

**TIFFIN CITY BOARD OF EDUCATION**  
**Organizational Meeting**  
**Tuesday, January 12, 2016, 6:00 PM**  
**Administration Building, 244 S. Monroe Street, Tiffin, Ohio 44883**

The Treasurer of the Tiffin City Board of Education administered the Oath of Office to newly elected board members, Dr. Andrew Gase and Mr. Dean Henry.

The President Pro Tempore, Mr. Schwartz, called the meeting to order with the following members present: Mr. Schwartz, Dr. Hoyda, Dr. Gase, Mr. Henry, and Mr. Widman.

**Roll Call**

**(16-001)** Mr. Widman moved, seconded by Mr. Henry, the Tiffin City Board of Education adopt the agenda with the addition of an executive session to consider the compensation of public employees prior to Action Item 14.02.

**Adopt the Agenda**

The president called for the vote. Voting yes: Mr. Widman, Mr. Henry, Dr. Gase, Dr. Hoyda, and Mr. Schwartz. Motion carried.

The president pro tempore asked for nominations for the office of President of the Tiffin City Board of Education for Calendar Year 2016. Dr. Hoyda nominated Mr. Widman.

**Election of President**

**(16-002)** Dr. Gase moved, seconded by Mr. Henry, the Tiffin City Board of Education close nominations for the office of President.

The president pro tempore called for the vote. Voting yes: Dr. Gase, Mr. Henry, Mr. Schwartz, Dr. Hoyda, and Mr. Widman. Motion carried.

The president pro tempore then asked for a roll call vote to elect the new President. Voting for Mr. Widman: Dr. Gase, Mr. Henry, Dr. Hoyda, Mr. Schwartz, and Mr. Widman.

The treasurer administered the Oath of Office to the newly elected President, Mr. Christopher Widman.

**Oath of Office**

The president asked for nominations for the office of Vice President of the Tiffin City Board of Education for Calendar Year 2016. Dr. Hoyda nominated Mr. Henry.

**Election of Vice President**

**(16-003)** Dr. Gase moved, seconded by Dr. Hoyda, the Tiffin City Board of Education close nominations for the office of Vice President.

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The president called for the vote. Voting yes: Dr. Gase, Dr. Hoyda, Mr. Henry, Mr. Schwartz, and Mr. Widman. Motion carried.

The president then asked for a roll call vote to elect the new Vice President. Voting for Mr. Henry: Dr. Gase, Dr. Hoyda, Mr. Widman, Mr. Henry, and Mr. Schwartz

The treasurer administered the Oath of Office to the newly elected Vice President, Mr. Dean Henry.

**Oath of Office**

President Widman assigned members to the following committees for calendar year 2016:

**Committee  
Assignments for 2016**

Business Advisory Council: Dr. Gase, Chairperson and Dr. Hoyda  
Finance: Mr. Henry, Chairperson and Dr. Hoyda  
Marketing: Mr. Schwartz, Chairperson  
Program: Mr. Widman, Chairperson, Dr. Gase, Mr. Henry, and Dr. Hoyda  
Support Services: Dr. Hoyda, Chairperson and Mr. Henry  
Legislative Liaison: Mr. Henry  
Personnel: Mr. Widman, Chairperson and Dr. Hoyda  
Records: Mr. Widman (pursuant to Policy EHA)  
Vanguard-Sentinel Representative: Mr. Widman  
Wellness: Dr. Gase, Chairperson and Mr. Schwartz

**(16-004)** Dr. Gase moved, seconded by Dr. Hoyda, the Tiffin City Board of Education adopt the regular meeting dates, time and place for Calendar Year 2016.

**Meeting Dates for 2016**

The Tiffin City Board of Education will hold its regular meetings for 2016 on the fourth Tuesday of each month with the exception of January, which will be the third Wednesday, and December, which will be the third Tuesday, at 7:00 PM at the Tiffin Middle School Cafetorium.

January 20, 2016  
February 23, 2016  
March 22, 2016  
April 26, 2016  
May 24, 2016  
June 28, 2016  
July 26, 2016  
August 23, 2016  
September 27, 2016  
October 25, 2016  
November 22, 2016  
December 20, 2016

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All special meetings called to consider specific topics will be announced.

The President called for the vote. Voting yes: Dr. Gase, Dr. Hoyda, Mr. Widman, Mr. Henry, and Mr. Schwartz. Motion carried.

- (16-005)** Dr. Hoyda moved, seconded by Dr. Gase, the Tiffin City Board of Education approve Mr. Henry to be the Board delegate to the OSBA 2016 Fall Conference Business Meeting.

**Board Delegate to OSBA 2016 Fall Conference**

The president called for the vote. Voting yes: Dr. Hoyda, Dr. Gase, Mr. Widman, Mr. Henry, and Mr. Schwartz. Motion carried.

- (16-006)** Mr. Henry moved, seconded by Dr. Hoyda, the Tiffin City Board of Education approve Dr. Gase to be the Board alternate to the OSBA 2016 Fall Conference Business Meeting.

**Board Alternate to OSBA 2016 Fall Conference**

The president called for the vote. Voting yes: Mr. Henry, Dr. Hoyda, Mr. Widman, Dr. Gase, and Mr. Schwartz. Motion carried.

- (16-007)** Dr. Hoyda moved, seconded by Dr. Gase, the Tiffin City Board of Education appoint the Superintendent as the Equal Opportunity Compliance Officer for Tiffin City Schools for Calendar Year 2016.

**Equal Opportunity Compliance Officer for the Tiffin City Schools Calendar Year 2016**

It is the responsibility of this officer to oversee there is no discrimination when it comes to employment of staff members for the Tiffin City Schools and opportunities are open to all.

The president called for the vote. Voting yes: Dr. Hoyda, Dr. Gase, Mr. Widman, Mr. Henry, and Mr. Schwartz. Motion carried.

- (16-008)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following standing authorizations for Calendar Year 2016:

**Approve "Standing Authorizations" for Calendar Year 2016**

Advance on Taxes Collected –

WHEREAS, under the provisions of Section 321.34 of the Revised Code, money in the County Treasury to the account of this School District, may, if requested by Resolution, be drawn upon in advance of the tax settlement dates; now, therefore,

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BE IT RESOLVED by the Board of Education of the Tiffin City School District, that the auditor and treasurer of Seneca County, be and they hereby are, requested to draw, pay and advance to the treasury, to the account of the School District, all monies lawfully applicable to the purposes of Calendar Year 2016.

Payment of Bills – Authorization for the Treasurer to pay all bills within the limits of the appropriation resolution as bills are received and when the merchandise/services have been received in good condition.

Then and Now Certificates – Authorization for the Treasurer to review and approve all Then and Now Certificates per ORC 5705.41(D).

Employment of Temporary Personnel – Authorization for the Superintendent to employ personnel and accept resignations, as he determines necessary to cover emergency situations.

Appointment of Purchasing Agent – Authorization for the Director of Operations to serve as purchasing agent for the School District.

State and Federal Programs – The Tiffin City Board of Education agrees to act as fiscal agent for all state and federal programs for Fiscal Year 2016.

Board Service Fund – Authorization to establish the Board service fund for Calendar Year 2016 at \$12,000.00.

Certificate of Available Sources – Authorization for the Treasurer to file the “Certificate of the Total Amount From All Sources Available For Expenditures, and Balances” and “Amended Official Certificate of Estimated Resources” during the fiscal year beginning July 1, 2016.

Legal Counsel – The following firms are designated as official representatives of various legal issues for District affairs: Squire, Patton Boggs; Scott Scriven, LLP; and Supance & Howard.

The president called for the vote to approve the standing authorizations for Calendar Year 2016. Voting yes: Mr. Henry, Dr. Gase, Mr. Widman, Dr. Hoyda, and Mr. Schwartz. Motion carried.

**(16-009)** Dr. Gase moved, seconded by Dr. Hoyda, the Tiffin City Board of Education formally appoint the Superintendent to act as its agent for all federal, state, and privately funded projects during Calendar

**Agent for All Federal and State and Privately Funded Projects during**

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Year 2016. This is necessary for the Superintendent to be able to legally sign forms.

**Calendar Year 2016**

The president called for the vote. Voting yes: Dr. Gase, Dr. Hoyda, Mr. Widman, Mr. Henry, and Mr. Schwartz. Motion carried.

- (16-010)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the Alternative Tax Budget Information for the Fiscal Year Commencing July 1, 2016, as presented by the Treasurer and required by the Seneca County Budget Commission, which has waived the adoption of a tax budget pursuant to Ohio Revised Code Section 5705.281.

**Alternative Tax Budget Information**

The county budget commission must still certify tax rates to the board of education by March 1, even when a tax budget is waived, and issue an official certificate of estimated resources and amended official certificates of estimated resources based on alternative tax budget information the commission required the board of education to provide. The treasurer for the board of education must file one copy of the alternative tax budget information with the County Auditor on or near January 20.

The president called for the vote. Voting yes: Mr. Henry, Dr. Gase, Mr. Widman, Dr. Hoyda, and Mr. Schwartz. Motion carried.

#### **BOARD DISCUSSION**

**TCHS Curriculum Presentation** – *Success for ALL students: ELA Department Proposal* was presented by the Tiffin Columbian High School English Language Arts Team, Jennifer Musgrave, Teresa Castellaneta, Tony Vasko (absent), Laura Lewis, Devan Toncler and Katie Wrabel. The team proposed to change the four different tracks from which a student can choose or be placed from Practical, Regular, Advanced, and Pre-AP / AP to Practical, English, and Pre-AP / AP over the next three years. In addition to the tracking change, they proposed to offer support in the form of a Literacy / Writing Center.

**TCHS Curriculum Presentation – English Department**

#### **CONSENT AGENDA**

- (16-011)** Dr. Hoyda moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following item:

#### **SUPPORT STAFF EMPLOYMENT RESIGNATION**

Amy R. Schwartz, Executive Secretary, effective January 15, 2016

**Accept Employment Resignation**

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The president called for the vote: Voting yes: Dr. Hoyda, Dr. Gase, Mr. Widman, and Mr. Henry. Mr. Schwartz abstained. Motion carried.

**ACTION ITEMS**

- (16-012) Mr. Schwartz moved, seconded by Mr. Henry, the Tiffin City Board of Education approve the 2016-2017 TCHS Curriculum Guide.

**Approve 2016-2017 TCHS Curriculum**

The president called for the vote. Voting yes: Mr. Schwartz, Mr. Henry, Mr. Widman, Dr. Hoyda, and Dr. Gase. Motion carried.

- (16-013) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education hold an executive session to consider the compensation of public employees.

**Executive Session to Consider the Compensation of Public Employees**

The president called for the vote: Voting yes: Mr. Henry, Dr. Gase, Mr. Widman, Dr. Hoyda, and Mr. Schwartz. Motion carried.

Entered into executive session at 7:47 PM.

Returned from executive session at 8:33 PM.

The Superintendent's recommendation, consistent with the consensus reached by the Administration and the Tiffin Education Association, that the Tiffin City Board of Education approve placement of the individuals named below on the teacher's salary schedule to reflect years of parochial experience was not taken from the table due to the lack of a motion.

**Approve Placement on Salary Schedule not Taken from Table**

Jennifer Gressman  
Christy Zender

**ITEMS FROM THE BOARD**

**Items from Board**

Mr. Henry requested to receive agendas prior to meetings.

Scott Daniel announced the following reminder: Charting the Course Facilities Planning Committee will meet with Mr. Eugene Chipiga from the Ohio Facilities Construction Commission on January 19, 2016, at 11:00 AM in the first floor conference room of the Administration Building. The public is invited to attend.

Mr. Widman announced the Program Committee will begin meeting at Columbian High School.

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Mr. Henry requested public meetings no longer be held on the third floor of the Administration Building, which is not handicap accessible. He also requested to change the position of the board table at regular meetings in order to face the public audience.

Mr. Widman announced that *Opportunity for the Public to Address the Board* will occur at the beginning of regular meetings and a dialogue session with the public will occur at the end until a set ending time. Members of the public who wish to address the board will no longer be required to sign in.

**(16-014)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education adjourn.

**Adjournment**

The president called for the vote. Voting yes: Mr. Henry, Dr. Gase, Mr. Widman, Dr. Hoyda, and Mr. Schwartz. Motion carried.

The meeting started at 6:03 PM and ended at 8:45 PM.

The next regular meeting will be held Wednesday, January 20, 2016, at 7:00 PM in the Tiffin Middle School Cafetorium.

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President

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Treasurer