

AGENDA  
BOARD OF EDUCATION  
PANDORA-GILBOA LOCAL SCHOOLS

**Monday, March 13, 2023  
7:00 p.m.**

***"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated in agenda item V." (Bylaw 0165.1-B)***

ANGIE BASINGER  
(President)

JILL TORRES  
(Vice President)

KATHI AMSTUTZ  
(Member)

VANCE NOFZIGER  
(Member)

DAWN SCHULTE  
(Member)

BRAD DELERUYELLE  
(Treasurer)

TODD SCHMUTZ  
(Superintendent)

JEFF WISE  
(High School Principal)

JODI SCHROEDER  
(Elementary/Middle School Principal)

STEPHANIE MYERS/ALI VERHOFF  
(PGEA Presidents)

JEFF LUGIBIHL  
(OAPSE President)

**Mission Statement**

***We prepare students for life.***

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I. Call to Order.

II. Roll Call.

Kathi Amstutz, Angie Basinger, Vance Nofziger, Dawn Schulte, Jill Torres

III. Pledge of Allegiance.

IV. Invited Presentations.

V. Public Participation.

VI. Response from Board Members.

VII. Committee Reports.

- A. Personnel
- B. Students/Programs
- C. Finances
- D. Property
- E. Public Relations/Operations

VIII. Approval of Board Agenda.

Motion made by:  
Motion: passed or failed

Seconded by:

IX. Approval of Minutes.

A. February 13, 2023 – regular

Motion made by:  
Motion: passed or failed

Seconded by:

X. Treasurer's Report.

Motion made by:

Seconded by:

Roll Call: Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

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XI. Correspondence.

XII. Administrative Reports (Instructional Leadership/Teaching Process)

- A. Elementary/Middle School
- B. High School
- C. Technology
- D. Athletics
- E. Maintenance

XIII. Superintendent's Recommendations.

A. Building use requests:

1. Kim Neuenschwander & Lori Traxler      WHAT: Parent Post Prom Meeting  
WHERE: Library  
WHEN: March 2, 2023  
HOURS: 6:45pm-8:30pm
  
2. Kim Neuenschwander, Anna Deckard      WHAT: Post Prom  
& Lori Traxler      WHERE: Gym, Auditoria, &  
Fish Bowl  
WHEN: May 6 & 7, 2023  
HOURS: 3:00pm-3:00am

Motion made by:

Seconded by:

Roll Call: Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

B. Recommend the Board approve the following classified substitute for the 2022-2023 school year effective December 30, 2022:

Kate Hilty Lee - cafeteria

Motion made by:

Seconded by:

Roll Call: Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

C. Recommend the Board approve the following classified substitute for the 2022-2023 school year:

Lauren Siefker - cafeteria

Motion made by:

Seconded by:

Roll Call: Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Angie Basinger, yea or nay.

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Motion: passed or failed

- D. Recommend the Board accept the letter of resignation from Don Brauen as bus driver effective May 31, 2023.

Motion made by:

Seconded by:

Roll Call: Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

- E. Recommend the Board accept the letter of resignation from Bill Suter as bus driver effective December 31, 2023.

Motion made by:

Seconded by:

Roll Call: Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

- F. Recommend the Board hire the following individual on a 1-year classified contract:

Eva Okuly – cafeteria – step 0

Motion made by:

Seconded by:

Roll Call: Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

- G. Recommend the Board approve the K-12 fee schedule for the 2023-2024 school year as presented.

Motion made by:

Seconded by:

Roll Call: Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

- H. Recommend the Board adopt the following resolution:

WHEREAS, the curriculum for the following courses meet the requirements set forth by the state to award high school credit for these courses;

WHEREAS, the teachers assigned to teach the following courses to the 8<sup>th</sup> grade students are licensed and highly qualified to teach these courses;

WHEREAS, the 8<sup>th</sup> grade courses are scheduled to meet all time requirements for awarding one Carnegie unit of credit for successful completion of the course; The Pandora-Gilboa Board of Education hereby authorizes the issuance of one Carnegie unit of high school credit to any 8<sup>th</sup> grader who

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successfully completes the following courses and directs the administration to include such credit as a matter of record on the student's official transcript.

Algebra I – 1 credit  
Health - .50 credit  
PE - .25 credit  
American History I – 1 credit

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Roll Call: Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Angie Basinger, yea or nay.  
Motion: passed or failed

- I. Recommend the Board approve the following resolution authorizing an increase in micro-purchasing threshold:

WHEREAS, from time to time, the Pandora-Gilboa Local School District (“District”) purchases goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D; and

WHEREAS, the District is a non-federal entity under the definition set forth in 2 C.F.R. 200.1; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-federal entity files accordingly; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), a non-federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a federal awarding agency and auditors in accordance with 2 C.F.R. 200.334; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

WHEREAS, pursuant to Ohio Revised Code 3313.46, in addition to any other law governing the bidding for contracts by the board of education of any school district, when any such board determines to build, repair, enlarge, improve, or demolish any school building, the cost of which will exceed \$50,000, except in

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cases of urgent necessity, or for the security and protection of school property, and except as otherwise provided under Ohio law, competitive bidding is required; and

WHEREAS, a board of education is otherwise given the authority to purchase or lease the necessary provisions for the schools under its control pursuant to Ohio Revised Code 3313.37; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the Pandora-Gilboa Local School District Board of Education now desires to adopt higher micro-purchase thresholds than those identified in 48 C.F.R. 2.101.

NOW, THEREFORE, BE IT RESOLVED:

1. In accordance with 2 C.F.R. 200.320(a)(1)(iv) and the applicable provisions of Ohio law, the Board hereby self-certifies a micro-purchase threshold of \$50,000, which is a “higher threshold consistent with State law” under 2 C.F.R. 200.320(a)(1)(iv)(C) for the reasons set forth in this resolution.

2. The self-certification made herein shall be effective immediately and continue through to the Board’s organizational meeting held in January 2024.

3. In the event that the Board receives funding from a federal grantor agency that adopts a threshold more restricting than those contained herein, the Board shall comply with the more restrictive threshold when expending such funds.

4. The District shall maintain documentation to be made available to a federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. 200.334.

5. The Superintendent is hereby authorized to revise the Board’s Purchasing Policies to reflect the increased micro-purchase thresholds specified herein, and to take all such actions to carry into effect the purpose and intent of the foregoing resolution.

Motion made by:

Seconded by:

Roll Call: Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

J. Recommend the Board approve Samantha Luginbill on a 3-year administrative contract as Office Secretary effective August 1, 2024 through July 31, 2027.

Motion made by:

Seconded by:

Roll Call: Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

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- K. Recommend the Board approve Pat Thaman on a 3-year administrative contract as Athletic Trainer effective August 1, 2024 through July 31, 2027.

Motion made by:

Seconded by:

Roll Call: Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

- L. Recommend the Board approve Bruce Moening on a 3-year administrative contract for HVAC & plumbing maintenance effective July 1, 2024 through June 30, 2027.

Motion made by:

Seconded by:

Roll Call: Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

- M. Recommend the Board approve Mary Miller on a 4-year administrative contract as Food Service Director effective August 1, 2024 through July 31, 2028.

Motion made by:

Seconded by:

Roll Call: Vance Nofziger, yea or nay; Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

- N. Recommend the Board approve Jeff Wise on a 4-year administrative contract as 9-12 Principal effective August 1, 2024 through July 31, 2028.

Motion made by:

Seconded by:

Roll Call: Dawn Schulte, yea or nay; Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

XIV. Superintendent's Report.

XV. Old Business.

XVI. New Business.

XVII. Executive Session

- A. Discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individual unless such person requests a public hearing.

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Motion made by:

Seconded by:

Roll Call: Jill Torres, yea or nay; Kathi Amstutz, yea or nay; Vance Nofziger,  
yea or nay; Dawn Schulte, yea or nay; Angie Basinger, yea or nay.

Motion: passed or failed

Time entered:

Time exited:

XVIII. Adjournment.      Time: