

**Board of Education Meeting  
November 21, 2005**

The Board of Education of the Findlay City Schools met in regular session at 7:00 p.m. in the Library at Findlay High School.

President Rothey called the meeting to order. Present were: Mrs. Brown, Mr. Cavallero, Mr. Miserlian, Mrs. Rothey, Mr. Shrader, Superintendent Wittwer and Treasurer Barnhart.

**CELEBRATIONS**

Congratulations to Marty Rothey who was named OSBA President-elect at the Capital Conference; special thanks to the staff at Washington and Jacobs schools for their work on the Clothe-a-Child program; POPS concert and Veteran's Dinner were incredible; congratulations to the Academic Quiz Bowl team; thanks to all of our teachers for their time in making parent/teacher conferences meaningful for parents; and the Chamberlin Hill Veteran's Day Program was wonderful.

**STAFF RECOGNITION**

Dr. Wittwer was presented with a framed certificate from the Buckeye Association of School Administrators for his exemplary leadership in Region 2.

**PUBLIC PARTICIPATION**

Gary Kapostasy addressed the board on behalf of the FEA. He noted that the FEA distributed pamphlets for parents for students in grades K-8 regarding homework; thanked the community for the gifts to support programs within the schools; thanked the coaches who work to support the development of students; congratulated the Board on the contract agreement with district custodians, maintenance, grounds personnel; and he said the FEA will review the board policies and dialogue with administration.

**2005-11-001 Approval of Minutes**

It was moved by Mr. Shrader, seconded by Mr. Miserlian to approve the minutes of the regular meeting on October 24, 2005.

Roll call: Mr. Shrader, aye; Mr. Miserlian, aye; Mrs. Brown, aye; Mr. Cavallero, aye; Mrs. Rothey, aye. President Rothey declared the motion carried.

**CORRESPONDENCE**

Dr. Wittwer distributed memos to staff on Thanksgiving and parent/teacher conferences.

**CONSENT ITEMS**

**2005-11-002 Consent Items A-N**

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

**CERTIFICATED PERSONNEL**

A. Leaves of Absence

The superintendent recommends that a leave of absence, without pay, be granted to the following certificated personnel:

Renee Zimmerly (Chamberlin Hill, Grade 3)  
Effective: 10/26/05 – 1/20/06  
Reason: Extension of Maternity Leave

Nicole Fort (Lincoln, Grade 5)  
Effective: 11/21/05 – 1/20/06  
Reason: Extension of Maternity Leave

B. Resignation

The superintendent recommends that the following resignation be accepted:

Brandon McCall (Glenwood, Grade 8)  
Reason: Family Relocation  
Eff: 12/23/05

C. Disability Retirement

The superintendent recommends that the following disability retirement be accepted:

Anne E. Newcomer  
Reason: Disability Retirement  
Eff: 12/1/01

D. 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 Teachers @ \$82.00/day

Rachel Adler	Sarah Stephans-Krupp	Stacy Sharp
Susan Copher	Laura Meyers	Vera Snelling
Shannon Extine	Gail Miller	Vicki Stuckert
Michelle Fraley	Kelly Parker	Derek Tong
Jacqueline Gray	Andrea Rolings	Christine Turner
Audrey Krebs	Jim Sidle	

2. Supplemental Duty Assignments

Jon Ammons – FHS, assistant athletic director @ \$6,426.64  
Bill Anast – Industrial Tech (7-12) department chairperson @ \$701.09  
Dean Kirian – FHS, academic quiz team advisor @ \$949.39  
Missy Kreiling – WV, co-student council advisor (1/2) @ \$350.55  
Tim Opp – FHS, strength coach (3/4 year) @ \$3,341.12  
Judy Pelphey – WV, elementary intramural director @ \$1,460.60  
Anne Rodgers – WV, co-student council advisor (1/2) @ \$350.55  
Jim Rucki – FHS, equipment manager @ \$4,966.04

3. Millstream Childhood Education and Care – Off-Site Supervision

Kay Stoner @ \$19.21/hr.

4. District Website Coordinator

Laura Julien  
Salary: \$19.21/hr (up to 5 hrs/wk.)  
Effective: 11/14/05 – 6/9/06

5. High School Helper Program

Nancy Baxter  
Stipend: \$500.00  
Effective: 2005/2006 school year

6. LAMP, II Coordinators (Paid from Adolescent Literacy Grants) @ \$2,000.00

Leslie Hancock, Central  
Connie Misamore, Donnell  
Melanie Smith, Glenwood

7. OHIO READS Coordinators

Kathy Conine – Whittier @ 2,000.00  
Kim Cosiano – Jefferson @ \$2,000.00  
Angela Geiser – Northview @ \$2,000.00  
Tracey Haygood – Washington @ \$2,000.00  
Jane Homan – Jacobs @ \$2,000.00  
Azah Pulcheon – Lincoln @ \$2,000.00  
Nicole Roach – Bigelow Hill @ \$1,000.00  
Sharon Smith – Bigelow Hill @ \$1,000.00  
Linda Van Der Molen – Chamberlin Hill @ \$2,000.00  
Heather Welty – Wilson Vance @ \$2,000.00

8. Adult Ed. Instructors – Effective: 2005/2006 School Year

Step 0 @ \$19.21/hour – Laurie Collert

9. Saturday School Instructors – Effective: 2005/2006 School Year

Step 0 @ \$19.21/hour – Marc Tuttle

E. Reclassifications

The superintendent recommends that the following employees be reclassified on the salary schedule, as indicated:

1. Administrative Position

Don Williams Jr. (Donnell, Assistant Principal)  
FROM: MA  
TO: MA+10  
Effective: 2005/2006 School Year

David Barnhill (Wilson Vance, Principal)  
FROM: MA+10  
TO: MA+20  
Effective: 2005/2006 School Year

2. Classroom Teacher

Melanie Smith (Glenwood, Social Studies)  
From: BA, Step 3 @ \$19,967.00 (3/5 time)  
To: BA, Step 3 @ \$33,279.00 (full time)  
Effective: 1/03/06

3. Reading Intervention Aides @ \$9.00/hour

Jennifer Cramer  
Leslie Hancock  
Vera Snelling

**CLASSIFIED PERSONNEL (F thru J)**

F. Resignations

The superintendent recommends that the following resignations be accepted:

Phil Bauer (FHS, co-girls freshman basketball coach)  
Effective: 10/27/05  
Reason: personal

Stephanie Baumgartner (Washington, noon hour monitor)  
Effective: 11/13/05  
Reason: Personal

Julie Gundy (Parent Mentor)  
Effective: 11/14/05  
Reason: personal

Jeff Holtzrager (FHS, freshman wrestling coach)  
Effective: 10/24/05  
Reason: personal

Matt Mercer (Central, assistant wrestling coach)  
Effective: 11/4/05  
Reason: personal

Amy Sleasman (Wilson Vance, lead cook)  
Effective: 10/17/05  
Reason: personal

G. Leave of Absence

The superintendent recommends that a leave of absence, without pay, be granted to the following classified personnel:

Luann Allen (Whittier, Food Service)  
Effective: 10/24/05 – 10/28/05  
Reason: Personal

H. Leave of Absence (FMLA)

The superintendent recommends that a leave of absence (FMLA) be granted to the following classified personnel:

Naomi Davis (Central, Food Service)  
Effective: 10/17/05 – 1/6/06  
Reason: Family Medical Leave Act

## I. 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. Network Administrator

Jason Ludwig  
Salary: \$48,116.00  
Effective: 10/31/05

2. Millstream Guidance Secretary

Holly Ramos  
Salary: Step 3 @ \$11.97/hour  
Effective: 11/28/05

3. Computer Lab Aide

Erik Potteiger (Central)  
Salary: Step 8 @ \$13.33/hour  
Effective: 11/28/05

4. Noon Hour Monitor @ \$8.14/hour

Bonny Robinson, Whittier

5. Substitute and/or Per Diem Employees

Gloria Alferos-Bonnett – substitute noon monitor @ \$8.00/hour  
Melanie Bommarito – substitute teacher aide @ \$9.00/hour  
Christine Bruce – substitute teacher aide @ \$9.00/hour  
Christine Bruce – substitute clerical @ \$9.00/hour  
Jane Callihan – substitute teacher aide @ \$9.00/hour  
Leanne Devore – substitute food service @ \$8.00/hour  
Deborah Eddington – substitute food service @ \$8.00/hour  
Jessica Fisher – substitute teacher aide @ \$9.00/hour  
Jessica Fisher – substitute clerical @ \$9.00/hour  
Sally Galliher – substitute food service @ \$8.00/hour  
Kim Hammer – substitute teacher aide @ \$9.00/hour  
Kim Hamilton – substitute noon monitor @ \$8.00/hour  
Judy Hurst – substitute food services @ \$8.00/hour  
Karen Hilkert – substitute teacher aide @ \$9.00/hour  
Cynthia Ikeremire – substitute teacher aide @ \$9.00/hour  
Cynthia Ikeremire – substitute clerical @ \$9.00/hour  
Amy Iliff – substitute food service @ \$8.00/hour  
Teresa Line – substitute clerical @ \$9.00/hour  
Kelly Parker – substitute clerical @ \$9.00/hour  
Erik Potteiger – substitute aide @ \$9.00/hour  
Amy Rackley – substitute clerical @ \$9.00/hour  
Amy Rackley – substitute teacher aide @ \$9.00/hour  
Holly Ramos – substitute clerical @ \$9.00/hour  
Sonya Ruiz – substitute food service @ \$8.00/hour  
Linda Sanchez – substitute food service @ \$8.00/hour  
Kathy Sayer – substitute food service @ \$8.00/hour  
Janet Sherman – substitute teacher aide @ \$9.00/hour  
Jan Stoops – substitute food service @ \$8.00/hour

6. 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, as 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 these 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 positions:

Jami Dellefield – FHS, cheerleading coach (basketball) @ \$1,416.78  
Joe Dunn – FHS, gymnastics coach @ volunteer  
John Frey – Central, assistant middle school wrestling coach @ volunteer  
Tony Gerig – Central, Head 8<sup>th</sup> grade boys' basketball coach @ volunteer  
Jeff Holtzrager – FHS, wrestling coach @ volunteer

Kathleen Price – FHS, academic quiz team advisor @ volunteer  
Jason Sibrel – Central, assistant middle school wrestling coach @ \$1,621.27

J. Reclassifications

The superintendent recommends that the following employees be reclassified on the salary schedule, as indicated:

Laura Almond  
FROM: \$12.62/hour, Step 6 (Central, Aide)  
TO: \$17.39/hour, Step 3 (FHS, Technical Aide)  
(plus \$.31 – computer certification and 4 weeks extended service)  
Effective: 11/22/05

Melody Bowman (Washington)  
FROM: Substitute Teacher Aide @ \$9.00/hour  
TO: Substitute Teacher Aide, Step 3 @ \$11.55/hour  
Effective: 10/18/05

Denine Cowden (Northview)  
FROM: Substitute Aide @ \$9.00/hour  
TO: Substitute Teacher Aide, Step 2 @ \$11.20/hour  
Effective: 11/2/05

Brooke Dunbar (Central)  
FROM: Substitute Teacher Aide @ \$9.00/hour  
TO: Substitute Teacher Aide, Step 2 @ \$11.20/hour  
Effective: 10/19/05

Angie Huston  
FROM: Substitute Food Service @ \$8.00/hour  
TO: Food Service Worker, Step 1 @ \$8.94/hour  
Effective: 11/3/05

Patti Iott (Transportation Aide)  
FROM: Substitute Aide @ \$9.00  
TO: Substitute Teacher Aide, Step 2 @ \$11.20/hour  
Effective: 10/18/05

Dustina Kuhlman (Donnell)  
FROM: Substitute Aide @ \$9.00/hour  
TO: Substitute Teacher Aide, Step 2 @ \$11.20/hour  
Effective: 10/18/05

Erica Streicher (Jefferson)  
FROM: Substitute Aide @ \$9.00/hour  
TO: Substitute Teacher Aide, Step 2 @ \$11.20/hour  
Effective: 10/18/05

Sue Taylor  
FROM: Substitute Food Service @ \$8.00/hour  
TO: Wilson Vance, Lead Cook, Step 1 @ \$9.00/hour  
Effective: 11/2/05

K. Monthly Financial Report

The superintendent recommends that the Monthly Financial Report for October 2005, be accepted as presented in EXHIBIT A.

L. Revised FABSS Discipline Policy

The superintendent recommends the adoption of the revised Discipline Policy for FABSS which will be included in the FABSS Parent Handbook, as shown in EXHIBIT B.

M. Acceptance of Gifts

The superintendent recommends the acceptance and written expression of appreciation for the gifts received, as listed below:

GIFT: 10 Fuji Digital 5.2 mp cameras, 10 carrying cases, 20 rechargeable batteries, 2 charging stations and 10 upgraded memory sticks (128mb)  
(Approximate value of \$2,424.62)  
TO: Jefferson Primary  
FROM: Jefferson/Chamberlin Hill PTO

GIFT: \$100.00  
TO: Chamberlin Hill Intermediate  
FROM: Su Chen Wang

GIFT: \$10.00  
TO: Chamberlin Hill Intermediate Veteran's Day Program  
FROM: Grant and Audrey Davis

GIFT: Scholastic Library (Approximate value of \$250.00)  
TO: Whittier Primary  
FROM: Meijer, Inc.

GIFT: In-kind Contribution (Approximate value of \$1,500.00)  
TO: Findlay High School Musical Program  
FROM: Marathon Oil Co. and Marathon Petroleum LLC

GIFT: \$1,455.00  
TO: Camp Discovery Scholarship; Newspaper, Sports and Yearbook Ads;  
Know Your Schools Sponsorship  
FROM: Marathon Oil Co. and Marathon Petroleum LLC

N. Computer Services – Effective: 2005/2006 School Year  
Sue Becker – 3 extended service days @ \$328.94/day  
August 5, 26 and 29, 2005

Roll call: Mr. Cavallero, aye; Mr. Shrader, aye; Mrs. Brown, aye; Mr. Miserlian, aye; Mrs. Rothey, aye. President Rothey declared the motion carried.

#### **ACTION ITEMS**

##### **2005-11-003 Strategic Plan**

It was moved by Mr. Miserlian, seconded by Mrs. Brown to approve the superintendent's recommendation for adoption of the Strategic Plan as shown in EXHIBIT C.

Roll call: Mr. Miserlian, aye; Mrs. Brown, aye; Mr. Cavallero, aye; Mrs. Rothey, aye; Mr. Shrader, aye. President Rothey declared the motion carried.

##### **2005-11-004 Agreement between the Findlay City Schools Board of Education and Local #175 of the Ohio Association of Public School Employees, AFSCME, AFL-CIO**

It was moved by Mr. Shrader, seconded by Mr. Cavallero to approve the superintendent's recommendation for adoption of the Agreement between the Findlay City Schools District Board of Education and Local #175 of the Ohio Association of Public School Employees, AFSCME, AFL-CIO, with changes as noted in EXHIBIT D. Also included in this recommendation is approval of a Memorandum of Understanding with OAPSE #175 regarding the position of delivery driver.

Roll call: Mr. Shrader, aye; Mr. Cavallero, aye; Mrs. Brown, aye; Mr. Miserlian, aye; Mrs. Rothey, aye. President Rothey declared the motion carried.

#### **DISCUSSION ITEMS**

A. Board Policy 2.02 – Use of Electronic Mail EXHIBIT E

Dr. Wittwer presented Board Policy 2.02 – Use of Electronic Mail.

B. Board Policy 7.11a – Family & Medical Leaves of Absence (FMLA) EXHIBIT F

Dr. Wittwer presented Board Policy 7.11a – Family & Medical Leaves of Absence (FMLA).

C. Board Policy 8.06 – Gifted Education, Identification & Service Options Policy EXHIBIT G

Dr. Wittwer presented Board Policy 8.06 – Gifted Education, Identification & Service Options Policy.

#### **REPORTS**

A. First 9-Week Enrollment Report EXHIBIT H

Dr. Wittwer presented the First 9-Week Enrollment Report.

B. Food Service Report – November 2005 EXHIBIT I

Dr. Wittwer presented the Food Service Report – November 2005.

#### **SUPERINTENDENT'S COMMENTS**

Dr. Wittwer noted that the Senior Citizen lunches and Veteran's Dinner were excellent opportunities to talk with community members. Linda Cusick had back surgery and is doing well. Plans are being made to revise the district website. Talks continue with the Traffic Commission about flashing lights in front of Glenwood and Washington schools. There are many holiday activities planned between now and Christmas.

**BOARD'S COMMENTS**

Mrs. Brown wished the Trojan Marching Band well for their trip to California; POPS concert was great; and she is excited about the strategic plan and utilizing the plan for decision making.

Mr. Miserlian thanked the Student Council for their help with the Veteran's Dinner and providing the teachers with breakfast and lunch during conferences.

Mr. Shrader congratulated John Cavallero and Eric Browning on their election to the school board.

Mrs. Rothey thanked the FEA for preparing the pamphlet on homework.

Mr. Cavallero applauded the efforts of the strategic planning team and expressed his support of the audit team to keep all of us accountable to the plan.

**2005-11-005 EXECUTIVE SESSION**

It was moved by Mr. Miserlian, seconded by Mr. Cavallero to recess to executive session to discuss the sale or purchase of property and employment of personnel @ 8:04 p.m.

Roll call: Mr. Miserlian, aye; Mr. Cavallero, aye; Mrs. Brown, aye; Mrs. Rothey, aye; Mr. Shrader, aye. President Rothey declared the motion carried.

The Board of Education returned to regular session at 9:45 p.m.

**2005-11-006 ADJOURNMENT**

It was moved by Mrs. Brown, seconded by Mrs. Rothey to adjourn at 9:46 p.m.

Roll call: Mrs. Brown, aye; Mrs. Rothey, aye; Mr. Cavallero, aye; Mr. Miserlian, aye; Mr. Shrader, aye. President Rothey declared the motion carried.

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President

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Treasurer

Read and Approved December 19, 2005.