

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Monday, September 23, 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 Brook Boes, 2018-2019 State Discus Competitor, who was recognized by Athletic Director, Mr. Dan Hartsel.

Pledge of Allegiance

(19-170) Mr. Henry moved, seconded by Mr. Perez, the Tiffin City Board of Education adopt the agenda with the following modification and the Addendum as presented:

Adopt Agenda

VIII. CONSENT AGENDA

8.03 Employment

SUPPLEMENTAL CONTRACTS effective for the 2019-2020 School Year

~~Curtis Mellott, Baseball, Head Varsity~~

IX. ACTION ITEMS

9.12 Approve Supplemental Employment Contract effective for the 2019-2020 School Year for Curtis Mellott, Baseball, Head Varsity

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

BOARD REPORTS

Business Advisory Council, Dr. Gase – Met September 19, 2019. Spoke about Sentinel’s program at Columbian to introduce construction trades and Makerspace, Mr. Barber’s report about the Pay It Forward project and Learning Lab, Jamie Navarrete’s report about summer opportunities for science students, and Mrs. Smith’s reminder for the Manufacturing Showcase on October 11 and request for one more REACH partner for 6th grade. The next meeting is Thursday, October 17, 2019 at 8:00 AM in the McMullen Room at Tiffin Mercy Hospital.

Board Committee Reports

Finance Committee, Mr. Perez – Did not meet in September. Mrs. Perry spoke about the monthly financial reports for August 2019 including ending cash balances, appropriations, and annual spending plan. The next meeting is Tuesday, October 15, 2019 at 4:00 PM in the first floor conference room

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of the Administration Building.

Program Committee, Mr. Henry – Met September 18, 2019. Spoke about Local Report Card data and professional development for staff, including Kindergarten readiness. The next meeting is Wednesday, October 16, 2019, at 5:15 PM in the first floor conference room of the Administration Building.

Support Services Committee, Dr. Hoyda – Met September 13, 2019. Spoke about the new food service director's report, School Messenger, parking lot cameras, transportation phones, new buses, Noble playground repairs, Middle School spiral, satellite fire alarms, track installation, NightLock permits, and the auction timeline for the former West Junior High property. The next meeting is Friday, October 11, 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 HB 154 to dissolve and replace academic distress commissions.

Vanguard-Sentinel Update, Mr. Widman – Spoke about the state report card, new treasurer, Dylan Wertz, increased enrollment, and upcoming NW Region OSBA meeting at Tiffin Middle School to be catered by Sentinel with several vocational instructors to be recognized.

PreK-5 Task Force, Dr. Hoyda — Met September 5, 2019. Spoke about issuing bonds, developing building plans, and meeting biweekly. The next meeting is scheduled for Thursday, September 26, 2019 at 9:30 AM in the first floor conference room of the Administration Building.

Student Representatives

Emma Feld spoke about National Honor Society and Columbian Bio Club's participation in the Sandusky River Clean-Up, flag football for grades 2-6, Columbian football's undefeated record, homecoming King Hunter Richardson and Queen Isabella Shope, Rotary Club students of the month Briley Boes and Cole Zimmerman, Cross Country Carnival, PTO tailgating & pep rallies, Mr. Donaldson's class observations of Seneca County and Third District court cases, National Merit semi-finalist Josh Fanning, 3rd grade visit to the National Corner splash pad, National Merit commended scholars Nick Koeper and Owen Thomsic, annual Powderpuff football game, Clash of Classes, and 4th grade visit to Heritage Village.

**Student Representatives'
Reports**

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McKenna Kidwell spoke about the volleyball team's winning record, spirit week attendance, and the new microwave in the high school cafeteria.

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Superintendent's Report

1. Jennifer Losey – State Report Card Performance and Comparisons
2. First Month Highlights – Spoke about mental health initiatives, Lincoln's Grandparents' Day, Krout's lead measures in literacy, Noble's employee grief support, Tiffin Middle School's Red Cross drive, Columbian's homecoming activities, new teachers & pre-construction management class, and the OSBA *Journal* article featuring Tiffin City Schools' classified staff.
3. Additional Items – Spoke about safety initiatives including lockout procedures, NaviGate and reunification. David Zak from Tiffin-Seneca Economic Partnership spoke about the proposed Panda Express TIF and Tiffin Pointe II CRA agreements.

ASSISTANT SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Assistant Superintendent's Report

1. Sharon Roush Retirement Recognition
2. Additional Items – none.

DIRECTOR OF OPERATIONS' REPORT AND RECOMMENDATIONS

Director of Operations' Report

1. Auction –West Junior High site, November 5, 11:00 AM. Scheduled a special meeting on November 5, 2019 at 7:30 PM to accept bids as needed.
2. Additional Items – none.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD – none.

Public Input

CONSENT AGENDA

(19-171) 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(s):

- Regular Board Meeting on August 27, 2019, as exhibited on pages 10

Approve Minutes of August

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through 24 of the agenda.

The Superintendent’s recommendation to approve the Treasurer’s reports for August 2019, as exhibited on pages 25 through 34 of the agenda.

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

General Fund	20,008,973.15
Bond Retirement	1,485,274.77
Permanent Improvement	889,849.22
Building	61,041.00
Food Service Fund	404,261.28
Special Trust	9,286.05
Endowment	14,670.69
Uniform School Supplies	-85,179.84
Mental Health	15,038.52
Public School Support	51,678.78
Other Grant	96,119.30
District Agency	18,463.74
Classroom Facilities Maintenance	1,081,304.07
Student Managed Activity	62,205.44
District Managed Activity	144,433.77
Auxiliary Services	110,186.10
Data Communication Fund	0.00
Miscellaneous State Grant Fund	0.00
IDEA Part B Grants	-70,522.29
Title I Disadvantaged Children	-43,021.61
IDEA Preschool-Handicapped	-893.15
Improving Teacher Quality	-8,035.29
Miscellaneous Federal Grant Fund	-316.63
Total	<hr/> \$24,247,817.07

Meeting

**Approve
August 2019
Treasurer’s
Reports**

The Superintendent’s recommendation to accept the following retirement:

**Accept
Retirements**

SUPPORT STAFF

Sharon K. Roush, amended effective 09/01/19

The Superintendent’s recommendation to accept the following resignations:

**Accept
Resignations**

SUPPORT STAFF

Kelly R. Laugherty, effective 08/30/19

Pauline Sendelbach, Educational Aide, 1 hour per day, 4 days per week, effective 09/19/19

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The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF effective for the 2019-2020 School Year

One Year Contract

Erinn Smith, Social Worker

Intervention Specialists, \$100.00 per IEP, not to exceed \$3,000

Melissa Kingsborough

Samantha Demmerley

Substitute Teachers effective for the 2019-2020 School Year

Michelle M. Aller

Curtis L. King

Ryan G. Oliver

Kyle B. Shock

SUPPLEMENTAL CONTRACTS effective for the 2019-2020 School Year

Danielle Blust, Flag Squad

Laurie H. Braley, Detention, Middle School

Thomas Cahill, Detention, High School

Leonard Donaldson, Academic Competition Sponsor

Chris Kanney, Marching Band, Assistant Director

Chris Kanney, Marching Band Director, Eighth Grade, 50%

Chris Kanney, Jazz Band

Chris Kanney, Pep Band, 50%

Michael Meadows, Marching Band Director

Michael Meadows, Marching Band Director, Eighth Grade, 50%

Michael Meadows, Pep Band, 50%

Kimberly J. Ridge, Choristers

Daniel Gilbert, Baseball, Assistant Varsity

Anthony Vasko, Baseball, Assistant Varsity

Erica Cok, Basketball, Assistant Varsity Girls'

Tori Lee, Basketball, Assistant Varsity Girls'

Michael Lee, Basketball, Ninth Grade Girls'

Erica Cok, Softball, Head Varsity

John Kihorany, Track, Head Varsity Boys'

Amy Cooper, Track, Head Varsity Girls'

Pupil-Activity Contracts and Volunteers for the 2019-2020 School Year

Douglas Hartenstein, Baseball Volunteer

Melissa A. Hoffman, Soccer, Head Varsity (Girls')

Kory Walton, Bowling, Head Varsity

Travis Salyer, Wrestling, Head Varsity

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Eric Gibson, Wrestling, Assistant Varsity
Shaun Conley, Wrestling Volunteer

SUPPORT STAFF Effective for the 2019-2020 School Year

Gregory A. Gase, Night Sweeper, 5 hours per day, level 0, effective 9/9/19
Gregory Gibson, Night Sweeper, 8 hours per day, level 0, effective 9/23/19
Sheri Hawk, Food Service, General Worker, 4 hours per day, 5 days a week, level 0, 9/5/19
Ryan J. Lyon, Night Sweeper, 5 hours per day, effective 9/9/19
John Z. Reuter, Custodian, 5 days per week, 260 days per year, level 0, effective 9/23/19, to 11:00 p.m. or later
Hannah Sharpe, Special Needs Aide, 7.5 hours per day, 4 days per week, level 0, effective 9/24/19
Courtne A. Williams, Educational Aide, 1.5 hours per day, 5 days per week, effective 9/13/19

SUPPORT STAFF Changes Effective With the 2019-2020 School Year

Tiffany Creeger, increase by 1.25 hours per day, 5 days per week, effective 8/22/19
Pauline Sendelbach, increase by 1 hour per day, 4 days per week, effective 9/9/19
Diane Ziegler, add Route 34PM (Budding Genius), 1.25 hours per day, 5 days per week, effective 10/15/19 through 5/15/20

Substitute Bus Driver Effective for the 2019-2020 School Year

David R. Gross

Substitute Educational Aides for the 2019-2020 School Year

Katherine B. Focht
Suzanne M. Flores
Ryan G. Oliver
Stacey J. Rhodes
Jamie D. Walton
Courtne A. Williams

Fund Changes effective for the 2019-2020 School Year

Karin M. Day, 100% Auxiliary Services, effective 10/1/19
Jessica Ottney, 49% Title I, 51% Auxiliary Services, effective 10/1/19

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

Donations and Grants

District

- The VFW Post 2858 donated \$600.00 to be used for the Veteran's

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Wall Display

- Stacy and Scott Kiesel donated \$100 to be used for the Veteran's Wall Display

Columbian

- Hempy Water donated six 5-gallon jugs of distilled water to the science department, valued at \$31.80
- James Clay, c/o OHSAA Foundation, donated \$200.00 to the Athletic Department

Noble

- The Women of Faith United Methodist donated school supplies, valued at \$40.00

Krout

- Rick Bell of Precision Window Tinting donated school supplies, valued at \$200.00
- Delta Sigma Chi chapter at Heidelberg University donated school supplies, valued at \$100.00
- The Women of Faith United Methodist donated school supplies, valued at \$100.00

Washington

- Pat and Tom Walter donated the book Piranhas Don't Eat Bananas, valued at \$12.00, in memory of Alice Frey
- Family Dollar donated school supplies, valued at \$200.00

Lincoln

- The Women of Faith United Methodist donated school supplies, valued at \$60.00

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

- Fund 300 SCC 9969 Budding Genius – Noble After School
- Fund 300 SCC 9961 Business Advisory Committee
- Fund 300 SCC 9976 Columbian Drama Club
- Fund 300 SCC 9914 Columbian Volleyball
- Fund 200 SCC 9981 Gifted Activity
- Fund 018 SCC 9006 Washington Support Fund
- Fund 018 SCC 9003 Krout Support Fund

**Approve
Statement of
Purpose
Budget Reports**

The Superintendent's recommendation to pay the following stipend(s):

Approve

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Stipends

Building Leadership Team, September 2019 thru May 2020, \$500.00 payable upon certified completion of duties

Todd Aichholz
Allen Auble
Stacy Basinger
Emily Boone
Erin Biglin
Megan Caulder
Daniel Cole
Donald Cook
Samantha Demmerley
Celeste Dunn
Trisha Eidt
Stacy Geiger
Alisha Goshe
Katie Hafer
Gary Hart
Kimm Heyman
Kathy Kistler
Samantha Lichtenberger
Nicole Long
Jenna McKillip
Melissa Mellott
Christopher Monsour
Kate Nagel
JoLynn Rhodes
Brian Rothrock
Nicholas Smith
Melanie Sutter
Tiffany Thompson
Shena Vasko
Lauren Warnement

District Leadership Team, September 2019 thru May 2020, \$500.00 payable upon certified completion of duties

Erin Biglin
Carrie Coleman
Lindsey Distel
Alisha Goshe
Kimm Heyman
Amanda Jenot
Kathy Kistler
Jenna McKillip
JoLynn Rhodes

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Nicholas Smith
Melanie Sutter
Tiffany Thompson

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

(19-172) ACTION ITEMS

Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve First Quarter Reward Trip to Wright Patterson for the Tiffin Middle School sixth grade.

**Approve
Wright
Patterson Field
Trip**

(19-173) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.

Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the contract with North Central Ohio Educational Service Center for Parent Mentor Liaison (Hope Boes), as exhibited on page 35 of the agenda.

**Approve
NCOESC Par-
ent Mentor
Liaison**

(19-174) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.

Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the contract with Yoga Chuck for yoga class services, as exhibited on pages 36 and 37 of the agenda of the agenda.

**Approve Yoga
Agreement**

(19-175) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.

Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve Exhibit Nine for attendant reimbursement with Seneca County Board of Developmental Disabilities, as exhibited on pages 38 and 39 of the agenda.

**Approve
SCBDD Exhibit
Nine**

(19-176) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.

Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve Exhibit Ten for attendant reimbursement with Seneca County Board of Developmental Disabilities, as exhibited on pages 40 and 41 of the agenda.

**Approve
SCBDD Exhibit
Ten**

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- (19-177) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.
- Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education amend the following administrator contract:
- Nicholas Z. Smith, from Step 4 to Step 5
- (19-178) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.
- Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve resolution authorizing sale at public auction of property owned by the Board and no longer needed for any school purpose, as exhibited on pages 42 through 45 of the agenda.
- (19-179) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.
- Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve auction agreement with RE\MAX LLC, as exhibited on pages 46 through 50 of the agenda.
- (19-180) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.
- Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve updated Elementary School 21 CCLC Site Coordinator job description, as exhibited on pages 2 and 3 of the addendum.
- (19-181) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.
- Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve updated Positive Youth Development Program Staff Job Responsibilities/Description, as exhibited on page 4 of the addendum.
- (19-182) The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr. Hoyda, Mr. Perez, and Dr. Gase. Motion carried.
- Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve District Social Worker and Student/Family Support Specialist, as exhibited on pages 5 through 7 of the addendum.
- The President called for the vote. Voting yes: Mr. Henry, Mr. Widman, Dr.

**Amend
School Psy-
chologist
Contract**

**Authorize
Auction
Resolution**

**Approve
Re\Max
Auction
Contract**

**Approve Up-
dated Job
Description 21
CCLC Site Co-
ordinator**

**Approve Up-
dated Job
Description 21
CCLC Positive
Youth Devel-
opment
Program**

**Approve Dis-
trict Social
Worker Job
Description**

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(19-183) Hoyda, Mr. Perez, and Dr. Gase. Motion carried.

Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve a supplemental employment contract effective for the 2019-2020 School Year for Curtis Mellott, Baseball, Head Varsity.

Approve Supplemental Contract for Curtis Mellott

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

OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE BOARD

Public Dialogue

Topic – Participation Fees

Dr. Gase spoke about the benefits of pay to participate revenue as a budget reduction measure and the district's financial status when implemented.

Mr. Barber spoke about a community service program to waive fees for student volunteers. He also spoke about adjusting the capital improvements set-aside in the five-year forecast to absorb the financial impact of eliminating all fees and the importance of both academic and extra-curricular activities.

Miss Feld spoke about the benefits of a volunteer program for the community, needy students and team bonding.

Mrs. Perry spoke about pay to participate revenue and extra-curricular expenditure amounts. Students and donors contribute about \$75,000 or 20% of the district's annual general fund expenditures for extra-curricular personnel. Students also contribute about \$85,000 or 17% of the district's annual general fund expenditures for classroom materials.

Miss Kidwell spoke about the benefits of a volunteer program waiving pay-to-participate fees.

Mr. Henry spoke about eliminating all pay-to-participate fees and requiring community service from all student participants. He also spoke about encouraging all students to participate regardless of cost and the importance of extra-curricular activities.

Dr. Hoyda spoke about replacing mandatory coursework fees with student service rather than replacing elective extra-curricular fees. He also spoke about the state's report card grade based on academic performance, not athletics.

Mr. Perez spoke about establishing the appropriate parameters for all student

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fees and the unimportance of the state report card.

Mr. Barber will gather more information and present his findings at the next regular board meeting.

(19-184) BOARD DISCUSSION – none.

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

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: 8:35 PM

The next regular meeting is scheduled for October 22, 2019 at 7:00 PM in the Tiffin Middle School Cafetorium.

**Board
Discussion**

Adjournment

Next Meeting

President

Treasurer