

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, May 22, 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 Mrs. Paula Zirm and students who participated in the 24 Tournament: Dylan Beard, Brayden Bowersox, Annika Campbell, Braedyn Criblez, Dravyn Dicken, A.J. Duffy, Addison Fortney, Elise Johnston, Lucas Kisaberth, Trent Miklovic, Brayden Milovic, Jack Newlove, Aubreyonna Rhodes, Zach Shawberry, Mitchell Stephey, Grant Terry, Izaac Woessner, and Ava Yates.

Pledge of Allegiance

(18-071) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education adopt the agenda with the following correction:

Adopt Agenda

8.03 Employment

PROFESSIONAL STAFF

Classroom Instruction, Day Classes, Summer 2018, not to exceed 12 hours

Charlotte Lininger

Jodi L. Roszman

~~Christine A. Shaver~~

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

BOARD REPORTS

Business Advisory Council, Mr. Perez – Met May 17, 2018. Spoke about future meeting times and reorganization in August, student contacts, Year 13 resources, and the Real Superheroes Wear Scrubs program at Mercy Hospital. The next meeting is Thursday, August 16, 2018 at 8:00 AM at the Chamber of Commerce.

**Board
Committee
Reports**

Finance Committee, Dr. Gase – Met May 15, 2018. Spoke about the five-year forecast update recommended for board approval on the agenda. The next meeting is Tuesday, June 19, 2018 at 5:15 PM in the first floor conference room of the Administration Building.

Communication & Marketing Committee, Dr. Hoyda – Met May 3, 2018. Spoke about an Alumni Platform webinar attended by the committee. The

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next meeting is Thursday, June 7, 2018, at 4:00 PM in the first floor conference room of the Administration Building, as needed.

Program Committee, Mr. Henry - Met May 16, 2018. Spoke about mental health needs, elementary grade cards, and policy revisions. The next meeting is Wednesday, June 20, 2018, at 5:15 PM in the first floor conference room of the Administration Building, as needed.

Support Services Committee, Mr. Widman – Met May 18, 2018. Spoke about the April meeting including the remembrance of Bernie Hohman, new phone system, security review, and additional TMS driveway. Spoke about the May meeting including the food service fund balance and possible options, the technology report and TMS studio, and high school boilers. The next meeting is Friday, June 15, 2018 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. Perez – Spoke about college and career legislation, HB 628, Educator Licenses; HB 108, Informed Student Document Act; HB 428, Student Religious Liberties Act; HB 549, School Openings After Labor Day; HB 200, School Choice; and HB 591, School Report Cards.

Vanguard-Sentinel Update, Mr. Widman – Spoke about graduating student Passport presentations and enrollment increases.

Wellness Committee, Mr. Henry – Did not meet.

PreK-5 Task Force, Dr. Gase – Did not meet in May; however, the successful emergency renewal and proposals for general architect services will prompt a future meeting to be announced.

STUDENT REPRESENTATIVES – No reports. Interviews for 2018-19 have been completed. The announcement of next year's representatives is pending selection.

Student Representatives

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Superintendent's Report

1. Recognition of Levy Committee – Bryce Riggs
2. Recognition of Professional and Support Staff Retirements
 - o Paula Perna, Teacher
 - o Pat Walter, Educational Aide
3. Tornado Signing Day – May 8, 2018

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4. Purple Star Award from ODE – Michelle Tuite
5. Additional Items – none

ASSISTANT SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

Assistant Superintendent’s Report

1. Recognition of the following Vanguard-Sentinel Career and Technology Students who placed 1st at the State Skills USA and will be competing at the National level June 25-30: Isabelle Lewis, Kaylie Martin, Alexis Miller, and Calista Wilson. Earning 2nd at State Skills USA: Olivia Olinger and Nadia Kidan.
2. First reading of the following proposed revised Board Policies and Regulations, as exhibited on pages 13 through 68 of the agenda:
AFC-1 (Also GCN-1) - Evaluation of Professional Staff (Ohio Teacher Evaluation System)
AFC-2 (Also GCN-2) – Evaluation of Professional Staff (Administrators Both Professional and Support)
GBQ - Criminal Records Check
GCN-1 (Also AFC-1)- Evaluation of Professional Staff (Ohio Teacher Evaluation System)
GCN-2 (Also AFC-2) - Evaluation of Professional Staff (Administrators Both Professional and Support)
GCPD – Suspension and Termination of Professional Staff Members
GDKA-R – Support Staff Extra Duty
IGAD – Career-Technical Education
IGCH (Also LEC) – College Credit Plus
IGCH-R (Also LEC-R) College Credit Plus
KKA – Recruiters in the Schools
LEC (Also IGCH)– College Credit Plus
LEC-R (Also IGCH-R) – College Credit Plus
3. Principal Interview Process – Student Ambassadors recognized.
4. Additional Items – none

DIRECTOR OF OPERATIONS’ REPORT AND RECOMMENDATIONS

Director of Operations’ Report

1. Recognition of TMS Morning Announcement Program - Mrs. Ott and students Charity Noftz, Danielle Rosenbauer, Connor Schrenk, Kelsie Weingart and Dylan Whitmer
2. Summer Projects – including sensory room at Washington, additional driveway at TMS, and track renovation at Frost-Kalnow Stadium.
3. Maintenance Staff Recognition – Graduation 2018
4. Additional Items – none

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

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Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about Touch-a-Truck day at Lincoln Pre-K, elementary classroom aides, volunteer opportunities, substitutes for kindergarten screening day, jazz band, and family events at Washington.

Public Input

CONSENT AGENDA

(18-072) 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:

- Regular meeting on April 24, 2018, as exhibited on pages 69 through 82 of the agenda.

**Approve
Minutes of
April
Meeting**

The Superintendent's recommendation to approve the Treasurer's reports for April 2018, as exhibited on pages 83 through 95 of the agenda.

**Approve
April 2018
Treasurer's
Reports**

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

General Fund	17,904,438.96
Bond Retirement	1,042,906.88
Permanent Improvement	549,823.11
Building	61,041.00
Food Service Fund	373,609.55
Special Trust	9,286.05
Endowment	15,070.69
Uniform School Supplies	-19,227.32
Mental Health	-36,690.00
Public School Support	45,799.14
Other Grant	68,706.62
District Agency	42.89
Classroom Facilities Maintenance	990,390.48
Student Managed Activity	61,264.98
District Managed Activity	189,810.42
Auxiliary Services	250,478.00
Data Communication Fund	0.00
School to Work	2,569.57
IDEA Part B Grants	-47,342.64
Title I Disadvantaged Children	-37,629.49
IDEA Preschool-Handicapped	-2,447.86
Improving Teacher Quality	-7,102.15
Miscellaneous Federal Grant Fund	-495.17

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Total \$21,414,303.71

The Superintendent's recommendation to accept the following resignations

**Accept
Resignations**

PROFESSIONAL STAFF effective at the conclusion of the 2017-18 contract year

Alexa K. Almond, Teacher
Sherry L. Dawson, Teacher
Michelle Mishler, Teacher
Jeanette Marshall, Ticket Manager

The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF

Resident Educator Mentor Revision for the 2017-2018 School Year

Elizabeth Humphrey - 2 Resident Educators

Classroom Instruction, Day Classes, Summer 2018, not to exceed 12 hours

Charlotte Lininger
Jodi L. Roszman

SUPPORT STAFF effective for the 2017-2018 School Year

Summer Sweeper for 2018

Clayton R. Nominee, step 0

PROFESSIONAL STAFF

Teacher Continuing Contracts Effective with the 2018-19 School Year

Libbie Kaltenbach

Limited Teaching Contracts

Leigh K. Alvarado
Nicole A. Arnold
Stacy L. Berrier
Vicky M. Boehler
Emily L. Boone
Alexis T. Boyer
Shawnie A. Boyer
Sarah C. Brink
Rita A. Brown
Kirsten A. Bumb
Loren J. Burkes

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Adam P. Cok
Daniel E. Cole
Carrie J. Coleman
Donald R. Cook
Samantha E. Demmerley
Amy R. Dendinger
Erica S. Dickman
Celeste E. Duncan
Elizabeth M. Elchert
Gerald T. Elchert
Angela C. Ellis
Donald J. Ferstler
Haiyuan Gao
Stacey E. Geiger
Daniel S. Gilbert
Benjamin M. Gillig
Brenda R. Gordon
Morgan N. Grover
Ashlee M. Grzywna
Katelynn R. Hafer
Mykel L. Heberling
Amanda I. Jenot
Natallie A. Jones
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
Erin S. Lawrence
Michael T. Lee
Tori N. Lee
Samantha M. Lichtenberger
Mollie E. Luidhardt
James S. Mason
Hannah G. Mathias
Travis M. McQuiston
Karen G. Michniak – 50% FTE
Emily C. Minns
Ashley S. Mooney
Laurie A. Morter

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Karen E. Murphy
Cody J. Myers
Kathryn D. Nagel
Stephen G. Nellet
Brette M. Ott
Ryan J. Ottney
Leslie A. Paradiso
Amber L. Plikerd
Abigail M. Prosser
Lindsay A. Puz
Brandie R. Reinhart
Cory A. Ridge
Kimberly J. Ridge
Molly S. Riley
Brian D. Rothrock
Wendy A. Rothrock
Emily A. Runion
Jennifer M. Schock
Christine A. Shaver
Cristy M. Shuff
Erica M. Smith
Laura L. Starrett
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
Lisa E. Wilson
Travis P. Wise
Katharine L. Wrabel
Christy D. Zender – Auxiliary

Supplemental Contracts for the 2018-2019 School Year

Adam P. Cok, Golf, Assistant Varsity
Amy M. Cooper, Volleyball, Assistant Varsity
Gerald T. Elchert, Tennis, Head Varsity Girls'
Anthony A. Vasko, Golf, Varsity
Loran H. Weingart, Tennis, Head Varsity Boys'

Pupil-Activity Contracts and Volunteers for the 2018-2019 School Year

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Vincent R. Arnold - Soccer, Head Varsity Girls?
Hope E. Boes, Volleyball, Head Varsity
Nan Sauber, Tennis, Volunteer

**SUPPORT STAFF effective with the 2018-19 School Year
Two-Year Contract**

Benjamin M. Camm, District Educational/Service Technologist

Substitute Bus Drivers Effective for the 2018-2019 School Year

Thomas J. Brodman
Douglas D. Combs
Greg A. Distel
J. Thomas Fisher
Donald L. Judd
Mariann Kline
Debora L. Kubes
Bryan A. Schalk
Dan R. Sherman
Howard W. Stultz
Walt A. Szablewski
Donna D. Thacker
Wayne W. Wax

Substitute Custodians Effective for the 2018-2019 School Year

Christopher D. Bean
John D. Beard
Cheryl L. Gibson
Jeannie M. McDermott
Thomas J. Paulus
Brandon L. Perkins
Robert L. Sherman

Substitute Food Service Effective for the 2018-2019 School Year

SunCe R. Anderson
Luci Bowlus
Colleen Halm
Diane Jesse

Substitute Sweepers Effective for the 2018-2019 School Year

Christopher D. Bean
John D. Beard
Cheryl L. Gibson
Jeannie M. McDermott
Thomas J. Paulus
Brandon L. Perkins

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Robert L. Sherman

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

Tiffin Columbian

- The Tiffin Rotary Foundation donated \$500.00 for the Rise Up Program
- Larry Kisabeth donated \$100 for the Rise Up Program
- The National Machinery Foundation donated \$10,000.00 for Mental Health Counseling Program

Tiffin Middle School

- Frozone donated \$10.00 in gift cards to be used for prizes for the TEAM TMS incentive program
- Phatcakes donated \$20.00 in gift cards to be used for prizes for the TEAM TMS incentive program
- The Advertiser Tribune donated \$50.00 toward the TMS Power of the Pen Team state competition
- Tiffin Scenic Studio donated \$100.00 toward the TMS Power of the Pen Team state competition

Noble

- Elise Johnston donated the book *Harry Potter and the Goblet of Fire*, valued at \$13.00

Krout

- The Krout Staff donated the book *Amelia Bedelia 4 Mayor and Mayor Hubble is in Trouble!*, valued at \$8.00, donated in memory of Bernard Hohman, father of Paula Zirm

Washington

- Pat and Tom Walter donated the books *After the Fall: How Humpty Dumpty Got Back Up Again* in memory of Greg Sykes, *Pin Princess Party Cookbook*, in memory of Mary Fox, and *Thelma the Unicorn*, in memory of Victor Reamer, with a total value of \$36.00
- Terry Reamer donated the book *Pig the Star*, in memory of Victor Reamer, valued at \$12.00
- Mindy Fox donated corn feed, valued at \$20.00
- The United Baptist Church donated 2 boxes of donuts, valued at \$25.00
- Dr. Jeffrey Hoyda donated 60 books in honor of Mrs. Kyle Hoyda's 60th birthday, valued at \$833.31

The Superintendent's recommendation to pay the following stipends:

**Approve
Stipends**

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Cooperating Teachers

Lindsay Newlove \$129
Jennifer Gressman \$129
Travis Kinn \$86
James Mason \$86

The Superintendent's recommendation to approve the following handbooks:

**Approve
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 Superintendent's recommendation to approve the District Fee Schedules, as exhibited on pages 97 through 100 of the agenda.

**Approve Fee
Schedules**

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

ACTION ITEMS

- (18-073)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following recommended new and revised Board Policies and Regulations, as exhibited on pages 101 through 108 of the agenda:

**Approve
Board Policies
and Regula-
tions**

JECAA – Admission of Homeless Students
JECAA-R – Admission of Homeless Students (Dispute Resolution Process)
JHCCC – Pediculosis (Head Lice)

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

- (18-074)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve enrollment with the Ohio Bureau of Workers' Compensation Group-Retrospective-Rating program sponsored by the Ohio School Boards Association/Ohio Association of School Business Officials for the policy year beginning January 1, 2019, as exhibited on page 109 of the agenda.

**Approve BWC
Group Enroll-
ment**

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

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- (18-075) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the Zulama Proposal for the 2018-2018 School Year, as exhibited on page 110 of the agenda. **Approve Zulama Contract**
- The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.
- (18-076) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve Frontline Education Renewal Notice, effective 07/01/18 through 06/30/19, as exhibited on pages 111 through 114 of the agenda. **Approve Front-line Education Renewal**
- The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.
- (18-077) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve Houghton Mifflin Harcourt proposal for Read 180, as exhibited on page 115 and 116 of the agenda. **Approve Houghton Mifflin Harcourt Proposal**
- The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.
- (18-078) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve Tiffin Middle School 8th Grade Boys Eastern Ohio Basketball camp, being held June 7 through 9th, 2018. **Approve TMS Overnight Basketball Camp**
- The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.
- (18-079) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve Tiffin Columbian Football camp at the University of Mount Union, being held July 17 through 19th, 2018. **Approve TC Overnight Football Camp**
- The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez and Mr. Widman. Motion carried.
- (18-080) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve conditional sales agreement with Apple, Inc. as exhibited on pages 117 through 123 of the agenda. **Approve Apple Sales Agreement**
- The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.
- (18-081) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve contract with North Central Ohio Educational Service Center for ESY Preschool Autism Services, as exhibited on page 124 of the agenda. **Approve NCOESC**

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

**Contract for
Autism
Services**

- (18-082) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve employment, 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 2018-2019 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
Position**

- Brooke Stover, Volleyball, Ninth Grade Girls'

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

- (18-083) Mr. Henry moved, seconded by Mr. Perez, 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 updated and exhibited on pages 125 through 129 of the agenda.

**Approve
Updated Five-
Year Forecast
and Assump-
tions**

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

- (18-084) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following administrator and consulting contracts:
- Forrest L. Trisler, High School Principal, Classification I, Level 6, 260 days, 08/01/2018 – 07/31/2021
 - Contract for Consulting Services, as exhibited on pages 130 and 131

**Approve
High School
Principal Con-
tracts**

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

- (18-085) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education approve contract with Edlio for website design, as exhibited on pages 132 through 134 of the agenda.

**Approve
Contract with
Edlio**

The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr.

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Hoyda, Mr. Perez and Mr. Widman. Motion carried.

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD
Topic – Pay to Participate

Public Dialogue

Mr. Perez spoke about eliminating the fee that can be a deterrent to student participation in beneficial activities and pose issues including parental expectations and student play-time.

Mr. Barber noted that annual fee revenue totaling about \$75,000 includes all advised activities.

Dr. Hoyda requested the annual total of all academic fees.

Mr. Perez spoke about fees for workbooks that are not used.

Mr. Widman spoke about the availability of donations for unaffordable fees.

BOARD DISCUSSION

**Board
Discussion**

Mr. Henry commended students and staff for the graduation ceremony and signing day.

(18-086) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education hold an executive session to consider the appointment, employment, and compensation of public employees.

**Executive
Session**

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

Time in: 8:50 PM

Time out: 9:13 PM

(18-087) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education adjourn.

Adjournment

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

Time in: 7:00 PM

Time out: 9:14 PM

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The next regular meeting is scheduled for June 26, 2018 at 7:00 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer