

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, August 23, 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, and Mr. Schwartz. Absent: Mr. Widman.

Roll Call

The Pledge of Allegiance was led by Mr. Mike Meadows and the following senior band members: Gabrielle Roszman, Hannah Treadway, and Dennis Williams.

Pledge of Allegiance

Pursuant to O.R.C. 3307.353, a public meeting was held on the issue of re-employing Deborah A. Baker to the same position. No one addressed the Board.

Re-employ Deborah A. Baker

Superintendent Wheatley introduced the student representatives, Audrey Behm and Hanna Treadway, who were seated on the Board of Education for the 2016-2017 school year.

Seat Student Representatives

(16-134) Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education adopt the agenda as presented.

Adopt Agenda

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

BOARD DISCUSSION

Board Discussion

None.

BOARD REPORTS

Business Advisory Council, Dr. Gase – Met August 18, 2016. Spoke about the Reach Program, county-wide job survey conducted by a political science major from Heidelberg, and plans for student lunch meetings at Columbian. The next meeting is Thursday, September 15, 2016 at 8:00 AM in the McMullen Conference Room at Tiffin Mercy Hospital.

Board Committee Reports

Finance Committee, Mr. Henry – Met August 16, 2016. Reviewed the monthly financial reports, permanent appropriations, and preschool costs. Mrs. Perry provided a document listing preschool revenues and expenditures from 2013 through 2016. The next committee meeting is Tuesday, September 20, 2016 at 4:30 PM in the first floor conference room of the

August 23, 2016

Administration Building.

Marketing Committee, Mr. Schwartz – Met August 4, 2016. Spoke about tail-gate events, alumni band, team shirt swaps, staff directories, alumni association applications, staff website trainings, a Heritage Festival booth, opening day, the Storybook Festival, and Blue & Gold days. The next meeting is Thursday, September 1, 2016 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Widman (absent) – No report. The next meeting is Wednesday, September 14, 2016 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met August 12, 2016. Mr. Daniel spoke about whiteboards, the mechanic's job description, bus purchases vs. leasing, summer maintenance projects, and a new sound system for board meetings. The next meeting is Friday, September 16 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 – No report.

Vanguard-Sentinel Update, Mr. Widman (absent)

Wellness Committee, Dr. Gase – Did not meet. The next meeting is September 21, 2016.

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Superintendent's Report

1. Second reading of the Proposed New and Revised Board Policies and Regulations, as exhibited on pages 11 through 38 of the agenda:
 - AFCA (Also GCNA) – Evaluation of School Counselors
 - DLC-R – Expense Reimbursements
 - EEA-R Student Transportation Services
 - EEAA – Eligibility Zones for Pupil Transportation as corrected.
 - EHA – Data and Records Retention
 - GCNA (also AFCA) – Evaluation of School Counselors
 - IGBA – Programs for Students with Disabilities
 - IGBA-R – Programs for Students with Disabilities
 - IGCH-R (Also LEC-R) – College Credit Plus
 - LEC – College Credit Plus
 - LEC-R (Also IGCH-R) – College Credit Plus

August 23, 2016

2. Update on Opening Day
3. Miscellaneous Items – Dr. Wheatley spoke about our option of offering the ACT or SAT as the new state requirement for juniors. Mr. Bryce Riggs was introduced as chairperson for the permanent improvement levy campaign. Meetings will be held every Thursday from 5-6 PM starting September 1, 2016.

DIRECTOR OF INSTRUCTION / PERSONNEL’S REPORT AND RECOMMENDATIONS

Director of Instruction / Personnel’s Report

1. Miscellaneous Items – none.

DIRECTOR OF OPERATIONS’ REPORTS AND RECOMMENDATIONS

Director of Operations’ Report

1. First Reading of Job Description and Salary Schedule for Mechanic position, as exhibited on pages 39 through 41 of the agenda. The mechanic is currently working under the job description and salary schedule for a maintenance position.
2. Miscellaneous Items – The satellite building passed the air quality test after mildew was removed by Clouse Construction and Miller Steam Extraction. The structure was installed in 1998 with an expected life of 10 years. It is currently used for the Tiffin Columbian Connections credit recovery program and summer kindergarten.

President Widman entered the meeting at 7:50 p.m.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

Chris Joyce, 528 West County Road 38, Tiffin, spoke on behalf of the Tiffin Education Association about opening day and summer activities for teachers.

Carissa Allen, 135 Clinton Avenue, Tiffin, commended the maintenance department and spoke favorably about teachers, the first day of school and open houses conducted at school buildings.

CONSENT AGENDA

- (16-135)** Dr. Gase moved, seconded by Mr. Henry, the Tiffin City Board of Education approve the following items:

August 23, 2016

The Superintendent's recommendation to approve the minutes from the following meetings:

- Special Board meeting on July 7, 2016, as exhibited on pages 42 through 44 of the agenda.
- Special Board meeting on July 21, 2016, as exhibited on page 45 of the agenda.
- Regular Board meeting on July 26, 2016 as exhibited on pages 46 through 60 of the agenda.,

**Approve
Minutes of
July
Meetings**

The Superintendent's recommendation to approve the Treasurer's reports for July 2016, as exhibited on pages 61 through 67 of the agenda.

**Approve July
2016 Treasurer's
Report**

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

General Fund	\$10,831,703.02
Bond Retirement	866,383.37
Permanent Improvement	221,412.40
Building	61,041.00
Food Service Fund	379,957.02
Special Trust	9,286.05
Endowment	15,270.69
Uniform School Supplies	520.97
Mental Health	0.00
Public School Support	30,616.64
Other Grant	60,930.82
District Agency	0.00
Classroom Facilities Maintenance	817,784.32
Student Managed Activity	50,471.41
District Managed Activity	94,171.43
Auxiliary Services	56,545.68
Data Communication Fund	0.00
Alternative Schools	-1,147.95
School to Work	2,569.57
IDEA Part B Grants	-57,776.63
Title I Disadvantaged Children	-56,424.15
IDEA Preschool-Handicapped	-7,573.45
Improving Teacher Quality	-3,048.80

Total \$13,372,693.41

The Superintendent's recommendation to accept the following resignations:

Accept

August 23, 2016

Resignations

PROFESSIONAL STAFF

Alexander M. Pankiewicz, Teacher
Erin E. Reed, Teacher

**Approve
Employment**

The Superintendent's recommendation to employ the following:

PROFESSIONAL STAFF Effective for the 2016-2017 School Year

Teachers

Deborah A. Baker
Stephen G. Nellett – Auxiliary Services

Substitute Teachers

Krystina J. Auble
Hope E. Boes
Jessie A. Gase
Donna J. Goshe
Courtney M. Kurth
Allison C. Moncheck
Lisa A. Swickard

Summer OGT Substitute

Libbie Kaltenbach

SUPPORT STAFF Effective for the 2016-2017 School Year

Bradley R. Fuhrer, Educational Aide
Annette D. Edmond, 4 hrs. per day secretary, 3 hrs. per day educational aide
Ronda J. Goshe, Educational Aide
Andrew L. Frank, Educational Aide

Cross Country Carnival 2016

Nathan Lynch, Co-Manager, \$3,000
Michelle Boehler, Co-Manager, \$3,000
Miscellaneous Event Workers, \$125 - \$250

Bus Driver

Hugh D. Anderson
Route 41 AM & PM
3.25 hrs. per day, 0.25 hrs. per day pre-trip, and 0.25 hrs. per week fueling

Substitute Educational Aides

Diane M. Allison
Krystina J. Auble
Jessie A. Gase

August 23, 2016

Courtney M. Kurth
Allison C. Moncheck
Lisa A. Swickard

Funding Change – from Auxiliary Services Program to Title I

Karin M. Day, 15%
Heather R. Dillon

Funding Change – from General Fund to ECSE

Devin B. Oyster

Funding Change – From General Fund to IDEA B

William O. Williams
Rasha R. Zirger

Funding Change – from IDEA B to General Fund

Melissa M. Abernathy

Funding Change – from Title II-A to General Fund

Leigh K. Alvarado

Extracurricular/Pupil Activity Contract for the 2016-2017 School Year

Lindsay A. Wilson, Junior Class Advisor 50%
Lindsay A. Wilson, Student Council, High School 50%
Lindsay A. Wilson, Swimming, Varsity Assistant

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

Columbian High School

- Bair Bros. donated t-shirts for Freshman Orientation, valued at \$10
- John Birch donated \$50.00 to the Columbian Athletic Department
- Jeffrey L. Wise, donated \$40.00 to Columbian's Football Program

District

- American Fidelity - donated \$300
- Hemy Water - donated 20 cases of water, valued at \$100
- National Machinery Foundation – donated \$25,000 for the International Cultural Center contract services
- PT Services - donated \$500
- Sam's Club of Sandusky - donated baked goods, valued at \$300
- Tiffin Ace Hardware – donated \$25
- United Insurance donated 400 hot dogs, buns and condiments, valued at \$271

August 23, 2016

- Walmart donated 10 watermelons, valued at \$50

Krout 2-3

- Subway Stores of Tiffin – donated \$200 to help students in need

Noble 4-5

- NOPEC donated miscellaneous items for a field trip, total value of \$9,563
- Subway Stores of Tiffin – donated \$200 to help students in need
- VCA Dog and Cat Hospital of Tiffin donated their services for Kennedy's care, including vaccinations, physical, bath, nail trim and prescription dog food, valued at \$278.85

Washington

- Subway Stores of Tiffin – donated \$200 to help students in need

Statement of Purpose Budget Reports

The Superintendent's recommendation to approve the Statement of Purpose Budget Reports submitted by the following Student Activity Groups for the year beginning July 1, 2016, and ending June 30, 2017, as exhibited on pages 68 and 69 of the agenda:

- Fund 018 SCC 9009 Columbian Support Fund
- Fund 018 SCC 9006 Washington Support Fund

**Approve
Statement of
Purpose Budget
Reports**

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

ACTION ITEMS

- (16-136)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education adopt a resolution for travel related to official duties while serving OSBA, as exhibited on page 70 of the agenda.

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

- (16-137)** Mr. Schwartz moved, seconded by Mr. Henry, the Tiffin City Board of Education approve the following foreign exchange students and waive their tuition for the 2016-2017 school year:

**Adopt resolution
for Travel
Related to
OSBA Official
Duties**

**Approve Waive
of Tuition for
Foreign Ex-
change**

August 23, 2016

- Toni Puustinen from Finland
- Daniel Meza Zenteno from Paraguay
- Angelo Ferreira from Brazil

Students

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

- (16-138)** Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the School Nurse Services Agreement between Mercy Health Tiffin Hospital LLC and Tiffin City Schools, as exhibited on pages 71 through 78 of the agenda.

Approve School Nurse Services Agreement with Mercy Hospital

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

- (16-139)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following positions to evaluate teachers using the Ohio Teacher Evaluation System (OTES):

Approve Positions to Evaluate Teachers

Lincoln Pre-Kindergarten Principal
Washington K-1 Principal
Krout 2-3 Principal
Noble 4-5 Principal
Tiffin Middle School Dean of Students
Tiffin Columbian High School Principal
Tiffin Columbian High School Assistant Principal
Tiffin Middle School Principal
Superintendent
Director of Instruction/Personnel
Gifted Coordinator
Special Education Supervisor

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

- (16-140)** Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve Contract Services between Joseph Moore, Director International Cultural Center, and Tiffin City Schools, as exhibited on page 79 of the agenda.

Approve Independent Contract with Joseph Moore

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

- (16-141)** Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt a Permanent Appropriation Resolution to provide for the current

Adopt Permanent

August 23, 2016

expenses and other expenditures of said Board of Education during the fiscal year ending June 30, 2017, as exhibited on pages 80 through 84 of the agenda.

Appropriation Resolution

Treasurer Perry spoke about the Permanent Appropriation Resolution setting the legal spending limits for Fiscal Year 2017. The general fund amount of \$25,888,797 includes estimated expenditures on the five-year forecast adopted in May 2016 plus \$180,000 for fiscal year 2016 health insurance premiums invoiced in 2017, \$200,000 for additional aides at Washington K-1, and \$70,000 for an additional classroom at Lincoln. All other funds totaling \$6,516,081.17 are based on revenue estimates and ending balances certified by the county auditor with a portion of Permanent Improvement, Food Service, and Classroom Facilities Maint. funds reserved for future needs.

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

(16-142) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following Family Learning Center Pre-School Route Assignments for the 2016-2017 school year as prepared by the Transportation Supervisor.

Approve FLC Pre-School Route Assignments

Deb Reamer Route 71AM & PM	2 hours/day, 4 days/week
Gary Studer Route 72AM & PM	2 hours/day, 4 days/week
Diane Ziegler Route 73AM & PM	2 hours/day, 2 days/week

Approximately thirty (30) students must be transported, according to Mr. Daniel.

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

(16-143) Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education, under Ohio Revised Code Section 3313.53, employ the following non-licensed pupil activity contracts in the positions indicated for the 2016-2017 school year, such positions having first been offered to licensed District employees (with no such individuals qualified to fill the positions having accepted) and advertised as available to licensed individuals not currently employed by the Board (with no such individuals qualified to fill the positions having accepted).

Approve Employment of Non-licensed Individuals with Pupil Activity Contracts

- Josh Roberts, Basketball, Boys, Volunteer
- Tyler Halcomb, Basketball, Boys, Ninth Grade
- Lou Garcia, Basketball, Boys, Varsity Assistant
- Kelsey Yartch, Softball Volunteer

August 23, 2016

- Aaron Burkett, Swimming Volunteer

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

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: ACT/SAT

Mr. Henry spoke about the position of the Program Committee to offer the ACT, rather than SAT, in order to fulfill the new state-funded requirement.

Miss Treadway spoke about students being accustomed to the ACT and its prep classes. She prefers paper & pencil tests rather than online.

Mr. Widman spoke about students being able to take the test that is not required by the district, nor funded by the state, by paying the customary fee.

Dr. Wheatley spoke about the administration's consensus to require the ACT. The state's decision deadline is in September.

ITEMS FROM THE BOARD

Items from the Board

Dr. Gase congratulated Mr. Riggs for his new role as Chairperson of the permanent improvement levy campaign.

Mr. Widman spoke about voter registration for students.

Mr. Henry thanked Haley Thomas, Marketing Director of Ballreich's, for delivering an inspirational convocation address on opening day.

Mr. Schwartz wished good luck to all Fall athletes.

Dr. Hoyda welcomed everyone to the new school year, especially the new student board representatives, Miss Behm and Miss Treadway.

- (16-144)** Mr. Schwartz moved, seconded by Mr. Henry, to hold an executive session to consider the purchase or sale of property.

Executive Session

August 23, 2016

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

Time in: 8:27 PM

Time out: 8:52 PM

(16-145) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adjourn.

Adjournment

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

Meeting started: 7:00 PM

Meeting ended: 8:53 PM

The next regular meeting is scheduled for September 27, 2016 at 7:00 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer