the Athletic Department Administration as a token of their assistance to the athletic program. A typical example would be two 10-punch passes per level per sport for volunteer helpers.

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

14. Transfer of Funds (6-22-14)

_____ moved and _____ seconded the motion to transfer funds as follows:

From	To	Amount
Gen Fund	HS 018	\$1,200
Gen Fund	MS 018	\$1,200

Gen Fund	EL 018	\$1,200
Gen Fund	Dist. 018	\$4,000

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

15. Appropriations/Budget Modifications, Final Appropriations, Transfers, Advances (6-22-15)

_____ moved and _____ seconded the motion to approve the Permanent Appropriations/revenue modifications as presented by the treasurer for the fiscal year ending June 30, 2022. (per printout and resolution included with board material) The Final Appropriation Resolution \$15,169,803.82; transfers to accounts for the close of FY22 (as presented). Note: Modifications and Final Appropriation Resolution included in material with the following as listed.

Transfer

1) Annual Transfer for Turf Replacement \$50,000 from Gen Fund to PI Fund

Return of Advance

1) MS STEM Fund 499-9022 \$5000 to the Gen Fund

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

16. Amended Certificate Revision #6 (6-22-16)

_____ moved and _____ 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, Revision #5 – May 19, 2022, Revision #6 – June 28, 2022).

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

17. Fiscal Year Certificate (6-22-17)

_____ moved and _____ seconded the motion to adopt the FY23 temporary appropriations of \$14,203,195.20 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 \$14,203,195.20 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).

June 28, 2022

Treasurer

Superintendent

President of Board
Spencerville Local School District Board of Education

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

18. Approve Service Agreement for BWC Services (6-22-18)

_____ moved and _____ seconded the motion to approve the service agreement of Spencerville Local School District with Sheakley UniService, Inc. (Lima Allen County Chamber of Commerce group) for Bureau of Worker's Compensation (BWC) TPA services for 1 year at a fee of \$525.00.

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

19. Recognize Organizations of Support (6-22-19)

_____ moved and _____ seconded the motion to recognize the following organizations as their existence is for the sole purpose of supporting the students of Spencerville Local Schools. Organizations included are:

- Spencerville Athletic Boosters
- Spencerville Band Boosters
- Spencerville FFA Alumni
- Spencerville PTO
- Post Prom Committee
- Spencerville Young Farmers
- Spencerville Youth Athletic Association
- Spencerville Alumni Association

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

20. Property/Liability/Fleet Insurance (6-22-20)

_____ moved and _____ seconded the motion to approve the purchase of a combined insurance policy including all school property, boiler and machinery, general liability, automobile liability, professional liability, excess liability, crime/dishonesty, pollution and cyber liability from Southwestern Ohio EPC Liability, Fleet & Property Program (EPC LFP) with quoted limits and deductibles (see proposal) effective July 1, 2021 to June 30, 2022 for a total cost of \$59,346. Purchase of these policies provides insurance coverage to the board, employees, volunteers, and supporting school district groups including the PTO, Band Boosters, Athletic Boosters, Young Farmers, SHS Alumni, Spencerville FFA Alumni and the Spencerville High School Post Prom Committee. However, if the funds raised by these groups are not controlled through the school Treasurer/CFO's office, then such group is NOT covered for crime/dishonesty coverage. This combined policy for EPC LFP replaces other current policies.

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

21. High School Student Handbook (4-22-21)

_____ moved and _____ seconded the motion to approve the Spencerville High School Student Handbook (grades 9-12) for the 2022-2023 school year.

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

22. Middle School Student Handbook (5-22-22)

_____ moved and _____ seconded the motion to approve the Spencerville Middle School Student Handbook (grades 5-8) for the 2022-2023 school year.

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

23. Elementary School Student Handbook (5-22-23)

_____ moved and _____ seconded the motion to approve the Spencerville Elementary School Student Handbook (grades K-4) for the 2022-2023 school year.

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

24. Approve Revised Work Day Calendars for 2022-2023 (5-22-24)

_____ moved and _____ seconded the motion to approve the 2022-2023 revised 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 30, 2022 and the last day of school is June 1, 2023. 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:

25. Revised Bus Mechanic Job Description (5-22-25)

_____ moved and _____ seconded the motion to approve the revised Bus Mechanic job description effective June 28, 2022 as presented in board material.

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

26. Revised Electorate/Public of the Spencerville Local School District (flow chart) (5-22-26)

_____ moved and _____ seconded the motion to approve the revised Electorate/Public of the Spencerville Local School District as presented in board material.

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

27. The Impact Group Public Relations/Marketing Communications, Inc. Services Agreement (5-22-27)

_____ moved and _____ seconded the motion to approve the agreement with The Impact Group for strategic

planning services. Brochure and agreement included in board material.

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

28. Hometown Digital Ticketing and Event Management Software Service Agreement (5-22-28)

_____ moved and _____ seconded the motion to approve the agreement with Hometown Ticketing, Inc for online ticket sales. Agreement included in board material.

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

29. Approve Payments (6-22-29)

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

<u>Invoice</u>	<u>Company</u>	<u>Date</u>	<u>Amount</u>
C-102075	EMS LINQ Inc.	12/31/2021	874.50
	Jostens	5/29/2022	2,295.30
	Crystal Peters	9/14/2021	1000.00
	Kyle and Heidi Fittro	9/1/2021	750.00
	Daniel and Nikki Burnett	8/25/2021	500.00
	Samantha Young	8/19/2021	750.00

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

30. CTE Resolution (5-22-30)

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

It is recommended that the Spencerville Local Board of Education approve the requested Waiver to OPT out of Career-Technical Education for 7th grade:

BE IT RESOLVED by the Board of Education of the Spencerville School District, a majority of its full membership therein concurring, with the recommendation from the Superintendent to opt out of Career Technical Education for the 2022-2023 school year in 7th grade. Due to scheduling, Spencerville Schools can only offer CTE to 8th graders.

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

31. Baseball Camp (5-22-31)

_____ moved and _____ seconded the motion to approve the 2022 Youth Baseball Camp from June 11-18, 2022 at a cost of \$25 per attendee which included a T-shirt and two days of instruction. Information is included in board material.

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

32. Capital Asset Inventory Provider (5-22-32)

_____ moved and _____ seconded the motion to change the capital asset inventory provider from Valuation Engineers to Asset Control Solutins, Inc. Information included in board material.

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

33. Commercial Card Resolution (5-22-33)

_____ moved and _____ seconded the motion approving the Commercial Card Resolution for district credit card usage as included in board material.

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

34. MOU Correction to Error on Cheerleader MS Football Advisor (Appendix B) (5-22-34)

_____ moved and _____ seconded the motion approving the following MOU:

Memorandum of Understanding

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

WHEREAS, the Board and Association have entered into a Collective Bargaining Agreement (CBA) which is effective from July 1, 2021 through June 30, 2024;

WHEREAS, the parties intend to amend their current CBA as set forth hereinafter, and further intend that all remaining sections of the CBA, that are not inconsistent herewith, shall remain in full force and effect;

NOW THEREFORE, IT IS HEREBY AGREED by and between the Board and the Association that the following shall constitute their Agreement as it relates to this matter:

1. Change Cheerleader MS Football Advisor under Appendix B Extracurricular Positions and Salaries pages 37 & 40, school years 2022-2023 and 2023-2024 from: The stated 4% to the correct 2% due to a typo in the spreadsheet.
 - o 2022-2023 percent of base 2%; salary \$767
 - o 2023-2024 percent of base 2%; salary \$783
2. This Memorandum of Understanding shall remain in effect for the 2021-2022, 2022-2023, and 2023-2024 school years and shall not continue in effect beyond June 30, 2024 unless expressly agreed to by the parties.

For the Association

For the Board of Education

By: _____
Date

By: _____
Date

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

35. K-12 Business Consulting, Inc. Agreement (6-22-35)

_____ moved and _____ seconded the motion to approve the one-year agreement with K-12 Business Consulting, Inc. from July 1, 2022 – June 30, 2023 for Five-Year Forecast preparation tool at a cost of \$6500.

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

36. Youth Mental Health First Aid Training (6-22-36)

_____ moved and _____ seconded the motion to approve payment of \$126 to staff members who attend the Youth Mental Health First Aid Training on August 22, 2022 and are not scheduled to work that day per their work day calendar.

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

37. Request for Executive Session (6-22-37)

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

_____ moved and _____ seconded the motion that the Board of Education retire to executive session for the purpose of discussing personnel.

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

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

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

38. Adjournment (6-22-38)

_____ 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: