

LEIPSIC LOCAL SCHOOL
Board of Education
Minutes

Date: April 11, 2016 Kind of Meeting: Regular

The Leipsic Local Board of Education met in regular session on Monday, April 11, 2016 at 7:00 p.m. in the Media Center.

The following board members were present: Cindy Erickson, Tim Nadler, John Schortgen, Nancey Schortgen, and Sam Walther.

Administration present included: Greg Williamson, Superintendent; Brian Bennett, HS Principal; Darren Henry, Elem. Principal; Megan Tobe; Student Success Coordinator, and David Miller, Treasurer.

In attendance were six staff members, five parents, two students and one member of the media.

A motion was made by Tim Nadler, and seconded by Cindy Erickson, to approve the minutes of the March 2016 board meeting. Vote: Tim Nadler—yea; Cindy Erickson—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

056-16
Minutes

John Schortgen made a motion, and Nancey Schortgen seconded the move, to approve financial statements as presented (Bills, Interest, Bank Reconciliation). Vote: John Schortgen—yea; Nancey Schortgen—yea; Cindy Erickson—yea; Tim Nadler—yea; and Sam Walther—yea. Motion passed: 5-0.

057-16
Financial
Statements

NEW BUSINESS

Fiscal Items:

Tim Nadler made a motion, and Nancey Schortgen seconded the motion, to approve the following Transfers/Advances/Advance Backs:

058-16
Transfers/
Advances/
Advance Back

<u>Type</u>	<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
Transfer	001-0000	001-9995	\$45,000.00
Transfer	001-0000	001-9997	127,202.00
Transfer	001-0000	001-9998	50,000.00
Advance	001-0000	572-9016	20,752.70
Advance	001-0000	590-9016	2,202.82

Vote: Tim Nadler—yea; Nancey Schortgen—yea; Cindy Erickson—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

John Schortgen made a motion, and Cindy Erickson seconded the motion, to approve modifications for FY2016:

059-16
Appropriation
Modifications

<u>Fund</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
003-400	\$ 0.00	\$ 18,000.00	\$18,000.00
003-600	194,200.00	176,200.00	(18,000.00)
022	10,000.00	11,289.30	1,289.30
401	80,949.03	80,561.63	(387.40)
551	5,799.92	6,321.02	521.10
572	296,361.55	296,453.80	92.25
590	62,893.57	62,855.81	(37.76)

Vote: John Schortgen—yea; Cindy Erickson—yea; Tim Nadler—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

Nancey Schortgen made a motion, and Tim Nadler seconded the motion, to approve payment of the following invoice(s). Both at the time that the contract or order was made (“then”) and at the time that the fiscal officer was completing the certification (“now”), that sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance.

060-16
Payment of
Invoice(s)

<u>PO #</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Amount</u>
1600792	TIF Fees	Putnam County CIC	\$6,236.00

Vote: Nancey Schortgen—yea; Tim Nadler—yea; Cindy Erickson—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

Cindy Erickson made a motion, and Tim Nadler seconded the motion, to approve Beilharz Architects to provide architect and construction services for the baseball field and bus garage project. Vote: Cindy Erickson—yea; Tim Nadler—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

061-16
Architect Svcs
Baseball field
& Bus Garage

Personnel:

Cindy Erickson moved, and Tim Nadler seconded the motion, to approve Regina Camareno as Elementary Secretary effective August 1, 2016, 0 years experience; terms and conditions per attached. Vote: Cindy Erickson—yea; Tim Nadler—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

062-16
Elementary
Secretary

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John Schortgen moved, and Tim Nadler seconded the motion, to approve summer substitute custodians per Dave Grismore's recommendation per the attached.

Summer Substitutions: Karen Gillespie and Randy Haselman

Vote: John Schortgen—yea; Tim Nadler—yea; Cindy Erickson—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

Nancey Schortgen made a motion, and John Schortgen seconded the motion, to approve funding for Staff Appreciation Recognition in May 2016 (\$250.00 cap). Vote: Nancey Schortgen—yea; John Schortgen—yea; Cindy Erickson—yea; Tim Nadler—yea; and Sam Walther—yea. Motion passed: 5-0.

Tim Nadler made a motion, and Cindy Erickson seconded the motion, to approve the youth athletic camps during the 2016 summer break, per attached.. Vote: Tim Nadler—yea; Cindy Erickson—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

Nancey Schortgen made a motion, and Tim Nadler seconded the motion, to approve use of the district gymnasiums for a High School Shoot-out, per attached. Vote: Nancey Schortgen—yea; Tim Nadler—yea; Cindy Erickson—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

Cindy Erickson made a motion, and Tim Nadler seconded the motion, to approve use of the district gymnasiums for the Leipsic Summer Ball Program, per the attached. Vote: Cindy Erickson—yea; Tim Nadler—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

Nancey Schortgen made a motion, and Tim Nadler seconded the motion, to approve the proposed overnight student trip to Columbus per the attached proposal from Don Barnhart, Advisor, FFA. Vote: Nancey Schortgen—yea; Tim Nadler—yea; Cindy Erickson—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

Nancey Schortgen made a motion, and Cindy Erickson seconded the motion, to approve the following high school course of study additions per attached:

Web Design
Leadership
Desktop Publishing

Vote: Nancey Schortgen—yea; Cindy Erickson—yea; Tim Nadler—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

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

Policy 1130 – Conflict of Interest
Policy 2460.03 – Independent Educational Evaluations
Policy 3113 – Conflict of Interest
Policy 4113 – Conflict of Interest
Policy 4162 – Drug and Alcohol Testing of CDL License Holders
Policy 5112 – Entrance Requirements
Policy 5200 – Attendance
Policy 5223 – Released Time for Religious Instruction
Policy 5320 – Immunization
Policy 6110 – Grant Funds
Policy 6111 – Internal Controls
Policy 6112 – Cash Management of Grants
Policy 6114 – Cost Principles – Spending Federal Funds
Policy 6116 – Time and Effort Reporting
Policy 6325 – Procurement – Federal Grants/Funds
Policy 6550 – Travel Payment & Reimbursement
Policy 7300 – Disposition of Real Property/Personal Property
Policy 7310 – Disposition of Surplus Property
Policy 7450 – Property Inventory
Policy 8500 – Food Services
Policy 9270 – Equivalent Education Outside of Schools

Vote: Tim Nadler—yea; Nancey Schortgen—yea; Cindy Erickson—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

John Schortgen made a motion, and Cindy Erickson seconded the move, to enter into executive session at 7:41 p.m. for the purpose of the employment and compensation of an employee or official and preparing for negotiations and bargaining sessions with employees. Vote: John Schortgen—yea; Cindy Erickson—yea; Tim Nadler—yea; Nancey Schortgen—yea and Sam Walther—yea. Motion passed: 5-0.

The board returned from executive session at 9:54 p.m.

063-16
Summer
Substitute
Custodians

064-16
Staff
Appreciation

065-16
Youth
Camps

066-16
Use of
Facilities

067-16
Summer
Ball Program

068-16
FFA
Overnight
Trip

069-16
Course of
Study
Additions

070-16
1st Reading
Board Policies
& Guidelines

071-16
Executive
Session

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PLANNING and DISCUSSION

- Correspondence
- Board Round Robin

INFORMATIONAL ITEMS

A. Board Committees for 2016

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

Tim Nadler made a motion, seconded by Cindy Erickson, to hold the Regular Board Meeting at 7:00 p.m. on Monday, May 9, 2016 in the Media Center. Vote: Tim Nadler—yea; Cindy Erickson—yea; John Schortgen—yea; Nancey Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

072-16
Meeting Date

Nancey Schortgen made a motion, seconded by Tim Nadler to adjourn the meeting. Vote: Nancey Schortgen—yea; Tim Nadler—yea; Cindy Erickson—yea; John Schortgen—yea; and Sam Walther—yea. Motion passed: 5-0.

073-16
Adjourn

The meeting was adjourned at 10:15 p.m.

_____ President

_____ Treasurer