TIFFIN CITY BOARD OF EDUCATION

Regular Meeting Minutes Tuesday, May 23, 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 students from the "24" math game tournament and their advisor, Mrs. Paula Zirm. Tournament participants included Dylan Beard, Logan Beaston, Alex Bupp, Decker DeVore, Landon Eidt, Addison Fortney, Paiton Goeller, Xinyue Huang, Lucas Kisaberth, Lilly Knuth, Trent Miklovic, Jack Newlove, Aubreyonna Rhodes, Zachary Shawberry, Zakary Siebenaller, Emma Simonds, Collin Smith, Ryder Smith, Mitchell Stephey, and Sam Zimmerman.

Pledge of Allegiance

(17-085) 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

OSBA Business Honor Roll Recognition— Hempy Water, Mercy Health-Tiffin Hospital, Tiffin University, Toledo Molding & Die

Student Representatives Recognition – Audrey Behm and Hannah Treadway

Professional Staff Retirements – Marcia Burlile and Paula Correll

BOARD REPORTS

Board Committee Reports

Business Advisory Council, Dr. Gase – Met May 18, 2017. Spoke about the REACH evaluation and Representative Reineke's use of the Council as a model for other school districts. The next meeting will be scheduled for August, 2017, in the McMullen Conference Room at Tiffin Mercy Hospital with the date and time to be determined.

Finance Committee, Mr. Henry – did not meet. The next meeting is tentatively scheduled for Tuesday, June 20, 2017 at 4:30 PM in the first floor conference room of the Administration Building.

Marketing Committee, Mr. Schwartz – Met May 4, 2017. Spoke about public service announcements, the Allen Eiry baseball event, and graduation yard signs. The next meeting is Thursday, June 1, 2017 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Dr. Gase – Met May 17, 2017. Spoke about Third Grade Reading Guarantee summer programming, Psychologist caseloads, additional special needs students from the Family Learning Center, and the Mental Health grant. The next meeting is Wednesday, June 21, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met May 12, 2017. Mr. Daniel spoke about the USDA food service audit, summer technology budgets, "Here Comes the Bus" free trial software, completed maintenance projects, and copier proposals. The next meeting is Friday, July 14, 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 state graduation requirements.

Vanguard-Sentinel Update, Mr. Widman – Met May 18, 2017. Spoke about Senior Passport recognitions. The next meeting is June 15, 2017, at the Sentinel Career & Technology Center.

Wellness Committee, Dr. Gase –Met May 17, 2017. Spoke about the urgent use of wellness funds available from the health insurance consortium, including yoga, YMCA coupons, and circuit training.

STUDENT REPRESENTATIVES

Audrey Behm – absent.

Hannah Treadway – Spoke about closing celebrations at school buildings, including the ice cream social at Washington K-1 and dodgeball tournament at Columbian.

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

1. Miscellaneous Items – none.

DIRECTOR OF INSTRUCTION / PERSONNEL'S REPORT AND

Student Representatives

Superintendent's Report

Director of

RECOMMENDATIONS

1. Miscellaneous Items – none.

Instruction / Personnel's Report

DIRECTOR OF OPERATIONS' REPORTS AND RECOMMENDATIONS

Director of Operations' Report

1. Miscellaneous Items – Mr. Daniel thanked the maintenance and custodial staff and the parents of graduates for helping set up graduation.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

None.

CONSENT AGENDA

(17-086) Mr. Henry 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 meetings:

• Regular meeting on April 25, 2017, as exhibited on pages 14 through 26 of the agenda.

The Superintendent's recommendation to approve the Treasurer's reports for April 2017, as exhibited on pages 27 through 37 of the agenda.

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

April Meetings Approve

April 2017 Treasurer's

Report

Approve Minutes of

\$16,152,724.83
1,000,088.07
209,166.75
61,041.00
347,163.68
9,286.05
15,270.69
-57,161.71
-27,313.00
38,329.36
70,370.76
8,000.00
912,864.35

Student Managed Activity	59,764.61
District Managed Activity	160,515.46
Auxiliary Services	194,603.63
Data Communication Fund	0.00
Alternative Schools	-1,902.68
School to Work	2,569.57
IDEA Part B Grants	-50,933.85
Title I Disadvantaged Children	-38,536.20
IDEA Preschool-Handicapped	-1,975.57
Improving Teacher Quality	3,629.35
IDEA Part B Grants Title I Disadvantaged Children IDEA Preschool-Handicapped	-50,933.85 -38,536.20 -1,975.57

Total \$19,067,565.15

The Superintendent's recommendation to accept the following resignations:

Accept Resignations

PROFESSIONAL STAFF effective at the conclusion of the 2016-2017 School Year

Deborah A. Baker Gregory T. Bishop Corrina J. Waggy

SUPPORT STAFF

Heather R. West, Coordinator, Marketing & Grant Writing Services, effective May 12, 2017 Jennifer L. Laibe, Account Clerk, effective May 31, 2017

Travis M. McQuistion, Educational Aide, effective July 31, 2017

The Superintendent's recommendation to employ the following:

Approve Employment

PROFESSIONAL STAFF

Teachers Effective for the 2017-2018 School Year

Travis M. McQuistion Emily Minns

Home Instruction Tutors for the 2016-2017 School Year

Karen M. Daniel Amy R. Dendinger Jodi L. Roszman Christine A. Shaver Tiffany R. Thompson

PROFESSIONAL STAFF Effective with the 2017-2018 School Year Limited Teaching Contracts

Alexa K. Almond

Leigh K. Alvarado

Stacy L. Berrier

Vicky M. Boehler

Emily L. Boone

Shawnie A. Boyer

Sarah C. Brink

Kirsten A. Bumb

Loren J. Burkes

Adam P. Cok

Daniel E. Cole

Sherry L. Dawson

Samantha E. Demmerley

Amy R. Dendinger

Erica S. Dickman

Celeste E. Duncan

Angela C. Ellis

Donald J. Ferstler

Harry Gao

Stacey E. Geiger

Daniel S. Gilbert

Benjamin M. Gillig

Brenda R. Gordon

Kathryn D. Gruss

Katelynn R. Hafer

Nicole A. Hoover

Amanda I. Jenot

Natallie A. Jones

Libbie Kaltenbach

Christopher A. Kanney

Aaron T. Kapelka

Troy D. Keller

Kaylene M. Kiefer

John F. Kihorany

Kacie M. Kihorany

Melissa M. Kingsborough

Travis J. Kinn

Kathy A. Kistler

Renee M. Lacy

Michael T. Lee

Samantha M. Lichtenberger

Mollie E. Luidhardt

Justin A. Lutz

James S. Mason

Hannah G. Mathias

Karen G. Michniak

Michelle E. Mishler

Laurie A. Morter

Karen E. Murphy

Cody J. Myers

Stephen G. Nellet - Auxiliary

Morgan N. Netcher

Brette M. Ott

Ryan J. Ottney

Leslie A. Paradiso

Amber L. Plikerd

Brandie R. Reinhart

Cory A. Ridge

Kimberly J. Ridge

Molly S. Riley

Wendy A. Rothrock

Emily A. Runion

Jennifer M. Schock

Christine A. Shaver

Cristy M. Shuff

Erica M. Smith

Laura L. Starrett

Tori N. Stephens

Lauren A. Stultz

Melanie S. Sutter

Theresa E. Swan

Karen L. Swope

Laura A. Tattrie

Devan R. Toncler

Anthony A. Vasko

Rebecca L. Weaver

Lauren A. Williams

Lindsay A. Wilson

Lisa E. Wilson

Katharine L. Wrabel

Christy D. Zender – Auxiliary

Title-Funded Limited Teaching Contracts Erin R. Biglin – Title I

Karin M. Day – 85% IDEA, 15% Title I

Heather R. Dillion – Auxiliary Title I

Bria L. Gibson - Title I

Jennifer G. Gressman – Title II-A

Jodi L. Zirger – IDEA Part B

ESL Tutor Effective With the 2017-2018 School Year

Nattaporn K. Perrine

Contingent Contract

Barbara J. Goshe – Auxiliary Nurse @ \$33.19 per hour, not to exceed 350 hours

Home Instruction Tutors Effective for the 2017-2018 School Year

Alexa K. Almond

Leigh K. Alvarado

Megan E. Belch

Tiffany E. Boehler

Karen M. Daniel

Samantha E. Demmerley

Amy R. Dendinger

Donald J. Ferstler

Robert F. Hawk

Stacey L. Kiesel

Christopher O. Kopp

Jeanette M. Marshall

Laurie A. Morter

Jodi L. Roszman

Kristen M. Santos

Christine A. Shaver

Patricia J. Smith

Tiffany R. Thompson

Lisa E. Wilson

Supplemental 2017-2018

Travis J. Kinn, Basketball, Head Varsity Boys'

Erin E. Reed, Basketball, Head Varsity Girls'

Erica S. Dickman, Basketball, Assistant Varsity Girls'

Michael T. Lee, Basketball, Eighth Grade Girls'

Tori N. Stephens, Basketball, Seventh Grade Girls'

Larry Kisabeth, Basketball, Varsity Boys' Volunteer

Jami L. Hepp, Cheerleading, Varsity/Jr. Varsity (Fall)

Jami L. Hepp, Cheerleading, Varsity/Jr. Varsity (Winter)

Kacie M. Kihorany, Cheerleading, Seventh Grade (Fall & Winter)

Ryan J. Ottney, Football, Ninth Grade

Benjamin M. Gillig, Football, Seventh/Eighth Grade

Travis M. McQuistion, Soccer, Assistant Varsity Volunteer

Loran H. Weingart, Tennis, Head Varsity Boys'

Daniel S. Gilbert, Wrestling, Head Varsity

Justin A. Lutz, Weight Room Supervisor (Winter)

Justin A. Lutz, Weight Room Supervisor (Spring)

SUPPORT STAFF Effective With the 2017-18 School Year

Two-Year Contract

Hugh D. Anderson – Bus Driver

Sunce R. Anderson – Food Service

John D. Beard – Custodian/Sweeper

Hope Boes - Secretary

Carissa D. Boeser - Educational Aide

Cheryl L. Cartwright – Bus Driver

Halie M. Fitch - Educational Aide

Andrew L. Frank – Educational Aide

Bradley R. Fuhrer – Educational Aide

Sabrina K. Gallo – Educational Aide

Jessie Gase – Educational Aide

Ronda J. Goshe – Educational Aide

Susan Harber – Educational Aide

Alison A. Hescht – Educational Aide

Patricia A. Hill – Bus Driver

Tiffany A. Huffman – Educational Aide

Alissa R. Kelley – Food Service

Rhonda S. Miller – Educational Aide

Connie S. Nielsen – Food Service Secretary

Brandon L. Perkins – Bus Driver

Kisha M. Reuter - Custodian

Jean M. Smith – Educational Aide

Judy M. Steinmetz – Food Service

Kasey N. Teynor – Educational Aide

Kerry N. Tschanen – Educational Aide

Connie M. Vassalle – Educational Aide

Pamela S. Wertz – Educational Aide

Continuing Contract

Kimberly J. Banks – Educational Aide

Kent W. Cartwright – Bus Driver

Annette D. Edmond – Secretary/Educational Aide

Tracy M. Franklin - Educational Aide

Eileen C. Gaietto – Accounting Clerk

Cory Gottron – District Educational/Service Technologist

Rhonda L. Hassinger – Educational Aide

Stephen W. Kizer – Bus Driver

Kimberly S. Reidling – Custodian

Heather L. Steinhauser – Educational Aide

Michael P. Stever – Secretary

Christine L. Thom – Custodian/Sweeper

William O. Williams IV – Educational Aide Rasha R. Zirger – Educational Aide

Summer Sweepers For 2017

Hailey M. Baker Alden M. Bodak Lauren M. Buskirk Peyton D. Hartenstein Jacob L. Warnement Noah K. Widman Dennis M. Williams, Jr.

Pupil-Activity Contract for the 2016-2017 School Year

Zachary R. Deaton, TMS Track, Assistant Boys

Pupil-Activity Contracts for the 2017-2018 School Year

Kenny Garcia, Basketball, Assistant Varsity Boys' Shaun Conley, Football, Assistant Varsity Joshua Roberts, Football, Ninth Grade Vincent R. Arnold, Soccer, Head Varsity (Girls) Melissa Hoffman, Soccer, Assistant Varsity (Girls)

The recommendation to accept the following donations:

Accept Donations

Tiffin Columbian

• Holiday Inn donated 5 sheet sets to SADD for their GRIM day

Tiffin Middle School

Joanne and James Kimmel donated \$100 to the boys' basketball program

Noble 4-5

- The Noble Staff donated the books *Dog Man Unleased* and *Captain Underpants and the Terrifying Return of the Tippy Tinkletrousers*, valued at \$16.00, in memory of Ryan Groot, parent of a Noble student
- The Noble Staff donated *Lego Star Wars Character Encyclopedia*, valued at \$18.99, in memory of Joe Myers
- The LI Unit donated the book *The Sword of Summer*, valued at \$20.00
- Chris Lutz donated *A Dog's Purpose* and *Top Dog*, valued at \$15.00, in memory of Gayle Kraut
- Chris Lutz donated *Pink is for Blobfish, Aliens Love Dinopants*, and *Surf's Up*, valued at \$16.00
- AEP Ohio provided a \$500.00 grant for the AEP Teacher Vision Grant

Krout

- The Krout Staff donated the book *Larry Gets Lost in Chicago*, valued at \$12.00, in memory of Loretta Manning, Grandmother of Loren Burkes
- Ron Burkett, Aaron, Shantelle, Trace & Colin Burkett and Staci (Burkett) Biller donated the following books, valued at \$300.00, in memory of Barbara Burkett:

The Polar Express: Anniversary Edition

Almost Zero

The 52 Story Treehouse

The 65 Story Treehouse

A-Z Mysteries, April Fool's Disaster

Berenstain Bears Around the World

Big Nate Blasts Off

The Bronze Key

The Candymakers & The Great Chocolate Case

Clark the Shark Loves Christmas

Cry Heart, But Never Break

Duck on a Tractor

Froggy Goes to Grandmas

Gingerbread Man Loose at the Zoo

Good Night, Owl

I Love Mom-Very Hungry Caterpillar

They All Saw a Cat

The Very Hungry Caterpillar

Six Dots: A Story of Young Louis Braille

The Treasurer's recommendation to approve the Statement of Purpose Budget Reports submitted or amended by the following Student Activity Groups for the year beginning July 1, 2016 and ending June 30, 2017:

Approve Statement of Purpose Budget Reports

Fund 200 SCC 9948 Columbian STAND

Fund 018 SCC 9005 Support Fund Noble

Fund 200 SCC 9944 Columbian Change Makers

The Treasurer's recommendation to adopt the following supplement to the Amended Appropriation Resolution previously adopted on April 25, 2017, for the fiscal year ending June 30, 2017:

Adopt Supplemental
Appropriation

003 Permanent Improvement \$19,076.00

Pay Stipends

The recommendation to pay the following stipend(s) upon certified completion of duties:

Mentor Stipends

Lindsay Newlove, James Mason, Jenna McKillip, Danielle Blust, each

\$129.20

Loran Weingart, Laura Lewis, Christopher Monsour, Jennifer Ziegler-Long, each \$86.13

Leigh Alvarado, Amy Lynch, Paula Perna, Kacie Kihorany, each \$64.60 Lisa Wilson, Todd Edmond, each \$128.12

The recommendation to approve the following handbooks:

Pre-K Handbook

Elementary Staff/Parent Handbook

Elementary Staff Handbook

TMS Student/Parent Handbook

TMS Staff Handbook

Columbian Student/Parent Handbook

Columbian Staff Handbook

The recommendation to approve the District Fee Schedule, as exhibited on pages 38 through 41 of the agenda.

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

ACTION ITEMS

(17-087) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve Mental Health and Recovery Services Board of Seneca, Sandusky and Wyandot Counties Notice of Award, as exhibited on page 42 of the agenda.

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

(17-088) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve amendment to the Bascom Communications Ethernet Transport Services Agreement, as exhibited on pages 43 through 44 of the agenda.

Mr. Daniel noted an increase in service of 30 mbps at Noble, a decrease in cost of \$79.55 per month, and a 5-year extension in the contract.

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

(17-089) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Edu-

Approve Handbooks

Approve Fee Schedule

Approve MHRSB Notice of Award

Approve Amendment to Bascom Ethernet Services Agreement

Approve

cation employ, under Ohio Revised Code Section 3313.53 (upon satisfactory completion of all requirements) the following nonlicensed individuals who hold a valid pupil-activity program permit, in the position indicated for the 2017-2018 school year, having offered such position to those employees of the district who are licensed individuals and no such employee qualified to fill the position having accepted it, and having then advertised the position as available to any licensed individual who is qualified to fill it and not employed by the board, and no such person having applied for and accepting it.

Pupil-Activity Contracts

Joshua Edler, Football, Ninth Grade Brian Ferguson, Soccer, Head Varsity (Boys)

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

(17-090) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt the Plan Amendment and Summary of Material Modifications for the NCOT Tiffin City School District employee benefit 2-Tier Plan, 3-Tier Plan and MEC Plan, as of July 1, 2017, and exhibited on pages 45 through 47 of the agenda.

Adopt NCOT Plan Amendment

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

(17-091) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the Tiffin City Organizational Chart 2017, as exhibited on page 48 of the agenda.

Approve Organizational Chart

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

(17-092) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the Job Description for the Assistant Superintendent, as exhibited on pages 49 through 51 of the agenda.

Approve Assistant Superintendent Job Description

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

(17-093) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the Job Description for the Director of Student Services, as exhibited on pages 52 through 54 of the agenda.

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

Approve Director of Student Services Job Description

(17-094) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the Job Description for the Director of Educational Programming, as exhibited on pages 55 through 57 of the agenda.

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

Approve
Director of
Educational
Programming
Job Description

(17-095) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the Job Description for the Director of Teaching and Learning, as exhibited on pages 58 through 60 of the agenda.

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

Approve Director of Teaching and Learning Job Description

(17-096) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education employ, under Ohio Revised Code, Section 3319.02, the Tiffin City Board of Education reassign Michelle L. Tuite, Director of Educational Programming, Classification I, Level 6, for a term commencing August 1, 2017, and ending July 31, 2019.

Approve
Employment of
Director of
Educational
Programming

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

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD None.

Public Dialogue

BOARD DISCUSSION None.

Board Discussion

(17-097) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education hold an executive session to prepare for negotiations with public employees and consider the employment of public employees.

Executive Session

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

Time in: 8:08 PM Time out: 9:45 PM

(17-098) Dr. Gase moved, seconded by Dr. Hoyda, the Tiffin City Board of Education adjourn.

Adjournment

The president called for the vote. Voting yes: Dr. Gase, Dr. Hoyda, Mr.

Henry, Mr.	Schwartz, and Mr. Widman.	Motion carried.	
Time in:	7:00 PM		
Time out:	9:46 PM		
	gular meeting is scheduled f le School Cafetorium.	For June 27, 2017 at 7:00 PM in the	Next Meeting
		President	
		Treasurer	