

LEIPSIC LOCAL SCHOOL
Board of Education
Minutes

Date: November 17, 2014 Kind of Meeting: Regular

The Leipsic Local Board of Education met in regular session on Monday, November 17, 2014 at 7:00 p.m. in the Media Center.

The following board members were present: Tim Nadler - arrived 7:05 p.m., John Schortgen, Nancey Schortgen, and Sam Walther. Brad Schroeder was absent.

Administration present included: Greg Williamson, Superintendent; Larry Black, HS Principal; Darren Henry, Elem. Principal; and David Miller, Treasurer.

In attendance were eight staff members, three students, and two parents.

A motion was made by John Schortgen, and seconded by Nancey Schortgen, to approve the minutes of the October 2014 board meeting. Vote: John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea.
Motion passed: 3-0.

201-14
Minutes

Nancey Schortgen made a motion, and John Schortgen seconded the move, to approve financial statements as presented (Bills, Interest, Bank Reconciliation). Vote: Nancey Schortgen—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 3-0.

202-14
Financial
Statements

Tim Nadler arrived.

OLD BUSINESS

NEW BUSINESS

Fiscal Items:

Tim Nadler, moved, and Nancey Schortgen seconded the motion, to approve the following Advances:

203-14
Advances

| <u>Type</u> | <u>From Fund</u> | <u>To Fund</u> | <u>Amount</u> |
|-------------|------------------|----------------|---------------|
| Advance | 001-0000 | 505-9015 | \$ 6,969.34 |
| Advance | 001-0000 | 572-9015 | 11,193.95 |
| Advance | 001-0000 | 590-9015 | 3,330.17 |

Vote: Tim Nadler—yea; Nancey Schortgen—yea; John Schortgen—yea; and Sam Walther—yea.
Motion passed: 4-0.

Nancey Schortgen made a motion, and Tim Nadler seconded the motion, to approve the following invoices for payment. Invoices: The money required for the payment of the following obligation at the time of making such contract or order, and at the time of execution of such certificate, was lawfully appropriated for such purpose and was in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances:

204-14
Invoices

| <u>Purchase Order</u> | <u>Invoice #</u> | <u>Vendor</u> | <u>Amount</u> |
|-----------------------|------------------|-----------------|---------------|
| 1500361 | VOC3418 | Findlay City SD | \$ 10,900.00 |

Vote: Nancey Schortgen—yea; Tim Nadler—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

A motion was made by Nancey Schortgen, and seconded by Tim Nadler, to approve the disposal of inventory items as presented. Vote: Nancey Schortgen—yea; Tim Nadler—yea; John Schortgen—yea; and Sam Walther—yea.
Motion passed: 4-0.

205-14
Inventory
Disposal

Tim Nadler moved, and John Schortgen seconded the motion, to approve severance for non-exempt administrative personnel (secretaries, maintenance) as follows:

206-14
Severance
Non-Exempt
Administrative
Personnel

Any non-exempt administrative personnel (secretaries, maintenance) with a minimum of ten (10) or more years of accumulated service with the state, any political subdivision, or any combination thereof who elects to retire shall be paid twenty-five percent (25%) of his/her accumulated and unused sick leave. The maximum payment which shall be made is twenty-five percent (25%) of the employee's annual contract work days.

The rate of pay for all such accumulated days shall be the per diem rate of the employee as determined by the wage/salary schedule in effect at the time of last service.

Vote: Tim Nadler—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

Personnel:

Tim Nadler made a motion, seconded by John Schortgen, to accept the resignation of Sandy Ruskey as Assistant Treasurer, for the purpose of retirement effective 1/31/2015, with appreciation for her 30 years of service to the Leipsic Local School District. (Letter attached) Vote: Tim Nadler—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

207-14
Retirement

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Nancey Schortgen made a motion, and Tim Nadler seconded the move, to accept the retirement of the following teachers with regret and appreciation .

208-14
Retirement

| <u>Name</u> | <u>Position</u> |
|-----------------|-------------------------------------|
| Cynthy Kleman | High School Intervention Specialist |
| Miriam Gibson | Vocal Music Teacher K-12 |
| Marcia Barnhart | Kindergarten Teacher |

Vote: Nancy Schortgen—yea; Tim Nadler—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

Tim Nadler moved, and John Schortgen seconded the motion, to approve the athletic supplemental contracts per the athletic director's recommendation and approved by the high school principal.

209-14
Ath. Sppl.
Contracts

| <u>Name</u> | <u>Coaching Position</u> | <u>%</u> | <u>Column</u> | <u>Exp.*</u> | <u>Compensation</u> |
|---------------------|---|----------|---------------|--------------|---------------------|
| Trevor J. Schroeder | JH Boys' Basketball | 4% | ND | 2 yrs. | \$ 1,212.00 |
| Nathan Schroeder | JH Boys' Basketball | 4% | ND | 2 yrs. | 1,212.00 |
| Michelle Flores | JH Girls' Basketball | 4% | ND | 2 yrs. | 1,212.00 |
| Don Verhoff | JH Girls' Basketball | 4% | D | 9 yrs. | 2,125.00 |
| Julie Roof | JH Girls' Basketball Volunteer | | | | |
| Jennifer Langhals | 9 th Grade Girls' Basketball Volunteer | | | | |

*Paid on 11 years' experience

Vote: Tim Nadler—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

A motion was made by Nancey Schortgen, and seconded by Tim Nadler, to approve the first reading of the following Board Policies and Administrative Guidelines:

210-14
1st Reading
Brd. Policies

- Policy 1530 – Evaluation of Principals and Other Administrators
- Policy 2210 – Curriculum Development
- Policy 2430.02 – Participation of Community/Stem School Student in Extra-Curricular Activities
- Policy 2430 – District-Sponsored Clubs and Activities
- Policy 2510 – Adoption of Textbooks
- Policy 2520 – Selection of Instructional Materials and Equipment
- Policy 3220 – Standards-Based Teacher Evaluation
- Policy 4415 – Severance Pay
- Policy 5223 – Released Time for Religious Instruction
- Policy 5330 – Use of Medications
- Policy 5336 – Care of Students with Diabetes
- Policy 5830 – Student Fund Raising
- Policy 6144 – Investments
- Policy 7540.02 – District Web Page
- Policy 7540.03 – Student Education Technology Acceptable Use and Safety
- Policy 7540.04 – Staff Education Technology Acceptable Use and Safety
- Policy 8325 – Receiving Legal Documents
- Policy 8330 – Student Records
- Policy 8400 – School Safety
- Policy 8500 – Food Service
- Policy 8510 – Wellness
- Policy 8550 – Competitive Food Sales
- Policy 8660 – Incidental Transportation of Students by Private Vehicle
- Policy 9211 – District Support Organizations
- AG 2623D – Standards Relative to the Ethical Use of Assessments by Staff
- AG 5111.01 – Homeless Students
- AG 5330 – Use of Medications
- AG 5330A – Emergency Medication
- AG 5340A – Student Accident/Illness
- AG 5340B – Health Emergencies and First Aid Care
- AG 5830 – Student Fund-Raising
- AG 7540.03 – Student Education Technology Acceptable Use and Safety
- AG 7540.04 – Staff Education Technology Acceptable Use and Safety
- AG 8310C – Receipt of Legal Documents—Delete
- AG 8325 – Receipt of Legal Documents
- AG 8500 – Food and Beverage Sales
- AG 8500A – Nutrition Guidelines
- AG 8660 – Transporting—Students Incidentally by Private Vehicle
- AG 9160C – Section 504/ADA – Complaint Procedures Related to Accessibility of District Facilities

Vote: Nancey Schortgen—yea; Tim Nadler—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

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John Schortgen made a motion, and Tim Nadler seconded the move, to approve the Memorandum of Understanding between Pathways Counseling Center, Inc. and Leipsic Local Schools as presented. Vote: John Schortgen—yea; Tim Nadler—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

211-14
MOU w/
Pathways

A motion was made by John Schortgen, and seconded by Tim Nadler, to approve the calendar for the 2015-16 school year as presented. Vote: John Schortgen—yea; Tim Nadler—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

PLANNING and DISCUSSION

- A. Local Report Card
- B. District Website
- C. Board Round Robin – HS Business, Veterans Program

INFORMATIONAL ITEMS

A. Board Committees for 2014

| | <u>Chairman</u> | <u>Vice-Chairman</u> |
|----------------------|------------------|----------------------|
| Personnel | Tim Nadler | John Schortgen |
| Building and Grounds | John Schortgen | Sam Walther |
| Extra-curricular | Tim Nadler | Brad Schroeder |
| Curriculum | Nancey Schortgen | Sam Walther |
| Finance | Sam Walther | Brad Schroeder |
| Legislative Liaison | Sam Walther | |
| Negotiations | Brad Schroeder | Nancey Schortgen |

Tim Nadler made a motion, seconded by John Schortgen, to hold the Regular Board Meeting at 7:00 p.m. on Wednesday, December 10, 2014 in the H.S. Media Center. Vote: Tim Nadler—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 4-0.

212-14
Meeting
Date

John Schortgen made a motion, seconded by Nancey Schortgen to adjourn the November 17, 2014 meeting. Vote: John Schortgen—yea; Nancey Schortgen—yea; Tim Nadler—yea; and Sam Walther—yea. Motion passed: 4-0

213-14
Adjourn

The meeting was adjourned at 7:32 p.m.

_____ President

_____ Treasurer