

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, August 22, 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, Mr. Schwartz and Mr. Widman. Absent: Dr. Hoyda.

Roll Call

The Pledge of Allegiance was led by the following members of the TC band: Naomi Navarrete, Annabelle Auble, Sidney Lambert, Campbell Holben, Abraham Sulin, Brad Stuchel, Jacob Fuhrer, Hailey Baker and Gabby Everetts.

Pledge of Allegiance

(17-152) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt the following Addendum and corrections:

Adopt Agenda

X. CONSENT AGENDA

10.03 Employment

SUPPORT STAFF for the 2017-2018 School Year

Tami L. Aldrich, **Educational Aide**

Susan K. Moyer, **Educational Aide, Contingent upon continued presence of student to whom assigned**

Heather L. Steinhauser, Educational Aide, Confirm

Reassignment from 6.5 hrs./day, 185 days to 7 hrs./day, 154 days

XI. ACTION ITEMS

11.02 Approve Salary Schedule Placements

- Janet A. Beard, Food Service Supervisor, Level ~~14~~ 15

XIV. EXECUTIVE SESSION

Hold an Executive Session to review negotiations and discuss imminent court action.

Time in: _____

XV. EXECUTIVE SESSION

Go out of Executive Session.

Time out: _____

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~~XIV.~~ XVI. ADJOURNMENT

The Board business meeting is concluded.

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

BOARD DISCUSSION

**Board
Discussion**

BOARD REPORTS

Business Advisory Council, Dr. Gase – Did not meet.
The next meeting is August 31, 2017, in the Administration Building Conference Room at 8:00 a.m.

**Board
Committee
Reports**

Finance Committee, Mr. Henry – Met August 15, 2017.
The next meeting is Tuesday, September 19, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Marketing Committee, Mr. Schwartz – Did not meet. The next meeting is to be announced.

Program Committee, Dr. Gase – Did not meet. The next meeting is Wednesday, September 13, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met August 11, 2017 at the Transportation Building.
The next meeting is Friday, September 15, 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 –

Vanguard-Sentinel Update, Mr. Widman – Met August 17, 2017.
The next meeting is at the Administration Center.

Wellness Committee, Dr. Gase – Did not meet.

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STUDENT REPRESENTATIVES

Natalie Gase reported

**Student
Representatives**

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

1. 4DX
2. 90 Day Plan
3. Convocation
4. Professional Development
5. Additional Items

**Superinten-
dent's Report**

**ASSISTANT SUPERINTENDENT'S REPORT AND
RECOMMENDATIONS**

1. Staffing Update
2. Recognition
3. Additional Items

**Director of
Instruction /
Personnel's
Report**

**DIRECTOR OF INSTRUCTION / PERSONNEL'S REPORT AND
RECOMMENDATIONS**

1. Pre-School Update
2. Additional Items – none.

DIRECTOR OF OPERATIONS' REPORTS AND RECOMMENDATIONS

1. Facility Maintenance Update
2. Additional Items – none.

**Director of
Operations'
Report**

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

Public Input

CONSENT AGENDA

(17-128) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the following items:

The recommendation to approve the minutes from the following meetings:

- Regular meeting on July 25, 2017, as exhibited on pages 11 through 25 of the agenda.

**Approve
Minutes of
July**

August 22, 2017

Meeting

The recommendation to approve the Treasurer's reports for July 2017, as exhibited on pages 26 through 33 of the agenda.

**Approve
July 2017
Treasurer's
Report**

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

General Fund	\$13,975,970.13
Bond Retirement	958,626.76
Permanent Improvement	159,293.01
Building	61,041.00
Food Service Fund	399,233.55
Special Trust	9,286.05
Endowment	15,070.69
Uniform School Supplies	627.36
Mental Health	1,000.00
Public School Support	32,200.72
Other Grant	66,597.93
District Agency	0.00
Classroom Facilities Maintenance	915,925.23
Student Managed Activity	56,913.18
District Managed Activity	160,530.66
Auxiliary Services	49,519.11
Data Communication Fund	0.00
Alternative Schools	-1,308.47
School to Work	2,569.57
IDEA Part B Grants	-59,608.83
Title I Disadvantaged Children	-40,223.44
IDEA Preschool-Handicapped	-1,728.48
Improving Teacher Quality	574.45

Total \$16,762,110.18

The Superintendent's recommendation to accept the following resignations:

**Accept
Resignations**

PROFESSIONAL STAFF

Ed Bloom, Substitute Teacher, Effective 08/04/17
Caitlyn Troiano, Substitute Teacher, Effective 08/09/17
Dustin Terry, Substitute Teacher, Effective 08/14/17

SUPPORT STAFF

SunCe R. Anderson, Food Service, Effective 08/24/17
Ruth M. Bowman, Food Service, Effective 08/07/17
Elizabeth M. Elchert, Educational Aide, Effective 08/15/17

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Susan E. Harber, Educational Aide, Effective 08/07/17
Christine L. Thom, Night Sweeper, Effective 08/18/17
Barbara J. Williams, Educational Aide, Effective 08/14/17

The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF Effective for the 2017-2018 School Year

Rita A. Brown, Intervention Specialist
Elizabeth M. Elchert, Teacher
Constance D. English, Speech-Language Pathologist, three (3) extended Service Days

Substitute Teachers Effective for the 2017-2018 School Year

Michelle M. Aller
Pamela S. Easterday
Jessie A. Gase
Arminda L. Ginnever
Angela M. Glodowski
Elizabeth M. Hucke
Susan T. King
John G. Lyons
Amy L. Lutz
Megan McKenzie
Christopher D. Perry
Paula J. Roberts
Sara E. Rochester
David M. Ross
Amanda L. Zoeller

Classroom Instruction, Day Classes, Summer 2017

Amy R. Dendinger

Supplemental Contracts Effective for the 2017-2018 School Year

Donald J. Ferstler, Basketball, Eighth Grade Boys

SUPPORT STAFF for the 2017-2018 School Year

Tami L. Aldrich, Educational Aide
Kimberly A. Ames, Educational Aide
Lucianne Bowlus, Food Service Substitute
Brenna K. Burlile, Educational Aide
Sarah M. Cook, Educational Aide
Colleen M. Halm, Food Service, Breakfast Program
Colleen M. Halm, Food Service Substitute
Patricia A. Hill, Educational Aide Transportation, 1.5 hrs. per day
Diane K. Jesse, Food Service Substitute

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Susan K. Moyer, Educational Aide Contingent upon continued presence of student to whom assigned

Chelsi R. Olmstead, Educational Aide

Sharon Pethe, Educational Aide Transportation, 1.25 hrs AM and 1.5 hrs. PM

Sharon Pethe, Food Service General Worker, 3 hrs. per day

Margot M. Rennels, Educational Aide Transportation, 1.5 hrs. per day

Heather L. Steinhauser, Educational Aide, Confirm Reassignment from 6.5 hrs./day, 185 days, to 7 hrs./day, 154 days

Fund Change

Brenda Ehrenfried from 31% Title I to General Fund

Jennifer Schock from 100% Title IIA to General Fund

Heather Steinhauser from 100% Title I to General Fund

Substitute Educational Aides Effective for the 2017-2018 School Year

SunCe R. Anderson

Angela M. Glodowski

Elizabeth M. Hucke

Susan T. King

Megan E. McKenzie

Christopher D. Perry

Sara E. Rochester

Nanette M. Sauber

Cheryl A. Schalk

Barbara J. Williams

Amanda L. Zoeller

Substitute Night Sweepers and Custodians Effective for the 2017-2018 School Year

John D. Beard

Thomas J. Paulus

Brandon L. Perkins

Kisha M. Rueter

Robert L. Sherman

Pupil-Activity Contracts and Volunteers for the 2017-2018 School Year-

Pat Boggs, Football, Volunteer

Roman Williams, Football, Volunteer

Cross Country Carnival Managers, payable from Fund 300 upon certified completion of duties

Michelle Boehler, \$3,000

Nathan Lynch, \$3,000

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Seasonal Stadium Workers for 2017-2018 School Year at \$8.50 per hour

Carl J. Assenheimer
Donnell T. Brockington
Drew J. Koerper
Clayton R. Nominee
Todd J. Simonds
Blake S. Steinmetz

Tutor Compensation

The Superintendent recommended the Tiffin City Board of Education adopt the minimum salary schedule set forth in R.C. 3317.13 for tutor compensation effective with the 2017-2018 school year.

The recommendation to accept the following donations:

**Accept
Donations**

Tiffin Columbian

- DonorsChoose.org donated books for the Warrior of Literacy classroom project, valued at \$65.17
- An alto saxophone was donated anonymously to the band, valued at \$700.00
- Bair Bros. donated t-shirts, valued at \$100

District

- National Machinery donated \$25,000 for the International Cultural Center contract services

Noble

- VCA Dog and Cat Hospital of Tiffin donated their services for Kennedy's care, valued at \$273.01

The Treasurers' recommendation to approve the return of an advance from the 015 Mental Health & Recovery Services fund to the 001 General fund in the amount of \$42,640.00.

**Approve
Return from
Advance**

The Treasurers' recommendation to approve a fund to fund transfer from 001 General Fund to 019 Other Grants in the amount of \$5,000.00 to supplement the International Cultural Center during the 2017-2018 school year.

**Approve Fund
to Fund Transfer**

The Treasurers' recommendation to approve the Statement of Purpose Budget Reports from the following student activity group for the year beginning July 1, 2017 and ending June 30, 2018:

**Approve
Statement of
Purpose Budget
Reports**

- Fund 300 SCC 9923 Girls Cross Country Team
- Fund 018 SCC 9009 Columbian Support Fund
- Fund 200 SCC 9981 Gifted Activity

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Dr. Hoyda entered the meeting at 7:30 p.m.

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

ACTION ITEMS

- (17-153)** Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the following new and revised Board Policies and Regulations as exhibited on pages 34 through 150 of the agenda:

**Adopt
Board Policies**

AA – School District Legal Status
AFC-1 – Evaluation of Professional Staff
AFCA – Evaluation of School Counselors
DECA – Administration of Federal Grant Funds
DI – Fiscal Accounting and Reporting
DID – Inventories
DJC – Bidding Requirements
DJF – Purchasing Procedures
DJF-R – Purchasing Procedures
DLC-R – Expense Reimbursements
DN – School Properties Disposal
EBC – Emergency Management and Safety Plans
EBC-R – Emergency Management and Safety Plans
EBCD – Emergency Closings
EFG – Student Wellness Program
GBCB – Staff Conduct
GCBE-2-R – Professional Staff Vacations and Holidays
GCN-1 – Evaluation of Professional Staff
GCNA – Evaluation of School Counselors
IGAE – Health Education
IGBI – English Learners
IGBJ – Title I Programs
IGBL – Parent and Family Involvement in Education
IGCH – College Credit Plus
IGCH-R – College Credit Plus
IGDJ – Interscholastic Athletics
IKF – Graduation Requirements
IL – Testing Programs
JED – Student Absences and Excuses
JED-R – Student Absences and Excuses
JEDA – Truancy
JF – Students Rights and Responsibilities
JFC – Student Conduct

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JG – Student Discipline
JGD – Student Suspension
JGE – Student Expulsion
JO – Student Records
JO-R – Student Records
KGB – Public Conduct on District Property
LEC – College Credit Plus
LEC-R – College Credit Plus

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

(17-154) Mr. Schwartz moved, seconded by Mr. Henry, the Tiffin City Board of Education approve the following placements on the applicable Salary Schedules effective with the 2017-2018 employment contract year:

Approve Salary Schedules

- William R. Beaston, Administrative Classification III, Level 3
- Douglas E. Hartenstein, Administrative Classification I, Level 5
- Bradley R. Scheiber, Administrative Classification IV, Level 2
- Sharon S. Perry, Treasurer, Level 9
- Scott C. Daniel, Director of Operations, Level 5
- Marissa A. Brown, Technology Coordinator, Level 4
- Randy L. Conger, Transportation Supervisor, Level 5
- Janet A. Beard, Food Service Supervisor, Level 15

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

(17-155) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the following foreign exchange students and waive their tuition for the 2017-2018 school year:

Approve Exchange Students

Melina Rivadeneira Cedeno
Country: Ecuador

Annabelle Clark
Country: Australia

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

(17-156) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve contract with North Central Ohio Educational Service Center for Services for the Visually Impaired FY18.

Approve NCOESC Visually Impaired

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

Contract

- (17-157) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve contract with Mansfield Psychological Services, effective August 1, 2017 through June 30, 2018, as exhibited on page 152 through 154 of the agenda.

**Approve
Mansfield
Psychological
Service
Contract**

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

- (17-158) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the following positions to evaluate teachers using the Ohio Teacher Evaluation System (OTES):

**Approve OTES
Evaluators**

Director of Educational Programming/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
Assistant Superintendent
Gifted Coordinator
Director of Student Services

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

- (17-159) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education 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.

**Approve
Pupil-Activity
Contracts**

- Abbilyn Ehresman, Cheerleading, Eighth Grade (Fall & Winter)
- Chandler Hoover, Football, Volunteer

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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

Public Dialogue

None.

BOARD DISCUSSION

**Board
Discussion**

- (17-160) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education hold an executive session to review negotiations and discuss imminent court action.

**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: 8:06 PM
Time out: 9:01 PM

- (17-161) 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.

Time in: 7:00 PM
Time out: 9:02 PM

The next regular meeting is scheduled for September 26, 2017 at 7:00 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer

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