

# RECORD OF PROCEEDINGS

Minutes of \_\_\_\_\_

Meeting \_\_\_\_\_

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held \_\_\_\_\_

20 \_\_\_\_\_

The Liberty-Benton Board of Education held a regular board of education meeting December 22, 2021 at 6:00 p.m. with the following members answering roll call: Mr. Brian Christiansen, present; Mr. Mark Badertscher, present; Mr. Steve Benson, present; Mr. AJ Granger, present. Mr. Jim Mace, present.

Board President AJ Granger welcomed the following visitors: Mary Jo McFarlane, Krista Karhoff, Cindy Durliat, Chloce Heidlebaugh, Lexis Heidlebaugh, Erica Patterson, Emery Day, Elizabeth Nauert.

Board President offered the audience an opportunity to address the Board of Education. Mary Jo wished everyone a happy holiday and New Year. FFA representatives thanked the Board for their continued support of the program.

**(12 70 21) A MOTION TO APPROVE THE MINUTES FROM THE TUESDAY, NOVEMBER 30, 2021 REGULAR BOARD OF EDUCATION MEETING**

A motion was made by Mr. Mace and seconded by Mr. Christiansen to approve the minutes from the Tuesday, November 30, 2021 regular board of education meeting.

Votes: Ayes: Mace, Christiansen, Badertscher, Benson, Granger. Nays: None.

The Board President declared the motion carried.

The tax budget hearing was set for January 5, 2022 at 6:00 pm, followed immediately by the organizational meeting.

**(12 71 21) A RESOLUTION TO ELECT STEVE BENSON AS PRESIDENT PRO TEM FOR THE JANUARY 5, 2022 ORGANIZATIONAL MEETING.**

A motion was made by Mr. Badertscher seconded by Mr. Christiansen to elect Steve Benson as President Pro Tem for the January 5, 2022 organizational meeting.

Votes: Ayes: Badertscher, Christiansen, Mace, Granger. Abstain: Benson. Nays: None.

The Board President declared the motion carried.

**(12 72 21) A RESOLUTION TO APPROVE THE CONSENT AGENDA**

A motion was made by Mr. Benson seconded by Mr. Mace to approve the consent agenda to include the following items:

1. Listing of bills, expenditures, and investments through November 30, 2021 monthly financial report of the Treasurer
2. Approve appropriation modifications for December 31, 2021
3. Approve extra-curricular/co-curricular staff pending approval of all necessary documents and certification:
  - Nate Ambos, 7th Grade Boys Basketball Coach
  - Nate Shade, 8th Grade Boys Basketball Coach
  - Abigail Starcher, Choreographer
4. Approve the following retirements:
  - Denise Matson, Effective June 30, 2022
  - Terri Heiser, Assistant Treasurer, Effective 2/1/2022
5. Approve the following certified contracts pending approval of all necessary documents and certification:
  - Lisa Whitaker, Substitute Teacher
6. Approve the following classified contracts pending approval of all documents and certification:
  - Terry Putman, Substitute
  - Jim Snyder, Substitute
  - Shawn McDaniel, Substitute
  - Amber Mauch, Substitute
7. Approve the following FMLA:
  - Sharon Shoemaker
  - Tonya Gierke
  - Coral Brickner
8. Approve the following resignation:
  - Sandy Wurth, Lunch/Playground Aide, Effective 12/10/2021
  - Sandy Wurth, Cook, Effective 12/10/2021
9. Approve the 2022-2023 sixth grade YMCA Storer Camp trip located in Jackson, Michigan, for September 26-September 30, 2022
10. Approve High School field trip to the Holocaust Memorial Center in Farmington Hills, MI on December 7th and 8th, 2021
11. Approve the job description for Assistant Treasurer-Accounts Payable/Purchasing
12. Approve the obsolete/disposed of inventory listing
13. Accept \$238 donation from Brad Martin
14. Approve the Cross Country trip to Camp Friedenswald, MI August 8, 2022 through August 12, 2022
15. Approve the following intermittent FMLA:
  - Kara Eberhard

Votes: Ayes: Benson, Mace, Badertscher, Christiansen, Granger. Nays: None.

The Board President declared the motion carried.

**(12 73 21) Mr. Benson introduced the following resolution and moved its passage:**

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## AUTHORIZING THE TRANSFER OF MONIES FROM THE BOND RETIREMENT FUND TO A SPECIFIC PERMANENT IMPROVEMENT FUND

(Ohio Revised Code Section 5705.14(C)(2))

WHEREAS, the School District's High School bonds (the "Bonds") have been retired;

WHEREAS, there is an excess balance of approximately \$164,511.32 in the Bond Retirement Fund/High School Special Cost Center;

WHEREAS, Ohio Revised Code Section 5705.14(C)(2) allows a school district, after an affirmative vote of two-thirds of the members of its board of education, to transfer excess monies in its bond retirement fund to a specific permanent improvement fund, provided that the county budget commission where the school district is located approves the transfer and determines that such monies will not be required to meet the obligations payable from such fund after the county budget commission has reviewed and considered all of the following: the balance of the bond retirement fund; the outstanding obligations payable from such fund; and the sources and timing of the fund's revenue;

WHEREAS, the County Budget Commission of Hancock County, Ohio (the "Budget Commission") has jurisdiction over property tax matters relating to the School District;

WHEREAS, this Board has determined that it is necessary to transfer a portion of the excess balance in the Bond Retirement Fund (USAS 002) to a specific permanent improvement fund, namely the School District's Permanent Improvement Fund (USAS 003);

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Liberty-Benton Local School District, Hancock County, Ohio, two-thirds of the members elected thereto concurring, that:

In accordance with Ohio Revised Code Section 5705.14(C)(2) and because the School District will have an excess balance in the High School Special Cost Center in its Bond Retirement Fund in light of the retirement of the Bonds, the Board hereby requests approval from the Budget Commission to transfer approximately \$164,511.32 from the School District's Bond Retirement Fund/High School Special Cost Center (USAS 002) to the School District's Permanent Improvement Fund (USAS 003) anticipated to be used for off-site drainage improvements for the School District's current Ohio Facilities Construction Commission project.

The Treasurer of the Board (the "Treasurer") is hereby authorized and directed to execute and deliver, on behalf of the Board, any documents, certificates, instruments, agreements, contracts, and other items as may be necessary or appropriate in order to carry out the intent of this Resolution. The Treasurer is directed to forward a certified copy of this Resolution to the County Auditor of Hancock County, Ohio, as Secretary of the Budget Commission.

If the Budget Commission approves the transfer of monies as requested and described herein, then the Treasurer is hereby authorized and directed to transfer approximately \$164,511.32 (or such lesser amount of monies as may be approved by the Budget Commission) in the School District's Bond Retirement Fund (USAS 002) to the School District's Permanent Improvement Fund (USAS 003).

It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Mr. Mace seconded the motion and, after discussion, a roll call vote was taken and the results were as follows:

Votes: Ayes: Benson, Mace, Christiansen, Badertscher, Granger. Nays: None.

The Board President declared the motion carried.

### (12 34 21) A RESOLUTION TO ACCEPT MONITORING REPORT 2.2 TREATMENT OF STAFF, 2.2.1 WRITTEN PERSONAL RULES, 2.2.1 WRITTEN PERSONAL RULES, 2.2.2 STAFF DISCRIMINATIONS, 2.2.3 INFORMED STAFF, 2.2.4 EMERGENCY SITUATIONS, 2.2.5 STAFF CONFLICT OF INTEREST

A motion was made by Mr. Benson, seconded by Mr. Christiansen to accept monitoring report 2.2 Treatment of Staff, 2.2.1 Written Personal Rules, 2.2.2 Written Personal Rules, 2.2.3 Informed Staff, 2.2.4 Emergency Situations, 2.2.5 Staff Conflict of Interest

Votes: Ayes: Benson, Christiansen, Badertscher, Mace, Granger. Nays: None.

The Board President declared the motion carried.

### (12 75 21) A MOTION TO ACCEPT MONITORING REPORT 2.3 FINANCIAL CONDITION AND ACTIVITIES, 2.3.1 EXPENDITURE OF FUNDS, 2.3.2 USE OF LONG-TERM RESERVES, 2.3.3 PAYROLL AND DEBT SETTLEMENT, 2.3.4 GOVERNMENT AND TAX PAYMENTS, 2.3.5 REAL PROPERTY, 2.3.6 PURCHASING LIMITS, 2.3.7 AUDITOR INDEPENDENCE

A motion was made by Mr. Badertscher, seconded by Mr. Benson to approve to accept monitoring report 2.3 Financial Condition and Activities, 2.3.1 Expenditure of Funds, 2.3.2 Use of Long-Term Reserves, 2.3.3

RECORD OF PROCEEDINGS

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DAYTON LEGAL BLANK, INC., FORM NO. 10146

Held

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Payroll and Debt Settlement, 2.3.4 Government and Tax Payments, 2.3.5 Real Property, 2.3.6 Purchasing Limits, 2.3.7 Auditor Independence

Votes: Ayes: Badertscher, Benson, Christiansen, Mace, Granger. Nays: None.

The Board President declared the motion carried.

**(12 76 21) A RESOLUTION TO ACCEPT MONITORING REPORT 3 BOARD-MANAGEMENT DELEGATION.**

A motion was made by Mr. Mace, seconded by Mr. Badertscher to accept monitoring report 3 Board-Management Delegation.

Votes: Ayes: Mace, Badertscher, Benson, Christiansen, Granger. Nays: None.

The Board President declared the motion carried.

**(12 77 21) A MOTION TO ACCEPT BOARD POLICY REVIEW/MONITORING APPROVAL 4 GOVERNANCE PROCESS.**

A motion was made by Mr. Mace, seconded by Mr. Benson to accept Board Policy Review/Monitoring Approval 4 Governance Process.

Votes: Ayes: Mace, Benson, Christiansen, Badertscher, Granger. Nays: None.

The Board President declared the motion carried.

A motion was made by Mr. Badertscher seconded by Mr. Mace to adjourn the regular meeting of the Board of Education at 6:37 p.m.

Votes: Ayes: Badertscher, Mace, Christiansen, Benson, Granger. Nays: None.

The Board President declared the motion carried.

Board President

Treasurer

*[Handwritten signatures]*