

**TIFFIN CITY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Tuesday, October 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 Angie Ellis and the following Washington students who participated in Get Out and Walk Day: Zoey Allen, Ethan Bair, Kamryn Beaston, Garrison Cole, Finn Cooper, William Croy, Braden Distel, Brock Fox, Layla Green, Kyle Hepp, Emerson Hoyda, Noah Jones, Mathis Kiefer, Sydney Kerschner, Zachary Kerschner, Lainey Kimmet, Karlah Knight, Evelyn Murphy, Michael Omlor, Madison Schmidt, Audrey Sharp, Emyrson Silardi, Lukas Smyser, and Natalie Welter.

**Pledge of Allegiance**

President Widman took a moment to express Tiffin City Schools' sympathy for the family of Morgan Stahl, a second grade student at Krout.

**(17-174)** Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education adopt the agenda with the following correction:

**Adopt Agenda**

XI. ACTION ITEMS, 11.01 Approve Contract with Mental Health and Recovery Services Board, as exhibited on page 48, 4. Length of Agreement, The term of this Agreement will begin on July 1, 2017 and end on June 30, ~~2017~~ **2018**.

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 September 28, 2017. Spoke about the state's new student attendance policy, a partnership with Tiffin University, possible dates for the Job Fair in March or April, summer manufacturing camp for middle school students, the Manufacturing Showcase held October 13, and Vanguard-Sentinel's career bus. The next meeting is Thursday, October 26, 2017, in the Mercy Hospital Conference Room at 8:00 AM.

**Board Committee Reports**

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Finance Committee, Mr. Henry – Met October 17, 2017. Spoke about the monthly check register, five-year forecast, and information regarding options and deadlines for the emergency operating levy. The next meeting is Tuesday, November 21, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Marketing Committee, Mr. Schwartz – Met October 5, 2017. Spoke about an audit conducted by NCOESC, single point of branding plan from MLAD, Quality Profile example from Marion City Schools, and Technology Coordinator search. The next meeting is Thursday, November 2, 2017 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Widman – Met October 18, 2017. Spoke about AP and CCP statistics, Graduate Pathways to Success, staff recognition program, professional development on October 6<sup>th</sup>, and the administrative scoreboard. The next meeting is Wednesday, November 15, 2017 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met October 20, 2017. Spoke about the technology audit by Kathy Mohr from NCOESC, a rubric that will be used to screen Technology Coordinator candidates, the auditorium and band room assessments, Dr. Conrath's facilities study, and oven replacement. Dr. Hoyda commended Principal Jiran for extinguishing the oven fire at Washington K-1. The next meeting is Friday, November 17, 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 truancy and attendance legislation.

Vanguard-Sentinel Update, Mr. Widman – Met October 19, 2017. Spoke about parent-teacher conferences, the chicken dinner fundraiser, and career bus tours.

Wellness Committee, Dr. Gase – Did not meet.

#### STUDENT REPRESENTATIVES

#### **Student Representatives**

Patrick Del Turco – Spoke about the end of fall sports, beginning of winter sports, introduction of athletes at pep rallies, evaluation of emergency drills and lockdowns, recognition of senior athletes and band members, enforce-

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ment of dress code, and school uniforms.

**SUPERINTENDENT’S REPORT AND RECOMMENDATIONS**

**Superintendent’s Report**

Mr. Barber recognized staff and school counselors after the tragic loss of a 2<sup>nd</sup> grade student. Testing at Krout 2-3 has been postponed one week.

1. Logo feedback
2. Manufacturing Showcase
3. Scoreboard Results
4. October 6<sup>th</sup> Professional Development Day
5. Heidelberg STEAM (Science, Technology, Engineering, Arts, Mathematics)

**ASSISTANT SUPERINTENDENT’S REPORT AND RECOMMENDATIONS**

**Assistant Superintendent’s Report**

1. 1<sup>st</sup> Reading of Proposed Revised Board Policies and Regulations, as exhibited on pages 11 through 19 of the agenda:
  - BHD – Board Member Compensation and Expenses
  - DID – Inventories (Fixed Assets)
  - ECA-R – Buildings and Grounds Security
  - IGBEA – Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
  - IGDG – Student Activities Funds Management
2. Staff Recognition Program
3. Technology Director Search/Technology Audit Progress
4. Additional Items

**DIRECTOR OF EDUCATIONAL PROGRAMMING’S REPORT AND RECOMMENDATIONS**

**Director of Educational Programming’s Report**

1. Additional Items – none.

**DIRECTOR OF OPERATIONS’ REPORT AND RECOMMENDATIONS**

**Director of Operations’ Report**

1. Additional Items – Dr. Conrath’s preliminary facilities report will be available soon. Omness Design is developing suggestions for the auditorium and band room area. Substitute applicants are needed for custodial positions. Interested persons may apply on the school website.

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

**Public Input**

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Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about the PTO's Trunk or Treat event at Lincoln Pre-K, Student of the Month lunches donated by Marco's Pizza at Krout 2-3, and parent-teacher conferences.

**CONSENT AGENDA**

(17-175) 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 meeting(s):

- Regular meeting on September 26, 2017, as exhibited on pages 20 through 31 of the agenda.

**Approve  
Minutes of  
September  
Meeting**

The recommendation to approve the Treasurer's reports for September 2017, as exhibited on pages 32 through 46 of the agenda.

**Approve  
September  
2017 Treasurer's  
Report**

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

General Fund	\$17,267,357.94
Bond Retirement	1,271,928.13
Permanent Improvement	225,260.78
Building	61,041.00
Food Service Fund	359,491.39
Special Trust	9,286.05
Endowment	15,070.69
Uniform School Supplies	-83,371.11
Mental Health	1,000.00
Public School Support	37,277.09
Other Grant	95,416.86
District Agency	0.00
Classroom Facilities Maintenance	970,131.30
Student Managed Activity	62,335.80
District Managed Activity	214,105.08
Auxiliary Services	91,234.64
Data Communication Fund	0.00
Alternative Schools	-6.83
School to Work	2,569.57
IDEA Part B Grants	-76,180.70
Title I Disadvantaged Children	-61,571.03
IDEA Preschool-Handicapped	-3,358.73
Improving Teacher Quality	792.37

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Total \$20,459,810.29

The Superintendent's recommendation to employ the following:

**Approve  
Employment**

**PROFESSIONAL STAFF**

**Resident Educator Mentor for the 2017-2018 School Year**

Elizabeth L. Humphrey – 2 Resident Educators

**Substitute Teachers Effective for the 2017-2018 School Year**

Hope E. Boes

Matthew R. Keasal

Thomas J. Renninger

Maria C. Robinson

George L. Sherwood, Jr.

Tara S. Visser

Michael D. Weikle

**SUPPLEMENTAL Contracts Effective for the 2017-2018 School Year**

William R. Beaston, Basketball, Seventh Grade Boys

Daniel Gilbert, Baseball, Assistant Varsity

Emily Runion, Softball, Assistant Varsity

**Funding Change for the 2017-2018 School Year**

Stephen Nellett, from Auxiliary Services to General Fund

**SUPPORT STAFF for the 2017-2018 School Year**

**Educational Aides**

Wendy S. Bailey, additional 4 hours per day effective October 11, 2017

Tiffany C. Creeger, 7 hours per day at Lincoln Pre-K effective October 3, 2017

Sharon Pethe, 2 hours AM and 2 hours PM, 4 days per week, effective October 16, 2017

Cynthia S. Ramsdell, Accompanist as needed, not to exceed 60 hours per year, at \$25.00 per hr.

**Bus Driver**

Stephen W. Kizer, correction of bus fueling, increase by .25 hours per week, effective October 2, 2017

**Substitute Custodian/Substitute Sweeper Effective for the 2017-2018 School Year**

Cheryl Gibson

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Kenneth E. Huffman

**Substitute Educational Aides Effective for the 2017-2018 School Year**

Tamra M. Arter

Tiffany C. Creeger

Michelle L. Frankhauser

Theresa A. McClintock

SunCe Anderson, Substitute Food Service, effective for the 2017-2018 School Year

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

Josh Beacorn, Wrestling, Assistant Varsity

Nick Bollinger, Football, Eight Grade Volunteer

Chandler Hoover, Football Volunteer

Ian Rammel, Wrestling, Assistant Varsity

Benjamin Williams, Wrestling, Seventh/Eighth Grade Volunteer

The Superintendent's recommendation to accept the following donations:

**Accept  
Donations**

**District**

- The American Bottling Company donated \$4,000.00 for the 7Up contract

**Tiffin Columbian**

- The Tiffin Charitable Foundation donated \$58.50 for Homecoming Tickets

**Tiffin Middle School**

- Tiffin Middle School Staff Members donated \$1,155.00 for quarterly prizes for the TMS Bucks Program
- The Upper Sandusky Middle School faculty and staff donated the books *Guinness World Records 2017-Gamer's Edition* and *Game On!*, in memory of Joey Myers, valued at \$30.00
- First Call for Help donated school supplies, valued at \$155.00
- Tiffin Community YMCA donated school supplies, valued at \$155.00
- Tiffin Middle School PTO donated gift cards from local vendors for the TMS Bucks drawing, with a total value of \$385.00
- Tiffin Middle School PTO donated 90 candy bars for the TMS Bucks drawings, with a total value of \$61.20
- Rosemary Dull donated seashells and beads for the art class, with a total value of \$25.00
- Mel Covell donated a set of youth golf clubs and bag to the Phys Ed Class, valued at \$50.00

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- Tiffin Middle School PTO donated 40 copies of the book *The Pinballs*, valued at \$224.00
- Tiffin Middle School PTO donated sports equipment to be used during intramural time, valued at \$107.09

**Krout**

- Theresa and Mark Stover donated the book *The Forever Garden* in memory of Blanche Baker, mother of Mrs. Patty Kaufman, valued at \$11.00
- Angee and Bill Beaston and family donated the book *My First Sewing Book* in memory of Blanche Baker, mother of Mrs. Patty Kaufman, valued at \$11.00

**Noble**

- The Women's Missionary Union of Grace Baptist Church donated baked goods for the Noble Staff, valued at \$25.00

**Washington**

- Pat & Tom Walter donated the book *Virgil & Owen* in memory of Becky Anspach, valued at \$12.00
- Dave Lucius donated the book *Bear & Squirrel Are Friends* in memory of Becky Anspach, valued at \$12.00
- Carol Radebaugh donated the books *When Springs Comes* and *We're All Wonders* in memory of Becky Anspach, valued at \$24.00
- Angie Ellis donated the book *You Are Special* in memory of Becky Anspach, valued at \$12.00
- The Washington Staff donated the book *Max and Bird* in memory of Becky Anspach, valued at \$12.00
- Heather, Mike, Carson & Tess Weinandy donated the books *Pig the Elf* and *Pig the Winner* in memory of Becky Anspach, valued at \$24.00
- Nancy & Don Burner donated the books *Biscuit Loves the Library* and *Do Princesses Have Best Friends Forever?* in memory of Becky Anspach, valued at \$24.00
- Wanda & Kevin Bohrer donated the books *There's Nothing to Do* and *I Don't Want to be Big* in memory of Becky Anspach, valued at \$24.00
- Paula & Ron Guisinger donated the books *It's Okay to Make Mistakes*, *I Love Pink* and *Fly Guy's Big Family* in memory of Becky Anspach, valued at \$30.00
- Janet & Joe Zirger donated the books *Biscuit Feeds the Pets* and *Unicorn Named Sparkle* in memory of Becky Anspach, valued at \$25.00
- Judy & Doug Picciuto donated the books *Here Comes Teacher Cat*, *Cy Makes a Friend*, and *Fly Guy's Big Family* in memory of Becky

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Anspach, valued at \$30.00

- Mary Swartz donated the book *the Kindness Can* in memory of Becky Anspach, valued at \$12.00
- Tina Lorenz donated the book *Dragon Was Terrible* in memory of Becky Anspach, valued at \$12.00
- The Washington Staff donated the book *Thoroughbred Horses* in memory of Bob Kramer, valued at \$12.00
- Heather, Mike, Carson & Tess Weinandy donated the book *A Horse Named Steve* in memory of Bob Kramer, valued at \$12.00
- Nancy & Don Burner donated the book *Pete the Cat: Five Little Ducks* in memory of Bob Kramer, valued at \$12.00

**Lincoln**

- The Women’s Missionary Union of Grace Baptist Church donated snacks and clothing valued at \$125.00
- The Elementary PTO donated popcorn, valued at \$30.00
- An anonymous donation of dress up clothing was received, valued at \$300.00

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

- 599 Miscellaneous Federal Grant Fund \$15,000.00

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

**Supplemental  
Appropriations**

**ACTION ITEMS**

- (17-176) Mr. Schwartz moved, seconded by Mr. Henry, the Tiffin City Board of Education approve contract with Mental Health and Recovery Services Board for SPF Grant Services, as exhibited on pages 47 through 52 of the agenda.

**Approve  
MHR SB  
Contract**

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

- (17-177) Mr. Schwartz moved, seconded by Mr. Henry, the Tiffin City Board of Education approve contract with North Central Ohio Educational Service Center for Educational Consultant Services, as exhibited on page 53 of the agenda.

**Approve  
NCOESC  
Contract**

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



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(17-178) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the following revised Board Policies and Regulations, as exhibited on pages 54 through 91 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
- 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

**Approve  
Revised Board  
Policies**

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

(17-179) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve Columbian High School Boys' Basketball Overnight Scrimmage, as exhibited on page 92 of the agenda.

**Approve Boys'  
Basketball  
Overnight  
Scrimmage**

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

(17-180) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve Columbian Cross Country Midwest Regional Championship Overnight Meet, as exhibited on page 93 of the agenda.

**Approve  
Cross Country  
Overnight Meet**

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

(17-181) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education salary/wage schedule adjustments for the current District employees indicated, as exhibited on pages 94 through 95 of the agenda.

**Approve  
Salary/Wage  
Schedule Ad-  
justments**

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

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(17-182) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve the Schedule of Revenues, Expenditures and Changes in Fund Balances for the Fiscal Years Ended June 30, 2015, 2016 and 2017 Actual; Forecasted Fiscal Years Ending June 30, 2018 Through 2022; and the Accompanying Summary of Forecast Assumptions, as exhibited on pages 96 through 100 of the agenda.

**Approve  
Five-Year  
Forecast and  
Assumptions**

Treasurer Perry spoke about the forecasted revenues, expenditures, and changes in fund balances through fiscal year 2022. Deficit spending is projected to begin in 2019. A negative ending cash balance is projected by 2022, which can be reduced but not eliminated by renewing the emergency operating levy.

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

(17-183) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education, under Ohio Revised Code Section 3313.53, employ (upon satisfactory completion of all requirements) the following non-licensed 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.

**Employ Non-  
Licensed Indi-  
viduals with  
Pupil-Activity  
Permit**

- Roman Williams, Wrestling, Seventh/Eighth Grade
- Kory A. Walton, Bowling, Head Varsity

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

(17-184) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education approve contract with Calvert Catholic School for an Intervention Specialist for FY18, as exhibited on pages 101 through 102 of the agenda.

**Approve  
Calvert Con-  
tract for  
Intervention  
Specialist**

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 – Levy

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Dr. Gase spoke about the need to levy additional funds for inflation and the projected deficit in the five-year forecast.

Mr. Henry spoke about the potential need to levy a bond issue for an elementary building project after the middle school debt matures. He reported the Finance Committee recommended a ten-year emergency renewal with no increase.

Mr. Widman spoke about the conservative nature of the five-year forecast and the uncertainty of projected deficits.

Superintendent Barber spoke about the district's projected share of an OFCC building project, which has been reduced from 47% to 33%.

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about the loss of taxpayer discounts when levies are increased.

BOARD DISCUSSION

Mr. Henry commended the administration for recent survey results regarding professional development. He also spoke about the need for school resource officers in reference to Mr. Del Turco's report.

**Board  
Discussion**

(17-185) Mr. Henry moved, seconded by Mr. Schwartz, the Tiffin City Board of Education hold an executive session to discuss the purchase or sale of property and 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: 8:40 PM  
Time out: 9:16 PM

(17-186) 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: 9:17 PM

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

**Next Meeting**

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer