

**Marion Local Board of Education  
Minutes of the Regular Meeting held on April 12, 2021 at 7:00 p.m. in the Board  
Conference Room.**

Meeting was called to order by President Randy Bruns with the pledge of allegiance recited by all present.

Randy Bruns, Shannon Everman, Phil Moeller and Tim Pohlman answered roll call by the Treasurer, Heather Cramer. Jesse Rose was absent.

Phil Moeller motioned to approve the agenda. Shannon Everman seconded the motion. A roll call vote resulted as follows: Moeller yea, Everman yea, Pohlman yea and Bruns yea. Motion passed.

**Recognition of visitors:**

Nathan Ungruhn, Tyler Prenger and Lydia Griesdorn were present to observe the meeting for a class requirement.

**21-26:**

Tim Pohlman motioned that the minutes of the Regular Meeting held on March 15, 2021 be approved as read. Phil Moeller seconded the motion. A roll call vote resulted as follows: Pohlman yea, Moeller yea, Everman yea and Bruns yea. Motion passed.

**Marion Local Technology Coordinator, Michelle Mescher, submitted the following report:  
Professional Development**

- Teachers completed a total of 55 hours of technology in-services this school year.

**Technology Purchases**

- Adobe Creative Cloud yearly license agreement
- Microsoft yearly license agreement

**Technology Issues/Concerns/Miscellaneous**

- We will be using FinalForms starting with the 2021-2022 School Year.
  - Is an online forms and data management service. FinalForms allows parents to complete and sign enrollment, back-to-school, and athletic participation forms for students all online.

**Marion Local High School Principal, Tim Goodwin, submitted the following report:  
Franklin B Walter:**

Congratulations to Kacey Holdheide for being this year's nominee from Marion Local. Brad Spettel was her teacher of influence.



**Art Awards:**

Congratulations to Jocelyn Tuente for winning the district VFW Patriotic Art Contest. This artwork will move on to the state competition. The ML Art Department swept the awards with Kaitlynn Otte taking second place, Nicole Franck third, Leah Dirksen fourth, and Emma Pohlman fifth. Great job students and teacher Lisa Brunswick!



**Tri-Star:**

Congratulations to Caitlynn Puthoff for her state win in the BPA skills contest! Caitlynn will move on to the national competition.



**Upcoming events:**

- April 21,22,26,27 State Testing
- April 24 Prom
- April 29,30, May 1,2 HS Musical
- May 12 Senior Awards (American Legion)
- May 19 Spring Arts Show

**Marion Local K-8 Principal, Nick Wilker, submitted the following report:**

1. Pending your approval tonight, I would like to welcome Ms. Erica Stammen to the elementary staff as our new 2<sup>nd</sup> grade teacher. Erica will graduate from Wright State University in early May. Erica had previously been at Marion Local during the spring of 2020 with Lynn Giere as a junior field placement student teacher. Ms. Stammen did a great job through the entire interview process. I would also like to thank Amanda Wendel, Erica Oldiges, Danielle Hartke, Sandy VanHorn, Jody Gerlach, and Lynn Giere for helping with the interview process. We had 77 applicants for the position.
2. In March, 80 4<sup>th</sup> – 6<sup>th</sup> grade students earned their quarterly Flyer Pride reward. They spent the afternoon enjoying an Easter egg hunt, ice cream party, and a ninja warrior competition on our new playground.
3. The 5<sup>th</sup> and 6<sup>th</sup> grade students did a tremendous job on their play, Law and Order, Nursery Rhymes, Part II. We had over 70 students participate in this year's play! Special thanks to Stephanie Tuente, Connie Brunswick, and Mandy Koenig for directing the play.
4. I would like to thank Stephanie Kramer and Brad Spettel for their work in celebrating Music in Our Schools Month. They coordinated daily announcements, facts, jokes, videos, and recordings of the National Anthem for students to highlight the importance of music in our daily lives.

Upcoming:

- April 14: Grades 3-8 ELA AIR test, part 1
- April 15: Grades 3-8 ELA AIR test, part 2
- April 27: Grades 3-8 Math AIR test, part 1
- April 28: Grades 3-8 Math AIR test, part 2
- April 29: Grades 5 & 8 Science Air test, part 1
- April 30: Grades 5 & 8 Science Air test, part 2
- May 3: Teacher Appreciation Week

**Mrs. Heather Cramer, Marion Local Treasurer, submitted the following report:**

The financial report for March 2021 including the additional reports provided, was approved by the board. For the month, expenditures totaled \$944,181.41, cash receipts were \$1,435,397.68 and interest income was \$8,809.51.

**Motion Items**

**Exhibit 2**

Changes to Permanent Appropriations

- Increase 001 Transfers & Advances \$197,000 for transfer to 300 Track Fund
- Increase 022 Fund \$1,050 for Girls & Boys Basketball Sectional Tournament
- Increase 300-9002 Track Fund \$227,236.16 for the Track Improvement Project

Changes to the Certificate of Estimated Resources

- Increase 019 Fund Other Grants \$1,009.99 for Lego League Grant
- Increase 022 Fund \$1,050 for Girls & Boys Basketball Sectional Tournament
- Increase 300 Athletic Fund \$205,000 for Track Improvement Project

## **Additional Motion Items**

### **OCBOA 34 Statement Preparations**

- Approve Carol M. Riggle, CPA as our GASB 34 Cash Basis Financial Statements consultant for one year at the cost of \$2,000.

### **Workers Compensation TPA**

- Ask you to approve Sedgwick as our Third Party Administrator at a cost of \$255 for the 2022 calendar year.

### **Transfer to Track Fund for Track Improvement Project**

- Approve the transfer of \$205,000 from the General Fund to the 300-9002 Track Fund for the track improvement project.

## **Other Informational Items**

### **Certification of Excess Costs for Open Enrolled Special Ed. Students**

- We received \$81,960.00 in additional funds on the foundation settlement as a result of filing Form SF-6 with the Department of Education to collect excess costs for 10 special education students who are open enrolled in our district. This is \$32,184.19 less than last year for 10 students.

### **Five Year Forecast**

- I will present the updated five year forecast at the May 10<sup>th</sup> board meeting along with necessary changes to appropriations and estimated resources.

### **Wellness Committee Request**

- The past 5 years in May the board approved a Wellness Initiative Challenge that paid \$50 to each employee who participated in 3 or more healthy activities from June 1 – May 31. The 3 proposed activities would include the following:
  1. Complete 1 preventative screening visit with their doctor
  2. Complete 2 of the following:
    - a. Health Risk Assessment Screening
    - b. Attend a health-related presentation
    - c. Receive a flu shot
    - d. Participate and complete a Wellness Committee Challenge
    - e. Participate in a physical challenge or health related presentation from an outside source
- We are requesting that the board consider providing this challenge again for June 1, 2021 – May 31, 2022 by paying \$50 for any employee that participates and completes this challenge. The goal is to get more employees engaged in living a healthier lifestyle and visiting their doctor to determine risks in order to decrease insurance claims.

- I plan to have a wellness committee meeting in the near future to discuss if we actually want to continue this initiative or find something new to promote a healthier lifestyle. If we would decide to proceed with this initiative and you agree to continue to provide the funds to pay for it, it will be on the May agenda. If we decide to proceed with a different project, I will present that to you in May.

**21-27:**

Shannon Everman motioned to approve the following reports as presented by Mrs. Cramer. Tim Pohlman seconded the motion. A roll call vote resulted as follows: Everman yea, Pohlman yea, Moeller yea and Bruns yea. Motion passed.

**Monthly Bills:** Reports: Disbursement Summary Report

**Financial Report:** Reports: Cash Reconciliation, Cash Summary Report, Revenue Account Activity Report, and Monthly Spending Plan Summary

**Investments:** Report: Investment Report

**Changes in Estimated Resources and Appropriations:** Reports: FY 2021 Estimated Resources and FY 2021 Permanent Appropriations

**Treasurer's Monthly Financial Report**

**21-28:**

Upon the Superintendent's recommendation, Phil Moeller motioned that the Board of Education approve changes to the Permanent Appropriations and Certificate of Estimated Resources. Shannon Everman seconded the motion. A roll call vote resulted as follows: Moeller yea, Everman yea, Pohlman yea and Bruns yea. Motion passed.

**Marion Local Superintendent, Mr. Mike Pohlman, submitted the following report:**

**STAFFING**

On the consent agenda is a motion to accept the resignation/retirement of Mary Lou Bruns, Cindy Moeder, and Doug Jutte. Approve hiring Erica Stammen as a teacher for our open 2<sup>nd</sup> grade position.

**CONTRACTS**

On the consent agenda is a motion to approve the list of multiple employees up for contract renewal. The list includes certified, non-certified, and supervisors. You are asked to approve the list of contracts for football, golf, cross country, and volleyball contracts.

**POLICIES**

On the consent agenda is a motion to approve the listed policies as recommended by NEOLA for first reading.

**TEXTBOOK PURCHASE**

On the consent agenda is a motion to re-approve the Wonders Reading textbook purchase to include the shipping cost. Now \$49,453.61.

**GRADUATES**

On the consent agenda is a motion to approve the list of prospective graduates for the class of 2021. (exhibit on the table)

**TRACK BID**

On a separate resolution is a motion to approve the bid from Vasco Asphalt Company for a “Polyurethane Track” at a cost of \$217,979.00. We bid a latex as our base bid and a polyurethane track as an alternate.

**Advisory Items**

None

**Informational Items**

**PROJECTS**

Classroom addition: Construction began at the end of March and everything is progressing well. We made a slight change with Access Engineering for our water tiling.

Chiller: The chiller is set in place and we are in the process of programming and preparing for first start-up.

Track: We hope to start in early June and have this project completed by early August.

**21-29:**

Tim Pohlman motioned to approve motioned contained on the consent agenda for the regular meeting as presented. Phil Moeller seconded the motion. A roll call vote resulted as follows: Pohlman yea, Moeller, Everman yea and Bruns yea. Motion passed.

1. To approve the retirement of Mary Lou Bruns effective June 1, 2021.
2. To approve the retirement of Cindy Moeder effective June 1, 2021.
3. To approve the retirement of Doug Jutte effective June 1, 2021.
4. To approve the hiring of Erica Stammen as a Teacher on a one-year contract per the established pay schedule pending proper certification.
5. To grant contracts to the list of certified employees at their designated steps on the established pay schedule for certified employees pending completion of all requirements for proper certification.

Matthew Begley – 3 year	Alex Hemmelgarn – 1 year
Jessica Braun – 1 year	Michelle Kessen – Continuing
Connie Brunswick – 2 year	Stephanie Kramer – 2 year
Lisa Brunswick – 3 year	Erica Oldiges – 2 year
Jenny Dippold – 3 year	Laura Post – 3 year
Kyle Grabowski – 3 year	Ben Salazar – 3 year
Andrea Greve – 3 year	Jacob Sherrick – 2 year
Nicole Heckman – 1 year	Amanda Wendel – 3 year
	Laura Wolters – 2 year

6. To grant contracts to the list of non-certified employees at their designated steps on the established pay schedule for non-certified employees pending completion of all requirements for proper certification.  
Denise Dahlinghaus-Dishwasher – 2 year  
Elizabeth Mescher-Instructional Aide – 2 year  
Tonya Pavelka-Dishwasher – 2 year  
Marcia Tebbe-Instructional Aide – 1 year  
Beth Wells-Aide – 2 year
7. To approve a two (2) year contract to Kevin Hartings as Maintenance Supervisor per the established pay schedule.
8. To approve a two (2) year contract to Ted Heitkamp as Transportation Supervisor per the established pay schedule.
9. To approve the list of sports coaches on one-year contracts per the established pay schedule for the 2021-2022 school year pending proper certification.
 

<p><b><u>Football</u></b>            Head Varsity – Tim Goodwin            Asst. Varsity – Dan Koenig, Greg Bruns,              Kevin Otte, Jacob Sherrick,              Chad Otte ½ time, Alex              Hemmelgarn ½ time            Head Jr. High – Rod Pleiman            Asst. Jr. High – Joe Thobe, Cody Smith</p>	<p><b><u>Volleyball</u></b>            Head Varsity – Anthony Chappel            Varsity Asst. – Leah Prenger            Jr. Varsity – Erica Schulze            Freshmen – Kyle Grabowski            Head Jr. High – Erica Oldiges            Asst. Jr. High – Margo Chappel</p>
<p><b><u>Golf</u></b>            Girls – Adam Smith            Boys – David Koenig</p>	<p><b><u>Cross Country</u></b>            Head – Danielle Sutter            Asst. – Jackie Kemper</p>
10. To approve the following volunteers:  
Football – Brian J. Wolters & Austin Hanes  
Track – Joe Thobe
11. To approve the prospective graduates for the Class 2021 dependent upon meeting the requirements of the Board of Education and the State of Ohio.
12. To approve the Group Workers Compensation Administrative Services from Sedgwick at a cost of \$255.00.
13. To approve Carol Riggle, CPA as our GASB 34 Cash Basis Financial Statement consultant for fiscal year ending June 30, 2021 at a cost of \$2,000.
14. To approve the transfer of \$205,000 from the General Fund to the 300-9002 Track Fund for the Track Improvement Project.

15. To reapprove the purchase of the Wonders 2020 reading series textbooks from McGraw Hill for grades 1 thru 4 at a cost of \$46,793.10 to include shipping of \$2,660.51 for a total of \$49,453.61.
16. To read for a first time the following policies.
  - 1422 – Nondiscrimination and Equal Employment Opportunity – Administration
  - 1623 – Section 504/ADA Prohibition Against Disability Discrimination Based on Employment/Administration
  - 1662 – Anti-Harassment – Administration
  - 2240 – Controversial Issues
  - 2260 – Nondiscrimination and Access to Equal Educational Opportunity
  - 2260.01 – Section 504/ADA Prohibition Against Disability Discrimination Based on Disability
  - 2266 – Nondiscrimination on the Basis of Sex in District Programs or Activities
  - 3122 – Nondiscrimination and Equal Employment Opportunity – Professional Staff
  - 3123 – Section 504/ADA Prohibition Against Disability Discrimination Based on Employment/Professional Staff
  - 3220 – Standards-Based Teacher Evaluation
  - 3223 – Standards-Based School Counselor Evaluation
  - 3362 – Anti-Harassment – Professional Staff
  - 4122 – Nondiscrimination and Equal Employment Opportunity – Classified Staff
  - 4123 – Section 504/ADA Prohibition Against Disability Discrimination Based on Employment/Classified Staff
  - 4362 – Anti-Harassment – Classified Staff
  - 5517 – Anti-Harassment – Students
  - 6114 – Cost Principles – Spending Federal Funds
  - 6144 – Investments
  - 6325 – Procurements – Federal Grants/Funds
  - 6600 – Deposit of Public Funds: Cash Collection Points
  - 7440.01 – Video Surveillance and Electronic Monitoring
  - 7450 – Property Inventory
  - 7455 – Accounting System for Fixed Assets
  - 8450.01 – Protection Facial Coverings During Pandemic/Epidemic Events
  - 8500 – Food Services
  - 8510 – Wellness

**21-30:**

Upon the Superintendent’s recommendation, Phil Moeller motioned that the Board of Education approve the bid for the Polyurethane Track from Vasco Asphalt Company at a cost of \$217,979.00. Shannon Everman seconded the motion. A roll call vote resulted as follows: Moeller yea, Everman yea, Pohlman yea and Bruns yea. Motion passed.

**21-31:**

Shannon Everman, upon the Superintendent’s recommendation, motioned that the Board of Education enter into Executive Session to discuss preparations for negotiations. Tim Pohlman



seconded the motion. A roll call vote resulted as follows: Everman yea, Pohlman yea, Moeller yea and Bruns yea. Motion passed.

Entered into Executive Session: 7:20 p.m.

Mike Pohlman, Heather Cramer, Tim Goodwin and Nick Wilker were invited into executive session at 7:48 p.m.

Tim Goodwin and Nick Wilker were excused from executive session at 9:35 p.m.

Out of Executive Session: 9:57 p.m.

No action was taken.

The next regular board meeting will be May 10, 2021 at 7:00 p.m.

**21-32:**

Tim Pohlman motioned to adjourn the meeting at 9:58 p.m. Phil Moeller seconded the motion. A roll call vote resulted as follows: Pohlman yea, Moeller yea, Everman yea and Bruns yea. Motion passed.