

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

I. Meeting Called to Order by President

II. Silent Meditation

III. Pledge of Allegiance

IV. Roll Call by Treasurer

The Spencerville Board of Education met for a regular meeting on Thursday, November 17, 2022, in the gymnasium. President Clum called the meeting to order at 7:46 p.m. The following board members were present: Spencer Clum, Lori Ringwald, Liz Klaus, Nate Pohlman, Clarke Prichard. Also present Superintendent Cindy Endsley; Treasurer Leland Hays; SEA Rep Diane Binkley; Principals: John Edinger, Scott Gephart, Susie Wagner; Journal News: Don Wiechart; Staff: Barbie Mabry, Carole Hollar, Amy Schwartz, Kristina McCormick, Sarah Hemker, Daniele Hurst, Brianna Osterhage, Lezlie Thompson, Jennifer Stephenson, Kristina Hunter, Rick Orr, Josiah Stober, Emily Klosterman, Christy Erickson, Kim Ekis, Billie Wood, Melissa Prichard, Shelly Brown, Cindy Rammel, Rachel Munshower, Bev England, Amy Hoback, Julie Woods, Kory Zenz, Kevin Sensabaugh, Jen Pugh, Denise Zimmerman, Amy Shoppell, Tressa Mulholland, Priscilla Willrath, Alyssa Cook, Greg Ekis, Debbi Graves, Denise Lyle, Lori Schwartz, Dee Haman, Sara Cockerell, Doug Eickholt, Sheena Eickholt, Cindy Bowsher; Public: Jim Lyle, Tera Thompson, Devon Cook, Ryan McMichael, Jessica Eutsler, Jessica Lammers, Ashley Wiechart, Ron Bowsher, Courtney Klausung, Josh Lyle, Shawn McPheron, Emily McPheron, Nichol Cook, Corey Fast, Carl Simindinger, Jessica Lammers, Candace Check, Brad Core, Todd Keller

V. 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.

Melissa Prichard
Devon Cook

VI. Treasurer's Report/Finances:

- a) Set January board meeting(s) – Organizational Meeting/Regular Meeting – **PRIOR to January 15!**
- b) Related Service Agreement with Lake Erie West ESC - on agenda for approval (retroactive to August 1, 2022)
- c) Strategic Solutions Contract – on agenda for approval
- d) Revised Salary Schedules – Classified 2022-2023 and 2023-2024
- e) Summary of Finance Committee Mtg (Nov 2): **Presentation of Five Year Forecast to Board**
- f) Current bills - motion to accept

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Prichard moved and Klaus seconded the motion approving payment of bills in the amount of \$1,067,768.25, 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	<u>Aye</u>	Mr. Prichard	<u>Aye</u>
Mr. Pohlman	<u>Aye</u>	Mrs. Ringwald	<u>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

VII. Apollo Report – Spencer Clum

VIII. Administrative Reports

High School Board Report - Scott Gephart

- Congrats to Lanny Oakman for making it to the regional (7th) and state (16th) cross country meets
- VFW Teacher Award – Amy Gratz
- FFA had a great trip to National Convention in Indy
- Winter Sports Seasons
 - Girls Basketball
 - Saturday, November 19th vs St. Henry
 - Boys Basketball
 - Friday, November 25th vs St. Henry
 - Wrestling
 - Saturday, December 10th @ Lincolnview
- Conferences Thursday, November 17th and Monday, November 21st
- Varsity Singers Winterfest Performance at Kings Island
- Band and Choir Christmas Concert Sunday, December 13th @ 3pm
- Attendance as of 11/9/22
 - 9th grade – 95.37%
 - 10th grade – 93.59%
 - 11th grade – 96.90%
 - 12th grade – 95.67%

Middle School Board Report – John Edinger

- OMLA Conference
- Veteran’s Day Program – Thanks to Brooke Zerbe, Rachel Munshower, Karri Purdy
- Women in STEM @ BGSU was a success
- PTC’s Nov. 17/21
- VFW Teacher Award – Kevin Sensabaugh
- MS Winter Concert – Dec. 5th
- MS Attendance 96.4% as of 11/9/21

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Elementary Board Report – Susan Wagner

Attendance

- K- 94.99%
- 1st- 95.95%
- 2nd- 96.76%
- 3rd- 96.40%
- 4th- 96.24%
- Ave: 96.07%
- VFW teacher of the year for elementary- Ann Kuhn
- Scholastic Book Fair will be available during PTC and will be located on the stage
- 12-12: Elementary Christmas Program at 6:00 in the Cafetorium

IX. Superintendent's Report:

1. Personnel
2. Policies
3. Buildings and Grounds
4. Senior Citizen's Day
5. Capital Conference follow-up

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X. Recommended Action Items

1. Employ Substitutes (11-22-1)

Prichard moved and Klaus seconded the motion to employ the following substitutes per salary schedule in effect, per demand for the 2022-2023 school year, pending completion of all requirements: (BCII on file)

Teachers – Angel Wagner and Darren Sharp
 Maintenance – Sarah Burden
 Bus Driver – Vicki Roby

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

2. Employ Personnel (11-22-2)

Pohlman moved and Klaus seconded the motion to employ the following per calendar and salary schedule in effect unless otherwise noted, pending completion of all requirements:

Derik German, maintenance/custodian, effective November 28, 2022, Step 5 (7 years of experience)
 Alyssa Finley, custodian, effective November 22, 2022, Step 3 (3 years of experience)
 Tamara Louth, 2 hour cook, effective upon completion of all requirements, Step 0 (0 years of experience)
 Sarah Burden, full-time bus driver, effective upon completion of all requirements, Step 0 (0 years of experience)
 National Network of Partnership Schools-SST Region 6 Grant – Supplemental Pay of \$500 each: Jennifer Stephenson, Brianna Osterhage, Rebekah Stemen, Brooke Zerbe and Kimberly Ekis
 Wednesday/Saturday School Supervisors – hourly rate as in effect: Rachel Bohyer, Grace Dicke, Amanda Kyler, Dave Lenhart, Keith Lenhart, Rachel Munshower, Melissa Prichard, Cindy Rammel

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

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

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3. Establish January, 2023, Board of Education Meetings (11-22-3)

Prichard moved and Pohlman seconded the motion to establish the budget adoption schedule, organizational meeting and regular meeting for January as follows:

Jan. 10 , 2023 Organizational Board meeting at 7:00 p.m.
 Date (on or before Jan. 15) in the board conference room

Jan. 10 , 2023 (On or before) file Five-Year Forecast, amortized bond schedule and estimated Dec. 31 current bond fund balance in the county auditor’s office

Jan. 10 , 2023 Regular January Board meeting at 7:15 p.m. in the board conference room

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

4. Accept Resignations (11-22-4)

Prichard moved and Pohlman seconded the motion to accept the resignations of:

Jason Verhoff, custodian, effective November 4, 2022 (letter included)
 Cory Binkley, (paid) Assistant Varsity Wrestling Coach (letter included)

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

5. Indoor Track Meets (11-22-5)

Prichard moved and Klaus seconded the motion to approve the participation of interested male and female students from our school district in indoor track meets this winter.

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

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6. Accept Donations (11-22-6)

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

<u>Date</u>	<u>Received From</u>	<u>Item Description</u>	<u>Received Amount</u>
10/03/22	J.EDINGER/MS.018	MS.018/LANGE PHOTOGRAPHY COMMISSION	\$400.00
10/05/22	S.WAGNER/ELEM.PRINC.	ELEM.018/LANGE PHOTOGRAPHY COMMISSION	\$565.00
10/05/22	S.GEPHART/HS.PRINCIPAL	HS.018/LANGE PHOTOGRAPHY COMMISSION	\$360.00
10/14/22	L.HEIBY/FFA ADVISOR	FFA/ALUMNI DONATION	\$1,060.00
10/25/22	PAYROLL DEDUCTIONS	SPEN.ED.FDN/OCT.22 PAYROLL DEDUCTS	\$99.00
10/27/22	L.HEIBY/FFA ADVISOR	FFA/ALUMNI DONATION	\$1,965.00
10/31/22	SPENCERVILLE ED FOUNDATION	SP.ED.FDN/OHIO PYLE SALES	\$51.74

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

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7. Approve Five-Year Forecast (11-22-7)

Klaus moved and Prichard seconded the motion to approve and authorize the Treasurer to file the Five-Year Forecast (FY23 through FY27) with the state (as included in board material).

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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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

8. Board Approval of Necessary and Reasonable Expenses (11-22-8)

Prichard moved and Pohlman seconded the motion to approve expenses such as mileage, food, lodging and transportation to be absorbed by Title and other grant funds, General Fund, etc. Fund expenditures are deemed as necessary and reasonable upon principal or superintendent approval for meetings/conferences attended requiring travel. Local in-district meetings which require the presence of members of a committee may be provided a working meal with the cost covered by these funds and is recognized as necessary and reasonable by the Board of Education.

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

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9. Board Policy Manual Additions and Updates (11-22-9)

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

File: KMA-R Relations with Support Organizations
File: KMB Relations with Booster Organizations
File: KMA Relations with Support Organizations

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

10. Volunteers (11-22-10)

Prichard moved and Pohlman seconded the motion to approve the following volunteers for the 2022-2023 school year, pending the completion of all requirements, (BCI/FBI on file).

Bowling – Kim Rowland and Rob Mitchell
Wrestling – Rick Orr

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

11. Employ Extra-Curricular Personnel (11-22-11)

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Prichard moved and Pohlman seconded the motion to employ the following extra-curricular personnel for the 2022-2023 school year, pending completion of all requirements.

Baseball – JV Coach – Korbin Hartman
6th Grade Quiz Bowl – John Edinger

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

12. Board Approval of Contract with Strategic Solutions (11-22-12)

Klaus moved and Prichard seconded the motion to approve the contract with Strategic Solutions in the amount of \$10,670.00 (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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

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13. High School Choir New York Trip (11-22-13)

Prichard moved and Klaus seconded the motion to approve the Spencerville High School Choir Trip to New York from March 21, 2024 through March 24, 2024 (travel itinerary 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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

14. Revised Classified Salary Schedules (11-22-14)

Prichard moved and Klaus seconded the motion to approve the revised classified salary schedules as presented (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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

15. Employ Personnel (11-22-15)

Prichard moved and Klaus seconded the motion to employ the following for the remainder of the 2022-2023 school year as follows:

Kimberly Ekis, Interim EMIS Coordinator, stipend \$3,976.00

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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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

16. Employ Personnel (11-22-16)

Klaus moved and Prichard seconded the motion to employ Tera Thompson as Assistant to the Treasurer/Payroll, Step 5, 7 years of experience, per the Classified Salary Schedule and calendar, effective November 28, 2022, upon completion of all requirements.

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

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17. Employ Personnel (11-22-17)

Prichard moved and Pohlman seconded the motion to employ Zachary Stemen as Maintenance Supervisor, and place him on the Maintenance Supervisor Salary Schedule, Step 13, 13 years of experience, effective January 1, 2023 per contract (included in Board material), and upon completion of all requirements.

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

18. Reemployment Resolution (11-22-18)

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

WHEREAS, the Board of Education has complied with the procedure for reemployment set forth in R.C. 3309.345;

BE IT RESOLVED that Gayla Metzger is reemployed as an Administrative Assistant for a term beginning on January 1, 2023 and ending December 31, 2023. Step 10 on the salary schedule in effect.

BE IT FURTHER RESOLVED that the Contract of Employment for Gayla Metzger is approved as presented and that the President and Treasurer are authorized and directed to sign said contract.

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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

19. Request for Executive Session (11-22-19)

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

Klaus moved and Prichard seconded the motion that the Board of Education retire to executive session for the Agenda - November 17, 2022

purpose of discussing 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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

The Spencerville Board of Education retired to executive session at 9:45 p.m.

The Spencerville Board of Education returned to regular session at 10:31 p.m.

20. Adjournment (11-22-20)

Prichard moved and Pohlman seconded the motion to adjourn this regular meeting of the Spencerville Board of

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Education at 10:34 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>Absent</u>
Mr. Clum	<u>Aye</u>	Motion Carried	

Spencer Clum, Board President

Leland Hays, Treasurer