

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, September 26, 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 Ms. Amy Dendinger and the following students from the Read 180 program at Tiffin Middle School: Tyler Byrne, Joseph Conley, Jacqueline Mata, Melanie Smith and Caleb Vanover.

Pledge of Allegiance

(17-162) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt the following corrections:

Adopt Agenda

10.03 Employment (page 3 of the agenda)

PROFESSIONAL STAFF for the 2017-2018 School Year

Classroom Instruction - Evening Classes for the 2017-2018 School Year

Jeanette M. Marshall, ACT Prep, as needed, not to exceed ~~6~~ **9** hours

Lauren Williams, ACT Prep, as needed, not to exceed ~~6~~ **9** hours

Katharine L. Wrabel, ACT Prep, as needed not to exceed ~~12~~ **18** hours

Saturday School for the 2017-2018 School Year

Todd R. Edmond, ACT Practice, as needed, not to exceed ~~12~~ **18** hours

11.08 Approve Increase in Substitute Teacher Compensation (page 8 of the agenda)

The Superintendent recommends the Tiffin City Board of Education approve an increase in Substitute Teacher Compensation from \$75.00 per day to \$90.00 per day **effective October 1, 2017**.

EXHIBIT FIVE (page 85 of the exhibits)

WITNESSETH: That the party of the first part agrees and binds itself to furnish instruction in the special education classes for students eligible according to the placement criteria, which classes are operated by the party of the first part to pupils of the party of the second part for the 2017-~~2017~~**2018** program year. Documentation of all due process activities and procedural safeguards will be maintained for each student by the party of the first part.

IX. TERMS AND COMPENSATION (page 104 of the exhibits)

A. OPTION 1 **Check here if choosing this option**

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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.

BOARD DISCUSSION (none)

**Board
Discussion**

BOARD REPORTS

Business Advisory Council, Dr. Gase – Met August 24, 2017. Meetings were moved to the 4th Thursday of each month to accommodate David Zak from SIEDC. Mr. Barber spoke about JA, REACH, AIMS, and college & career pathways. Dr. Gase spoke about the REACH program and its volunteers. The next meeting is September 28, 2017, in the Mercy Hospital Conference Room at 8:00 AM.

**Board
Committee
Reports**

Finance Committee, Mr. Henry – Met September 19, 2017. Spoke about the monthly financial reports, permanent appropriations, and cost of the tentative OAPSE agreement. The next meeting is Tuesday, October 17, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Marketing Committee, Mr. Schwartz – Met September 7, 2017. Spoke about Faces of Tiffin, updates to the communication plan, a district quality profile, and the glass apple award. The next meeting is Thursday, October 5, 2017 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Widman – Met September 20, 2017. Spoke about professional development, Professional Learning Communities, the 4 Disciplines of Execution, curriculum mapping, and College Credit Plus & Advanced Placement data. The next meeting is Wednesday, October 18, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met September 15, 2017. Spoke about middle school Chromebooks, new bus purchases & bids, a tracking program for bus stops & riders, ten-year facilities plan from Dr. Jack Conrath, buzzards at Krout, tree removal at the high school, and a manufacturing showcase on October 13. The next meeting is October 13, 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 following bills:
HB 318, School Resource Officers

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HB 322, School Emergency Plans
SB 104, School Seclusion prohibition
HB 8, Records Exemption for students involved in school vehicle accidents
HB 235, Education Plan regarding federal Every Student Succeeds Act
HB 170, Computer Science Education

Vanguard-Sentinel Update, Mr. Widman – Met September 21, 2017. Spoke about increased enrollment, evaluating new programs, and changing programs with low participation. The next meeting is Thursday, October 19, 2017 at Sentinel Career & Technology Center.

Wellness Committee, Dr. Gase – Did not meet. Announced a healthy cooking class at Sentinel for all TCS employees on October 3, 2017 at 3:45 PM.

STUDENT REPRESENTATIVES

**Student
Representatives**

Patrick Del Turco – Spoke about daily routines, athletic events, groups & organizations, student clubs at Columbian, homecoming, Senior essays & college applications, grade assignments for the guidance counselors, Tiffin Proud promotions, student recognition pencils, and Quiz Bowl competitions. The student Changemakers club raised \$3,100 for Hurricane Harvey relief.

SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

**Superinten-
dent’s Report**

1. State Report Card
2. Tiffin University Partnership – including credit hours for Information Technology and Cybersecurity.
3. Auditorium Improvements Fundraiser
4. Employee Recognition – Bryan Schalk and Dan Sherman
5. Additional Items – none.

ASSISTANT SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

**Assistant
Superinten-
dent’s Report**

1. 1st Reading of Proposed Revised Board Policies and Regulations, as exhibited on pages 11 through 48 of the agenda:
 - BCFA – Business Advisory Council to the Board
 - DECA – Administration of Federal Grant Funds
 - DI – Fiscal Accounting and Reporting
 - DN – School Properties Disposal
 - EBBA – First Aid
 - EBBA-R – First Aid
 - GBQ – Criminal Records Check
 - IGA – Basic Curricular Program
 - IGCH (Also LEC) – College Credit Plus
 - IGCH-R (Also LEC-R) – College Credit Plus

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- IGDJ – Interscholastic Athletics
- IJA – Career Advising
- JFG – Interrogations and Searches
- JFG-R – Interrogations and Searches
- LEC (Also IGCH) – College Credit Plus
- LEC-R (Also IGCH-R) – College Credit Plus

2. Substitute Teacher Compensation – Action Item 11.08 on the agenda.
3. Additional Items – none.

DIRECTOR OF INSTRUCTION / PERSONNEL’S REPORT AND RECOMMENDATIONS

Director of Instruction / Personnel’s Report

1. Bullying Prevention
2. Lincoln Pre-K– 120 students currently enrolled.
3. Additional Items – none.

DIRECTOR OF OPERATIONS’ REPORTS AND RECOMMENDATIONS

Director of Operations’ Report

1. Federal Nutrition Guidelines – All USDA guidelines followed.
2. Bus Purchase from Ohio Schools Council – Action Item 11.05 on the agenda.
3. Additional Items – none.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about positive things in the school district and Superintendent Barber’s attendance at the PTO meeting.

CONSENT AGENDA

(17-163) 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:

- Special meeting on August 10, 2017, as exhibited on pages 49 through 54 of the agenda.
- Regular meeting on August 22, 2017, as exhibited on pages 55 through 65 of the agenda.

Approve Minutes of August Meeting

The recommendation to approve the Treasurer’s reports for August 2017, as exhibited on pages 66 through 76 of the agenda.

Approve August 2017 Treasurer’s

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

Report

General Fund	\$18,432,747.52
Bond Retirement	1,270,326.57
Permanent Improvement	236,438.66
Building	61,041.00
Food Service Fund	379,780.19
Special Trust	9,286.05
Endowment	15,070.69
Uniform School Supplies	-56,997.87
Mental Health	1,000.00
Public School Support	33,792.42
Other Grant	95,879.59
District Agency	0.00
Classroom Facilities Maintenance	975,479.82
Student Managed Activity	56,740.05
District Managed Activity	172,012.10
Auxiliary Services	132,128.66
Data Communication Fund	0.00
Alternative Schools	-1,304.00
School to Work	2,569.57
IDEA Part B Grants	-62,455.85
Title I Disadvantaged Children	-39,165.47
IDEA Preschool-Handicapped	-2,424.06
Improving Teacher Quality	-26.02

Total \$21,711,919.62

The Superintendent's recommendation to accept the following resignations:

**Accept
Resignations**

PROFESSIONAL STAFF

Marisa A. Brown, Technology Coordinator
Marisa A. Brown, Ticket Manager

SUPPORT STAFF

Anthony T. Hill, Educational Aide, Effective 08/18/17

The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF Effective for the 2017-2018 School Year

Classroom Instruction - Evening Classes for the 2017-2018 School Year

Jeanette M. Marshall, ACT Prep, as needed, not to exceed 9 hours
Lauren Williams, ACT Prep, as needed, not to exceed 9 hours

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Katharine L. Wrabel, ACT Prep, as needed not to exceed 18 hours

Saturday School for the 2017-2018 School Year

Todd R. Edmond, ACT Practice, as needed, not to exceed 18 hours

Classroom Instruction - Day Classes for the 2017-2018 School Year

Ann T. Reddy, High School Library, as needed 1 hour before school, not to exceed 179 hours, payable from Title IV-A

Christopher O. Kopp, High School Library, Substitute, payable from Title IV-A

Resident Educator Mentors for the 2017-2018 School Year

Leigh Alvarado -1 Resident Educator
Heather Arnold - 2 Resident Educators
Allen D. Auble - 3 Resident Educators
Stacey L. Berrier – 1 Resident Educator
Danielle R. Blust – 1 Resident Educator
Vicky M. Boehler – 1 Resident Educator
Todd Edmond – 2 Resident Educators
Brian J. Gaietto – 1 Resident Educator
Rachel A. Gaietto - 3 Resident Educators
Erin E. Gillig – 1 Resident Educator
Elizabeth L. Humphrey – 1 Resident Educator
Kelli L. Jones - 2 Resident Educators
Christine L. Joyce - 2 Resident Educators
Kimberly M. Heyman – 1 Resident Educator
Christopher O. Kopp – 1 Resident Educator
Charlotte A. Lininger - 2 Resident Educators
Christine A. Lorenz – 1 Resident Educator
Christopher G. Monsour - 3 Resident Educators
Jennifer S. Musgrave - 2 Resident Educators
Molly S. Riley - 2 Resident Educators
Christine A. Shaver – 1 Resident Educator

Substitute Teachers Effective for the 2017-2018 School Year

Michelle M. Aller
Kylee A. Beard
Melody S. Bianchi
Dawn R. Bodak
Mary B. Boyer
Matthew R. Campbell
Lynne D. Cartwright
Lila M. Conley
Linda S. Cooper-Smith
Ronald A. Davis

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Angela M. Glodowski
Lisa M. Kirchner
Sean T. Kriek
Amanda Slick

Supplemental Contracts Effective for the 2017-2018 School Year

Troy D. Keller, Football, Assistant Varsity
Jeanette M. Marshall, Ticket Manager
Lindsay Wilson, Swimming, Assistant Varsity

SUPPORT STAFF for the 2017-2018 School Year

Wendy S. Bailey, Educational Aide, 1.75 hrs./day
Christopher Comer, Night Sweeper, 3 hrs./day, Effective 09/19/17
Tiffany C. Creeger, Educational Aide, Contingent upon continued presence
of student to whom assigned
Crystal Lopez, Food Service General Worker, 5 hrs./day, Level 0, Effective
09/12/17
Cynthia S. Ramsdell, Accompanist Contract, not to exceed 60 hours per year
Pauline R. Sendelbach, Educational Aide, 1.5 hrs./day, Effective 08/24/17

Bus Driver – Change in Assignment

Effective 10/02/17, Barbara A. Curry, increase .25 hrs./day
Effective 10/02/17, Stephen W. Kizer, increase .25 hrs./day., and increase
fueling time by .5 hrs./week
Effective 10/02/17, Gary Studer, additional Route 64MD, increase 1 hr./day
Effective 08/24/17, Korrey Vance, increase .25 hrs./day

Substitute Educational Aides Effective for the 2017-2018 School Year

Carla J. Amory
Sara A. Aichholz
Wendy S. Bailey
Susan J. Beck
Joyce C. Black
Ashley N. Fry
Deborah J. Kagy
Shannon R. Salazar
Deborah L. Shellhammer
Donna K. Smith

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

Wayne Michael Vincent Harrison

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

Patrick DelTurco, Soccer Volunteer
Scott Saracusa, Soccer Volunteer

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John Tomaszewski, Wrestling Volunteer

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

Tiffin Columbian

- Hylant Administrative Services donated \$5,000.00 to the Athletics Department
- Mosquito Minus of NW Ohio donated \$363.06 to the Boys' Soccer Team
- Hempy Water donated distilled water, valued at \$18.00
- Faith United Methodist Church donated school supplies, valued at \$200.00
- Kroger Community Rewards Program donated \$322.72
- The Junior Home Alumni Associated donated \$400.00 for the Dad Kernan Citizenship and Athletic Awards

Noble

- Sheila Comer donated school supplies, valued at \$5.00
- First Call for Help donated school supplies, valued at \$25.00

Krout

- The Krout Staff donated *Fun Stuff Cookies*, in memory of Hilda Smalley, mother of Mrs. Deb Kizer and *The Flying Beaver Brothers*, in memory of Arthur C. Levy, brother-in-law of Kim Orwig, with a total value of \$22.00
- A magazine subscription to *Boys' Life* was donated by Lynne Cartwright in memory of her husband Kent Cartwright, valued at \$20.00

Washington

- Advanced American donated school supplies, valued at \$15.00
- First Call for Help donated school supplies, valued at \$50.00
- Faith United Methodist Church donated clothing, valued at \$50.00
- The Tiffin Rotary Club donated library books, valued at \$80.00
- Pat & Tom Walter donated the following books, valued at \$84.00
 - *Duck & Goose Got to the Beach* and *Caterina and the Best Beach Day*, in memory of Jeanne Letterhos
 - *A Place to Read*, in memory of Mary Lou Brickner
 - *Cool Creations in 35 Pieces*, in memory of Nicholas Schank
 - *Little Kids First Big Book of Things that Go*, in memory of Ken Yoakum
 - *But It's Not My Fault, I Just Don't Like the Sound of That*, and *I Just Want to Do It My Way*, in memory of Marge Reamer

Lincoln

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- Grace Baptist Church donated baked goods, teacher gifts and learning incentives, valued at \$350.00
- Christy and Dale Winner donated a La-Z-Boy Loveseat and Sofa, valued at \$500.00

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

- Fund 200 SCC 9816 Junior Class Prom
- Fund 200 SCC 9911 Columbian Entrepreneurship
- Fund 200 SCC 9914 Columbian Art Club
- Fund 200 SCC 9920 Columbian Student Council
- Fund 200 SCC 9941 Columbian Quiz Bowl
- Fund 200 SCC 9943 Columbian Gay Straight Alliance
- Fund 200 SCC 9945 Columbian Knitting Club
- Fund 200 SCC 9948 Columbian S.T.A.N.D.
- Fund 200 SCC 9970 Columbian Library Fund
- Fund 200 SCC 9972 Columbian National Honor Society
- Fund 200 SCC 9974 Columbian Spanish Club
- Fund 200 SCC 9980 Columbian Key Club
- Fund 200 SCC 9982 TMS Student Council
- Fund 300 SCC 9961 Business Advisory Committee
- Fund 300 SCC 9976 Columbian Drama Club
- Fund 300 SCC 9978 Columbian Vocal Music
- Fund 300 SCC 9987 TMS Yearbook
- Fund 200 SCC 9942 Columbian S.A.D.D.

**Approve
Statement of
Purpose Budget
Reports**

The Treasurers' recommendation to adopt the following supplement to the Temporary Appropriation Resolution for the fiscal year ending June 30, 2018:

- 008 Endowment \$10,000.00

**Supplemental
Temporary
Appropriations**

The Treasurers' recommendation to adopt a Permanent Appropriation Resolution to provide for the current expenses and other expenditures of said Board of Education during the fiscal year ending June 30, 2018, as exhibited on pages 77 through 81 of the agenda.

**Adopt Perma-
nent
Appropriation
Resolution**

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

ACTION ITEMS

- (17-164) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve contract with Wellness Counseling Solutions, LLC DBA

**Approve
Wellness**

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Wyandot Counseling Associates for School-based counseling services, as exhibited on pages 82 through 84 of the agenda.

**Counseling
Solutions
Contract**

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

- (17-165) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve Exhibit Five, an Addendum to the 2017-2018 Agreement between Seneca County Board of Developmental Disabilities and Tiffin City Schools, as exhibited on pages 85 through 86 of the agenda.

**Approve
SCBDD Ad-
dendum**

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

- (17-166) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve a Memorandum of Understanding with Seneca County General Health District regarding continuity of operations support, as exhibited on pages 87 through 93 of the agenda.

**Approve
Seneca County
General Health
District MOU**

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

- (17-167) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the tentative agreement with the Ohio Association of Public School Employees (OAPSE) for a new 2017-2020 Collective Bargaining Agreement with TCS Food Service Employees.

**Approve
OAPSE
2017-2020
Agreement**

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

- (17-168) Mr. Henry moved, seconded by Mr. Schwartz, 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 94 of the agenda.

**Adopt Ohio
Schools Council
Resolution**

Mr. Daniel reported the following prices:

- seventy-two passenger conventional school bus \$89,467
- eighty-four passenger transit school bus \$95,441

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

- (17-169) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve 15 days of additional support of Educational Consultant Services, as exhibited on page 95 of the agenda.

**Approve
Additional Ed-
ucational**

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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.

**Consultant
Services**

- (17-170) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve Service Agreement from HPC, Healthcare Process Consulting, as exhibited on pages 96 through 104 of the agenda.

**Approve HPC
Service
Agreement**

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

- (17-171) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve an increase in Substitute Teacher Compensation from \$75.00 to \$90.00 per day, effective October 1, 2017.

**Approve
Substitute
Teacher
Compensation
Increase**

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

Topic – Board Committee Structure

President Widman directed Superintendent Barber and the committee chairs to evaluate current committees by January 1, 2018, including assignments, meeting frequency, and agendas.

Dr. Gase spoke about Finance and Support Services committees meeting regularly to pursue additional funding sources.

Mr. Henry cited future legislation that could provide OSFC funding for other school purposes as an example.

BOARD DISCUSSION

**Board
Discussion**

Mr. Henry spoke about public concern regarding the effectiveness of State Report Cards.

Mr. Henry commended the response shown in the school buildings to the recent natural disasters.

- (17-172) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education hold an executive session to discuss pending court action and

**Executive
Session**

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compensation of public employees.

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

Time in: 8:27 PM
Time out: 9:15 PM

Superintendent Barber spoke about an employee that knelt during the Pledge of Allegiance.

Other Items

(17-173) Mr. Schwartz moved, seconded by Dr. Gase, the Tiffin City Board of Education adjourn.

Adjournment

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

Time in: 7:00 PM
Time out: 9:23 PM

The next regular meeting is scheduled for October 24, 2017 at 7:00 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer