

Board of Education Organizational Meeting Minutes
January 12, 2015

The Board of Education met in regular session at 6:00 pm at the Washington Administration Building.

President Pochard called the meeting to order. Present were Mrs. Dysinger, Mrs. Lockard, Mr. Pochard, Mrs. Robertson, Treasurer Mr. Barnhart, Assistant Superintendent Mr. Kupferberg, and Superintendent Mr. Kurt.

2015-001-001 Reading, approval and Signing of Minutes

It was moved by Mrs. Lockard, seconded by Dr. Siebenaler Wilson to approve the regular meeting minutes from the December 15, 2014 BOE meeting.

Roll call: Mrs. Lockard, aye; Dr. Siebenaler Wilson, aye; Mrs. Dysinger, aye; Mr. Pochard, aye; Mrs. Robertson, aye. President Pochard declared the motion carried.

2015-001-002 Election of 2015 President

It was moved by Dr. Siebenaler Wilson, seconded by Mrs. Robertson to nominate Mrs. Dysinger as President.

Roll call: Dr. Siebenaler Wilson, aye; Mrs. Robertson, aye; Mrs. Dysinger, aye; Mrs. Lockard, aye; Mr. Pochard, aye. President Pochard declared the motion carried.

2015-001-003 Election of Vice President

It was moved by Mr. Pochard, seconded by Mrs. Dysinger to nominate Mrs. Robertson as Vice President.

Roll call: Mr. Pochard, aye; Mrs. Dysinger, aye; Mrs. Lockard, aye; Dr. Siebenaler Wilson, aye; Mrs. Robertson, aye. President Pochard declared the motion carried.

OATH OF OFFICE FOR BOARD OFFICERS

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as President/Vice-President in and for the Findlay City School District, Hancock County, Ohio to the best of your ability, and in accordance with the laws now in effect and hereafter enacted?”

BOARD MEMBER CODE OF ETHICS (EXHIBIT A)

2015-001-004 ORGANIZATIONAL CONSENT ITEMS

It was motioned by Mr. Pochard, seconded by Mrs. Robertson to approve the Organization Meeting Consent Items A-J.

- A. Setting the date, time and place of regular meetings – all meetings will begin at 6:00p.m. unless otherwise stated.

<u>January 12</u>	Washington Administration – Organizational Meeting
January 26	Millstream Cafe - Board Appreciation
February 16	Glenwood Middle School – Community Room
March 16	Washington Administration
April 13	Washington Administration
May 4	Millstream Cafe
May 18	Glenwood Middle School – Community Room
June 8	Donnell Middle School - Community Room
June 22	Millstream Cafe
July 13	Donnell Middle School - Community Room
August 3	Glenwood Middle School – Community Room
August 17	Donnell Middle School - Community Room
September 14	Millstream Cafe
October 5	Washington Administration
October 19	Millstream Cafē- BOE Retreat
November 16	Glenwood Middle School - Community Room
December 14	Millstream Cafē

- B. Approve membership in O.S.B.A.

- C. Appointment of School physician – Well At Work

D. Adoption of Annual Resolutions to Meet Legal Requirements and/or Expedite Business of the District throughout the Year:

1. Designation of Superintendent, Assistant Superintendent, and Director of Operations as Purchasing Agents.
2. Designation of the Superintendent to act for the Board on matters pertaining to surplus property procurement and federal grant applications and reports.
3. Authorization for Treasurer to pay utility bills and contractual obligations when they become due.
4. Authorization for the purchase of liability insurance to protect the district, Board members, administrations, teachers, and classified staff.
5. Authorization for the Treasurer to establish a service fund.
6. Authorization for the Treasurer to pay school debts.
7. Authorization for the Treasurer to pay bills prior to regular Board meetings, to take advantage of discounts.
8. Authorization for the Treasurer to secure advances on tax monies.
9. Authorization for the Treasurer and/or Superintendent to act as official custodians of district safety deposit box.
10. Authorization for the Superintendent and/or his designee to approve the use of school buses for field trips outside the district.
11. Authorization for the Superintendent and/or Assistant Superintendent to approve attendance of staff members at professional meetings and conferences outside the district.
12. Authorization for the Treasurer to temporarily invest interim deposits, as allowed by law.
13. Authorization for the Treasurer and/or his designee to open and read bids publicly before the Board meeting.
14. Authorization for the Treasurer to make necessary transfers when needed (not to exceed \$50,000.00).
15. Authorization for the Treasurer to borrow funds when necessary.
16. Authorization for the designation of the Treasurer to attend public records training on behalf of the Board of Education as required by HB 9 and allowed by OCR 109.43(A)(1).
17. Authorization for the Superintendent to appoint such temporary personnel as needed for emergency situations, with such employment to be presented for approval by the Board of Education at the next Board meeting following the emergency.
18. Authorization for the Principals to act as purchasing agents for purchases made through the Student Activity Funds.
19. Authorization for the Superintendent and/or Assistant Superintendent to suspend and dismiss classified personnel in accordance with law and policy.
20. Authorization for the Superintendent to hear appeals of suspension and expulsion as Board designee.
21. Authorization of the Treasurer to make payments to FCS employees and other individuals, without going through the board agenda, for FCS regular season and hosted tournament events via payroll using funds generated by such events and rates established by the Findlay Athletic Director not to exceed Ohio High School Athletic Association recommended rates where applicable. Contracted workers per IRS guidelines (e.g. officials and security officers) may be paid via the athletic department's petty checking accounts (not to exceed \$300.00).
22. Approval of the use of the following legal firms:

Bricker & Eckler – OSFC and Levies
Rich & Gillis Law Group – Property Appraisal and Appeals
Scott, Scriven & Wahoff – General Council

E. Appointment of Parliamentarian – Craig Kupferberg

F. Appointment of FCS representative to independently review Findlay Digital Academy financial reports – Michael Barnhart, Treasurer.

G. Appointment of Board Member Representatives and Liaisons, as follows:

1. Representatives to Management Team Committees

- a. Personnel – Dr. Siebenaler Wilson and Mrs. Robertson
- b. Facilities – Mr. Pochard and Dr. Siebenaler Wilson
- c. Strategic Planning – Mrs. Dysinger and Dr. Siebenaler Wilson
- d. Finance – Mr. Pochard and Mrs. Robertson
- e. Policy - Mrs. Lockard and Mrs. Dysinger
- f. Technology – Mrs. Dysinger
- g. District Leadership Team – Mrs. Lockard and Dr. Siebenaler Wilson

2. Board Liaisons

- h. Legislative – Mrs. Lockard
- i. Ohio School Boards Association – Mrs. Lockard
- j. P.T.O. – Mrs. Dysinger
- k. Findlay Recreation Commission – Mr. Pochard
- l. Business Facility Council – Mrs. Robertson

H. Compensation of Board of Education Members – Continue the Board of Education’s past practice of waiving compensation for Board of Education service.

I. Resolution to Support a Request for FCS to Act as Sole Voting Member of Findlay Digital Academy

The superintendent recommends approval and support of the Findlay City Schools’ Board of Education for the documentation labeled Minutes of Findlay City School District Board of Education Acting as the Sole Voting Member of the Findlay Digital Academy (community school), as shown in **EXHIBIT B**.

J. Policies

The superintendent recommends the adoption of Board Bylaws as seen at www.findlaycityschools.org/policies/2pol/2-00_Board_By-Laws.pdf (no changes) as shown in **EXHIBIT C**.

Roll call: Mr. Pochard, aye; Mrs. Robertson, aye; Mrs. Dysinger, aye; Mrs. Lockard, aye; Dr. Siebenaler Wilson, aye. President Dysinger declared the motion carried.

This concludes the Organizational Meeting and the Board immediately began its regular meeting.

CELEBRATIONS

Mr. Pochard celebrated the Findlay High School hockey team and coaches on their win over the #1 ranked team in the state. Mrs. Lockard celebrated Mr. Weihrauch on his upcoming induction into the University of Findlay Athletic Hall of Fame. Mrs. Dysinger celebrated Mrs. Ramirez, the staff and students at Jacobs Primary for sending over 250 letters, cards, and artwork to six troops who would not be able to be home for the holidays. The recipients were so touched by their kindness, they sent personalized responses back to the students.

2015-001-005 CONSENT ITEMS K-Y

It was moved by Mrs. Robertson, seconded by Mr. Pochard to approve Consent Items K-Y.

CERTIFICATED PERSONNEL

K. Leave of Absence (will use paid sick and personal time, if available)

Donna Leonard (FHS, Special Education)
Effective: 1/20/2015 – 3/3/2015
Reason: FMLA

Margaret Maag (Wilson Vance, Grade 3)
Effective: 12/1/2014 – 1/20/2015
Reason: FMLA

Kristin Ritzler (Jefferson, Kindergarten)
Effective: 1/5/2015 – 1/30/2015
Reason: FMLA

Marla Stacey (FHS, Special Education)
Effective: 1/2/2015 – 1/11/2015
Reason: FMLA

Leave of Absence (unpaid)

Whittany Hirschy (Jacobs, Kindergarten)
Effective: 1/22/2015 – 2/25/2015
Reason: Personal

Margaret Maag (Wilson Vance, Grade 3)
Effective: 1/21/2015 – 2/3/2015
Reason: FMLA

L. Resignation

Jackie Walsh (Grade 2, Northview) (5 months)
Reason: Personal Effective: 1/7/2015

M. Retirement

Mary Flickinger (Intervention Specialist, Jefferson) (17 years)
Reason: Retirement Effective: 6/30/2015

Jane VanRenterghem (Speech Pathologist, BH/JA) (34 years)
Reason: Retirement Effective: 5/29/2015

N. Appointments

The superintendent recommends approval of the following appointments, at salaries in accordance with the adopted salary schedules; and contingent upon subsequent receipt by the Board of a report B.C.I. which is not inconsistent with the applicant's answers on the employment application:

1. Adult Education Instructor ~ Step 1 @ \$21.80/hour

Claire Hibbard

2. FHS Social Studies Curriculum Writing for 6 hours @\$22.01/hour (Acct#001-1100-111-16)

Bill Barberree
David Barkey
Matt Best
Mark Dickman
Ben Kirian
Steve McAdoo
Tony Nugeness

3. Alternative Education Home Instructor, Step 2 @ \$22.59 per hr for 2014-15 (Acct# 001-1120-472-0473)

Chad Mathewson

4. Volunteer – 2014-2015 Certified Club Advisors/Helpers

Mike Wallace – Volunteer Pantasia Equipment Truck Driver
Tami Wallace – Volunteer Pantasia Equipment Truck Driver

CLASSIFIED PERSONNEL

O. Leave of Absence (will use paid sick, personal, and vacation, if available)

Rhonda Waldman (Lincoln, Library Aide)
Effective: 12/15/2014 – 1/4/2015
Reason: FMLA

P. Resignation

Yolanda Perez (Food Service, High School) (5 months)
Reason: Personal Effective: 1/05/2015

Q. Reclassification

Shannon Moyer
From: Wilson Vance Block Grant Aide @ \$9.74
To: Whittier Block Grant Aide @ \$9.74

R. Appointments

The superintendent recommends approval of the following appointments, at salaries in accordance with the adopted salary schedules, and contingent upon subsequent receipt by the Board of a report from B.C.I. which is not inconsistent with the applicant's answers on the employment application

1. FABSS Aide

Bailey Harrow – FABSS Aide
Salary: Step 2, Year 1 @ \$8.15/hour
Effective: January 12, 2015

Jill Spence (Washington, Preschool Aide)
Salary: Step 1 @ \$12.70/hour
Effective: January 5, 2015

Laura Tattrie (Jacobs, Special Education Aide)
Salary: Step 1 @ \$12.70/hour
Effective: January 5, 2015

2. Glenwood Flexible Instructional Assistant @ \$22.01 (Acct#572-1270-111-9015)

Jeff Snook for 20 hours/week

3. Wilson Vance Grant Aide @ \$9.74/hour

Jodi Tackett

4. Northview Noon Hour Monitor @ \$9.43/hour

Kymerlyn Warner

5. Substitute and/or Per Diem Employees

Abigail Meyers - Substitute Nurse @ \$19.23/hour

6. Volunteer – 2014-2015 Classified Club Advisors/Helpers

Wade Slechter – Volunteer Weight Room Coach

S. 2014-15 Second Quarter Fringe Benefit Report

The treasurer recommends the 2014-2015 Second Quarter Fringe Benefit Report, Financial Report and Investment Report presented by the treasurer, be accepted as shown in **EXHIBIT D**.

T. Monthly Financial Report

The treasurer recommends approval of the monthly financial report for December 2014 as shown in EXHIBIT E.

U. Preschool Waiver Request for Washington

The superintendent recommends the approval of the preschool waiver for Washington as shown in EXHIBIT F.

V. Ohio Schools Council Resolution

The treasurer recommends approval of the OSC Resolution as shown in EXHIBIT G.

W. Ohio School Boards Association Subscriptions

The treasurer recommends the approval of the subscription items as shown in EXHIBIT H.

X. Real-estate Purchase Agreement

The Superintendent recommends approval of the amendment to the purchase agreement for property on Broad Avenue as shown in EXHIBIT I. The original agreement was approved by the Board on 10/27/14. This amendment extends contingency deadlines to allow for further inspections of the property.

Y. Acceptance of Gifts

The Superintendent recommends the acceptance and written expression of appreciation for the gifts, listed below, which have been given to the Findlay City School District:

GIFT: 8 under the desk cycles valued at \$37.97 each
FROM: Donorsource.org
TO: Lincoln (Jaimee McNamara)

GIFT: \$500.00
FROM: EXXON Mobil Education Alliance
TO: Findlay High School

GIFT: \$1100.00
FROM: The Japanese Association of Toledo
TO: Findlay City Schools

Roll call: Mrs. Robertson, aye; Mr. Pochard, aye; Mrs. Dysinger, aye; Mrs. Lockard, aye; Dr. Siebenaler Wilson, aye. President Dysinger declared the motion carried.

ACTION ITEMS

2015-001-006 Five Year Forecast

It was moved by Dr. Siebenaler Wilson, seconded by Mrs. Lockard to approve the Five Year Forecast as shown in EXHIBIT J.

Roll call: Dr. Siebenaler Wilson, aye; Mrs. Lockard, aye; Mrs. Dysinger, aye; Mr. Pochard, aye; Mrs. Robertson, aye. President Dysinger declared the motion carried.

2015-001-007 Tax Budget

It was motioned by Mr. Pochard, seconded by Mrs. Robertson to approve the 2016 Tax Budget as shown in EXHIBIT K.

Roll call: Mr. Pochard, aye; Mrs. Robertson, aye; Mrs. Dysinger, aye; Mrs. Lockard, aye; Dr. Siebenaler Wilson, aye. President Dysinger declared the motioned carried.

REPORTS TO THE BOARD

A. Mr. Kurt discussed the change in location from Springfield High School to Sylvania High School for the Findlay Indoor Drumline competition.

B. Mr. White gave an update on District Technology from the November meeting.

REPORTS FROM THE BOARD

A. Mr. Pochard gave an update from the 1/9/15 Facilities Committee meeting.

B. Dr. Siebenaler Wilson gave an update from the 1/7/15 Strategic Planning Committee meeting.

SUPERINTENDENTS COMMENTS

Mr. Kurt stated that the weather has been a challenge since returning from break. He will continue to make the best decisions he can on delays and cancellations.

BOARD’S COMMENTS

Dr. Siebenaler Wilson thanked the Japanese Association of Toledo for their \$1100.00 gift. She stated it was a very good partnership. Mrs. Dysinger reminded the Board that the Roundtable meeting was coming up and that the Board also needed to look at the Board goals soon.

2015-001-008 Executive Session

It was motioned by Dr. Siebenaler Wilson, seconded by Mr. Pochard to go into Executive Session at 7:07 p.m. to discuss employment of personnel and the purchase of property.

Roll call: Dr. Siebenaler Wilson, aye; Mr. Pochard, aye; Mrs. Dysinger, aye; Mrs. Lockard, aye; Mrs. Robertson, aye. President Dysinger declared the motion carried.

2015-001-009 Adjournment

It was motioned by Mrs. Dysinger, seconded by Mrs. Robertson to adjourn the meeting at 7:45 p.m.

Roll call: Mrs. Dysinger, aye; Mrs. Robertson, aye; Mrs. Lockard, aye; Mr. Pochard, aye; Dr. Siebenaler Wilson, aye. President Dysinger declared the motion carried.

President

Treasurer

To be Read and Approved on January 26, 2015.