

**TIFFIN CITY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Tuesday, December 18, 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. Cory Ridge and members of the Tiffin Middle School Choir.

**Pledge of Allegiance**

**(18-200)** Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education adopt the agenda with the following Addendum:

**Adopt Agenda**

**IX. ACTION ITEMS**

**9.15 Approve Elimination of Pay to Participate for the 2019-2020 School Year**

It is recommended the Tiffin City Board of Education eliminate Pay to Participate at both the High School and Middle School levels for the 2019-2020 school year.

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 –Did not meet. The next meeting is Thursday, December 20, 2018 at 8:00 AM at the Tiffin Area Chamber of Commerce.

**Board Committee Reports**

Finance Committee, Dr. Gase – Did not meet. The next meeting is Tuesday, January 15, 2019 at 5:15 PM in the first floor conference room of the Administration Building.

Communication & Marketing Committee, Dr. Hoyda – Met December 6, 2018. Reviewed the Quality Profile. The next meeting is Thursday, January 3, 2019, at 4:00 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Henry – Met December 12, 2018. Spoke about Curriculum Guides, Zulama replacement, Kindergarten screening, medical policies, and transition of committee members. The next meeting is

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Wednesday, January 16, 2019, at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Mr. Widman – Did not meet. The next meeting is Friday, January 4, 2019 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 House Bill 58, which requires instruction in cursive handwriting, and House Bill 343, which regards how local governments are to contest property values.

Vanguard-Sentinel Update, Mr. Widman – The next meeting is Thursday, December 20, 2018.

Wellness Committee, Mr. Henry – Did not meet. Reviewed group health insurance changes proposed by the consortium’s consultant. Further discussion will be on February 21, 2019 at 3:30 PM. The next committee meeting is Thursday, January 17, 2019.

PreK-5 Task Force, Dr. Gase – Met December 5, 2018. Reviewed proposed construction footprints and local costs with Garmann-Miller architects. Also spoke about a potential bond issue to begin construction prior to the availability of state funding, which locks in shares, rates and avoids inflation. Further discussion will be on January 24 or 31, 2019. The next task force meeting is Wednesday, January 2, 2019 at 9:00 AM in the first floor conference room of the Administration Building.

#### Student Representatives

Kirsten Egbert spoke about the high school book club and the canned food drive conducted by National Honor Society.

Andrew Branson spoke about semester exams and winter sports including wrestling, swim and basketball.

**Student  
Representative  
Reports**

#### SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

1. Tax Increment Financing Discussion – The proposed Compensation Agreement for the Magic Tunnel car wash was presented by David Zak

**Superinten-  
dent’s Report**

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from Tiffin-Seneca Economic Partnership. The proposal exempts 100% of all property taxes for 30 years with the City of Tiffin receiving 90% of payments in lieu of taxes and the local school districts receiving 10% (Tiffin City Schools 7%, Sentinel Career Center 3%). The City's payments will fund debt issued for infrastructure improvements. The proposal contains the same terms as the Compensation Agreement approved by the Board of Education in December of 2017 for the Aldi expansion. Mr. Zak noted prior Community Reinvestment Area and Enterprise Zone agreements that contained minimal exemptions.

Dr. Hoyda spoke about compensation agreements with Hopewell-Loudon School District and the amount of taxes foregone. Mr. Zak estimated \$228,000 annually for the Trilogy project alone.

Mr. Perez spoke about compensation agreements for developments in the Tiffin City school district that fund improvements in Hopewell-Loudon. He requested the required legal notice for all future parcels with ample time for school officials to negotiate individual terms. He also spoke about the currently proposed terms being an exception to the rule.

Mr. Henry spoke about the complexity of tax increment financing, difficulty determining foregone taxes, and contradictory approach of parcel by parcel agreements compared to implied future commitments. He also spoke about speculation and risk regarding tax revenue, valuation, legislation and state funding changes over the course of 30 years.

Mr. Widman spoke about current improvements serving future developments and the need for future compensation agreements eventually ceasing. He also spoke about the importance of community partnerships.

Dr. Gase questioned the ability to publicize potential development, confidential projects and proposed compensation agreements. He also spoke about prior agreements, needing future development, and needing the City's support for potential school building projects. He requested information about the long-term benefits of past exemptions and agreements.

Mr. Barber spoke about prior and proposed agreements being presented to the Finance Committee before seeking board approval.

Andrew Branson spoke about the community's commitment to education compared to foregoing long-term tax revenue.

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2. Additional Items – none.

**ASSISTANT SUPERINTENDENT’S REPORT AND RECOMMENDATIONS**

**Assistant Superintendent’s Report**

1. First reading of the Tiffin Columbian 2019-2020 Curriculum Guide – as reviewed by the Program Committee.
2. First reading of the Tiffin Middle School 2019-2020 Curriculum Guide – as reviewed by the Program Committee.
3. Additional Items – none.

**DIRECTOR OF OPERATIONS’ REPORT AND RECOMMENDATIONS**

**Director of Operations’ Report**

1. 2018 Holiday Giving Project – collected \$1,476 from the Tiffin City Schools’ staff.
2. Additional Items – none.

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

**Public Input**

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about the canned food drive and Stockings for Soldiers program at Washington K-1.

**CONSENT AGENDA**

**(18-201)** 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:

**Approve Minutes of November Meeting**

- Regular meeting on November 27, 2018, as exhibited on pages 10 through 19 of the agenda.

The Superintendent’s recommendation to approve the Treasurer’s reports for November 2018, as exhibited on pages 20 through 30 of the agenda.

**Approve November 2018 Treasurer’s Reports**

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

General Fund	17,896,439.59
Bond Retirement	847,978.73
Permanent Improvement	687,671.65
Building	61,041.00
Food Service Fund	334,696.50
Special Trust	9,286.05

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Endowment	14,870.69
Uniform School Supplies	-59,986.17
Mental Health	-18,523.98
Public School Support	47,283.98
Other Grant	80,547.17
District Agency	5,591.43
Classroom Facilities Maintenance	933,762.87
Student Managed Activity	76,391.61
District Managed Activity	183,706.32
Auxiliary Services	197,156.01
Data Communication Fund	0.00
Miscellaneous State Grant Fund	14,593.95
IDEA Part B Grants	-49,943.25
Title I Disadvantaged Children	-42,185.65
IDEA Preschool-Handicapped	-1,219.70
Improving Teacher Quality	-6,805.43
Miscellaneous Federal Grant Fund	-8,138.54

Total \$21,204,214.83

The Superintendent's recommendation to accept the following resignation:

**Accept  
Resignation**

**SUPPORT STAFF**

Richard Brodman, Wrestling, Seventh/Eighth Grade, effective for the 2018-2019 School Year

The Superintendent's recommendation to employ the following:

**Approve  
Employment**

**PROFESSIONAL STAFF**

Christina S. Wheeler, from 40% to 50%, effective January 3, 2019

**Substitute Teacher Effective for the 2018-2019 School Year**

Tyler W. Mesnard

Sarah E. Scheiber

**SUPPORT STAFF**

**Special Needs Aide, Effective 12/19/18**

Tami Kern, 4 days a week, 28 hours per week, level 0

**Bus Driver Effective 1/1/19**

Sharon Kay Pitzen, Route 63AM, 1.5 hours per day, ¼ hour pre-trip and ¼ hour per week fueling

**Substitute Educational Aide for the 2018-2019 School Year**

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Tyler W. Mesnard  
Brandon L. Perkins  
Sarah E. Scheiber

**Substitute Food Service Effective for the 2018-2019 School Year**

Heather J. Musa-Francis

**Bus Driver – Change in Assignment Effective 11/5/18**

Brandon L. Perkins, Route 11 AM & PM, from 3.25 hours per day to 3.5 hours per day

**Bus Driver – Change in Assignment, Effective 1/1/19**

Gary K. Studer, Replace Route 53AM & PM, 4 hours per day with Route 62AM & PM, 4.25 hours per day. Fuel increase from  $\frac{1}{4}$  hour per week to  $\frac{3}{4}$  hour per week.

Norbert J. Scherger, Replace Route 21AM & PM, 3-1/4 hours per day with Route 53 AM & PM, 4 hours per day.

Patricia A. Hill, Replace Route 63AM 1-1/2 hours per day & 34PM 1-1/4 hours per day with Route 21AM & PM, 3-1/4hr/day. Change weekly fuel from  $\frac{1}{2}$  hours to  $\frac{1}{4}$  hour.

Diane E. Ziegler, Add Route 34PM, 1-1/4 hour per day. Change weekly fuel from  $\frac{1}{4}$  hour to  $\frac{1}{2}$  hour.

David W. Kay, Add Route 64MD, 1 hour per day.

**Bus Aide – Change in Assignment, Effective 11/5/18**

Denise L. Yaeger, from 1.5 hours per day to 1.75 hours per day

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

Richard Brodman, Wrestling, Seventh/Eighth Grade Volunteer

Douglas E. Hartenstein, Baseball, Varsity Volunteer

Ryan J. Ottney, Weight Room Supervisor (Winter)

The Superintendent's recommendation to accept the following donations:

**Accept  
Donations**

**District**

- Barb Lescallett donated Avon items, valued at \$1,500.00

**Columbian**

- The Tiffin Community YMCA donated \$50.00 to the Girls' Cross Country Team

**Tiffin Middle School**

- The TMS PTO donated the following items:
  - Thirty \$5.00 Walmart gift cards for the weekly TEAM TMS drawings, total value of \$150.00

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- A subscription to Scholastic magazine, Science World, to be used by Mrs. Braley's science classes, valued at \$334.05
- Transportation costs to take 6<sup>th</sup> grade and 8<sup>th</sup> grade to the Toledo Art Museum in May of 2018, valued at \$899.42
- 30 Chromebooks, valued at \$7,530.00
- 30 Chromebook carrier charging cart, valued at \$499.00

**Krout**

- The VCA Dog and Cat Hospital of Tiffin donated Kennedy's care, valued at \$200.39

**Washington**

- Pat and Tom Walter donated the book *My Dog Laughs* and *A New Friend of Sparkle*, valued at \$24.00, in memory of Edith Marie Skulina
- Nancy and Don Burner donated the books *Giraffe Problems* and *Hedgehugs*, valued at \$24.00, in memory of Edith Marie Skulina
- Grace Baptist Church donated two cookie trays for the staff, valued at \$50.00
- Heather and Mike Weinandy and family donated the book *the Perfect Dog*, valued at \$12.00, in memory of Edith Marie Skulina

The Superintendent's recommendation to approve the following Statement of Purpose Budget Report from the following student activity group for the year beginning July 1, 2018 and ending June 30, 2019:

- Fund 300 SCC 9910 Wrestling

The Superintendent's recommendation the Tiffin City Board of Education pay the following LPDC stipends upon certified completion of duties:

- Christina L. Joyce, \$250.00
- Joan M. Ledwedge, \$250.00
- Ann T. Reddy, \$250.00

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

**ACTION ITEMS**

(18-202)

Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education take a motion from the table to enter into a Compensation Agreement

**Approve  
Statement of  
Purpose Budget  
Report**

**Pay LPDC Sti-  
pends**

**Take a Motion  
From the Table  
to Approve**

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with the City of Tiffin, Ohio, for Parcel Number Q53031266520100 to induce the City to proceed with the construction of infrastructure improvements, as exhibited on pages 31 through 37 of the agenda, and waive its right to notice under Ohio Revised Code Sections 5709.40 and 5709.83 due to the ongoing dialogue that has taken place between the Tiffin City School District administration and Tiffin-Seneca Economic Partnership that began last year.

**City of Tiffin  
Compensation  
Agreement**

**(18-203)** The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried.

**Approve City  
of Tiffin  
Compensation  
Agreement**

Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education enter into a Compensation Agreement with the City of Tiffin, Ohio, for Parcel Number Q53031266520100 to induce the City to proceed with the construction of infrastructure improvements, as exhibited on pages 31 through 37 of the agenda, and waive its right to notice under Ohio Revised Code Sections 5709.40 and 5709.83 due to the ongoing dialogue that has taken place between the Tiffin City School District administration and Tiffin-Seneca Economic Partnership that began last year.

**(18-204)** The President called for the vote. Voting yes: Mr. Henry, Dr. Gase, Dr. Hoyda, Mr. Perez, and Mr. Widman. Motion carried.

**Approve MOU  
with TEA**

Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve Memorandum of Understanding for Teacher Coverage with Tiffin Education Association, as exhibited on page 38 of the agenda.

**(18-205)** The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried.

**Approve  
Contract Fall  
Update with  
NCOESC**

Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve foundation contract fall update with North Central Ohio Educational Service Center, as exhibited on page 39 of the agenda.

Superintendent Barber informed the Board that increases total about \$180,000 this year for social work, academic affairs, technology coordination, and fluctuations in preschool enrollment.

**(18-206)** The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried.

**Approve  
Agreement  
with Richland  
Newhope  
Industries**

Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve agreement for professional services with Richland Newhope Industries, Inc., as exhibited on pages 40 through 44 of the agenda.



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- (18-207) The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried. **Approve Naviance Proposal**
- Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve proposal from Naviance by Hobsons, as exhibited on pages 45 through 62 of the agenda.
- (18-208) The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried. **Approve Board Policies**
- Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve the following revised board policies, as exhibited on pages 63 and 64 of the agenda:
- DGA – Authorized Signatures
  - JHH – Notification about Sex Offenders
- (18-209) The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried. **Approve OSBA Dues and Subscriptions**
- Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education approve annual membership dues from the Ohio School Boards Association for January – December 2019 and the following subscriptions: OSBA Briefcase and School Management News, as exhibited on pages 65 of the agenda.
- Treasurer Perry informed the Board that annual dues increased \$55.00.
- (18-210) The President called for the vote. Voting yes: Mr. Henry, Mr. Perez, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried. **Approve Overnight Wrestling Trips**
- Mr. Perez moved, seconded by Mr. Henry, the Tiffin City Board of Education approve the following overnight wrestling trips:
- December 14, 2018 at Defiance
  - December 28, 2018 at Brecksville
  - January 4, 2019 at Mansfield
  - January 18, 2019 at Oregon Clay
- (18-211) The President called for the vote. Voting yes: Mr. Perez, Mr. Henry, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion carried. **Adopt Board Member Compensation Resolution**
- Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education adopt resolution providing compensation of its members, pursuant to Section 3313.12, as exhibited on pages 66 and 67 of the agenda.
- The President called for the vote. Voting yes: Dr. Gase, Dr. Hoyda, and Mr.

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Widman. Voting no: Mr. Henry and Mr. Perez. Motion carried.

- (18-212) Mr. Henry moved, seconded by Dr. Hoyda, the Tiffin City Board of Education approve Mental Health and Recovery Services Board Amendment #1 to fiscal year 2019 contract, as exhibited on page 68 of the agenda.

**Approve Mental Health & Recovery Services Board Amendment #1**

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

- (18-213) Mr. Henry moved, seconded by Dr. Gase, the Tiffin City Board of Education set its Organizational Meeting for Tuesday, January 8, 2019, on the first floor of the Administration Building at 6:00 P.M.

**Approve Organizational Meeting Date**

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

- (18-214) Mr. Perez nominated Dr. Andrew Gase as president pro tem to conduct the Organizational Meeting on Tuesday, January 8, 2019 at 6:00 P.M. being held on the first floor of the Administration Building at 6:00 P.M.

**Elect President Pro Tem for Organizational Meeting**

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

- (18-215) Dr. Gase nominated Mr. Widman as vice president pro tem to conduct the Organizational Meeting on Tuesday, January 8, 2019 at 6:00 P.M. being held on the first floor of the Administration Building at 6:00 P.M.

**Elect Vice-President Pro Tem for Organizational Meeting**

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

- (18-216) Mr. Perez moved, seconded by Dr. Hoyda, the Tiffin City Board of Education eliminate Pay to Participate at both the High School and Middle School levels for the 2019-2020 school year.

**Eliminate Pay to Participate**

Andrew Branson spoke about decreasing fees rather than eliminating them.

Kirsten Egbert spoke about non-athletic activity fees, other costs for participants, and unpaid ramifications for students.

Mr. Barber spoke about fees contributing to the general fund cost of coaches and advisors.

Mr. Perez spoke about lacking a financial emergency, passage of the new levy, other area schools with low or no activity fees, being a destination district, allowing payment arrangements, improving family discounts,

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affordability, utilizing Lincoln Pre-K savings, continuing academic fees, eliminating non-athletic activity fees, limiting participation, and eliminating pay-to-participate fees on a trial basis.

Mr. Henry spoke about retaining pay-to-participate activity fees as long as academic fees remained

The President called for the vote. Voting yes: Mr. Perez. Voting no: Mr. Henry, Dr. Gase, Dr. Hoyda, and Mr. Widman. Motion failed.

#### OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD

**Public  
Dialogue**

Topic – Board Committees

President Widman spoke about evaluating current committee structures, implementing potential changes, and identifying special needs such as the PreK-5 Task Force.

Dr. Gase spoke about using ad hoc committees for items such as specific policies.

Mr. Henry spoke about the different structures of finance, program and wellness committees, using ad hoc committees for items such as pay-to-participate fees, revising committee policies as needed to eliminate ambiguity, and improving student involvement on committees.

Mr. Barber spoke about policy development being the responsibility of the board and administration rather than the program committee and meeting frequencies being determined by the chairs.

Mr. Perez spoke about creating board policies to govern the formation and membership of committees. President Widman indicated that current policies are adequate.

Kirsten Egbert spoke about Student Council members participating on the Board's committees.

#### BOARD DISCUSSION

None.

**Board  
Discussion**

**Adjournment**

(18-217) Mr. Henry moved, seconded by Dr. Hoyda, the Tiffin City Board of Education adjourn.

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

Meeting started: 7:00 PM

Meeting ended: 8:44 PM

The organizational meeting is scheduled for January 8, 2019 at 6:00 PM in the Administration Building Conference Room.

**Next Meeting**

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President

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Treasurer