

**Board of Education Meeting  
February 28, 2005**

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

President Rothery called the meeting to order. Present were: Mrs. Brown, Mr. Cavallero, Mr. Miserlian, Mrs. Rothery, Mr. Shrader and Superintendent Lotz. Absent were: Mr. Barnhart and Mr. Miserlian.

**2005-02-006 Appointment of Temporary Treasurer**

It was moved by Mr. Shrader, seconded by Mrs. Brown to appoint Jennifer Miller temporary treasurer.

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

**2005-02-007 Approval of Minutes**

It was moved by Mr. Shrader, seconded by Mrs. Brown to approve the minutes of the regular meeting on February 14, 2005.

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

**PUBLIC PARTICIPATION**

FEA President Dee Groman offered congratulations to Jo Wright, Kay Stoner and Herb Franks, Sr. on their retirements; noted testing will begin for students in grades 4-12 in the next few weeks; acknowledged reclassifications and community gifts; and she congratulated Candace Bundren on her successful grant proposal.

**CORRESPONDENCE**

There was none.

**CONSENT ITEMS**

**2005-02-008 Consent Items A-S**

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

**CERTIFICATED PERSONNEL**

A. Resignation

The superintendent recommends that the following resignation be accepted:

Nate Weihrauch - FHS, Assistant Boys' Track Coach	
Reason: Personal	Eff: 2/15/05

B. Retirements

The superintendent recommends that the following retirements be accepted:

Kay Stoner (Millstream East – Family & Consumer Science)	(30 years)
Reason: Retirement	Eff: 3/31/05
Josephine Wright (Washington, Special Education)	(24 years)
Reason: Retirement	Eff: 2/24/05

C. Leaves of Absence

The superintendent recommends that the following leaves of absence, without pay, be accepted:

Tom Leonard (FHS, Biology)	
Effective: March 8, 2005 - June 2, 2005	
Reason: Medical	

Marcella Ritter (FHS, Spanish)	
Effective: May 12 - 16, 2005	
Reason: Personal	

Nancy Sheaffer (Donnell, Grade 7)	
Effective: March 24, 2005	
Reason: Personal	

Wendy Shively (FHS, Special Education)  
Effective: Feb. 15 - March 9, 2005  
Reason: Maternity

Rebecca Wank (Jefferson, Grade 1/2)  
Effective: March 4 - March 24, 2005  
Reason: Maternity

D. Appointments

The superintendent recommends approval of the following appointments, 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, at salaries in accordance with the adopted salary schedules:

1. Substitute Teachers @ \$80.00/day

Ruth Couch  
Claire Freeman  
Tia Gruber

Rick Hatfield  
Daniel Hunter

Scott Kimmett  
Mark Walker

2. Adult Education Instructor

Step 0 @ \$18.89/hour - Tim Martin

3. Supplemental Duty Assignment

Melanie Smith - Glenwood, assistant 7th/8th grade girls' track coach @ \$1,574.09

4. Long Term Substitute Teacher

Leigh Ann Kuenzli - Washington, Special Ed. (Jo Wright)  
Salary: MA+15, Step 0 @ \$177.26/day  
Effective: February 24, 2005

E. Reclassifications - Effective: January 18, 2005

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

Jeanine Atkinson (Bigelow Hill, Grade 4)  
FROM: MA, Step 5 @ \$39,466.00  
TO: MA+15, Step 5 @ \$41,635.00

Lisa Baer (Millstream South, MH Class)  
FROM: BA+30, Step 6 @ \$38,799.00  
TO: MA, Step 6 @ \$41,119.00

Teresa Dailey (FHS, HI Class)  
FROM: BA+15, Step 3 @ \$33,359.00  
TO: BA+30, Step 3 @ \$34,290.00

Nancy Frankenfield (FHS, Art)  
FROM: BA+30, Step 11 @ \$46,315.00  
TO: MA, Step 11 @ \$49,387.00

Deb Wickerham (Chamberlin, Grade 5, Inclusion)  
FROM: MA, Step 27 @ \$56,852.00  
TO: MA+15, Step 27 @ \$60,525.00

Holly Wise (Whittier, Grade 1)  
FROM: BA+15, Step 5 @ \$36,218.00  
TO: MA, Step 5 @ \$39,466.00

F. Reclassification - substitute teacher (for salary purposes only)

The superintendent recommends that the daily rate of pay for the following substitute teacher, who has served in the same assignment for thirty (30) consecutive days, be changed as indicated:

Kathy Lowe - Jefferson, Grade 1/2 (Rebecca Wank)  
FROM: Substitute @ \$154.14/day  
TO: BA, Step 2 @ \$168.88/day  
Effective: February 22, 2005

**CLASSIFIED PERSONNEL (G thru J)**

**G. Retirement**

The superintendent recommends that the following retirement be accepted:

Herb Franks, Sr. (Central, Lead Custodian) (10-1/2 years)  
Reason: Retirement Eff: 4/01/05

**H. Leaves of Absence**

The superintendent recommends that the following leaves of absence, without pay, be accepted:

Todd Mantooth (FHS, Custodian)  
Effective: February 25 - May 31, 2005  
Reason: Medical

Yvonne Nowlan (Chamberlin, Food Service Worker)  
Effective: February 25, 2005  
Reason: Personal

**I. Appointments**

The superintendent recommends approval of the following appointments, 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, at salaries in accordance with the adopted salary schedules:

**1. Substitute and/or Per Diem Employees**

Marjorie Huston - substitute clerical @ \$9.00/hour  
Bill Recker - substitute bus driver @ \$11.50/hour  
Angela Tesnow - substitute noon hour monitor @ \$8.00/hour

**2. FABSS Program Director**

Tiffani Murray-Hogrefe  
Salary: \$28,325.00  
Effective: 2005/2006 School Year

**3. FABSS Summer Director**

Darlene Herzog  
Salary: \$3,780.00  
Effective: June 8 - August 26, 2005

**4. FABSS Assistant Director/FABSS Summer Director**

Heidi Bruns  
Salary: \$3,255.00  
Effective: June 8 - August 26, 2005

**5. FABSS Summer Aides @ \$7.15/hour  
(Effective: June 6 - August 26, 2005)**

Amber Harmon Jonathon Hart Marlene Jackson  
Beth Schnipke

**J. Reclassifications**

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

Nichole Conley  
FROM: \$13.41/hour, Step 3 (FHS, Custodian)  
TO: \$14.06/hour, Step 3 - \$.65/hr. lead pay (Whittier, Lead Custodian)  
Effective: February 7, 2005

Dustina Kuhlman  
FROM: Substitute Teacher Aide @ \$9.00/hour  
TO: Washington, Substitute Teacher Aide @ \$10.66/hour, Step 1  
Effective: February 10, 2005

**K. New Student Activity Budget**

The superintendent recommends approval of the New Student Activity Budget for #200-9410 - FHS, Hockeyettes as shown in EXHIBIT A.

L. Contract for Special Education and Related Services

The superintendent recommends approval of the contract between the Findlay City School District and the Seneca County Board of Mental Retardation and Developmental Disabilities for special education and related services provided to our students for the 2005/2006 school year, as shown in EXHIBIT B.

M. Adoption of Section 3 of the Board of Education Policy Book

The superintendent recommends adoption of the Policies and Procedures in Section 3 of the Board of Education Policy Book which were presented at the Board Meeting on February 14, 2005, as a Discussion Item.

N. Acceptance of Gift

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

GIFT: \$100.00 (to be used to purchase Sign Language Dictionaries for the Program at Chamberlin Hill Intermediate School)  
FROM: L.C.B.A. No. 115  
TO: Hearing Impaired Program of the Findlay City Schools

O. Summer School Fees

The superintendent recommends approval of the Summer School Fees which will remain the same as last year, as shown in the Brochure as EXHIBIT C.

P. FABSS Summer Registration and Parent Handbook for 2005

The superintendent recommends approval of the FABSS Summer Registration form and Parent Handbook for 2005, as shown in EXHIBIT D.

Q. Approval of Job Description for Director of Facilities

The superintendent recommends approval of the Job Description for Director of Facilities which was presented to the Board of Education at the February 14, 2005 Board of Education Meeting as Exhibit C.

R. Approval of Job Description for Director of Custodial Services

The superintendent recommends approval of the Job Description for Director of Custodial Services which was presented to the Board of Education at the February 14, 2005 Board of Education Meeting as Exhibit D.

S. Resolution of Commendation

The superintendent recommends adoption of the Resolution of Commendation for the following certificated employee who will soon retire:

Josephine D. Wright

EXHIBIT E

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

**ACTION ITEMS**

**2005-02-009 Resolution to Contract with Sabo/Limbach Energy Services**

It was moved by Mr. Shrader, seconded by Mrs. Brown to approve the superintendent's recommendation that the Resolution to contract with Sabo/Limbach Energy Services for the purchase and installation of energy conservation measures be approved as described in EXHIBIT F.

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

**2005-02-010 Acceptance of Grant**

It was moved by Mrs. Brown, seconded by Mr. Shrader to approve the superintendent's recommendation for acceptance of the Martha Holden Jennings Foundation Grant for \$1,600.00 to Candace Bundren, Fifth Grade Teacher at Lincoln Elementary School, for her "Exploration of Multi-Cultural Literature" Program as described in EXHIBIT G.

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

**2005-02-011 Approval to Engage The OSBA to Facilitate Superintendent Search for Findlay City Schools**

It was moved by Mr. Shrader, seconded by Mrs. Brown to engage the Ohio School Boards Association to facilitate the Superintendent search for Findlay City Schools.

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

**DISCUSSION ITEMS**

A. Central Middle School Student Handbooks EXHIBIT H

B. Donnell Middle School Student Handbooks EXHIBIT I

C. Glenwood Middle School Student Handbooks EXHIBIT J

Mr. Lotz presented the Middle School Student Handbooks to the board for review.

D. Section 4 Policies and Procedures

Mr. Lotz presented Section 4 Policies and Procedures to the board; Mr. Shrader recommended that the treasurer review due to the financial aspects of this section.

E. Alternative School

Mr. Lotz discussed the possibility of an Alternative School.

F. Superintendent Search

Mrs. Rothey and board members discussed the Superintendent search, and Mrs. Rothey accepted a motion to engage the Ohio School Boards Association to facilitate the Superintendent search.

**REPORTS**

A. Collaborative Learning EXHIBIT K

Sandy White discussed Collaborative Learning.

B. Food Service Report – December/January EXHIBIT L

Mr. Lotz presented the Food Service Report – December/January.

**SUPERINTENDENT'S COMMENTS**

Mr. Lotz thanked Sandy White, Linda Laux, Amber Meeks, Chris Whitson and Nancy Frankenfield for presenting the benefits of collaborative team time.

**BOARD'S COMMENTS**

Mrs. Brown expressed her thanks to all of the staff and community members who are serving on action teams for the strategic plan.

Mrs. Rothey congratulated the students participating in extra-curricular activities and wished best of luck as the athletic teams continue in tournaments.

**2005-02-012 ADJOURNMENT**

It was moved by Mr. Shrader, seconded by Mrs. Brown to adjourn at 7:55 p.m.

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

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President

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Treasurer

Read and Approved March 14, 2005.