

**Board of Education Meeting
January 3, 2011**

The Board of Education of the Findlay City Schools met in regular session at 5:30 p.m. in the Library at Washington Intermediate School.

President Pro-tem Hoffman called the meeting to order. Present were: Mrs. Dysinger, Mr. Hoffman, Mrs. Lockard, Mr. Pochard, Mr. Shrader, Superintendent Wittwer and Treasurer Barnhart.

2011-01-001 Election of 2011 President

It was moved by Mrs. Lockard, seconded by Mr. Pochard to nominate Mr. Hoffman as President.

Roll call: Mrs. Lockard, aye; Mr. Pochard, aye; Mrs. Dysinger, aye; Mr. Hoffman, aye; Mr. Shrader, aye. President Hoffman declared the motion carried.

2011-01-002 Election of 2011 Vice President

It was moved by Mrs. Dysinger, seconded by Mr. Shrader to nominate Mrs. Lockard as Vice President.

Roll call: Mrs. Dysinger, aye; Mr. Shrader, aye; Mr. Hoffman, aye; Mrs. Lockard, aye; Mr. Pochard, aye. President Hoffman declared the motion carried.

Oath for Officers and the Code of Ethics

Mr. Barnhart administered the oath of office to Mr. Hoffman and Mrs. Lockard (see below). He also recited the Code of Ethics on behalf of the Board as presented in EXHIBIT A and they all signed a copy.

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?”

ORGANIZATIONAL CONSENT ITEMS

2011-01-003 Organizational Consent Items A-H

It was moved by Mr. Shrader, seconded by Mr. Pochard to approve Organizational Consent Items A-H with amendment to F-1 as follows:

2011-01-003a Amendment to Add Athletic Advisory Committee to Consent Item F-1

It was moved by Mr. Pochard, seconded by Mr. Hoffman to add the Athletic Advisory Committee to Consent Item F-1.

Roll call: Mr. Pochard, aye; Mr. Hoffman, aye; Mrs. Dysinger, aye; Mrs. Lockard, aye; Mr. Shrader, aye. President Hoffman declared the motion carried.

A. **Setting the date, time and place of regular meetings** – all meetings will begin at 5:30 p.m. unless otherwise stated.

January 3	Washington Intermediate School – Library (Organizational Meeting)
January 24	Glenwood Middle School – Cafeteria
February 7	Bigelow Hill Intermediate School – Library
February 21	Whittier Primary School – Gymnasium
March 14	Donnell Middle School – Cafeteria
March 28	Jefferson Primary School – Gymnasium
April 11	Millstream East Café
May 9	Wilson Vance Intermediate School – Library
May 23	Central Middle School – Board Room
June 20	TLB Corporate Center Building – Large Conference Room
July 18	TLB Corporate Center Building – Large Conference Room
August 8	TLB Corporate Center Building – Large Conference Room
August 22	TLB Corporate Center Building – Large Conference Room
September 12	Central Middle School – Library
September 26	Findlay High School – Library
October 10	Lincoln Elementary School – Library
October 24	Jacobs Primary School – Library
November 14	Northview Primary School – Gymnasium
December 12	Chamberlin Hill Intermediate School – Library

B. Approve membership in O.S.B.A. and N.S.B.A. (Direct Affiliate)

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, administrators, 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 the 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 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.
17. Authorization for the Principals to act as purchasing agents for purchases made through the Student Activity Funds.
18. Authorization for the Superintendent and/or Assistant Superintendent to suspend and dismiss classified personnel in accordance with law and policy.
19. Authorization for the Superintendent to hear appeals of suspension and expulsion as Board designee.
20. Approval of the use of the following legal firms:
Bricker & Eckler – OSFC & Levies
Rich & Gillis Law Group – Property Tax Appeals
Scott, Scriven & Wahoff – General Council

E. Appointment of a Parliamentarian – Craig Kupferberg

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

1. Representatives to Management Team Committees
 - a. Personnel – Barbara Dysinger, Barb Lockard
 - b. Facilities – Shane Pochard, Rick Hoffman, Alt. Jeff Shrader
 - c. Strategic Planning – Shane Pochard, Barbara Dysinger
 - d. Finance – Jeff Shrader, Rick Hoffman
 - e. Policy – Barb Lockard, Jeff Shrader
 - f. Technology – Barbara Dysinger
 - g. Athletic Advisory – Shane Pochard
2. Board Liaisons
 - a. Legislative – Rick Hoffman
 - b. Ohio School Boards Association – Barb Lockard, Alt. Jeff Shrader
 - c. P.T.O. – Barbara Dysinger
 - d. Findlay Recreation Commission – Jeff Shrader
 - e. Business Advisory Council – Jeff Shrader

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

H. 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.

Roll call: Mr. Shrader, aye; Mr. Pochard, aye; Mrs. Dysinger, aye; Mr. Hoffman, aye; Mrs. Lockard, aye. President Hoffman declared the motion carried.

CELEBRATIONS

January is Board Appreciation Month, thanks to our board members!

Washington Principal, Andrea King, presented each board member with a gift certificate from the administrators. She also gave them an update on Washington’s progress and their work to remain an excellent school.

PUBLIC PARTICIPATION

FEA President Gary Kapostasy congratulated Mrs. King on her building and staff, and recognized three new master teachers at Washington Intermediate School; thanked the board on behalf of the association for their service, leadership and integrity; noted the planning stage on The Race to the Top is almost complete and Dr. Crates will be working on the reporting; stated the health insurance committee will meet in the next month; and he thanked Dr. Wittwer for allowing Mr. Kupferberg and himself to attend a conference on educator standards.

2011-01-004 Approval of Minutes

It was moved by Mr. Shrader, seconded by Mr. Pochard to approve the minutes of the regular meeting on December 13, 2010.

Roll call: Mr. Shrader, aye; Mr. Pochard, aye; Mrs. Dysinger, aye; Mr. Hoffman, aye; Mrs. Lockard, aye. President Hoffman declared the motion carried.

CORRESPONDENCE

Dr. Wittwer shared the Superintendent’s Message for the month of January. He also shared an email from architect, Bruce Miller, about the geothermal wells on the Glenwood site.

Mr. Barnhart shared a letter he received from Roger Hardin of the Ohio Department of Education concerning the FY13 deficit in the Five Year Forecast.

CONSENT ITEMS

2011-01-005 Consent Items A-R

It was moved by Mr. Pochard, seconded by Mr. Shrader to approve Consent Items A-R as follows:

CERTIFICATED PERSONNEL

A. Leave of Absence (will use sick time until no longer available)

The superintendent recommends that a leave of absence, with pay, be granted to the following certificated personnel:

Michelle Lucas (FHS, Special Education)
Effective: 12/10/10 – 1/2/2011
Reason: FMLA

B. 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. Supplemental Duty Assignments – Certificated Personnel for 2010-2011 School Year

Debbie Benson – Findlay High School Musical Director @ \$3,675.93
Andy Cantrell – Findlay High School Musical Assistant Director (3/4 time) @ \$2,114.07
Ray Elbin – Findlay High School Head Boys’ Tennis Coach @ \$3,675.93
Jon Gaberdiel – Findlay High School Musical Scenery (1/2 time) @ \$486.28
Tim Mattis – Findlay High School Musical Orchestral Director @ \$1,631.92
Marvin Miller – Findlay High School Scenery (1/2 time) @ \$486.28
Marvin Miller – Findlay High School Musical Light/Sound @ \$1,631.92
Craig Van Renterghem – Findlay High School Musical Vocal Director @ \$972.56
Craig Van Renterghem – Findlay High School Musical Assistant Director (1/4 time) @ \$539.85

CLASSIFIED PERSONNEL

C. Leave of Absence (will use sick, vacation and personal time until no longer available)

The superintendent recommends that a leave of absence, with pay, be granted to the following classified personnel:

Sam Huntington (Central, Custodian)
Effective: 11/13/10 – 1/2/2011
Reason: FMLA

D. Resignations

The superintendent recommends that the following resignations be accepted:

Frank Beier (Donnell, Computer Lab Educational Aide) (3 1/2 years)
Reason: Other Employment Effective: 12/31/2010

Mark Walker (Millstream Tech, Custodian) (13 years)
Reason: Personal Effective: 12/31/2010

E. 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. Substitute and/or Per Diem Employees

Becky Rohdy – Substitute Noon Hour Monitor @ \$9.09/hour
Emily Wagner – Substitute Nurse @ \$19.23/hour

2. Supplemental Duty Assignments – Non-Certificated Personnel

WHEREAS, in accordance with the provision of the Ohio Revised Code 3313.53, the duly appointed representatives of the Findlay Board of Education have offered the following extra-duty positions, listed below, to the certificated employees of the district and have advertised the positions to certificated personnel not employed by the district, and

WHEREAS, no qualified certificated individuals have been found for these positions,

NOW BE IT THEREFORE RESOLVED, that the Findlay Board of Education hereby deems it appropriate to employ non-certificated personnel for the specified positions for a period not to exceed one (1) year and that the compensation shall be according to the adopted salary schedule for said position(s):

James (Chip) Frey – Central, Head Middle School Wrestling Coach @ \$3,857.26
Ashley Willford – Findlay High School Musical Choreographer @ \$972.56

3. Building Intervention Block Grant Aide @ \$9.41/hour

Jan Gower

F. Acceptance of ECLIPSe Grants

The Superintendent recommends the acceptance of The Community Foundation ECLIPSe Grants presented to Jason Wagner for the Whittier Garden Project for the amount of \$1,038.00, and to Judy Withrow for the Junior Statesman of America Project in the amount of \$600.00.

G. Approval of 2012 Tax Budget

The Superintendent recommends approval of the 2012 Tax Budget as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit G.

H. Approval of the Healthy Food Pilot

The Superintendent recommends approval of the Healthy Food Pilot as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit H.

I. Approval of Accounting I Course of Study

The Superintendent recommends approval of the Accounting I Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit I.

J. Approval of Accounting II Course of Study

The Superintendent recommends approval of the Accounting II Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit J.

K. Approval of Principals of Business Course of Study

The Superintendent recommends approval of the Principals of Business Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit K.

L. Approval of Business Economics Course of Study

The Superintendent recommends approval of the Business Economics Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit L.

M. Approval of Leadership Course of Study

The Superintendent recommends approval of the Leadership Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit M.

N. Approval of Introduction to Programming and Software Development Levels 1 & 2 Course of Study

The Superintendent recommends approval of the Introduction to Programming and Software Development Levels 1 & 2 Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit N.

O. Approval of Personal Finance Course of Study

The Superintendent recommends approval of the Personal Finance Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit O.

P. Approval of Web Development I & II Course of Study

The Superintendent recommends approval of the Web Development I & II Course of Study as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit P.

Q. Approval of List of K-2 Music Books

The Superintendent recommends approval of the List of K-2 Music Books as presented to the Board of Education at the December 13, 2010 board meeting as Exhibit Q.

R. Resolution to Approve Construction Documents Design Phase Submission and Bid Package

The Superintendent recommends approval of the construction documents design phase submission and bid package for the geothermal well fields for the new Glenwood, Donnell, and Millstream buildings, and authorizing the placement of advertisements to solicit bids as shown in EXHIBIT C.

Roll call: Mr. Pochard, aye; Mr. Shrader, aye; Mrs. Dysinger, aye; Mr. Hoffman, aye; Mrs. Lockard, aye. President Hoffman declared the motion carried.

ACTION ITEMS

There was none.

DISCUSSION ITEMS

Mrs. Dysinger asked about board assignment to the different buildings. Mr. Shrader suggested all of those assignments remain the same until the start of next school year.

SUPERINTENDENT'S COMMENTS

Dr. Wittwer thanked the board and the district for their efforts to put the children first. He also welcomed everyone back from holiday break. He discussed the biennium budget and the financial challenges facing the district. Dr. Wittwer also discussed the new governor and the possibility of reinstating the five calamity days.

BOARD'S COMMENTS

Mr. Pochard asked if the board would receive the Transition Team's recommendations by the end of the month. Mr. Kupferberg replied that they would have them ready by the end of January. Mr. Pochard also asked where Findlay City Schools was on the drug testing information. Dr. Wittwer reported that Mrs. Swartz was out of district and he would get back with the board on this matter soon.

2011-01-006 Executive Session

It was moved by Mr. Shrader, seconded by Mrs. Dysinger to go into executive session to discuss employment of personnel and upcoming negotiations at 6:23 p.m.

Roll call: Mr. Shrader, aye; Mrs. Dysinger, aye; Mr. Hoffman, aye; Mrs. Lockard, aye; Mr. Pochard, aye. President Hoffman declared the motion carried.

The Board of Education returned to regular session at 7:45 p.m.

2011-01-007 ADJOURNMENT

It was moved by Mr. Hoffman, seconded by Mrs. Lockard to adjourn at 7:46 p.m.

Roll call: Mr. Hoffman, aye; Mrs. Lockard, aye; Mrs. Dysinger, aye; Mr. Pochard, aye; Mr. Shrader, aye. President Hoffman declared the motion carried.

President

Treasurer

Read and approved January 24, 2011.