

**AMENDED NOTES**  
(Updates **Bold**, and Underlined)

- I. **Called to Order:** Board President, Greg Kamphaus called the meeting to order at 4:30 pm.
- II. **Roll Call:** Kevin Erford, Erica Hermiller, Seth Johnson, Greg Kamphaus, Amber Niese, Jodi Schroeder, and Taylor Siefker were present. In attendance was Michael Boaz, Superintendent, and Tina Knisley, Business Manager.
- III. **Hearing of the Public:** No visitors present.
- IV. **Approval of Minutes from January 13, 2026:** Motion to approve minutes for the meeting was made by Jodi Schroeder; seconded by Kevin Erford. All Ayes recorded. Motion Approved.
- V. **Update on Contracts:** No report
- VI. **Update Capital Projects:** Capital Plan Updates
  1. **Smith-Boughan:** Administration Building Update for HVAC System.
  2. Control Unit to add to Classroom
  3. Roof quote of approximately \$120,000 for the back end of the building. Proposal to put out a bid for roof project. Motion to approve putting out bids to architects was made by Kevin Erford; seconded by Jodi Schroeder. All Ayes recorded. Motion Approved.
- VII. **Other Old Business:** No report
- VIII. **Policy Updates:** No report
- IX. **Program Updates:** No report
- X. **Expenditures and Receipts:**
  1. January financials were reviewed by the Superintendent, Michael Boaz. Jodi Schroeder made a motion to accept the expenditures and receipts for January as presented; Kevin Erford seconded the motion. All Ayes recorded. Motion Approved.

2. Updates on carryover amount.
- XI. **Executive Session:** The Board adjourned to Executive Session to discuss certain confidential matters to be kept confidential by federal law, rules, or state statues **per Ohio Revised Code section 121.22(G)(5)**. A motion was made by Amber Niese to enter into executive session at 5:15 pm; seconded by Erica Hermiller. Roll Call Vote: Kevin Erford; yes, Erica Hermiller; yes, Seth Johnson; yes, Greg Kamphaus; yes, Amber Niese; yes, Jodi Schroeder; yes, and Taylor Siefker; yes. Motion Approved. The Board exited executive session at 5:30 pm. **No action was taken during executive session.**
- XII. **MUI Updates:** SSA Director, Pat Lammers, gave a presentation on MUI requirements and updates.
- XIII. **Superintendent Report:**
1. **Personnel:** Job postings and updates
  2. **Resolution 2026-02:** Updates on annual transfer of funds amount
  3. **ESC Rooms:** Future updates
  4. **Board Member In-Service:** 2026 Board Member Training in-person at Defiance College on March 11, 2026. RSVP due to Superintendent by February 13, 2026.
  5. **March is DD Awareness Month:** Proclamation with Commissioners March 3, 2026 at 10:00 am.
- XIV. **Other New Business:**
- XV. **Adjournment:** Amber Niese made a motion to adjourn at 5:55 pm; seconded by Erica Hermiller. All Ayes recorded. Motion Approved.
- XVI. **Next meeting will be March 10, 2026 at the Putnam County ESC Building.**

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Kevin Erford, Vice-President

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Amber Niese, Secretary