

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, November 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. Perez, Mr. Widman, and Dr. Gase.

Roll Call

The Pledge of Allegiance was led by Youth Asset Award students: Jake Auble, Bentley Hunker and Lillian Allen.

Pledge of Allegiance

(19-214) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education adopt the agenda with the following additions, corrections and Addendum:

Adopt Agenda

Correction to VIII. Consent Agenda, 8.05 Statement of Purpose Budget Reports, Fund 300 SCC 9926 **9962** Autism Awareness

Addition to IX. Action Items, 9.03 Adopt Resolution Determining to Proceed with an Issue of Bonds, "...estimated by the county auditor to average over the repayment period of the bond issue **five and thirty-five hundredths (5.35)** mills for each one dollar of tax valuation, which amounts to **53.5 cents (\$0.535)** for each one hundred dollars of tax valuation,..."

Addendum as presented.

BOARD REPORTS

Business Advisory Council, Dr. Gase – Met November 21, 2019. Spoke about Jobs for the Future. The next meeting is Thursday, December 19, 2019 at 8:00 AM in the McMullen Room at Tiffin Mercy Hospital.

Board Committee Reports

Finance Committee, Mr. Perez – Met November 19, 2019. Spoke about the five-year forecast and bond issue. The next meeting is Tuesday, December 10, 2019 at 4:00 PM in the Administration Building.

Program Committee, Mr. Henry – Met November 20, 2019. Spoke about new software and the Columbian Curriculum Guide. The next meeting is Wednesday, December 18, 2019, at 5:15 PM in the Administration Building.

Support Services Committee, Dr. Hoyda – Did not meet. The next meeting is Friday, December 13, 2019, at 8:00 AM in the Administration Building.

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Personnel Committee – Did not meet.

Records Committee – Did not meet.

Legislative Liaison, Mr. Perez – Spoke about HB 305 sponsored by Cupp and Patterson to create a new school financing system and HB 164 regarding student religious expression.

Vanguard-Sentinel Update, Mr. Widman – Met November 21, 2019 at Sentinel Career and Technology Center. Spoke about partnering with Tiffin City Schools in Jobs for the Future.

PreK-6 Task Force, Dr. Hoyda — Met November 7 and 21, 2019. Spoke about designing the master plan, meeting with staff and community on December 10, visiting Greenville City Schools in January, and touring Noble 4-5 Elementary & Fostoria City Schools. The next meetings are Thursday, December 5 and 19, 2019 at 9:30 AM in the Administration Building.

Student Representatives

Emma Feld was absent.

McKenna Kidwell spoke about Quiz Bowl, State Cross Country runner Caden Groves, Noble 4-5 Walleye field trip, Mercy Hospital student tour, Veterans' Memorial, Kiwanis Builders' Club and K-Kids, Choristers, National Honor Society induction, Columbian Girls' Basketball, Swim and Dive meets, and TC Proud program.

Student Representative Reports

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

1. Presentation honoring former board member, Mr. Christopher English
2. Jobs for the Future and Pathways to Prosperity
3. New Skills for Youth
4. Data Dashboard
5. Youth Asset Awards
6. Building Project
7. Additional Items: Jennifer Losey – Achievement component of Local Report Card, Forrest Trisler – Tiffin Columbian High School initiatives including Be More, High Schools that Work, Jobs for the Future, KnowledgeWorks, Ohio Improvement Process, Tiffin PROUD, and collaboration time.

Superinten- dent's Report

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ASSISTANT SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Assistant Superintendent's Report

1. 2020-2021 Curriculum Guide
2. Additional Items – Dr. Gase and Mr. Barber spoke about video/distance learning and virtual classrooms such as Tiffin Development Center.

DIRECTOR OF OPERATIONS' REPORT AND RECOMMENDATIONS

Director of Operations' Report

1. Real Estate Auction Purchase Contract
2. Additional Items – none.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

None.

CONSENT AGENDA

(19-215) 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 meeting(s):

Approve October 2019 Minutes

- Regular Board Meeting on October 22, 2019, as exhibited on pages 10 through 22 of the agenda.

The Superintendent's recommendation to approve the Treasurer's reports for October 2019, as exhibited on pages 24 through 36 of the agenda.

Approve October 2019 Treasurer's Reports

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

General Fund	18,736,087.11
Bond Retirement	1,538,011.56
Permanent Improvement	523,536.63
Building	61,041.00
Food Service Fund	426,502.73
Special Trust	9,286.05
Endowment	14,670.69
Uniform School Supplies	-90,912.78
Mental Health	-2,039.63
Public School Support	53,057.13
Other Grant	86,877.80
District Agency	11,682.81
Classroom Facilities Maintenance	1,057,154.71

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Student Managed Activity	74,478.86
District Managed Activity	175,056.90
Auxiliary Services	31,509.13
Data Communication Fund (451)	0.00
Data Communication Fund (467)	278,388.89
IDEA Part B Grants	-51,126.99
Title I Disadvantaged Children	-58,331.95
IDEA Preschool-Handicapped	-8,182.50
Improving Teacher Quality	-8,330.23
Miscellaneous Federal Grant Fund	-12,191.79
Total	<hr/> \$22,846,226.13

The Superintendent's recommendation to accept the following resignations:

**Accept
Resignations**

PROFESSIONAL STAFF

Todd Edmond, Saturday School, ACT Practice, effective October 23, 2019

SUPPORT STAFF

Molly Lofton, Educational Aide, effective December 7, 2019
Marcia Nicely, Executive Secretary, effective November 11, 2019

The Superintendent's recommendation to employ the following:

**Approve
Employment**

PROFESSIONAL STAFF for the 2019-2020 School Contract Year

Saturday School

Jeanette Marshall, Saturday School, ACT Practice as needed, not to exceed 10 additional hours

Substitute Teachers

Savannah S. Stark

Supplemental Contracts

Brittany N. Lindrup, Swimming, Head Varsity
Daniel Cole, Weight Room Supervisor (Winter) 50%
Ryan Ottney, Weight Room Supervisor (Winter) 50%

SUPPORT STAFF for the 2019-2020 School Contract Year

Bus Driver

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Angela K. Askins, Level 1, Route 65 AM & PM 3 hours per day, pre-trip 0.25 hours per day, 5 days per week, fuel 0.25 hours per week, effective 11/19/2019.

Substitute Educational Aides

Becky Brundage-Bland
Ja'Nay D. Brown
Andrew Frank
Aubrey A. Wise

Pupil-Activity Contracts and Volunteers

Morgan E. Dunleavy, Swimming, Assistant Varsity
Samantha Lichtenberger, Quiz Bowl, Volunteer
Aaron Burkett, Swimming, Assistant Varsity Volunteer
Richard Brodman, Wrestling, Seventh/Eighth Grade
Casey J. Weidner, Bowling, Assistant Varsity

Temporary Secretary

Hope E. Boes, beginning November 14, 2019, ending June 30, 2020, Step 2 of the Secretary Salary Schedule, 7.5 hours per day, 250-day job calendar.

Support Staff Amendments for the 2019-2020 School Contract Year

Tami Kern, Special Needs Aide, increase 0.50 hours per day (4 days per week) effective 08/20/2019

Sharon Pitzen, from Educational Aide to Special Needs Aide, effective 10/14/2019

Sharon Pitzen, Special Needs Aide, Route 60PU, increase 0.50 hours per day (4 days per week) effective 11/18/2019

Sharon Pitzen, Bus Driver, from Route 20AM & PM 3 hours per day, to Route 11AM & PM 3.25 hours per day, effective 12/02/2019

William Omlor, Bus Driver, Route 60PU, increase 0.50 hours per day (4 days per week) effective 11/18/2019

William Omlor, Bus Driver, add Route 35PM (Budding Genius) 1.25 hours per pay, 5 days per week, effective 11/20/2019 through 5/15/2020

Michelle Felter, Special Needs Aide, Step 9, increase 1 hour per day (5 days per week) effective 11/22/2019

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Molly A. Lofton, 21st CCLC Coordinator 50%, amended as 30 hours per week for the remainder of the 2019-2020 school year, effective December 8, 2019

Kelly A. Spahr, Temporary Amendment to Continuing Contract as a Secretary to fulfill the duties of the Executive Secretary to the Superintendent, beginning November 19, 2019, ending June 30, 2020, Step 10 of the Executive Secretary Salary Schedule, 8 hours per day, 255-day job calendar.

The Superintendent's recommendation to accept the following donations:

**Accept
Donations**

Tiffin City School District

- Mercy Hospital donated \$50,000.00 to the Capital Pledge Campaign
- Cynthia A. Dunne donated \$250.00 in memory of Christopher English
- Thomas J. & Deborah A. Gerschutz donated \$50.00 in memory of Christopher English
- Reino's Pizza & Pasta donated 51 gift certificates with a total value of \$127.50
- Wendy's of Tiffin/S Group Companies donated 100 food vouchers, valued at \$200.00

Columbian High School

- Rob Mack donated \$1,700.00 to Columbian National Honor Society, earmarked for the Senior Citizen Lunch
- Burns Electric donated lighting fixtures for Columbian Veterans Wall, valued at \$118.38

Krout 2-3

- The women of Grace Baptist Church donated 2 large cookie trays for the staff, valued at \$50.00

Washington K-1

- Pat & Tom Walter donated the books *Little Kids First Big Book of Pets* and *Snowmen at Halloween*, valued at \$25.00, in memory of Diane Reamer
- Mary Swartz donated the book *I'm Not Scared*, valued at \$12.00, in memory of Robert "Bob" Richards
- Nancy & Don Burner donated the book *The Secret Life of Squirrels: Back to School*, valued at \$12.00, in memory of Deb Swartz

Tiffin Middle School

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- Tiffin Columbian Alumni Association Academic Enrichment Fund donated \$600.00 to the Power of the Pen Team
- Hempy Water of Tiffin donated 5 cases of bottled water to the winners of the Canned Food Drive, valued at \$25.00
- Panda Express donated 50 gift cards for TMS Bucks drawing, valued at \$350.00
- Jimmy Johns donated 175 gift cards for TMS Bucks drawing, valued at \$1050.00
- TMS PTO donated 90 candy bars for TMS Bucks drawing, valued at \$90.00
- TMS PTO donated gift cards for TMS Bucks drawings, valued at \$375.00
- TMS Staff donated \$960.00 to the TMS Bucks program
- William Casey donated clothing for students in need, valued at \$75.00

The Superintendent's recommendation to approve 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 9956 Columbian Band
- Fund 300 SCC 9906 Columbian Boys Golf
- Fund 300 SCC 9903 Columbian Boys Soccer
- Fund 300 SCC 9907 Girls Golf
- Fund 300 SCC 9908 Boys/Girls Tennis
- Fund 300 SCC 9911 Girls Basketball
- Fund 300 SCC 9909 Track
- Fund 300 SCC 9988 TMS Choir
- Fund 300 SCC 9962 Autism Awareness

**Approve
Statement of
Purpose
Budget Reports**

The Superintendent's recommendation to approve the following supplement to the Permanent Appropriation Resolution for the fiscal year ending June 30, 2020:

- 002 BOND RETIREMENT \$20,000.00

**Approve
Supplemental
Appropriation**

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

ACTION ITEMS

- (19-216) 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

**Employ Pupil-
Activity
Positions**

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indicated for the 2019-2020 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:

- Mason Correll, Wrestling, Head Varsity Volunteer
- Allie Miller, Basketball, Eighth Grade Girls

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

- (19-217) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the Agreement for the Pay It Forward Program with the Tiffin-Seneca United Way, Inc., as exhibited on pages 37 through 39 of the agenda.

**Approve
Agreement
with United
Way for Pay It
Forward**

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

- (19-218) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education introduce the following resolution and adopt its passage:

**Adopt
Resolution to
Proceed with
Bond Issue**

RESOLUTION DETERMINING TO PROCEED WITH AN ISSUE
OF BONDS IN THE AMOUNT OF \$44,200,000 AND CERTIFYING
THE SAME TO THE BOARD OF ELECTIONS

(Ohio Revised Code Section 133.18)

WHEREAS, the Board of the School District, at its meeting on November 5, 2019, passed a resolution (the "Resolution of Necessity") determining that it is necessary to issue bonds in the amount of \$44,200,000 (the "Bonds") for the purpose of constructing, renovating and improving school facilities in cooperation with the Ohio Facilities Construction Commission; furnishing and equipping the same; improving the sites thereof; and acquiring land and interests in land, and that it is necessary that a direct tax be annually levied on all the taxable property in the School District outside of the ten-mill limitation to meet the debt charges on the Bonds and any securities issued in anticipation thereof;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Tiffin City School District, Seneca County, Ohio, a majority of all of the members thereof concurring, that:

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Section 1. It is necessary to proceed with the issuance of the Bonds in the amount and for the purpose described in the preamble to this Resolution, and to levy, outside of the ten-mill limitation provided by law, an annual tax on all the taxable property in the entire territory of the School District to pay debt charges on the Bonds and any securities issued in anticipation thereof.

Section 2. The Bonds shall be dated approximately April 1, 2020; shall bear interest at the estimated rate of 4.25% per annum; and shall be paid over a period not to exceed 38 years, as calculated under Ohio Revised Code Chapter 133.

Section 3. The question of issuing the Bonds shall be submitted to the electors of the entire territory of the School District at the election to be held at the usual voting places within the School District, on March 17, 2020. All of the territory of the School District is located in Seneca County, Ohio.

Section 4. The form of the ballot to be used at said election shall be substantially as follows:

AFFIRMATIVE VOTE IS NECESSARY FOR PASSAGE

Shall bonds be issued by the Tiffin City School District, Seneca County, Ohio for the purpose of constructing, renovating and improving school facilities in cooperation with the Ohio Facilities Construction Commission; furnishing and equipping the same; improving the sites thereof; and acquiring land and interests in land in the principal amount of \$44,200,000, to be repaid annually over a maximum period of 38 years, and an annual levy of property taxes be made outside the ten-mill limitation, estimated by the county auditor to average over the repayment period of the bond issue five and thirty-five hundredths (5.35) mills for each one dollar of tax valuation, which amounts to 53.5 cents (\$0.535) for each one hundred dollars of tax valuation, commencing in 2020, first due in calendar year 2021, to pay the annual debt charges on the bonds, and to pay debt charges on any notes issued in anticipation of those bonds?

	FOR THE BOND ISSUE
	AGAINST THE BOND ISSUE

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Section 5. The Treasurer of the Board is hereby directed to certify a copy of this Resolution, along with copies of the Resolution of Necessity and the certificate of the Seneca County Auditor, to the Board of Elections of Seneca County, Ohio on or before December 10, 2019.

Section 6. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

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

- (19-219) Mr. Perez moved, seconded by Mr. Henry, the Tiffin City Board of Education table the Superintendent's recommendation to approve the Real Estate Auction Purchase contract with RE/MAX Unlimited Results Realty, as exhibited on pages 40 through 46, for sixty days from the date of November 5, 2019.

**Table Real
Estate Contract**

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

- (19-220) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education enter into a contract for Special Education services for fiscal year 2020 in the annual amount of \$1,144,159.76 as exhibited on pages 47 and 48.

**Approve
NCOESC
Special
Education
Contract**

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

- (19-221) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the Schedule of Revenues, Expenditures and Changes in Fund Balances for the Fiscal Years Ended June 30, 2017, 2018 and 2019 Actual; Forecasted Fiscal Years Ending June 30, 2020 through 2024; and the Accompanying Summary of Forecast Assumptions, as exhibited on pages 49 through 54.

**Approve Five
Year Forecast
and
Assumptions**

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

- (19-222) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education approve revised job description for Elementary School 21 CCLC Site coordinator – After School Program, as exhibited on pages 2 and 3 of the addendum.

**Approve
Revised 21st
CCLC Job
Description**

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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

Topic – Ohio Mean Jobs Seal and Work-Based Learning

Mr. Barber spoke about the Program Committee’s intention to move forward, recognition from area employers, need for local communication, and delivery through Vanguard-Sentinel Career Center & Terra State Community College.

**Public
Dialogue**

Mr. Perez spoke about new legislation, future state support, nonlocal recognition, and implementation in other Ohio school districts.

Mr. Henry spoke about preparation for the future, skills no longer taught at home, and no disadvantages or cost.

Dr. Gase spoke about his confidence in businesses recognizing the credential.

BOARD DISCUSSION

Mr. Widman thanked Mr. Henry for his service as a school board member.

**Board
Discussion**

- (19-223) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education hold an executive session to prepare for negotiations and to consider the employment of a public employee.

**Executive
Session**

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

Time in: 9:05 PM

Time out: 9:55 PM

- (19-224) Mr. Henry moved, seconded by Mr. Widman, the Tiffin City Board of Education adjourn.

Adjournment

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: 9:56 PM

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The next regular meeting is Tuesday, December 17, 2019 at 6:00 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer