

**TIFFIN CITY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Tuesday, February 27, 2018, 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, Christopher Widman, with the following members present: Dr. Gase, Mr. Henry, Dr. Hoyda, Mr. Perez and Mr. Widman.

**Roll Call**

The Pledge of Allegiance was led by Mr. Len Donaldson and the TC Quiz Bowl Team: Trevor Blodgett, Raphael Confesor, Bridget Daniel, Timothy Demith, Josh Fanning, Brakstin Hockley, Evan McIntyre, Corey Meisner, Patrick Pariseau, Bennett Ramsdell, Gavin Robison, Jimmy Skidmore, Brittani Stiltner, Owen Thomsic, and Keygan Yonts.

**Pledge of Allegiance**

**PUBLIC HEARING ON PROPOSED 2018-2019, 2019-2020 AND 2020-2021 SCHOOL CALENDARS**

**Calendar Hearing**

The public was invited by the President to speak for or against the 2018-2019, 2019-2020 and 2020-2021 Calendar Proposals exhibited on pages 11 through 13 of the agenda. The proposed calendars will be voted on in accordance with ORC 3313.48(B).

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about shortened weeks when students start on Thursday and the absence of parent/teacher conferences during the day.

President Widman announced the Board cannot adopt a calendar until thirty days after a public hearing; therefore, approval will occur in April instead of March. In the meantime, additional comments can be directed to the administration or board of education.

**(18-024)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education adopt the agenda as presented.

**Adopt Agenda and Addendum**

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

**BOARD DISCUSSION**  
None.

**Board Discussion**

**BOARD REPORTS**

**Board Committee Reports**

Business Advisory Council, Mr. Perez – Met February 15, 2018. Discussed the career fair, mission statement, bylaws, and tracking graduates. The next meeting is Thursday, March 15, 2018 at 8:00 AM in a location to be determined.

February 27, 2018

Finance Committee, Dr. Gase – Met February 20, 2018. Discussed monthly reports, the levy renewal, audit completion, district profile, grant writing, alumni database, social worker, and kinetic committees. The next meeting is Tuesday, March 20, 2018 at 5:15 PM in the first floor conference room of the Administration Building.

Communication & Marketing Committee, Dr. Hoyda – Met February 1, 2018. Discussed the district quality profile quotes, graduation yard signs, military cords, monthly media topics, and levy renewal. The next meeting is Thursday, March 1, 2018 at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Henry - Met February 21, 2018. Discussed an updated from the grade card committee, head lice policies, career advising, handbook revisions, marketing committee, and mental health funding. The next meeting is Wednesday, March 21, 2018 at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met February 16, 2018. Discussed the food service handouts, wireless network bids, video equipment for the TMS studio, athletic track financing, additional TMS driveway, and prevention of ice and snow from sliding off the middle school roof. The next meeting is Friday, March 16, 2018 at 8:00 AM in the first floor conference room of the Administration Building.

Personnel Committee – Did not meet.

Records Committee, Mr. Widman – Did not meet.

Legislative Liaison, Mr. Perez – Spoke about HB 512 “Restructure Education Agencies and Their Duties” and HB 371 “Exempt Increased Value of Subdivided Land Until Building Starts”.

Vanguard-Sentinel Update, Mr. Widman – Spoke about Skills USA, new program lengths, credentials and certificates, new law and public safety building, and an emergency management agreement.

Wellness Committee, Mr. Henry – Met February 7, 2018. Discussed the Vitality program available from our insurance consortium and an upcoming staff presentation by the consultants from NFP. The next meeting is Wednesday, March 7, 2018 at 4:00 PM in the first floor conference room of the Administration Building.

PreK-5 Task Force, Dr. Gase – Spoke about an informational meeting with

February 27, 2018

Garmann Miller Architects & Engineers. The next meeting is to be announced.

STUDENT REPRESENTATIVES

Natalie Gase – absent.

Patrick Del Turco – Spoke about the tragic school shooting in Florida, emergency plans and drills, student ID’s, and school resource officers. Read Miss Gase’s report about school resource officers, emergency training, choir and band contests, school musical *Pippin*, and winter & spring sports.

**Student  
Representatives**

SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

1. Employee Recognition – Sara Conner, Samantha Demmerly, Gary Hart, Devan Toncler, Ann Reddy, Amy Dendinger, Pat Smith, Angie Ellis and Chris Monsour.
2. School Safety – Anna Trausch from Wyandot Counseling spoke about mental health services. Superintendent Barber spoke about emergency plans, police patrols and PAX training. President Widman spoke about statewide standards drafted by OSBA.
3. OSBA NW Region Spring Conference Awards to be presented on March 8, 2018 – Randy Conger, Dr. Ryan Burger and the VCA Dog and Cat Hospital of Tiffin, Tiffin City Schools’ Guidance Counselors, and Tiffin Columbian Changemakers, Stacey Geiger, Advisor.
4. Additional Items – wrestling tournament winners

**Superinten-  
dent’s Report**

ASSISTANT SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

1. Recognition Program Update
2. Career Pathways – including Sentinel, Tiffin University and Heidelberg
3. Awards Recognition – Auditor of State Award for fiscal year 2017
4. Additional Items – none.

**Assistant  
Superinten-  
dent’s Report**

DIRECTOR OF OPERATIONS’ REPORT AND RECOMMENDATIONS

1. Recognition of TCS Custodial and Maintenance Crews and the Tiffin Street Department
2. Additional Items – none.

**Director of  
Operations’  
Report**

DIRECTOR OF STUDENT SERVICES

1. Introduction of 2018-2019 School Psychologists – Molly Depew and Catherine Fleming

**Director of  
Student  
Services  
Report**

February 27, 2018

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

**Public Input**

Yolanda Gonzales, 50 Spring Lane, Tiffin, spoke about school emergencies including plans, policies, postings, training substitute staff, and utilizing core student groups.

Naomi Navarrete, 50 Spring Lane, Tiffin, spoke about school emergencies including student drills and the lack of recognition for Florida's victims.

**CONSENT AGENDA**

**(18-025)** Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve the following items:

The Superintendent's recommendation to approve the minutes from the following meeting:

- Organizational Board Meeting on January 9, 2018, as exhibited on pages 14 through 19 of the agenda.
- Regular meeting on January 23, 2018, as exhibited on pages 20 through 28 of the agenda.

**Approve  
Minutes of  
January  
Meetings**

The Superintendent's recommendation to approve the Treasurer's reports for January 2018, as exhibited on pages 29 through 40 of the agenda.

**Approve  
January 2018  
Treasurer's  
Report**

The following were balances reported in various accounts for January 2018:

General Fund	14,978,381.29
Bond Retirement	627,807.61
Permanent Improvement	183,719.50
Building	61,041.00
Food Service Fund	399,716.13
Special Trust	9,286.05
Endowment	15,070.69
Uniform School Supplies	-40,425.13
Mental Health	-19,248.00
Public School Support	36,278.00
Other Grant	86,697.00
District Agency	42.89
Classroom Facilities Maintenance	938,343.59
Student Managed Activity	66,007.95
District Managed Activity	178,063.81
Auxiliary Services	92,164.41

February 27, 2018

Data Communication Fund	0.00
Alternative Schools	0.00
School to Work	2,569.57
IDEA Part B Grants	-50,620.87
Title I Disadvantaged Children	-35,737.65
IDEA Preschool-Handicapped	-2,044.66
Improving Teacher Quality	-5,751.35
Miscellaneous Fed. Grant Fund	-297.10

---

Total \$17,521,064.73

The Superintendent's recommendation to accept the following retirement: **Accept Retirement**

**PROFESSIONAL STAFF**

Paula K. Perna, effective at the conclusion of the 2017-18 school year

The Superintendent's recommendation to accept the following resignation: **Accept Resignations**

**SUPPORT STAFF**

Angel Lee, effective January 22, 2018

Chris J. Comer, effective February 14, 2018

Timothy W. Weber, effective January 26, 2018

The Superintendent's recommendation to employ the following: **Approve Employment**

**PROFESSIONAL STAFF**

**Home Instruction Teacher for the 2017-2018 School Year**

Travis M. McQuiston

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

Christopher G. Monsour, ACT Prep Substitute as needed

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

Jennifer R Buskirk

Annie M. Demith

Eric R. Peacock

**School Psychologist for the 2018-2019 School Year**

Molly M. Depew

Catherine E. Fleming

**SUPPORT STAFF**

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

Bonnie B. Blevins

February 27, 2018

Erica Nye

**Custodian**

Daniel A. Zirger

**Supplemental Contracts for the 2017-2018 School Year**

Michael Lee, TMS Track, Head Boys

Tori Lee, TMs Track, Head Girls

Michael Meadows, Track, Assistant Varsity Boys'/Girls'

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

Eric Aller, Baseball Volunteer

Jack Burkett, Baseball Volunteer

Zachary Deaton, TMS Track, Assistant Boys

Zachery Hefner, Baseball Volunteer

Aaron Maki, Baseball Volunteer

Jason Schar, Track, Assistant Varsity Boys'

Roman Williams TMS Track, Assistant Boys'/Girls'

The Superintendent's recommendation to accept the following donations:

**Accept  
Donations**

**District**

- National Machinery Foundation donated \$3,000.00 for Camp Invention
- The Tiffin Rotary Foundation donated \$200.00 for Camp Invention
- The Tiffin Community Foundation awarded a \$617.65 grant for school counseling resources
- Fleetwinds, Inc. (dba Subway) donated lunches for volunteers during Safety Week for the 2017-2018 School year, valued at \$372.50

**Tiffin Columbian**

- The Women's Missionary Union of Grace Baptist Church donated cookies and treats for the staff, valued at \$45.00
- Best of the Best Basketball donated \$200.00
- TWIRL donated \$300.00 for prom expenses
- OhioPyle Prints, Inc. donated the percentage of net sales of \$50.73
- Austin Hacker donated the book titled *The Complete Book of Screenwriting*, valued at \$22.99
- Tiffin Columbian Alumni Association donated \$550.00 for Class of 2018 Graduation Yard Signs

**Tiffin Middle School**

- The Women's Missionary Union of Grace Baptist Church donated winter accessories, valued at \$150.00
- Paula Zirm donated the engraving for the Geography Bee trophy, valued

February 27, 2018

at \$6.38

- Michael and Teresa Perry of Tiffin Brake & Wheel donated \$400.00 to the Power of the Pen
- The TMS PTO donated the following items:
  - The book titled *The Everything Backyard Farming Book*, valued at \$16.00
  - The book titled *The Complete Guide to Raising Pigs*, valued at \$12.00
  - \$1,300.00 to TMS Power of the Pen for State Competition

#### **Noble**

- VCA Dog and Cat Hospital of Tiffin donated services for Kennedy, valued at \$63.50
- A giant checker board set was donated by Creative Plastic Concepts for Family Game Night, valued at \$39.00
- The Noble Staff donated the book titled *Dog Man and Cat Kid*, valued at \$10.00, in memory of Willie Mitten, father of Anne Hohman
- The Noble Staff donated the book titled *Torpedoed!*, valued at \$17.00, in memory of Willie Mitten, father of Anne Hohman
- Chris Lutz donated the book titled *Wonder*, valued at \$17.00, in memory of Jim Wise, father of Margaret Wise
- Chris Lutz donated the book titled *The 52-Story Tree House*, in memory of Willie Mitten, father of Anne Hohman

#### **Washington**

- The Washington Sunshine Staff donated the book titled *It's Christmas, David!*, valued at \$12.00, in memory of Hal Peters
- Nancy & Don Burner donated the book titled *The Bad Seed*, valued at \$12.00, in memory of Hal Peters
- Pat & Tom Walter donated the book titled *I Want to Be in a Scary Book*, valued at \$12.00, in memory of Willis Mitten
- Dave Lucius donated the book titled *Cool Cars and Trucks*, valued at \$12.00, in memory of Willis Mitten
- Nancy & Don Burner donated the book titled *Give Me Back My Book*, valued at \$12.00, in memory of Willis Mitten

#### **Lincoln**

- P.T. Services donated \$200.00 for a needy family
- Lisa Wilson donated winter clothing and blankets, valued at \$325.00
- National Machinery Foundation donated \$1,000.00 for background checks for the Read to Succeed mentors
- National Machinery Foundation donated \$800.00 for lunches for needy children
- The Women's Missionary Union of Grace Baptist Church donated the following items:

February 27, 2018

- Meals for a family who experienced a father's death, valued at \$125.00
- Teacher incentives and encouragements, valued at \$100.00
- Clothing, snacks and birthday treats valued at \$125.00
- Christ's Church of Tiffin donated meals for a family who experienced a father's death, valued at \$200.00
- The PTO donated dinner for Lincoln teachers on conference night, valued at \$100.00

The Superintendent's recommendation to pay the following stipend upon certified completion of dues:

**High School Musical Ticket Chairperson**

Ann Reddy, \$400.00 from Drama Fund Account

**Approve Stipend**

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

**ACTION ITEMS**

- (18-026) Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education designate the Assistant Superintendent to complete Certified Public Records Training on behalf of its newly elected officials, Jeffrey Hoyda, Victor Perez and Christopher Widman, pursuant to Ohio Revised Code 149.43.

**Designate Assistant Superintendent to Public Records Training**

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

- (18-027) Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education adopt a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor, as exhibited on pages 41 through 46.

**Adopt Resolution Accepting Amounts and Rates**

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

- (18-028) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the Asset Purchase Agreement with North Central Ohio Educational Service Center, as exhibited on pages 47 through 49 of the agenda.

**Approve Asset Purchase with NCOESC**

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

Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve the Ohio Schools Council Resolution, as exhibited on page 50



February 27, 2018

- of the agenda.
- (18-029)** The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried.
- Mr. Henry moved, seconded by Dr. Hoyda, the Tiffin City Board of Education approve agreement for Educational Consultant Services FY18 with North Central Ohio Educational Service Center, as exhibited on page 51 of the agenda.
- (18-030)** The President called for the vote. Voting yes: Mr. Henry, Dr. Hoyda, Dr. Gase, Mr. Perez, and Mr. Widman. Motion carried.
- Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve Exhibit Seven, Addendum to the 2017-2018 Agreement with the Seneca County Board of Developmental Disabilities, as exhibited on pages 52 and 53 of the agenda.
- (18-031)** The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.
- Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve the OSBA Services Agreement and Service Addendum for the Ohio Policy Service Policy Development Quarterly e-newsletter, as exhibited on pages 54 and 55 of the agenda.
- (18-032)** The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase and Dr. Hoyda. Mr. Widman abstained as a member of the Board of Trustees of the OSBA Executive Committee. Motion carried.
- Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve weekend trip for the Tiffin Columbian Key Club to attend Ohio District Leadership Conference 2018, as exhibited on pages 56 through 58 of the agenda.
- (18-033)** The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.
- Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve Ashland University Partnership Agreement, as exhibited on pages 59 through 64 of the agenda.
- (18-034)** The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez and Mr. Widman. Motion carried.

**Adopt  
Ohio Schools  
Council Resolu-  
tion**

**Approve  
NCOESC  
Consultant  
Services  
Agreement**

**Approve  
SCBDD  
Addendum**

**Approve OSBA  
Services  
Agreement**

**Approve TC  
Key Club  
Weekend  
Conference**

**Approve  
Ashland**

February 27, 2018

Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve College Credit Plus Agreement with Terra State Community College for 2018-2019, as exhibited on pages 65 through 68 of the agenda.

**University  
Partnership  
Agreement**

(18-035) The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.

**Approve  
Terra CCP  
Agreement for  
2018-2019**

(18-036) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education, under Ohio Revised Code Section 3313.53 (upon satisfactory completion of all requirements) employ 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.

**Employ Non-  
Licensed  
Individuals  
with Pupil-  
Activity Permit**

- Chelsea Hutchins, TMS Track, Assistant Girls
- Tyson Shope, Bowling, Assistant Varsity

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

Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve PNC Equipment Finance Lease for track improvements, as exhibited on pages 69 and 70 of the agenda.

(18-037) The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.

**Approve PNC  
Equipment  
Finance Lease**

Dr. Gase moved, seconded by Mr. Henry, the Tiffin City Board of Education approve agreement with ITSavvy for network updates, as exhibited on page 71 of the agenda.

(18-038) The President called for the vote. Voting yes: Dr. Gase, Mr. Henry, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.

**Approve  
ITSavvy  
Network  
Upgrade  
Agreement**

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD  
Topic – Safety

Mr. Barber spoke about current drills and needing several options during an active shooting.

**Public Dialogue**

Mr. Widman spoke about current challenges, developing partnerships, the

February 27, 2018

inability to measure success, and improving our ability to deter an incident.

Dr. Gase spoke about identifying and addressing potential concerns, the lack of national attention for epidemic suicide rates, and the need for a social worker.

Carissa Allen, 135 Clinton Avenue, Tiffin, applauded the board and administration for considering safety improvements and mental health services.

Mr. Perez spoke about the need for training, effective prevention, disregarding cost concerns, minimizing risk, emergency treatment training, state-funded mandates, workplace violence, collective bargaining provisions, arming staff, and accidental shootings.

Mr. Henry spoke about preventive measures, concerns with arming staff, lack of evidence based data, getting an expert review of current plans, confidentiality, and implementing a school resource officer regardless of limited resources.

Megan McBride, 168 Jefferson Street, Tiffin, spoke about concealed-carry permits in Ohio schools.

**BOARD DISCUSSION**

Mr. Henry spoke about House Bill 512 “Restructure Education Agencies and Their Duties”. More information to come.

Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education adjourn.

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

**(18-039)**

Time in: 7:00 PM

Time out: 8:56 PM

The next regular meeting is scheduled for March 27, 2018 at 7:00 PM in the Tiffin Middle School Cafetorium.

**Board  
Discussion**

**Adjournment**

\_\_\_\_\_  
President

**Next Meeting**

February 27, 2018

---

Treasurer