

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, January 24, 2017, 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 President Chris Widman, with the following members present: Dr. Gase, Mr. Henry, Dr. Hoyda, Mr. Schwartz and Mr. Widman.

Roll Call

The Pledge of Allegiance was led by Mr. Koppus and the Lincoln Pre-K students and by Mr. Mason and his 3rd period 8th grade Science students.

Pledge of Allegiance

(17-013) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt the agenda as presented.

Adopt Agenda

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

BOARD DISCUSSION

Board Discussion

President Widman assigned the following buildings for 2017:

Lincoln – Mr. Schwartz

Washington – Audrey Behm and Hannah Treadway

Krout – Mr. Henry

Noble – Dr. Hoyda

TMS – Mr. Widman

Columbian – Dr. Gase

Building Assignments

BOARD REPORTS

Board Committee Reports

Business Advisory Council, Dr. Gase – Met January 19, 2017. Spoke about REACH, Camp Invention, Junior Achievement and STRIVE. The next meeting is Thursday, February 16, 2017 at 8:00 AM in the McMullen Conference Room, Tiffin Mercy Hospital.

Finance Committee, Mr. Henry – Met January 17, 2017. Spoke about the monthly financial reports, Wellness Committee's budget proposal, Alternative Tax Budget Information, income tax, facility planning, and QZAB/NEF. The next meeting is Tuesday, February 21, 2017 at 4:30 PM in the first floor conference room of the Administration Building.

Marketing Committee, Mr. Schwartz – Met January 5, 2017. Spoke about the business newsletter, staff directory, Reach TV, Tornado Watch, referral

January 24, 2017

guide, and Faces of TCS. The next meeting is Thursday, February 2, 2017 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Widman – Met January 11, 2017. Spoke about the College Credit Plus survey results and special education compliance on the State report card. Discussion of campus wear will be tabled until further notice. The next meeting is Wednesday, February 15, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met January 13, 2017. Spoke about: Food Service – serving amounts, equipment repairs and replacements; Technology – smartboard replacements; Transportation – GPS trial and purchasing consortium; and Maintenance – copiers, roofs, photography proposals, long-range plans, environmental survey, and tree removal. The next meeting is Friday, February 17, 2017 at 8:00 AM in the first floor conference room of the Administration Building.

Personnel Committee – Did not meet.

Records Committee – Met January 10, 2017. No changes were recommended to the Records Retention Schedule. Records submitted for disposal were approved as presented pending review by the Ohio History Connection. The next meeting will be scheduled no later than January 2018.

Legislative Liaison, Mr. Henry – Spoke about SB 3 providing relief to several mandates for qualifying districts; updates to Ohio Facilities Construction Commission administrative codes; SB 235 exempting property tax during industrial or commercial development; and an ODE task force for graduation requirements. Mr. Widman spoke about potential state budget proposals including a 10% reduction and elimination of the funding guarantee.

Vanguard-Sentinel Update, Mr. Widman – Met January 19, 2017. Spoke about Sophomore visitation. The next meeting is February 16, 2017 at Sentinel.

Wellness Committee, Dr. Gase – Did not meet. The next meeting is Wednesday, February 8, 2017 at 4:00 PM in the first floor conference room of the administration building.

STUDENT REPRESENTATIVES

Audrey Behm – Spoke about the benefits of a school-wide study hall period at Columbian. Teachers are available to meet with students every Monday for twenty minutes. Periods 1-3 are adjusted to allow for time.

Student Representatives

January 24, 2017

Hannah Treadway – absent.

Satellite Replacement Task Force, Mr. Widman and Dr. Hoyda – Evaluation of the satellite will be used to identify replacement of the building and relocation of high school and central offices.

Satellite Building Task Force

Income Tax Task Force, Dr. Gase – Members will be assembled to discuss former income tax considerations and future funding sources that withstand devaluation.

Income Tax Task Force

SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

Superintendent’s Report

1. School Board Recognition Month
2. Miscellaneous Items – none.

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. 2nd Reading of Substitute Night Sweeper Salary Schedule
2. Miscellaneous Items – none.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

None.

CONSENT AGENDA

(17-014) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the following items:

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

- Regular Board meeting on December 20, 2016, as exhibited on pages 9 through 20 of the agenda.

Approve Minutes of December Meeting

January 24, 2017

The Superintendent's recommendation to approve the Treasurer's reports for December 2016, as exhibited on pages 21 through 30 of the agenda.

**Approve
December 2016
Treasurer's
Report**

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

General Fund	\$13,025,010.76
Bond Retirement	571,396.43
Permanent Improvement	131,038.42
Building	61,041.00
Food Service Fund	279,334.53
Special Trust	9,286.05
Endowment	15,270.69
Uniform School Supplies	-84,907.03
Mental Health	-19,852.00
Public School Support	28,569.81
Other Grant	89,348.13
District Agency	-123.50
Classroom Facilities Maintenance	838,592.42
Student Managed Activity	56,494.58
District Managed Activity	156,420.13
Auxiliary Services	101,462.26
Data Communication Fund	0.00
Alternative Schools	-1,865.14
School to Work	2,569.57
IDEA Part B Grants	-46,605.95
Title I Disadvantaged Children	-47,806.10
IDEA Preschool-Handicapped	-1,723.93
Improving Teacher Quality	1,494.63

Total \$15,164,445.76

The Superintendent's recommendation to accept the following resignations:

**Accept
Resignations**

SUPPORT STAFF

Michelle L. Bogner, Substitute Food Service, effective December 14, 2016

Andrea M. Marks, Substitute Bus Driver, effective February 1, 2017

Garrison D. Rennels, Night Sweeper, effective January 13, 2017

The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF

Home Instruction Tutor

January 24, 2017

Victoria Ingalls, effective January 17, 2017

Substitute Teachers effective for the 2016-2017 School Year

Megan Belch

Kenneth F. Santos

SUPPORT STAFF

Christopher D. Bean, Substitute Bus Driver, effective January 1, 2017

Garrison D. Rennels, Substitute Bus Driver, effective January 13, 2017

Susan Harbor, Educational Aide, level 0, effective January 25, 2017

Sunce Anderson, Substitute Educational Aide, effective December 15, 2016

Kelsie-Alen N. Elchert, Substitute Educational Aide, effective January 25, 2017

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

District

- VCA Dog and Cat Hospital of Tiffin donated services for Kennedy's care, valued at \$91.79

Tiffin Columbian

- Brad Scheiber donated \$25.00.
- Exxon Mobile's Educational Alliance Program donated a \$500.00 grant for the maintenance and support in the area of Math and/or Sciences.

Tiffin Middle School

- Tiffin Lions Club donated 900 popcorn balls, valued at \$350.00.
- Shawn & Heidi Kissel donated items worth \$300.00.
- Women's Missionary Union, Grace Baptist Church donated hats, scarves and mittens, valued at \$150.00.

Noble

- Tiffin Lions Club donated 468 popcorn balls for students and staff, valued at \$182.00.
- St. Paul's United Methodist Sharing Kitchen donated hats, gloves and headbands valued at \$50.00

Krout

- DOTS, retired teachers organization, donated \$110 to the student fund in memory of Gayle Kraut.
- The Krout staff donated the book *Curious George Makes Maple Syrup* in memory of Bonnie Boyer, Bill Beaston's grandmother, valued at \$12.00

January 24, 2017

- The Krout staff donated the book *Cooking Class* in memory of Alice Luhning, Karen Daniel's mother, valued at \$12.00.
- The Krout staff donated the book *Danger in the Darkest Hour* in memory of Lester Morter, Laurie Morter's father-in-law, valued at \$12.00.
- The Krout staff donated the book *H is for Honor* in memory of Fred Swartz, Don Swartz's father, valued at \$12.00.
- The Krout staff donated the book *Charlie Plays Ball* in memory of James Haman, Marcia Burlile's brother, valued at \$12.00.
- The Krout staff donated the book *This is Venice* in memory of Paula Selhorst, valued at \$12.00.
- Tiffin Lions Club donated 420 popcorn balls for students and staff, valued at \$168.00.
- Jenny Watson of the Morrison House donated hats, gloves, scarves and snacks valued at \$50.00.
- St. Paul's United Methodist Sharing Kitchen donated hats, gloves and headbands valued at \$50.00

Washington

- Tiffin Lions Club donated 390 popcorn balls for students and staff, valued at \$182.00.
- Women's Missionary Union, Grace Baptist Church donated hats, scarves and mittens, valued at \$25.00.
- St. Paul's United Methodist Sharing Kitchen donated hats, gloves and headbands valued at \$50.00.

Lincoln

- Tiffin Lions Club donated 108 popcorn balls for students and staff, valued at \$42.00.

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

ACTION ITEMS

- (17-015) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve a contract between Tiffin City Schools and Columbus City Schools to provide educational services for students while he/she is in Nationwide Children's Hospital, and agree to reimburse Columbus City Schools at the daily tuition rate (plus excess costs, if applicable), as exhibited on page 31 of the agenda.

**Approve
Columbus City
Schools
Contract**

The president called for the vote. Voting yes: Mr. Henry, Mr. Schwartz, Dr.

January 24, 2017

Gase, Dr. Hoyda, and Mr. Widman. Motion carried.

- (17-016) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve a consultations and collaboration contract between Tiffin City Schools and Wellness Counseling Solutions, LLC, effective October 1, 2016 through June 30, 2017, as exhibited on pages 32 through 34 of the agenda. **Approve Wellness Counseling Solutions Contract**

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

- (17-017) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the Substitute Night Sweeper Salary Schedule, as exhibited on page 35 of the agenda. **Approve Substitute Night Sweeper Salary Schedule**

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

- (17-018) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the 2017-2018 TMS Curriculum Guide, as presented at the December 20, 2016 Board Meeting. **Approve TMS Curriculum Guide**

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

- (17-019) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve a Memorandum of Agreement between Health Partners of Western Ohio and Tiffin City Schools, as exhibited on pages 36 through 38 of the agenda. **Approve MOA with Health Partners of Western Ohio**

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

- (17-020) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt a resolution providing for the issuance and sale of bonds in a maximum aggregate principal amount of \$3,455,000 for the purpose of refunding for debt service cost savings all or a portion of the \$3,455,000 of the school district's outstanding Classroom Facilities Improvement Refunding Bonds, Series 2007, issued as a part of a consolidated issue of School Improvement Refunding Bonds, Series 2007, dated as of May 1, 2007, and stated to mature on December 1 in each of the years from 2017 through 2019 and from 2021 through 2023, for the purpose of advance refunding a portion of the school district's then outstanding Classroom Facilities Improvement Bonds, Series 2001, issued as a part of a consolidated issue of School Improvement Bonds, Series 2001, dated as of June 1, 2001, to provide funds to pay the local share of school construction under the State of Ohio Classroom **Adopt Classroom Facilities Improvement Refunding Bonds Resolution**

January 24, 2017

Facilities Assistance Program; authorizing and directing the call of the refunded bonds for optional redemption on June 1, 2017; and approving and authorizing the execution and delivery of a Bond Registrar Agreement, a Bond Purchase Agreement and a Continuing Disclosure Agreement with respect to the refunding bonds and an Escrow Agreement with respect to the refunding of the refunded bonds; as exhibited on pages 39 through 59 of the agenda.

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

(17-021)

Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt a resolution providing for the issuance and sale of bonds in a maximum aggregate principal amount of \$875,000 for the purpose of refunding for debt service cost savings all or a portion of the \$875,000 of the school district's outstanding Site Acquisition Refunding Bonds, Series 2007, issued as a part of a consolidated issue of School Improvement Refunding Bonds, Series 2007, dated as of May 1, 2007, and stated to mature on December 1 in 2019 and each of the years from 2021 through 2023, for the purpose of advance refunding a portion of the school district's then outstanding Site Acquisition Bonds, Series 2001, issued as a part of a consolidated issue of School Improvement Bonds, Series 2001, dated as of June 1, 2001, to provide funds to pay costs of acquiring a site for classroom facilities under the State of Ohio Classroom Facilities Assistance Program; authorizing and directing the call of the refunded bonds for optional redemption on June 1, 2017; and approving and authorizing the execution and delivery of a Bond Registrar Agreement, a Bond Purchase Agreement and a Continuing Disclosure Agreement with respect to the refunding bonds and an Escrow Agreement with respect to the refunding of the refunded bonds; as exhibited on pages 60 through 80 of the agenda.

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

BOARD DISCUSSION

Superintendent Search Update – President Widman distributed board survey results from NCOESC. The application deadline recently passed. The number of applicants is not yet available. The ESC's timeline remains on schedule. An executive session will be held later in the meeting for additional consideration.

ADDITIONAL ITEMS FROM THE BOARD

President Widman spoke about issuing a Request For Proposal (RFP) for

**Adopt Site
Acquisition
Refunding
Bonds
Resolution**

**Board Discus-
sion**

**Superintendent
Search**

**Additional
Items from the
Board**

Bond Counsel

January 24, 2017

new bond counsel in 2018 due to concerns about service and the use of an incorrect e-mail address, not concerns about opinions received. Existing counsel was approved at the 2017 organizational meeting. He noted that RFP's for legal counsel have not been issued in the past and he would like to evaluate the district's options.

RFP

Mr. Henry had no concerns with current bond counsel citing thorough and timely responses, professionalism, confidence, and reputation. He did not agree that an RFP is needed. He suggested conferring with counsel, which has represented the district since 1977, about concerns before issuing an RFP.

Dr. Gase spoke about a lack of communication from current bond counsel and untimely responses regarding the cost of an opinion. He agreed that an RFP is needed.

Mr. Schwartz spoke about current bond counsel's favorable performance, including the refunding of debt in 2007 and 2017, and the firm's responsiveness to district inquiries. He did not agree that an RFP is needed.

Dr. Hoyda spoke about his inexperience with current bond counsel but did not agree that an RFP is needed.

**QZAB/NEF
Attorney Letter**

(17-022) Mr. Henry requested the Board allow him to share an attorney-client privileged letter regarding Qualified Zone Academy Bonds (QZAB) and the National Education Foundation (NEF) with the Finance Committee.

Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education share correspondence from Squire Patton Boggs regarding QZAB and NEF with the Tiffin City Schools Finance Committee.

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

Public Dialogue

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD

Topic – Proposed 2017-2018 School Calendars, as exhibited on pages 81 through 83

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about her calendar concerns including a week-long spring break, starting on Friday, and ending after Memorial Day.

Mr. Widman spoke about avoiding breaks before state testing, preferences to

January 24, 2017

end before Memorial Day, using calamity days for professional development, identifying makeup days, and maximizing instructional days.

Melanie Sutter, 154 Cottage Avenue, Tiffin, offered to provide an alternative proposal and spoke about the following concerns: spring testing, makeup days, teacher work days, spring conferences, and consideration of student work schedules.

Dr. Wheatley spoke about collectively bargained requirements, conference times and effectiveness, calamity days, and instructional days. She suggested student-led conferences and commended the calendar committee for its proposals. The final calendar proposal must be delivered to the Board of Education by February 1. A public hearing must then be conducted prior to the regular board meeting in February. The board can then adopt the calendar after thirty days, which excludes the regular meeting in March. A special meeting may be scheduled prior to the regular meeting in April.

Dr. Hoyda spoke about parent attendance at conferences

Mrs. Tuite spoke about parent-teacher communication outside of conferences.

Dr. Gase spoke about utilizing guidance counselors during conferences.

Wendy Rosen, 55 Walnut Street, Tiffin, expressed a concern about long spring breaks.

Mr. Henry expressed a concern about starting on Friday.

Chris Joyce, 528 West County Road 38, Tiffin, spoke about the calendar committee's process, differing opinions on spring break, unknown testing schedules, staggered start times and kindergarten screening, starting on Friday to complete procedural items, collective bargaining requirements, and the potential need for professional development days considering the current curriculum audit.

(17-023) Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education hold an executive session to consider the employment of a public employee.

**Executive
Session**

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

Time in: 8:47

January 24, 2017

Time out: 9:27

(17-024) Dr. Gase moved, seconded by Mr. Henry, the Tiffin City Board of Education adjourn.

Adjournment

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

Meeting started: 7:00 PM

Meeting ended: 9:28 PM

The next regular meeting is scheduled for February 28, 2017 at 7:00 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer