

**TIFFIN CITY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Tuesday, March 26, 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. Widman, and Dr. Gase. Absent: Mr. Perez.

**Roll Call**

The Pledge of Allegiance was led by the 2018-2019 State Qualifiers in Art, Bowling, Science and Wrestling, along with their teachers and coaches.

**Pledge of Allegiance**

**(19-043)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education adopt the agenda with the following deletion and addendum as presented:

**Adopt Agenda and Addendum**

**VIII. CONSENT AGENDA**

**8.03 Employment**

The Superintendent recommends the Tiffin City Board of Education accept the following resignation:

**SUPPORT STAFF effective at the Conclusion of the 2018-2019 School Year**

**Gary K. Studer**

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

**BOARD REPORTS**

**Board Committee Reports**

Business Advisory Council, Dr. Gase – Met March 21, 2019. Spoke about the Career Fair, Camp Invention, Whirlpool’s Get Wise program for girls, Manufacturing Showcase, Mercy’s Heroes Wear Scrubs program, In-Demand Jobs Week activities, REACH and Sentinel tours, Think Tank committee, and National Machinery’s engineering scholarship candidates. The next meeting is Thursday, April 18, 2019 at 8:00 AM at Mercy Health – Tiffin Hospital.

Finance Committee, Mr. Perez – Did not meet. The next meeting is Tuesday, April 16, 2019 at 5:15 PM in the first floor conference room of the Administration Building.

Program Committee, Mr. Henry – Met March 20, 2019. Spoke about eSports, the Literacy Task Force, changing the gifted service delivery model,

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and staff handbooks. The next meeting is Wednesday, April 17, 2019, at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met March 15, 2019. Mr. Daniel spoke about the food service department’s free and reduced lunch percentages, the touch screen televisions installed in the Columbian cafeteria for presentations, repair of the stadium waterline, boiler controls, and proposed uses for the administration garage. The next meeting is Friday, April 12, 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 – absent.

Vanguard-Sentinel Update, Mr. Widman – Spoke about past and projected enrollment increases, five-year facility plans, additional student programs, and the renewed relationship with Tiffin City Schools.

PreK-5 Task Force, Dr. Hoyda – Met March 14, 2019. Spoke about site acquisition. The next meeting is to be determined.

Student Representatives

Andrew Branson – Spoke about the Career Fair, Key Club’s dance-a-thon, final ACT prep classes, *Mamma Mia*, the Senior Prom for senior citizens, State qualifiers, and Science Day winners.

Kirsten Egbert – Spoke about the Spring musical, *Mamma Mia*, National Honor Society’s Senior Citizen Celebration, and *Tiffinian* articles.

**Student Representative Reports**

#### SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

1. State Qualifiers
2. OSBA Awards Recognition – Bryce Riggs for community service, Bill and Anjee Beaston for humanitarianism, and Coach Lutz for leadership.
3. Musical *Mamma Mia*
4. NaviGate Conference
5. Additional Items – Ms. Lichtenberger spoke about the proposed Spanish trip to Costa Rica.

**Superintendent’s Report**

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ASSISTANT SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

**Assistant Superintendent’s Report**

1. First Reading of the 2019-2020 High School and Middle School Staff Handbooks
2. First Reading of the following Revised Board Policy exhibited on pages 8 through 13 of the agenda:
  - IGBB – Programs for Students Who are Gifted
3. 3<sup>rd</sup> Quarter Crystal Apple Awards – Christine Shaver and Lyn Frontz
4. eSports Update – presented by Tim Weber
5. Additional Items – none.

DIRECTOR OF OPERATIONS’ REPORT AND RECOMMENDATIONS

**Director of Operations’ Report**

1. Track Update/Samples
2. Additional Items – none.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

**Public Input**

Carissa Allen, 135 Clinton Avenue, Tiffin, spoke about Eagle Scouts requesting chords for graduation.

**CONSENT AGENDA**

**(19-044)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the following items:

The Superintendent’s recommendation to approve the minutes from the following meetings:

**Approve Minutes of February Meeting**

- Regular Board Meeting on February 26, 2019 as exhibited on pages 14 through 23

The Superintendent’s recommendation to approve the Treasurer’s reports for February 2019, as exhibited on pages 24 through 35 of the agenda.

**Approve February 2019 Treasurer’s Reports**

The following were balances reported in various accounts for February 2019:

General Fund	21,817,056.95
Bond Retirement	852,951.69
Permanent Improvement	472,267.98
Building	61,041.00
Food Service Fund	363,344.27
Special Trust	9,286.05
Endowment	14,870.69
Uniform School Supplies	-42,661.15

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Mental Health	-8,367.73
Public School Support	47,125.92
Other Grant	65,140.29
District Agency	2,977.14
Classroom Facilities Maintenance	951,117.61
Student Managed Activity	69,314.21
District Managed Activity	144,646.55
Auxiliary Services	221,689.10
Data Communication Fund	0.00
Miscellaneous State Grant Fund	14,593.95
IDEA Part B Grants	-40,263.04
Title I Disadvantaged Children	-28,242.48
IDEA Preschool-Handicapped	-1,762.07
Improving Teacher Quality	-7,835.30
Miscellaneous Federal Grant Fund	-18,166.51

Total \$24,960,125.12

The Superintendent's recommendation to accept the following retirement:

**Accept  
Retirement**

**PROFESSIONAL STAFF effective at the Conclusion of the 2018-2019  
School Year**

Debra E. Bame

The Superintendent's recommendation to accept the following resignation:

**Accept  
Resignations**

**PROFESSIONAL STAFF effective at the Conclusion of the 2018-2019  
School Year**

Amy R. Dendinger  
Hannah Mathias

**SUPPORT STAFF effective at the conclusion of the 2018-2019 School  
Year**

Sharon K. Pethe', Food Service General Worker

The Superintendent's recommendation to employ the following:

**Approve  
Employment**

**PROFESSIONAL STAFF effective for the 2018-2019 School Year**

**Substitute Teacher**  
Nancy L. Grandillo

**SUPPORT STAFF Effective for the 2018-2019 School Year**

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**Substitute Educational Aide**

Tiffany C. Creeger

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

Daniel E. Cole, Weight Room Supervisor (Spring)

The Superintendent's recommendation to accept the following donations:

**Accept  
Donations**

**Columbian**

- The Tiffin Columbian Alumni Association donated \$3,000.00 toward the funding of the Academic Letter Breakfast and Senior Excellence award programs
- Lisa and Dennis Lucius donated \$1,000.00 to the athletic facility fund, in memory of Murray Carley

**Noble**

- The VCA Dog and Cat Hospital donated services for Kennedy, valued at \$367.24

**Krout**

- The Seneca County Farm Bureau donated the book *Right This Very Minute: a Table-to-Farm Book About Food and Farming*, two copies, valued at \$36
- Anjee and Bill Beaston and family donated the book *Cleveland Indian Stars, Stats, History and More*, valued at \$22.00, in memory of Phillip Miller

**Washington**

- The Faith United Method Group donated clothing, valued at \$100.00
- Joanna Estep and Friend donated clothing, valued at \$125.00
- Pat and Tom Walter donated the book *Look I'm a Cook*, valued at \$12.00, in memory of Betty Wetta
- Washington Sunshine donated the book *the Very Important Caterpillar*, valued at \$12.00, in memory of Betty Wetta
- Nancy and Don Burner donated the book *Pig the Stinker*, valued at \$12.00, in memory of Betty Wetta, and the book *The Donkey Egg*, valued at \$12.00 in memory of Dennis Aichholz
- Robin and David Lucius donated the book *Dump Trucks*, valued at \$12.00, in memory of Butch Distel
- The Seneca County Farm Bureau donated the book *Right This Very Minute: a Table-to-Farm Book About Food and Farming*, two copies, valued at \$36

The Superintendent's recommendation to approve Statement of Purpose

**Approve**

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Budget Reports from the following student activity groups for the year beginning July 1, 2018 and ending June 30, 2019:

- Fund 300 SCC 9962 Autism Awareness
- Fund 300 SCC 9956 Columbian Band
- Fund 300 SCC 9970 I Am That Girl/I Am That Guy
- Fund 018 SCC 9003 Krout 2-3 Elementary Support Fund

**Statement of  
Purpose Budget  
Reports**

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

**ACTION ITEMS**

- (19-045) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the 2019-2020 Student/Parent Handbooks.

**Approve 2019-  
2020 Stu-  
dent/Parent  
Handbook**

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

- (19-046) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve Absence and Substitute Management Proposal from Frontline Education, as exhibited on pages 36 and 37 of the agenda.

**Approve  
Frontline  
Proposal**

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

- (19-047) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve Agreement with BC Technologies, DBA FinalForms, as exhibited on pages 38 through 48 of the agenda.

**Approve  
FinalForms  
Agreement**

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

- (19-048) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve agreement with SchoolMessenger notification system, as exhibited on page 49 through 71 of the agenda.

**Approve  
SchoolMessen-  
ger Agreement**

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

- (19-049) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve Columbian High School International Tour Proposal from Educational Tours, as exhibited on page 72 through 82 of the agenda.

**Approve  
Spanish Trip  
Abroad**

The President called for the vote to approve the Consent Agenda. Voting

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yes: Mr. Henry, Mr. Widman, Dr. Hoyda, and Dr. Gase. Motion carried.

**(19-050)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education adopt the following resolution:

WHEREAS, the current contract of the Superintendent expires on July 31, 2020, and

WHEREAS, the Superintendent has continued to provide outstanding educational leadership in his position, and

WHEREAS, the Tiffin City Board of Education now wishes to renew the employment contract of Superintendent Barber;

NOW THEREFORE, be it resolved that, pursuant to O.R.C. 3319.01, the Board renews the employment contract of Superintendent Gary Barber for a period of five (5) years from August 1, 2020 through July 31, 2025. The terms and conditions of said employment shall be mutually agreed upon by the Board and Mr. Barber set forth in an employment contract to be approved and executed by the parties.

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

**(19-051)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve Census Awareness Day Proclamation, as exhibited on page 83 of the agenda.

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

**(19-052)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education authorize Amy Wood to file the application for Expanding Opportunities for Each Child Grant, as exhibited on pages 2 through 4 of the addendum.

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

**(19-053)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the Positive Youth Development Program Staff Job Responsibilities/Description for the 21CCLC Program at Noble Elementary School, effective with the 2018-2019 school year, as exhibited on page 5 of the addendum.

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

**Adopt  
Resolution to  
Reemploy  
Superintendent**

**Approve Cen-  
sus Awareness  
Day Proclama-  
tion**

**Authorize Ex-  
panding  
Opportunities  
Grant**

**Approve  
21CCLC Job  
Description**

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**(19-054)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education amend the employment of Stacey L. Kiesel as a 21st Century Noble Elementary Tutor to the 21CCLC Positive Youth Development Program at Noble Elementary School @ \$23.00 per hour, not to exceed 15 hours per week for 30 weeks, for the 2018-2019 school year.

**Amend  
21CCLC  
Employment**

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

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

**Public  
Dialogue**

Topic – College and Career Readiness

Wendy Rosen, 55 Walnut Street, Tiffin, spoke about classroom sizes at Washington K-1 and building space at Lincoln Pre-K.

Mr. Barber spoke about utilizing space at Washington K-1, program requirements for new elementary buildings, additional resources provided to Washington, and academic results.

Mr. Henry spoke about lighting improvements that added incidental instructional space at Washington and OFCC limitations.

Ms. Egbert spoke about the need to counsel college-bound students in financing.

Mr. Barber spoke about future assistance from area colleges.

Mr. Branson, Mr. Barber and Dr. Gase spoke about grade-level vs. longitudinal high school counselor assignments.

**BOARD DISCUSSION**

**Board  
Discussion**

None.

**(19-055)** Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education hold an executive session to consider the purchase of property and to discuss matters which are the subject of pending or imminent court action.

**Executive  
Session**

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



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Mr. Perez entered the meeting at 9:02.

Time in: 8:41 PM

Time out: 9:42 PM

**(19-056)** Mr. Widman moved, seconded by Mr. Henry, the Tiffin City Board of Education adjourn.

**Adjournment**

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

Meeting started: 7:00 PM

Meeting ended: 9:43 PM

The next regular meeting is scheduled for April 23, 2019 at 7:00 PM in the Tiffin Middle School Cafetorium.

**Next Meeting**

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President

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Treasurer