

October 25, 2011

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, October 25, 2011, 7:00 p.m.
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 Chris Widman, with the following members present: Mr. Widman, Dr. Venema, Mrs. Iannantuono, and Mrs. Smith.

Roll Call

The President Recommends the Tiffin City Board of Education fill the vacancy that occurred on the Board of Education on September 27, 2011, by appointing Michael R. Klepper to serve until the first day of January 2014.

Board Vacancy

The Treasurer of the Tiffin City Board of Education administered the Oath of Office to the newly appointed Board Member, Mike Klepper.

Oath of Office

(11-195) Mrs. Smith moved, seconded by Dr. Venema, the Tiffin City Board of Education adopt the agenda and the Addendum.

Adopt the Agenda, and Addendum

The president called for the vote. Voting yes: Mrs. Smith, Dr. Venema, Mr. Widman, Mrs. Iannantuono, and Mr. Klepper. Motion carried.

5.01 Board Recognition

Lincoln Elementary 2010-2011 School of Promise Award. Mr. Scott Urban presented certificates to Lincoln Elementary staff in recognition of their 2010-2011 School of Promise Award.

5.02 Building Presentation – Character Education

Mr. Mike Newlove presented the Character Education program being implemented at Clinton Elementary as part of the school district's *Charting The Course* initiative. Senior Tyler Kauffman presented a video of Clinton students explaining the six pillars of character: responsibility, respect, citizenship, caring, trustworthy, and fairness.

5.03 Public Input

Levy Campaign Update – Mr. Jeff Stockner, Chairperson, updated the Board regarding levy campaign activities including: Mr. Coletta's informational presentations, the media kick-off, website development, fundraising efforts, door-to-door campaigning, magnets, collection of voter information for marketing analysis, special mailings for absentee voters, backpack letters, Heritage Festival parade, T-shirts, yard signs, billboards, phone contacts to identified yes voters, promotional postcards, radio spots, newspaper endorsement ad, Letters to the Editor, and a DVD to be shown by local employers, senior facilities, and churches. He also thanked private contributors and the members of the campaign committees. Mrs. Iannantuono commended Mr. Stockner for his participation in the League of Women Voters' Candidates Night at the Tiffin Middle School.

Public Input

6.01 Board Discussion

Committee Vacancies – The Board President assigned Mr. Klepper to the Finance and Program Committees and Dr. Venema as the Legislative Liaison.

Board Discussion

7.01 Committee Reports

Finance Committee, Shirley Smith

Met October 19, 2011. The monthly financial reports from September were reviewed. Auditors began working in the school district on October 24. The Bureau of Workers Compensation rebated \$2,460 for meeting participation requirements of the Tiffin Area Safety Council. The Ohio Department of Education awarded a high performing subsidy of \$17 per student for achieving an Excellent rating in 2010-2011. The next meeting is

Committee Reports

October 25, 2011

November 16, 2011, 4:00 p.m. on the third floor of the Administration Building.

Communications Committee, Dawn Iannantuono

Did not meet. It was announced that Community in Jeopardy will again be held in January. The committee will be changed to a marketing committee and begin meeting monthly rather than quarterly. The next Communications Committee meeting will be November 3, 2011 at 5:00 p.m. on the third floor of the Administration Building.

Program Committee, Kathy Venema

Met on October 10, 2011. Discussed the Heidelberg dual enrollment Environmental Science course, becoming an ACT testing site, the summer Government course, reconfiguring Title One buildings, and the new State curriculum standards beginning 2014. The next meeting will be November 21, 2011 at 4:00 p.m. on the third floor of the Administration Building.

Support Services Committee, Dawn Iannantuono

Met on October 7, 2011. Lunch and breakfast counts are up from last year. Freshmen are no longer released during first semester and free and reduced percentages have increased. Another used bus will be recommended for purchase. Driver training will be October 10-13 at Sentinel. Substitute drivers are still needed. Bus Safety Week is October 17-21. Bus stop violations mostly occur on one-way streets. Bus evacuations have taken as little as 35 seconds in the past. Technology improvements have been made to eFunds and MealsPlus. The Facility Transition Task Force was reviewed. The former maintenance building was successfully auctioned with proceeds to be restricted for permanent improvements. The next meeting will be November 4, 2011 at 8:00 a.m. on the third floor of the Administration Building.

Personnel Committee, Chris Widman

Did not meet.

Records Committee, Chris Widman

Did not meet.

Legislative Liaison, Kathy Venema

The newly assigned liaison, Dr. Venema, will begin reporting at the next regular Board meeting.

Vanguard/Sentinel Update, Chris Widman

The Board continues to conduct paperless board meetings. Renovations at Sentinel are almost complete. Construction at Vanguard is progressing.

Student Representatives

Erin Sehlhorst - The yearbook is being produced online as a credit-flexibility class. The 2011-12 theme is "Define Your Moment." A sample cover was presented. The sales team set an advertising goal of \$8,000 and was able to sell \$3,000 on the first day.

Grace Eberly - The first quarter ended recently and the academic focus for Seniors has been college oriented. Mrs. Cartwright spoke to Seniors regarding college applications, FAFSA, and scholarship websites. Grace commended the guidance counselors for their availability to students and the entire staff for their commitment to student success.

Mrs. Iannantuono recognized a former Student Representative, Jenny Guzowski, for her attendance at West Point Military Academy.

October 25, 2011

7.02 Transition Team Reports

Curriculum and Instruction Task Force, Scott Urban

Met October 11, 2011 with 25 members present. Libraries will be reorganized in the Spring by current staff while substitutes cover services. The MD unit may be placed at the K-1 building and the ED classroom at the 2-3. Speech therapist locations and counseling services will be determined. Lunch schedules will be coordinated with library, music, PE, and half-day kindergarten. Title One funded services will become school-wide. Multiple grade-level teams are preferred over single grade-level wings. Parent-teach conferences will be discussed at the next meeting on November 7, 2011.

District Facility Transition Task Force, Tom Anway

Met October 12, 2011. Members were transported by school bus to tour each building. Four supervised neighborhood bus stops at Krout, Noble, Lincoln and Washington can be provided for parents. Clinton students can be picked up at their homes and transported to Lincoln. All students can then be transported to their school of attendance. The transportation plan will be finalized for the next board meeting. Consideration will be given to departure and arrival times, breakfast availability, student pick-up and drop-off times, and kindergarten drop-off at unattended homes. The length of the instructional day will not be changed. Mr. Anway commented committee work is ahead of schedule. President Widman thanked members for their accomplishments. Minutes of the Task Force meeting are on the school district's website. The next meeting is November 2, 2011 at 5:00 p.m. in Room 116 of the Middle School.

8.01 Reports

- a. Director of Instruction/Personnel's Report, Mr. Scott Urban
 1. Washington Math Improvement Plan – Mrs. Candy Wingert discussed performance goals, strengths, weaknesses, strategies, and monitoring systems in grades 4 and 5.
 2. Miscellaneous items.
- b. Superintendent's Report, Mr. Donald Coletta
 1. Miscellaneous items

CONSENT AGENDA

(11-196) Mrs. Iannantuono moved, seconded by Mrs. Smith, the Tiffin City Board of Education approve the following items:

9.01 Approve the Minutes from the September Board Meeting

The Superintendent recommended the Tiffin City Board of Education approve the following minutes:

Minutes from regular Board meeting on September 27, 2011
Minutes from special Board meeting on October 3, 2011

Approve Minutes of Board Meetings

9.02 Treasurer's Report for September 2011

The Superintendent recommended the Tiffin City Board of Education approve the Treasurer's Report for September 2011 as shown in the exhibit book.

Approve Treasurer's Report for September 2011

The following were balances reported in various accounts for September 2011:

General Fund	\$3,203,241.74
Bond Retirement	755,357.94
Permanent Improvement	441,440.33
Building	1,403.34
Food Service Fund	244,526.31
Special Trust	9,228.67
Endowment	16,270.69
Uniform School Supplies	-66,735.28

October 25, 2011

Mental Health	-3,305.40
Public Support	29,902.38
Other Grant	71,243.97
Classroom Facilities Maintenance	349,468.91
Student Managed	48,491.19
District Managed	51,102.58
Auxiliary Services	46,946.08
Alternative Schools	-560.85
Miscellaneous State Grant	3.84
Education Jobs Fund	-55,471.34
IDEA Part B Grant	-202,862.02
Fiscal Stabilization Fund	0.00
Title II-D Technology	0.00
Title I Disadvantaged Children	-64,937.82
Improving Teacher Quality	-505.28
Total	4,874,249.98

9.03 Employment

The Superintendent recommended the Tiffin City Board of Education employ the following:

Professional Staff Positions for the 2011-2012 School Year

Substitute Teachers

Kreston Elchert
Dianne Kimmet
Susan King

Funding Adjustment

Rose Horn – adjust employment contract from 100% ASP to 82.42% ASP, 9.96% Nonpublic Title I, 7.62% FY12 Title I effective November 1, 2011.

Pupil Activity Contract for the 2011-12 School Year

Ben Williams Wrestling, 7th/8th Grade

Volunteers

Drew Desjardins Wrestling, 7th/8th Grade
Amy Cooper Winter Track
Marcia Focht Winter Track
Mike Meadows Winter Track
Jose Orozco Wrestling, 7th/8th Grade
Zach Overturf Basketball
Jason Schar Winter Track

Accompanist

Gregory Ramsdell Holiday Concert on
12/8/2011
\$250.00

Support Staff Employment for the 2011-12 School Year

Substitute Aides

Nadia Ardner
Rita Brown
Sandra Gardner
Dawn McDonald

Bus Drivers

Robert Sherman Route 29 (Clinton PM)
1.5 hours per day; add
.25 per day pretrip; add
.25 per week fueling.
TOTAL: 1.75 hours per
day plus .25 hours per
week fueling.

October 25, 2011

9.04 Accept Donations

The Superintendent recommended the Tiffin City Board of Education accept the following donations:

Donations to Washington School:

- The Kroger Co. donated school supplies valued at \$25.00.
- Nicole Long donated pumpkins valued at \$40.00.
- Women Missionary Union of Grace Baptist Church donated cookies valued at \$75.00 for staff during school conferences.

Donation to Washington Elementary School Library:

- Tiffin Rotary Club, on behalf of Speakers Taylor Fischer, Vic Weisch and Morgan Somodi, donated *The Great Trash Bash*, valued at \$6.95.
- Tiffin Rotary Club, on behalf of Speaker Michael Strong, donated *We Both Read: Soccer*, valued at \$4.99.
- Tiffin Rotary Club, on behalf of Speaker Donald E. Coletta, donated *You Read to Me, I'll Read to You*, valued at \$6.99.
- Jack and Joy Rose, In Memory of Rosemary and Joseph Silardi, donated *Dear Pirate: The Buried Treasure Mystery*, valued at \$12.00.
- Don and Nancy Burner, In Memory of David Wetta, donated *Sailors of the U.S. Navy*, valued at \$12.00.
- The Washington Sunshine Club, In Memory of David Wetta, donated *Woolbur*, valued at \$12.00.
- Tom and Pat Walter, In Memory of David Wetta, donated *Rrralph*, valued at \$12.00.
- Mike, Heather, Carson and Tess Weinandy, In Memory of David Wetta, donated *Diary of a Baby Wombat* and *Q Is for Duck*, valued at \$24.00.
- Casey, Leslie, Grace and Hudson Poignon, In Memory of Clara Kramer, donated *Pinkalicious and the Pink Pumpkin* and *Pinkalicious: School Rules*, valued at \$12.00.
- The Washington Sunshine Club, In Memory of Clara Kramer, donated *Pinkalicious: Tickled Pink*, valued at \$12.00.

Donation to Tiffin Middle School Library:

- TMS Sunshine Club donated *The last invisible boy*, valued at \$12.78 and *Soccer chick rules* valued at \$15.04 in Memory of Alvern "Toad" Boes.
- Bill and Anjee Beaston and Family donated *A season on the brink: a year with Bob Knight and the Indiana Hoosiers*, valued at \$15.91 in Memory of Betty Jean Aller (Stacey Kiesel's mother).

Donation to Columbian High School Library:

- The Class of 1953 donated \$25.00 in Memory of Shirley L. (Voshall) Gibson.

Donation to Columbian High School:

- Dr. James F. Bosse, DO donated one (1) case of Purell Instant Hand Sanitizer, valued at \$27.40.

Donations to International Cultural Center:

- Tiffin Rotary Foundation Board of Trustees donated \$500.00.
- Percy and Mary Lilly donated one (1) Chinese Tapestry scroll; and one (1) music CD from Turkey.
- Webster Foundation, Inc. donated \$1,000.00 for use in educational programming for the 2011-2012 school year.
- PNC, Shirley A. Smith, Vice President, donated \$50.00 to the International Cultural Center

Donation to Blue and Gold Yearbook:

- Reser Chiropractic donated \$50.00.
- Teresa Perry of Tiffin Brake and Wheel donated \$100.00.

October 25, 2011

Grant to Tiffin City Schools:

- The Great Lakes Center for Autism granted the sum of \$3,500.00 for use by the Tiffin City School District for the benefit of autistic children and their families and teachers.

9.05 Approve Elementary Retention Guidelines

The Superintendent recommended the Tiffin City Board of Education approve the Elementary Retention Guidelines.

Approve Elementary Retention Guidelines

9.06 Approve Revised Board Regulations

The Superintendent recommended the Tiffin City Board of Education approved the following revised Board Policies:

GCPA	Reduction in Professional Staff Work Force
IB	Academic Freedom
INB	Teaching About Controversial Issues
JEC	School Admissions

Approve Revised Board Policies

9.07 Approve Revised Board Regulations

The Superintendent recommended the Tiffin City Board of Education approve the following revised Board regulations.

GCPA-R	Reduction in Professional Staff Work Force
JECBA-R	Admission of Exchange Students

9.08 Statement of Purpose Budget Report

The Superintendent recommended the Tiffin City Board of Education approved the following Statement of Purpose Budget Report:

FUND	SCC	ACTIVITY
018	9019	Career Based Intervention Support

The president called for the vote. Voting yes: Mrs. Iannantuono, Mrs. Smith, Mr. Widman, Mr. Klepper, and Dr. Venema. Motion carried.

ACTION ITEMS

- (11-197)** Mrs. Smith moved, seconded by Mr. Klepper, that the Tiffin City Board of Education approve \$3,698.64 as the tuition rate for the 2011-12 school year.

Approve Tuition Rate for the 2011-12 School Year

The president called for the vote. Voting yes: Mrs. Smith, Mr. Klepper, Mr. Widman, Dr. Venema, and Mrs. Iannantuono. Motion carried.

- (11-198)** Mrs. Iannantuono moved, seconded by Dr. Venema, that the Tiffin City Board of Education approve the Resolution Approving the Agreement to Reorganize the Northwest Ohio Area Computer Services Cooperative as a Regional Council of Governments.

Approve Resolution Approving the Agreement to Reorganize NOACSC as a Regional Council of Governments

The president called for the vote. Voting yes: Mrs. Iannantuono, Dr. Venema, Mr. Widman, Mrs. Smith, and Mr. Klepper. Motion carried.

- (11-199)** Mrs. Smith moved, seconded by Mrs. Iannantuono that the Tiffin City Board of Education approve the following:

Approve Mascot, Colors and Building Names

K-12 Mascot:	Tornadoes
K-12 Colors:	Navy Blue and Vegas Gold
Building Names:	Washington K-1 Krout 2-3 Noble 4-5

The president called for the vote. Voting yes: Mrs. Smith, Mrs. Iannantuono, Mr. Widman, Dr. Venema, and Mr. Klepper. Motion carried.

- (11-200)** Mrs. Smith moved, seconded by Mr. Klepper, the Tiffin City Board of Education adopt a Section 125 Premium Conversion Plan effective September 1, 2011 to enable its employees to elect

Approve Section 125 Premium Conversion Plan

October 25, 2011

to pay for their share of the group insurance premiums on a pre-tax salary reduction basis.

The president called for the vote. Voting yes: Mrs. Smith, Mr. Klepper, Mr. Widman, Dr. Venema, and Mrs. Iannantuono. Motion carried.

- (11-201) Mrs. Iannantuono moved, seconded by Mrs. Smith, the Tiffin City Board of Education approve the Schedule of Revenues, Expenditures and Changes in Fund Balances for the Fiscal Years ended June 30, 2009, 2010 and 2011 Actual; Forecasted Fiscal Years ending June 30, 2012 through June 2016; and accompanying assumptions.

Approve Five Year Forecast

The president called for the vote. Voting yes: Mrs. Iannantuono, Mrs. Smith, Mr. Widman, Dr. Venema, and Mr. Klepper. Motion carried.

- (11-202) Dr. Venema moved, seconded by Mr. Klepper, the Tiffin City Board of Education, employ the following nonlicensed individuals pupil-activity contracts in the positions indicated for the 2011-2012 School Year, the positions having first been offered to licensed District employees (with no such employee qualified to fill the position having accepted it) and advertised as available to licensed individuals not currently employed by the Board (with no such individual qualified to fill the position having accepted it):

Approve Employment of Nonlicensed Individuals with Pupil-Activity Contracts

Dave Hossler Basketball, 9th Grade Boys
Shaun Conley Wrestling, Assistant

The president called for the vote. Voting yes: Dr. Venema, Mr. Klepper, Mr. Widman, Mrs. Iannantuono, and Mrs. Smith. Motion carried.

- (11-203) Mrs. Iannantuono moved, seconded by Mrs. Smith, the Tiffin City Board of Education approve the purchase of a 1998 71-passenger Thomas transit style bus with 136,000 miles from the Continental Local School District, for the price of \$8,050.00.

Approve Used Bus Purchase

The president called for the vote. Voting yes: Mrs. Iannantuono, Mrs. Smith, Mr. Widman, Dr. Venema, and Mr. Klepper. Motion carried.

- (11-204) Mrs. Smith moved, seconded by Dr. Venema, the Tiffin City Board of Education enter into a contract for services with the North Central Ohio Educational Service Center for fiscal year 2012 in an annual amount of \$689,617.16.

Approve North Central Ohio Educational Service Center Contract Amount for FY 2012

The president called for the vote. Voting yes: Mrs. Smith, Dr. Venema, Mr. Widman, Mrs. Iannantuono, and Mr. Klepper. Motion carried.

- (11-205) Mrs. Iannantuono moved, seconded by Mrs. Smith, the Tiffin City Board of Education approve a bid received on October 18, 2011 in the amount of \$100,000.00 for certain real property located at 409 East Perry Street, Tiffin, Ohio as it was no longer needed for any school purpose.

Approve Resolution Accepting the Highest Bid for Real Property at 409 East Perry Street, Tiffin, Ohio

The president called for the vote. Voting yes: Dr. Venema, Mrs. Iannantuono, Mr. Widman, Mrs. Smith. Motion carried.

- (11-206) Dr. Venema moved, seconded by Mr. Klepper, the Tiffin City Board of Education, approve Agreements for Ohio Medicaid School Program Services with the North Central Ohio Educational Service Center (ESC) for the purpose of the ESC providing services to assist the District in obtaining reimbursement for Medicaid-eligible expenses incurred under the Ohio

Approve Agreements for Ohio Medicaid School Program Services with North Central Ohio Educational Service Center

October 25, 2011

Medicaid School Program for claims with a date of service during the time periods from October 1, 2009 through September 30, 2010 and October 1, 2010 through June 30, 2011

The president called for the vote. Voting yes: Dr. Venema, Mr. Klepper, Mr. Widman, Mrs. Iannantuono, and Mrs. Smith. Motion carried.

ITEMS FROM THE BOARD

11.01 Business the Board would like to conduct that does not appear on the agenda.

Mrs. Smith requested a plan to retain and attract students. The administration is gathering enrollment data to form such a plan.

Business the Board would like to conduct that does not appear on the agenda

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

12.01 Public Input
None.

Opportunity for the Public to Address the Board

(11-207) Mrs. Smith moved, seconded by Mrs. Iannantuono, the Board adjourn.

Adjournment

The president called for the vote. Voting yes: Mrs. Smith, Mrs. Iannantuono, Mr. Widman, Dr. Venema, and Mr. Klepper. Motion carried.

The meeting started at 7:00 p.m. and ended at 8:45 p.m.
The next regular meeting will be on November 22, 2011 at 7:00 p.m. in the Tiffin Middle School Cafetorium.

President

Treasurer

Form 5.07 Certificate of available resources.

**CERTIFICATE
Section 5705.412, RC**

In the matter of:

IT IS HEREBY CERTIFIED that the TIFFIN CITY SCHOOL DISTRICT BOARD OF EDUCATION, SENECA COUNTY, OHIO has sufficient funds to meet the contract agreement, obligation, payment or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to operate an adequate educational program on all the days set forth in its adopted school calendar for the current fiscal year equal to the number of days instruction was held or is scheduled for the current fiscal year.

TIFFIN CITY SCHOOL DISTRICT

By _____
President, Board of Education

October 25, 2011

By _____
Treasurer

By _____
Superintendent of Schools

Comments

See RC #5705.412

This certificate must be attached to any contract or order involving the expenditure of money, with certain statutory exceptions.