

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, March 28, 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 Vice-President Dean Henry, with the following members present: Mr. Henry, Dr. Hoyda, and Mr. Schwartz. Absent: Dr. Gase and Mr. Widman.

Roll Call

The Pledge of Allegiance was led by Kelly Stahl and the following students from Washington K-1: Lily Allen, Joseph Bryan, Braden Distel, Carter Everhart, Avalynn Elliott, Makenzie Felske, Claire Groves, Jackson Hohman, Owen Hoyda, Grayse Kummerer, Kailani Long, Emilia Messersmith, Corinne Routzahn, Bentley Schoch, Liam Sherman, and Christopher Thacker.

Pledge of Allegiance

Vice President Dean Henry invited Mrs. Stacy Kiesel to speak about the Tiffin Columbian Alumni Association. TCAA contributes to programs such as the Academic Letter Breakfast and Excellence in Education Dinner. It also provides scholarships to graduating seniors. Membership applications are available on the Tiffin City Schools website.

TCAA Presentation

(17-047) Mr. Schwartz moved, seconded by Dr. Hoyda, 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. Hoyda and Mr. Henry. Absent: Dr. Gase and Mr. Widman. Motion carried.

BOARD DISCUSSION – none.

Board Discussion

BOARD REPORTS

Business Advisory Council, Mrs. Tuite – Met March 15, 2017. Spoke about the Job Fair and Camp Invention. The next meeting is Thursday, April 20, 2017 at 8:00 AM in the McMullen Conference Room, Tiffin Mercy Hospital.

Board Committee Reports

Finance Committee, Mrs. Perry – Met March 21, 2017. Spoke about the monthly financial reports, District Profile report, band budget, five-year forecast update, and credit rating interview. The next meeting is Tuesday, April 18, 2017 at 4:30 PM in the first floor conference room of the Administration Building.

Marketing Committee, Mr. Schwartz – Met March 2, 2017. Spoke about the Faces of TCS, Googleform, opening day baseball celebration, activities fair,

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TCAA & graduation yard signs, and Key Club's disaster relief fund. The next meeting is Thursday, April 6, 2017 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Henry – Met March 15, 2017. Spoke about policies, school fees, handbooks, and the Literacy Outline presentation. The next meeting is Wednesday, April 19, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Mr. Daniel – Met March 17, 2017. Spoke about the band budget, food service counts, new equipment & lunch prices, Spectrum cable services, bus bid specs, summer workers, tree removal, bleacher use by the Vietnam Memorial Dedication, insurance policy renewal, and area COG meeting. The next meeting is Friday, April 7, 2017 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 the State budget bill.

Vanguard-Sentinel Update, Mr. Widman – Absent.

Wellness Committee, Dr. Gase – Absent.

STUDENT REPRESENTATIVES

Student Representatives

Audrey Behm – Spoke about the Gay Straight Alliance and annual day of silence on April 12, 2017.

Hannah Treadway – Spoke about district band and choir competitions. Both groups will send representatives to state competition.

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Superinten- dent's Report

1. First Reading of Proposed Revised Board Policies and Regulations as exhibited on pages 9 through 61 of the agenda:
 - AC – Nondiscrimination
 - ACA/ACAA – Nondiscrimination on the Basis of Sex/Sexual Harassment
 - BDDH (also KD) – Public Participation at Board Meetings
 - DJB - Petty Cash Accounts
 - IIBH – District Websites

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- JEC – School Admission
- JECAA – Admission of Homeless Students
- JECAA-R Admission of Homeless Students (Enrollment Dispute and Resolution Process)
- JFCF – Hazing and Bullying
- JFCF-R – Hazing and Bullying (Harassment, Intimidation and Dating Violence)
- JFG - Interrogations and Searches
- JFG-R – Interrogations and Searches
- JHCB – Immunizations
- JO – Student Records
- JO-R – Student Records (Dr. Wheatley will clarify *Locations of Education Records* on page 4)

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. Miscellaneous Items – none.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

Carissa Allen, 135 Clinton Avenue, spoke about the importance of keeping daytime conferences (in addition to evening) for some parents and teachers.

CONSENT AGENDA

- (17-048)** Mr. Schwartz moved, seconded by Dr. Hoyda, the Tiffin City Board of Education approve the following items:

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

- Special Meeting on February 22, 2017, as exhibited on pages 62 through 63 of the agenda.
- Regular meeting on February 28, 2017, as exhibited on pages 64 through

Approve Minutes of February Meetings

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74 of the agenda.

The Superintendent's recommendation to approve the Treasurer's reports for February 2017, as exhibited on pages 74 through 88 of the agenda.

**Approve
February 2017
Treasurer's
Report**

The following were balances reported in various accounts for February 2017:

General Fund	\$11,745,911.71
Bond Retirement	572,079.16
Permanent Improvement	101,191.22
Building	61,041.00
Food Service Fund	397,898.17
Special Trust	9,286.05
Endowment	15,270.69
Uniform School Supplies	-70,581.21
Mental Health	-10,413.00
Public School Support	38,399.07
Other Grant	78,808.60
District Agency	0.00
Classroom Facilities Maintenance	838,343.72
Student Managed Activity	56,039.50
District Managed Activity	160,349.80
Auxiliary Services	239,403.92
Data Communication Fund	0.00
Alternative Schools	-1,712.50
School to Work	2,569.57
IDEA Part B Grants	-49,778.57
Title I Disadvantaged Children	-44,819.81
IDEA Preschool-Handicapped	-4,030.68
Improving Teacher Quality	-713.76

Total \$14,134,542.65

The Superintendent's recommendation to accept the following resignations:

**Accept
Resignations**

SUPPORT STAFF

Rebecca N. Darling, Educational Aide, effective March 13, 2017

The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF

Home Instruction 2016-2017

Jami L. Hepp

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Supplemental 2016-2017

Daniel E. Cole, Baseball, Volunteer
Michael T. Lee, Varsity Track, Boys
Michael R. Meadows, Varsity Track, Assistant Boys/Girls
Emily I. Theis, TMS Track, Assistant Girls

SUPPORT STAFF

Food Service

Sunce R. Anderson, Food Service, General Worker, increase from 2 hrs. per day to 3 hrs. per day, effective March 20, 2017

Pupil Activity 2016-2017

Vincent P. Anway, Baseball, Volunteer

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

District

- National Machinery Foundation, Inc. donated \$2,500.00 for *Camp Invention*

District Job Fair

- Mercy Health Partners donated 100 lunches, total value of \$1,000.00
- National Machinery donated \$40.00 in gift cards
- P.T. Services donated \$20.00 in gift cards
- Seneca County Jobs and Family Services donated \$20.00 in gift cards
- Shirley's Gourmet Popcorn Company donated 100 bags of popcorn, total value of \$800.00
- Toledo Molding & Die donated \$50.00 in gift cards

Tiffin Columbian

- Kroger donated \$355.40, proceeds from the Community Rewards Program

Tiffin Columbian Sponsors of the 2017 Musical *Cinderella*

- American Fire & Safety Services, Inc. donated \$50.00
- Behm & Henry, Attorneys at Law, donated \$100.00
- Kathee and Stephen Bruno donated \$100.00
- Craig and Jenny Buskirk & Family donated \$50.00
- Candice Cranmore donated \$25.00
- Jill and Greg DeVore & Family donated \$25.00
- Mrs. Judy Downie donated \$20.00
- William and Becky Faber donated \$20.00

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- Barry and Suzanne Fanning donated \$80.00
- Andrew and Anne Gase donated \$100.00
- Philip and Rosalind Gase donated 125.00
- Gem Yoga and Life Enrichment, LLC donated \$30.00
- Vicki and Douglas Hartenstein donated \$50.00
- Brent and Susan Hering Howard donated \$50.00
- Huntington McCafferty Family donated \$100.00
- Kahler & Kahler Law Offices donated \$50.00
- John and Deb Meisner donated \$100.00
- Kiwanis Club of Tiffin, Ohio donated \$100.00
- P. T. Services Rehabilitation donated \$50.00
- Jeff and Sharon Perry Family donated \$25.00
- Greg and Cynthia Ramsdell donated \$25.00
- Teresa Sager donated \$100.00
- Jason and Erin Simmons donated \$20.00
- Jim and Jenna Skidmore donated \$50.00
- Nicholas Smith donated \$100.00
- David and Amber Stover donated \$100.00

Tiffin Middle School

- Tiffin Middle School PTO donated the admission price for all 7th graders to attend the Ritz show, *Everybody's Hero – The Jackie Robinson Story*, valued at \$968.00
- Tiffin Middle School PTO donated fifty \$5.00 gift cards for the weekly TMS Bucks drawing, valued at \$250.00

Noble

The following books were donated in memory of Eugene Aichholz, father of Todd Aichholz, and father-in-law of Ashley Aichholz:

- Carissa and Eric Boesser donated the book *Diary of a Wimpy Kid Double Down*, valued at \$12.00
- Margaret and Mike Wise donated the book *Wolf Hollow*, valued at \$12.00
- Charise Hall donated the book *Maniac Magee*, valued at \$14.00
- Wendy and Chris Demith donated the books *Voyages of Doctor Doolittle* and *Classic Starts Animal Stories*, with a total value of \$13.00
- Jane Dietrich and Allen Auble donated the book *Classic Starts Greek Myths*, valued at \$6.00
- The Noble staff donated the book *Amulet 7: Firelight* and *Timmy Failure #1*, with a total value of \$26.00

Krout

- The Thursday Tiffin Ladies Bible Study donated *The Owl Diaries Series*,

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- set of 5 books, and *Tales of the Defended Ones Series*, valued at \$100.00
- Teresa and Mike Perry of Tiffin Brake and Wheel donated the books *Stella Batts: What's in Charge?* and *If You Ever Want to Bring an Alligator to School, Don't!*, valued at \$25.00
- Stephanie Dell donated the book *Puff the Magic Dragon*, valued at \$15.00

The following books were donated in memory of Barbara Burkett:

- Mindy and Jeff Wise donated *Stella Batts Series Books #1-4*, valued at \$50.00
- Jeanne and Dave Fodor donated the books *Catch That Cookie* and *Take Heart, My Child*, valued at \$25.00
- Deb Moon donated the books *Red Riding Hood & Sweet Little Wolf* and *Enzo Races in the Rain*, valued at \$25.00
- Rebecca and Jim Osborne donated the books *Chicken in Space* and *Snapsy the Alligator*, valued at 25.00
- Shelly and Bruce Scott donated the books *Pete the Cat & Five Little Ducks* and *Rabbit Magic*, valued at \$25.00
- Brenda Ehrenfried donated *There's a Bear on my Chair*, valued at \$12.00
- Teresa and Mike Perry of Tiffin Brake and Wheel donated the books *Something Blue* and *I Don't Want to Be a Frog*, valued at \$25.00
- Joanne and Jack Sigler donated the books *The Great Big Book of Magic Tricks for Kids* and *Origami, a Step by Step Introduction*, valued at \$25.00
- Mary and Dave Watson donated the books *You Can Do It, Bert*, *One Word from Sophia* and *Easy Snacks from Around the World*, valued at \$50.00
- Nancy, Dave and Greg Gase donated the books *Ruthie & The Not-so Teeny Tiny Lie*, *Rosy Revere, Engineer* and *Eva Sees a Ghost*, valued at \$40.00
- Louise and Doug Ducsay donated *American Girl Cooking: Recipes and More*, valued at \$20.00
- Debbie and Tom Gerschutz donated the books *National Geographic Kids: Weird But True Sports Facts* and *Katie Woo's Crazy Critter Jokes*, valued at \$30.00
- Sue and Ken Ritzler donated *National Geographic Kids: Weird But True Facts*, valued at \$20.00
- Kay and Mike Hoffert donated *National Geographic Kids: Just Joking Cats*, valued at \$20.00
- Gwen Lewis donated *American Girl Baking: Recipes for Cookies, Cupcakes & More*, valued at \$17.00
- Shirley and Ric Wright, the David Wright family, the Brian Wright family, and Laura Wright donated the books *Superstars of the Cleveland*

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Cavaliers, Artful Snacks, Mission Atomic - 39 Clues, Pete the Cat and the Surprise Teacher, and Scuba Cat, valued at \$70.00

- Mary and Gary Rider & family, Dave and Nancy Lucius & family, and an anonymous donor donated the custom framed art print entitled *Polar Express*, valued at \$128.00, in memory of Barbara Burkett
- Mary and Gary Rider donates the books *Alan's Big Scary Teeth* and *Eva's Treetop Festival*, valued at \$25.00, in memory of Paula Sehlhorst

Washington

- Pat and Tom Walter donated the book *Easy Papercrafts in 5 Easy Lessons*, valued at \$12.00 in memory of Mary Alice Fox
- Pat and Tom Walter donated the book *Colorful Peacocks*, valued at \$12.00, in memory of Bertha Coleman
- Pat and Tom Walter donated the book *Glad Monster, Sad Monster*, valued at \$12.00, in memory of Hope Moore
- Kim and Leonard Lammlein donated the books *Pug* and *A Greyhound, A Groundhog*, valued at 25.00, in memory of Rev. John O. Meloy, father of Rachel Hopple
- Carol Reamer, Diane and Jim Reamer, Josh Reamer, and Terry Reamer donated the books *Mom & Me Cookbook, Spa Princess Cookbook, Glad Monster, Sad Monster, Pete the Cat: Big Easter Adventure, First Big Book of Animals*, and *Pete the Cat: My First I Can Draw*, valued at \$72.00, in memory of their aunt Mary Alice Fox

Pay Stipends

The Superintendent's recommendation the Tiffin City Board of Education pay the following stipend(s) upon certified completion of duties:

Fund 300 SCC 9976 Columbian Drama Club

Ann Reddy - \$400.00

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

ACTION ITEMS

- (17-049) Mr. Schwartz moved, seconded by Dr. Hoyda, the Tiffin City Board of Education approve receipt of payment from Old Fort Local School District for Title I services provided at Calvert Schools, as exhibited on page 89 of the agenda.

**Approve
Title I Services**

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

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- (17-050) Mr. Schwartz moved, seconded by Dr. Hoyda, the Tiffin City Board of Education approve the Ohio High School Athletic Association Tournament Site Agreement for regional track and field events, as exhibited on pages 90 through 97 of the agenda.

**Approve
OHSAA
Tournament
Agreement**

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

- (17-051) Mr. Schwartz moved, seconded by Dr. Hoyda, the Tiffin City Board of Education adopt a resolution providing authorization to purchase from school bus bids received by Ohio Schools Council, as exhibited on page 98 of the agenda.

**Adopt
Resolution to
Purchase Buses
from Ohio
Schools Council**

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

- (17-052) Mr. Schwartz moved, seconded by Dr. Hoyda, the Tiffin City Board of Education adopt a resolution with Ohio Schools Council Cooperative for advertising and receiving bids for school bus chassis and bodies as exhibited on page 99 of the agenda.

**Adopt
Resolution with
Ohio Schools
Council**

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

- (17-053) Mr. Schwartz moved, seconded by Dr. Hoyda, the Tiffin City Board of Education approve the Schedule of Revenues, Expenditures and Changes in Fund Balances for the Fiscal Years Ended June 30, 2014, 2015 and 2016 Actual; Forecasted Fiscal Years Ending June 30, 2017 through 2021; and the Accompanying Summary of Forecast Assumptions, as updated and exhibited on pages 100 through 104.

**Approve Updated
Five Year
Forecast &
Assumptions**

Treasurer Perry explained adjustments made to the following categories: Personal Services, Employee Benefits, Capital Outlay, Operating Transfers, and Property Tax Renewals. The updated forecast will be submitted to the Ohio Department of Education in April as required.

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

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD

Public Dialogue

Topic – School Fees

Carissa Allen, 135 Clinton Avenue, Tiffin, asked about school fee concerns and the availability of assistance for needy students.

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Mr. Daniel spoke about federal requirements to increase school lunch fees.

Dr. Wheatley and Mrs. Tuite spoke about assistance that is available for needy students.

BOARD DISCUSSION

Miss Treadway and Mrs. Tuite spoke about the Spring musical *Cinderella* and the tea party & matinee planned for young princesses and princes.

Board Discussion

(17-054) Mr. Schwartz moved, seconded by Dr. Hoyda, the Tiffin City Board of Education adjourn.

Adjournment

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

Time in: 7:00

Time out: 7:40

The next regular meeting is scheduled for April 25, 2017 at 7:00 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer

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