

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, June 28, 2016, 7:00 PM
Tiffin Middle School Cafetorium
103 Shepherd Drive, Tiffin, Ohio

The regular meeting of the Tiffin City Board of Education was called to order by the Vice President, Dean Henry, with the following members present: Dr. Gase, Dr. Hoyda, Mr. Schwartz, and Mr. Henry. Absent: Mr. Widman.

Roll Call

The Pledge of Allegiance was led by Mr. Henry.

Pledge of Allegiance

(16-094) Dr. Gase moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt the agenda with the following additions, deletions, or corrections:

Adopt Agenda

IX. CONSENT AGENDA

9.03 Employment

Extracurricular/Pupil Activity Contracts effective with the 2016-2017 School Year

Michael Lee, Football, ~~Seventh/Eighth~~ Ninth Grade 50%

Travis Kinn, Football, Seventh/Eighth Grade 50%

X. ACTION ITEMS

10.08 Approve Employment of Non-licensed with Pupil Activity Contract

~~Austin Bentz, Football, Assistant Varsity~~

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

BOARD DISCUSSION

Dr. Wheatley announced Audrey Behm and Hannah Treadway as the 2016-2017 student representatives to the Board of Education.

Board Discussion

BOARD REPORTS

Business Advisory Council, Dr. Gase – Met June 16, 2016. Spoke about student teams, opening day speakers, group projects and community engagement. Recognized Mrs. Pat Smith's involvement. The next meeting is Thursday, July 21, 2016 at 8:00 AM in the conference room at Mercy Hospital of Tiffin.

Board Committee Reports

Finance Committee, Mr. Henry – Met June 21, 2016. Mrs. Perry explained the ballot options, deadlines and requirements for continuing the one-mill permanent improvement levy that expires in tax year 2016, collection year 2017. Information will be placed on the school website. A special meeting will be conducted to provide bond counsel with the directive needed to prepare the resolutions needed to place the levy on the November 2016 ballot. The next committee meeting is Tuesday, July 19, 2016 at 4:30 PM in the first floor conference room of the Administration Building.

Marketing Committee, Mr. Schwartz – Met June 2, 2016. Introduced the new Coordinator of Marketing and Grant Writing Services, Heather West. The new edition of *Tornado Watch* is available online. The marketing plan was reviewed. Staff biographies are being posted on Facebook. The next meeting is Thursday, August 4, 2016 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Henry – Did not meet. The next meeting is

June 28, 2016

Wednesday, August 10, 2016 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met June 17, 2016. The technology department spoke about the high school bell & clock system and elementary projectors. The transportation department spoke about bus routes, high school riders, the arrival of 2 new buses, and potentially leasing buses. The maintenance department spoke about roof repairs, floors, cabinets, hallways, mulch, and painting. The next meeting is Friday, August 12, 2016 at 8:00 AM in the first floor conference room of the Administration Building.

Personnel Committee – Did not meet.

Records Committee – Did not meet.

Legislative Liaison, Mr. Henry – Spoke about 1) HB 424 and 2) the NW Region OSBA Legislative Platform Update hosted at Good Shepherd Home on June 26th.

Vanguard-Sentinel Update, Mr. Henry – Congratulated the Career & Technology Center for receiving a robotics grant and spoke about its collaboration with Seneca County EMS.

Wellness Committee, Dr. Gase – Did not meet. Spoke about a potential school nurse program with Mercy Hospital. The next meeting is September 21, 2016.

SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

Superintendent’s Report

1. School Nurse
2. Miscellaneous Items – Permanent Improvement Levy, Student Board Representatives, Modification to Agreement for Reimbursement of Tuition, Board of Education Commencement photo.

DIRECTOR OF INSTRUCTION / PERSONNEL’S REPORT AND RECOMMENDATIONS

Director of Instruction / Personnel’s Report

1. Miscellaneous Items – Introduced new staff members, Sherry Dawson, Samantha Demmerley, and Nicholas Smith. Spoke about wage comparisons and the benefits of living and working in Tiffin, Ohio.

DIRECTOR OF OPERATIONS’ REPORTS AND RECOMMENDATIONS

Director of Operations’ Report

1. Second Reading of Bus Driver Handbook.
2. Second Reading of School Bus Rider’s Handbook
3. Food Service Announcement

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

None.

June 28, 2016

CONSENT AGENDA

(16-095) Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following items:

The Superintendent's recommendation to approve the minutes from the following meeting, as exhibited on pages 12 through 30 of the agenda:

- May 24, 2016, Regular Meeting

The Superintendent's recommendation to approve the Treasurer's reports for May 2016, as exhibited on pages 31 through 44 of the agenda.

The following were balances reported in various accounts for May 2016:

General Fund	\$12,059,600.87
Bond Retirement	842,558.67
Permanent Improvement	379,034.54
Building	61,041.00
Food Service Fund	377,087.32
Special Trust	9,286.05
Endowment	15,270.69
Uniform School Supplies	-92,679.92
Mental Health	-19,135.55
Public School Support	36,426.14
Other Grant	64,653.86
District Agency	28,221.84
Classroom Facilities Maintenance	820,640.71
Student Managed Activity	47,897.54
District Managed Activity	118,728.62
Auxiliary Services	107,447.12
Data Communication Fund	0.00
Alternative Schools	-3,453.73
School to Work	-54.69
IDEA Part B Grants	-50,047.65
Title I Disadvantaged Children	-37,172.14
IDEA Preschool-Handicapped	-2,036.28
Improving Teacher Quality	3,732.16

Total \$14,767,047.17

The Superintendent's recommendation to accept the following **resignations**:

PROFESSIONAL STAFF effective at the conclusion of the 2015-2016 Contract Year

- Debra L. Breidenbach, Teacher
- Lisa R. Miller, Teacher
- Bradley R. Scheiber, Teacher
- Ellen R. Smith, Teacher
- Cynthia A. Brodman, Teacher
- Timothy C. Watson, Psychologist

SUPPORT STAFF effective at the conclusion of the 2015-2016 Contract Year

- Lloyd Sand
- Michele A. Swartz
- Brittany Breyman

The Superintendent recommends the Tiffin City Board of Education **employ** the following:

Approve Minutes of May Meeting

Approve May 2016 Treasurer's Report

Accept Resignations

Approve Employment

June 28, 2016

SUPPORT STAFF effective with the 2015-2016 School Year

- Heather L. Steinhauser, Extended School Year Educational Aide at \$11.17/hr.
- Angela Williams, Extended School Year Educational Aide at \$11.17/hr.
- Tracy M. Franklin, Extended School Year Educational Aide at \$11.17/hr.
- Kristen M. Santos, Extended School Year Educational Aide at \$11.17/hr.
- Jack Burkes, Summer Sweeper
- Hannah Hawk, Summer Sweeper
- Peyton Hartenstein, Summer Sweeper
- Nathan Wise, Summer Sweeper

PROFESSIONAL STAFF effective with the 2015-2016 and 2016-2017 School Years

- Amanda I. Jenot, CPI Training Instructor at \$28.60/hr.
- Amy R. Dendinger, CPI Training Instructor at \$28.60/hr.

PROFESSIONAL STAFF effective with the 2016-2017 School Year

- Sherry L. Dawson, Teacher
- Samantha E. Demmerley, Teacher
- Troy D. Keller, Teacher
- Laura L. Starrett, Teacher

Classroom Instruction – Day Classes

- Travis McQuiston, Social Studies – OGT Summer Tutor

Home Instruction Tutor

- Kristen M. Santos

SUPPORT STAFF effective with the 2016-2017 School Year

- Hope E. Boes, 4-hour secretary for 185 days
- Charles Caldwell, Substitute Custodian
- Michael Fiegelist, Substitute Custodian
- Travis McQuiston, Educational Aide
- Thomas Paulus, Substitute Custodian
- Kisha Reuter, Custodian, 4 hours a day for 260 days
- Robert Sherman, Substitute Custodian
- Heather West, Coordinator, Marketing and Grant Writing Services

Substitute Bus Drivers

- Cheryl Cartwright
- Douglas Combs
- Greg Distel
- J. Thomas Fisher
- Donald Judd
- Carl Kapelka
- Marieann Kline
- Debora Kubes
- Bryan Schalk
- Shawn Siebenaller
- Dan Sherman
- Howard Stultz
- Walt Szablewski
- Donna Thacker
- Wayne Wax

Extracurricular/Pupil Activity Contracts effective with the 2016-2017 School Year

Curt Mellott	Baseball, Head Varsity
Anthony Vasko	Baseball, Assistant Varsity

June 28, 2016

Don Ferstler	Basketball, Eighth Grade Boys
Loran H. Weingart	Basketball, Seventh Grade Boys
Jamie Hepp	Cheerleading, Eighth Grade
Kacie Kihorany	Cheerleading, Seventh Grade
Daniel Cole	Football, Assistant Varsity
Josh Roberts	Football, Ninth Grade
Daniel Gilbert	Football, Seventh/Eighth Grade
Michael Lee	Football, Ninth Grade
Travis Kinn	Football, Seventh/Eighth Grade
Justin Bailey	Football Volunteer
Roman Williams	Football Volunteer
Josh Edler	Football Volunteer
Nick Bollinger	Football Volunteer
Michael R. Meadows	Marching, Band Director
Christopher A. Kanney	Marching Band, Assistant Director
Michael R. Meadows	Marching Band, Eighth Grade Director 50%
Christopher A. Kanney	Marching Band, Eighth Grade Director 50%
Michael R. Meadows	Pep Band 50%
Christopher A. Kanney	Pep Band 50%
Christopher A. Kanney	Jazz Band
Gregory A. Ramsdell	Choristers
Michael Steyer	Spring Musical Director
Lindsay Smith	Spring Musical, Assistant Director
Lonnie Fitch	Spring Musical, Technical Director /Choreographer 50%
Cory Ridge	Spring Musical, Technical Director /Choreographer 50%
Timothy S. Breyman	Detention, High School
Laurie Coger Braley	Detention, TMS
Heidi Stephey	Flag Squad
Stacy L. Berrier	Junior Class Advisor 50%
Sara A. Bibbee	Junior Class Advisor 50%
Todd R. Edmond	National Honor Society Advisor 50%
Christopher O. Kopp	National Honor Society Advisor 50%
Stacy L. Berrier	Student Council, High School 50%
Sara A. Bibbee	Student Council, High School 50%
Jenna L. McKillip	Student Council, TMS
Jenna L. McKillip	Yearbook, TMS
Leonard W. Donaldson	Academic Competition Sponsor
Loran H. Weingart	Tennis, Head Varsity Boys
Loran H. Weingart	Tennis Volunteer Girls
Marisa Brown	Ticket Manager
John Kihorany	Track, Head Varsity Boys
Amy Cooper	Track, Head Varsity Girls
Amy Cooper	Volleyball, Eighth Grade Girls
Hope E. Boes	Volleyball, Seventh Grade Girls

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

Donations to Tiffin City School District

Ballreich's Bros. – donated 700 bags of potato chips for school picnic, valued at \$483.00

SALSA Group – donated break/sensory boxes, valued at \$1,260.00

TMS PTO – donated hot dogs for school picnic, valued at \$397.52

TMS PTO – donated food/supplies for school picnic, valued at \$491.27

Donations to Columbian High School

Ballreich's Bros. – donated 12 boxes of potato chips, valued at \$60.00

McDonalds of Tiffin – donated cups for field day, valued at \$25.00

Ann Newhard – donated thermometer covers, valued at \$25.00

June 28, 2016

In memory of Theresa Reddy, mother of Ann Reddy-Damon:

Mr. & Mrs. Dale Bentz – donated \$20.00 to the library

Ann Reddy-Damon – donated \$145.00 to the library

Donations to Tiffin Middle School

Bailiwick’s Coffee Company – donated gift certificates, valued at \$20.00

Little Hugo’s – donated gift certificates, valued at \$20.00

Target – donated grant check, valued at \$25.00

Target – donated final grant check, valued at \$3.87

TMS PTO – donated propane grill, tank and accessories valued at \$400.04

TMS PTO – donated transportation costs for 8th grade students traveling to the Ritz, 8th grade art students, and 6th grade students traveling to the Toledo Art Museum

TMS PTO – donated online classroom motivation game to Rob Hawk’s English class, valued at \$48.00

Uncle Dick’s Dairy Bar – donated gift certificates, valued at \$15.00

Donations to Washington K-1

Karen & Michael Klepper donated \$250 to “Read to Succeed: TEDDI Time” in honor of Dean Henry.

Donations to Noble 4-5

In memory of Mary Elizabeth “Liz” King, mother of Sharon Baker:

Mr. & Mrs. Dale Bentz – donated *The Legend of Diamond Lil*, valued at \$12

Tina Lorenz – donated *The Chicken Squad: The First Misadventure*, valued at \$12

Donations to Krout 2-3

TCS Elementary PTO – donated sensory items valued at \$2,459.36

The Superintendent’s recommendation the Tiffin City Board of Education approve payment of the following stipends:

Approve Stipends

LPDC Stipends

- Christina L. Joyce, \$250.00
- Joan M. Ledwedge, \$250.00
- Ann T. Reddy-Damon, \$250.00

The Superintendent’s recommendation the Tiffin City Board of Education approve Statement of Purpose Budget Reports for the year beginning July 1, 2016 and ending June 30, 2017, for the following student activity groups:

- Fund 018 SCC 9005 Noble 405
- Fund 200 SCC 9981 Gifted Activity

Approve Statement of Purpose Budget Reports

The Treasurer’s recommendation the Tiffin City Board of Education approve a fund to fund transfer on or before June 30, 2016, from the 001 General fund to the 009 Uniform School Supplies fund at an amount not to exceed \$94,763.73.

Approve Fund to Fund Transfer

The Treasurer’s recommendation the Tiffin City Board of Education adopt a Temporary Appropriation Measure commencing July 1, 2016, for meeting the ordinary expenses of the district until it passes an annual appropriation measure for the fiscal year ending June 30, 2017, as exhibited on pages 45 through 49 of the agenda.

Approve Temporary Appropriation Measure

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

June 28, 2016

ACTION ITEMS

- (16-096)** Dr. Gase moved, seconded by Mr. Schwartz the Tiffin City Board of Education approve the lease between the Board of Education of the Tiffin City School District and WSOS Community Action Commission, commencing August 1, 2016 and ending August 1, 2017, as exhibited on pages 50 through 54 of the agenda.
- The vice-president called for the vote. Voting yes: Dr. Gase, Mr. Schwartz, Dr. Hoyda, and Mr. Henry. Motion carried.
- (16-097)** Mr. Schwartz moved, seconded by Dr. Gase the Tiffin City Board of Education approve the contract between Tiffin City Board of Education and North Central Ohio Educational Service Center for on-board instructor training for NCOESC employee Ken Zahner, effective June 1, 2016 through July 31, 2016, as exhibited on pages 55 through 56 of the agenda.
- The vice-president called for the vote. Voting yes: Mr. Schwartz, Dr. Gase, Dr. Hoyda, and Mr. Henry. Motion carried.
- (16-098)** Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the contract between Tiffin City Schools and Mental Health and Recovery Services Board of Seneca, Sandusky and Wyandot Counties for services provided under the contract, effective July 1, 2016 through June 30, 2017, as exhibited on pages 57 through 63 of the agenda.
- The vice-president called for the vote. Voting yes: Mr. Schwartz, Dr. Gase, Dr. Hoyda, and Mr. Henry. Motion carried.
- (16-099)** Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education approve a compensation step increase for the following administrators and supervisors effective with the 2016-2017 school year:
- Sharon Perry - Treasurer, Step 7 to 8
 - Michelle Tuite - Director of Instruction/Personnel, Classification I, Step 4 to 5
 - Scott Daniel - Director of Operations, Step 3 to 4
 - Douglas Hartenstein - High School Principal, Classification I, Step 3 to 4
 - Greg DeVore - High School Assistant Principal, Classification III, Step 6 to 7
 - Shawn Murphy - Middle School Dean of Students, Classification IV, Step 6 to 7
 - Michael Newlove - Elementary Principal, Classification III, Step 5 to 6
 - William Beaston - Elementary Principal, Classification III, Step 1 to 2
 - Randy Conger - Transportation Supervisor, Step 3 to 4
- The vice-president called for the vote. Voting yes: Mr. Schwartz, Dr. Gase, Dr. Hoyda, and Mr. Henry. Absent: Mr. Widman. Motion carried.
- (16-100)** Mr. Schwartz moved, seconded by Mr. Henry, the Tiffin City School Board of Education approve the College Access Program Memorandum of Understanding with Terra State Community College for the 2016-2017 Academic Year, as exhibited and corrected on pages 64 through 65 of the agenda. The amount in item 3.g. of the Memorandum, exhibited on page 65, was corrected as \$2,386.80.
- The vice-president called for the vote. Voting yes: Mr. Schwartz, Mr. Henry, Dr. Gase, and Dr. Hoyda. Motion carried.

Approve Lease with WSOS Community Action Commission

Approve Contract with NCOESC for On-board Instructor Training

Approve Contract with Mental Health and Recovery Services Board

Approve Compensation Step Increase for Administrators and Supervisors

Approve Memorandum of Understanding with Terra State Community College

June 28, 2016

- (16-101)** Dr. Hoyda moved, seconded by Dr. Gase, the Tiffin City School Board of Education approve ten (10) additional days to the 2015-2016 school year for Jan Beard.
- The vice-president called for the vote. Voting yes: Dr. Hoyda, Dr. Gase, Mr. Schwartz and Mr. Henry. Motion carried.
- (16-102)** Dr. Gase moved, seconded by Mr. Schwartz, the Tiffin City School Board approve proposal from Renaissance Learning for Products and Services for the 2016-2017 school year, as exhibited on pages 66 through 68 of the agenda.
- The vice-president called for the vote. Voting yes: Dr. Gase, Mr. Schwartz, Dr. Hoyda and Mr. Henry. Motion carried.
- (16-103)** Mr. Schwartz moved, seconded by Mr. Henry, the Tiffin City Board of Education under Ohio Revised Code Section 3313.53, approved employment of the following non-licensed pupil activity contract in the position indicated for the 2016-2017 school year, such position having first been offered to licensed District employees (with no such individual qualified to fill the position having accepted it) and advertised as available to licensed individuals not currently employed by the Board (with no such individual qualified to fill the position having accepted it):
- David Jones - Bowling, Head Varsity
 - Andrew Miller - Football, Assistant Varsity
 - Cory Blust - Football Volunteer
 - Vince Arnold - Soccer, Head Varsity Girls
 - Melissa Hoffman - Soccer, Assistant Varsity Girls
 - Krystina Auble - Tennis, Head Varsity Girls
 - Ian Rammel - Wrestling, Assistant Varsity
- The vice-president called for the vote. Voting yes: Mr. Schwartz, Mr. Henry, and Dr. Hoyda. Dr. Gase abstained. Motion carried.
- (16-104)** Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following Handbooks, as exhibited on pages 69 through 80 of the agenda:
- Bus Driver Handbook
 - School Bus Rider's Handbook

Approve Ten (10) additional workdays for Food Service Supervisor

Approve Proposal from Renaissance Learning

Approve Employment of Non-licensed with Pupil Activity Contracts

Approve Bus Handbooks

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD

Public Dialogue

(This opportunity is to speak of issues and/or policy, and/or programming, not to discuss personnel. This item will conclude at 8:30 PM. This item will conclude at 9:00 PM when an Executive Session does not take place.)

Topic: Permanent Improvement Levy

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about educating the voters. She prefers a renewal levy with an increase and asked that information be shared with the public.

ITEMS FROM THE BOARD

Items from the Board

June 28, 2016

Dr. Hoyda congratulated the 2015-2016 national champions from Sentinel Career Center.

(16-105) Dr. Gase moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adjourn.

Adjournment

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

The meeting started at 7:00 PM and ended at 8:27 PM.

The next regular meeting is scheduled for July 26, 2016, at 7:00 PM in the Tiffin Middle School Cafetorium.

President

Treasurer