

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, January 22, 2019, 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, Dr. Andrew Gase, with the following members present: Mr. Henry, Dr. Hoyda, Mr. Perez, Mr. Widman, and Dr. Gase.

Roll Call

The Pledge of Allegiance was led by Ms. Samantha Lichtenberger and members of the Tiffin Columbian Quiz Bowl Team.

Pledge of Allegiance

(19-014) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education adopt the agenda as presented.

Adopt Agenda

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

BOARD REPORTS

Business Advisory Council, Dr. Gase – Met January 17, 2019. Jamie Navarrete, Director of Product Development at Crown Battery Manufacturing Company in Fremont, Ohio, spoke about improving the science program. The committee also discussed Career Day changes, the National Machinery Engineering Scholarship, Job Shadowing books, Career Speaker Series, summer employment days, Career Fair 2019, Graduate Pathways to Success, Career Connections, summer pay-to-participate employment, and financial education. The next meeting is Thursday, February 21, 2019 at 8:00 AM at the Tiffin Area Chamber of Commerce.

Board Committee Reports

Finance Committee, Mr. Perez – Met January 15, 2019. Spoke about the monthly financial reports, Tax Increment Financing update, and Auditor of State Award for fiscal year 2018. The next meeting is Tuesday, February 19, 2019 at 5:15 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Henry – Did not meet. The next meeting is Wednesday, February 20, 2019, at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met January 18, 2019. Spoke about new buses, weekly delay considerations for the Sentinel route, high school office computers, cafeteria technology, employee ID badges, Raptor

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entry system, track proposals, TMS expansion, and the Ohio Facilities Construction Commission's Expedited Local Partnership Program. The next meeting is Friday, February 15, 2019 at 8:00 AM in the first floor conference room of the Administration Building.

Personnel Committee – Did not meet.

Records Committee, Dr. Gase – Met January 8, 2019 after the Organizational Meeting. There were no changes to the records retention schedule and no records submitted for disposal. The next meeting will be held as needed but no later than January 2020.

Legislative Liaison, Mr. Perez – Spoke about the passage of HB 58, Cursive Handwriting and the lack of action on HB 343, Changes to County Board of Revision Process.

Vanguard-Sentinel Update, Mr. Widman – Spoke about the organizational meeting, where Mr. Widman was elected Vice President, and the recruitment of new students.

PreK-5 Task Force, Dr. Hoyda – Did not meet pending amended legislation to the Expedited Local Partnership Program.

Student Representatives

Kirsten Egbert spoke about band and choir contests including OMEA and solo & ensemble, jazz band's winter concert, and the Ritz Teen Thespian Guild's discovery series.

Andrew Branson spoke about Columbian Student Council's academic competition between teachers and students, the ASVAB test, high school scheduling, curriculum night including AP and CCP information, Spirit Week, TMS Valentine's dance, and athletic booster meetings scheduled for the second Monday of each month.

**Student
Representative
Reports**

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

1. Board Recognition
2. Graduate Pathways to Success Update
3. Literacy Update – Presented by Mrs. Jennifer Losey. Potential mentors should contact their school of interest.
4. Alumni Project
5. Collaboration Time – Program Committee and building principals are supportive. One-hour weekly or two-hour bi-monthly delays will be compared and considered.

**Superinten-
dent's Report**

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6. Additional Items – none.

ASSISTANT SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

Assistant Superintendent’s Report

1. Crystal Apple Awards – Kristy Reinbolt, Educational Aide and Alisha Goshe, TMS Teacher
2. Career Explorations
3. Athletic Director Timeline – Potential candidate to be recommended for board approval on February 25, 2019.
4. Additional Items – none.

DIRECTOR OF OPERATIONS’ REPORT AND RECOMMENDATIONS

Director of Operations’ Report

1. Track Replacement
2. Raptor/Keyless Entry
3. Additional Items – none.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

None.

CONSENT AGENDA

(19-015) 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 December Meeting

- Regular meeting on December 18, 2018, as exhibited on pages 9 through 20 of the agenda.

The Superintendent’s recommendation to approve the Treasurer’s reports for December 2018, as exhibited on pages 21 through 32 of the agenda.

Approve December 2018 Treasurer’s Reports

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

General Fund	17,230,196.97
Bond Retirement	849,945.89
Permanent Improvement	494,994.41
Building	61,041.00
Food Service Fund	406,945.62
Special Trust	9,286.05
Endowment	14,870.69

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Uniform School Supplies	-53,378.02
Mental Health	-35,242.73
Public School Support	47,603.80
Other Grant	70,186.87
District Agency	3,409.28
Classroom Facilities Maintenance	935,980.47
Student Managed Activity	70,299.89
District Managed Activity	174,060.65
Auxiliary Services	140,508.30
Data Communication Fund	0.00
Miscellaneous State Grant Fund	14,593.95
IDEA Part B Grants	-49,904.18
Title I Disadvantaged Children	-41,706.78
IDEA Preschool-Handicapped	-4,069.65
Improving Teacher Quality	-5,775.58
Miscellaneous Federal Grant Fund	-24,195.57

Total \$20,309,651.33

The Superintendent's recommendation to accept the following retirements:

**Accept
Retirements**

PROFESSIONAL STAFF

Effective at the conclusion of the 2018-2019 Contract Year

Karen M. Daniel
Suzanne M. Reinhart

SUPPORT STAFF

Effective at the conclusion of the 2018-2019 Contract Year

Sharon K. Roush

The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF

21st Century Noble Elementary Positions to be compensated according to the application awarded by Ohio Department of Education for the 2018-2019 School Year

Wendy Rothrock, Tutor

Fund Changes effective February 1, 2019

Erin Biglin, General Fund 100%
Bria Gibson, General Fund 100%

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Jennifer Gressman, Title II-A 90%, General Fund 10%
Joan Wolf, Title I-A 75%, General Fund 25%

Substitute Teachers Effective for the 2018-2019 School Year

Lynne D. Cartwright
Kimberly A. Ford
Noah C. Klick

SUPPORT STAFF

Food Service for the 2018-2019 School Year

Colleen Halm, general worker, 4 hours per day, level 0, effective 01/22/19

Fund Changes effective February 1, 2019

Tracy Franklin, General Fund 100%
Leah Hartschuh, General Fund 100%
Christina Lutz, General Fund 100%
Paula Newlove, General Fund 100%
Devin Oyster, IDEA Early Childhood Special Education 45%, General Fund 55%
Mary Swartz, General Fund 100%

Substitute Bus Driver for the 2018-2019 School Year

Teresa A. Faber, effective 1/7/19

Substitute Custodian for the 2018-2019 School Year

Mark A. Keller, effective 1/10/19

Substitute Educational Aide for the 2018-2019 School Year

Noah C. Klick

Substitute Night Sweeper for the 2018-2019 School Year

Mark A. Keller, effective 1/10/19

Summer Sweepers for the 2018-2019 School Year

Drew J. Koerper
Jacob L. Warnement
Noah K. Widman

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

Eric Aller, Baseball Volunteer
Jack Burkett, Baseball Volunteer
Adam Cok, Softball Volunteer
J. Robert Fittro, TMS Track, Assistant Boys/Girls

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The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

District

- Schwochow Unlimited, Inc. donated labor and material for baseball field improvements, valued at \$264.00

Columbian

- Kroger Community Rewards donated \$387.32
- Shirley Egbert donated \$100.00 to the scholarship fund, in memory of Beverly and John Egbert
- The Findlay Hancock County Community Foundation, funded on behalf of the Kneeskern Family Fund, donated \$250.00 for the basketball t-shirt program

Tiffin Middle School

- The Lions Club donated popcorn balls, valued at \$350.00
- Grace Baptist Church donated 2 trays of cookies for the TMS staff, valued at \$125.00
- Andrea Kneeskern donated various products for the hygiene closet, valued at \$50.00

Noble

- The Lions Club of Tiffin donated 16 bags of popcorn balls, valued at \$208.00

Krout

- The VCA Dog and Cat Hospital of Tiffin donated Kennedy's care, valued at \$95.99
- The Lions Club of Tiffin donated 16 bags of popcorn balls, valued at \$208.00

Washington

- The Salvation Army donated winter accessories, valued at \$25.00
- The Lions Club of Tiffin donated 12 bags of popcorn balls, valued at \$156.00

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

**Approve
Statement of
Purpose Budget
Reports**

- Fund 300 SCC 9988 TMS Choirs
- Fund 018 SCC 9678 TMS Building
- Fund 300 SCC 9969 Noble Budding Genius
- Fund 300 SCC 9951 Athletic Department

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The Superintendent's recommendation to approve the Statement of Purpose Budget Report from the following student activity group for the year beginning July 1, 2019 and ending June 30, 2020:

- Fund 300 SCC 9963 Noble Read to Succeed

The Superintendent's recommendation to adopt the following supplements to the Permanent Appropriations Resolution for the fiscal year ending June 30, 2019:

- 499 Miscellaneous State Grant Fund \$20,000
- 516 IDEA Part B Grants \$160,000
- 572 Title I Disadvantaged Children \$80,000
- 590 Improving Teacher Quality \$10,000

Adopt Supplements to Permanent Appropriations Resolution

The Superintendent's recommendation the Tiffin City Board of Education pay the following stipends:

Pay Stipends

Cooperating Teachers

Kathy Kistler \$172
Lindsay Newlove \$86
Christine Shaver \$86
Jennifer Gressman \$86
Judy Downie \$86
Kacie Kihorany \$86
Amy Lynch \$86
Leigh Alvarado \$86
Morgan Grover \$65
Kathryn Nagel \$65
Lauren Stultz \$65

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

ACTION ITEMS

- (19-016) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the Columbian High School Curriculum Guide 2019-2020, as exhibited on pages 33 through 84 of the agenda.

Approve 2019-2020 TCHS Curriculum Guide

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

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Hoyda, Mr. Perez, and Dr. Gase. Motion carried.

- (19-017) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the Tiffin Middle School Curriculum Guide 2019-2020, as exhibited on pages 85 through 106 of the agenda.

Approve 2019-2020 TMS Curriculum Guide

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

- (19-018) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve North Central Ohio Educational Service Center contract for Educational Consultant Services FY19 #2, as exhibited on page 107 of the agenda.

Approve NCOESC Consultant Services

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

- (19-019) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve College Credit Plus Partnership Agreement with Owens State Community College for the 2019-2020 School Year, as exhibited on pages 108 through 115 of the agenda.

Approve CCP Agreement Owens State Community College 2019-2020

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

- (19-020) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education employ, under Ohio Revised Code Section 3313.53 (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 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 Permit

- Richard Brodman, Wrestling, Seventh/Eighth Grade

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

- (19-021) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve proposal form Howbert Surveying, L.L.C., as exhibited on page 116 of the agenda.

Approve Howbert Surveying Proposal

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

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Hoyda, Mr. Perez, and Dr. Gase. Motion carried.

- (19-022) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve Memorandum of Understanding with OAPSE #571, as exhibited on page 117 of the agenda.

**Approve MOU
with OAPSE
#571**

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

- (19-023) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve transportation agreement with Tiffin Service Cab Company, as exhibited on page 118 of the agenda.

**Approve
Transportation
Agreement
with Tiffin Ser-
vice Cab
Company**

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

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD

**Public
Dialogue**

Topic – Literacy

Dr. Gase spoke about the Program Committee’s literacy focus, increasing literacy area-wide, community funding resources, expansion of the Dolly Parton program to all ages currently 5 and under, and OSBA examples of student involvement.

Mr. Barber spoke about utilizing area leaders and organizations.

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about utilizing the YMCA.

Kirsten Egbert spoke about utilizing student council and volunteering opportunities.

Andrew Branson spoke about scheduled delay opportunities for aides to read to students.

Mr. Perez spoke about local churches and charities adding literacy to food programs.

BOARD DISCUSSION

None.

**Board
Discussion**

- (19-024) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Edu-

**Executive
Session**

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cation hold an executive session to discuss matters which are the subject of pending or imminent court action, and to discuss employment of a public employee.

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

Time in: 8:29 PM

Time out: 9:08 PM

(19-025) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education adjourn.

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

Meeting started: 7:00 PM

Meeting ended: 9:09 PM

The next regular meeting is scheduled for February 26, 2019 at 7:00 PM in the Tiffin Middle School Cafetorium.

Adjournment

Next Meeting

President

Treasurer