

**Board of Education Meeting  
January 12, 2009**

The Board of Education of the Findlay City Schools met in regular session at 5:00 p.m. in the Library at Bigelow Hill Intermediate School.

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

**2009-01-001 Executive Session**

It was moved by Mrs. Lockard, seconded by Mr. Hoffman to go into executive session to discuss employment of personnel and the purchase/sale of real estate at 5:01 p.m.

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

The Board of Education returned to regular session at 6:00 p.m.

**2009-01-002 Nomination for President**

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

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

**2009-01-003 Nomination for Vice President**

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

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

**Oath for Officers and the Code of Ethics**

Mr. Barnhart administered the oath of office to Mrs. Dysinger and Mr. Hoffman (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**

**2009-01-004 Organizational Consent Items A-H**

It was moved by Mr. Hoffman, seconded by Mrs. Lockard to approve Organizational Consent Items A-H as follows:

A. Setting the date, time, and place of regular meetings.

January 12	Bigelow Hill Intermediate School - Library (Organizational Meeting)
January 26	Glenwood Middle School - Cafeteria @ 7:00 p.m. (Community Forum)
February 23	Northview Primary School - Gymnasium
March 9	Whittier Primary School - Gymnasium
March 23	Donnell Middle School - Cafeteria
April 13	Bigelow Hill Intermediate School - Library (Optional - last day of Spring Break)
April 27	Wilson Vance Intermediate School - Library
May 26	Jefferson Primary School - Gymnasium (Tuesday)
June 22	Marcyn Building - Training Room
July 20	Marcyn Building - Training Room
August 4 or 10	Marcyn Building - Training Room (BOE/Admin. Retreat - afternoon and evening)
August 24	Millstream East - The Cafe
September 14	Central Middle School - Library
September 28	Findlay High School - Library or Glenwood
October 12	Lincoln Elementary School - Library @ 7:00 p.m. (Community Forum)
October 26	Jacobs Primary School - Gymnasium
November 16	Northview Primary School - Gymnasium
December 14	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 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.

E. Appointment of a Parliamentarian - Dr. Paul Blaine

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

1. Representatives to Management Team Committees
  - a. Personnel – Mrs. Dysinger, Mrs. Lockard
  - b. Facilities – Mr. Pochard, Mr. Hoffman
  - c. Strategic Planning – Mrs. Dysinger, Mr. Pochard
  - d. Finance – Mr. Shrader, Mr. Hoffman
  - e. Policy – Mrs. Lockard, Mr. Hoffman
  - f. Technology – Mrs. Dysinger

2. Board Liaisons

- a. Legislative – Mr. Hoffman
- b. Ohio School Boards Association – Mrs. Lockard
- c. P.T.O. – Mrs. Dysinger
- d. Findlay Recreation Commission – Mr. Shrader
- e. Business Advisory Council – Mr. 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. Hoffman, aye; Mrs. Lockard, aye; Mrs. Dysinger, aye; Mr. Pochard, aye; Mr. Shrader, aye. President Dysinger declared the motion carried.

**CELEBRATIONS**

Pam Hamlin, Bigelow Hill Intermediate School Principal, presented several good things happening at Bigelow Hill Intermediate School. She also recognized the Board of Education for their dedication to the district. January is School Board Recognition Month. She presented each board member with a basket filled with goodies from each school.

Mr. Pochard celebrated Mark Ritzler and the Findlay High School football team for being recognized as one of 40 all Ohio academic teams with a GPA of 3.367. The football team was honored by the Ohio School Football Coaches Association (OHSFCA).

**PUBLIC PARTICIPATION**

FEA President Dee Groman thanked Dr. Wittwer for talking with the executive committee about policies and procedures, and also thanked him for listening to their input – another example of the open communication between the administration and the union; she encouraged people to write their legislator regarding the pending state funding cuts; thanked Linda Cusick for taking the time to drop off the information needed to her home; thanked the board members for all of their hard work and dedication to the district; and wished Dr. Blaine and Gary Fleming (Central, Custodian) well on their upcoming retirements.

**2009-01-005 Approval of Minutes**

It was moved by Mr. Shrader, seconded by Mr. Hoffman to approve the minutes of the regular meeting on December 17, 2008

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

**CORRESPONDENCE**

There was none.

**CONSENT ITEMS**

**2009-01-006 Consent Items A-T**

It was moved by Mr. Shrader, seconded by Mrs. Lockard to approve Consent Items A-T as follows:

**CERTIFICATED PERSONNEL**

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

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

Christina Qualls (Jacobs, Grade 2)  
Effective: 1/5/09 – 4/13/09  
Reason: Maternity Leave of Absence



H. Second Quarter Fringe Benefit Report, Financial Report, and Investment Report

The superintendent recommends that the 2009 Second Quarter Fringe Benefit Report, Financial Report and Investment Report presented by the Treasurer be accepted, as shown in EXHIBIT D.

I. 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: \$1,000.00  
FROM: Douglas Bonnoront  
TO: Findlay City Schools for Baseball Field Renovations

GIFT: Two (2) 15-foot Christmas Trees  
FROM: Wal-Mart  
TO: Findlay City School District

J. Approval of AP Statistics Course of Study

The superintendent recommends approval of the AP Statistics Course of Study which was presented to the Board of Education at the December 17, 2008 board meeting as Exhibit T.

K. Approval of Scope and Sequence for Teacher Mentorship Pilot Course of Study

The superintendent recommends approval of the Scope and Sequence for Teacher Mentorship Pilot Course of Study which was presented to the Board of Education at the December 17, 2008 board meeting as Exhibit U.

L. Approval of Principles of Finance Application for Pilot Course of Study

The superintendent recommends approval of the Principles of Finance Application for Pilot Course of Study which was presented to the Board of Education at the December 17, 2008 board meeting as Exhibit V.

M. Approval of Principles of Marketing Application for Pilot Course of Study

The superintendent recommends approval of the Principles of Marketing Application for Pilot Course of Study which was presented to the Board of Education at the December 17, 2008 board meeting as Exhibit W.

N. Approval of Modification of Engineering Drafting & Design #292 Course of Study

The superintendent recommends approval of the Modification of Engineering Drafting & Design #292 Course of Study which was presented to the Board of Education at the December 17, 2008 board meeting as Exhibit X.

O. Approval of Modification of Architectural Drafting & Design #392 Course of Study

The superintendent recommends approval of the Modification of Architectural Drafting & Design #392 Course of Study which was presented to the Board of Education at the December 17, 2008 board meeting as Exhibit Y.

P. Approval of the Revision of Introduction to CAD #297 Course of Study

The superintendent recommends approval of the Revision of Introduction to CAD #297 Course of Study which was presented to the Board of Education at the December 17, 2008 board meeting as EXHIBIT Z.

Q. Adoption of Textbook List

The superintendent recommends adoption of the Approved Textbook List which was presented to the Board of Education at the December 17, 2008 board meeting as Exhibit AA.

R. Adoption of Board Policies

The superintendent recommends adoption of the board policies, listed below, which were presented by the policy committee to the Board of Education at the December 17, 2008 board meeting as Exhibits BB thru FF:

Board Policy 7.04 - Staff Gifts and Solicitation	Exhibit BB
Board Policy 7.08 - Employment of Personnel for Co-Curricular/Extra-Curricular Activities	Exhibit CC
Board Policy 7.09 - Staff Ethics and Conduct	Exhibit DD
Board Policy 7.09a - Tutoring for Pay	Exhibit EE
Board Policy 10.12 - Complaints About School Personnel	Exhibit FF

S. Division of Liquor Control Permit Transfer

The superintendent recommends that the Board of Education request the Division of Liquor Control document show our objection to the issuance of this permit but we will not request a hearing, as shown in EXHIBIT E.

T. Resolution of Commendation

The superintendent recommends adoption of the Resolution of Commendation for the following classified employee who will soon be retiring:

Gary Fleming \_\_\_\_\_ EXHIBIT F

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

**ACTION ITEMS**

**2009-01-007 2010 Tax Budget**

It was moved by Mr. Hoffman, seconded by Mr. Pochard to approve the Treasurer's recommendation for approval of the 2010 Tax Budget as presented in EXHIBIT G.

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

**2009-01-008 Five-Year Forecast**

It was moved by Mr. Shrader, seconded by Mr. Pochard to approve the Treasurer's recommendation for approval of the Five-Year Forecast document as required by Section 5704.391 O.R.C. enacted as sub. H.B. 412 and presented by the Treasurer in EXHIBIT H.

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

**2009-01-009 Retirement**

It was moved by Mr. Hoffman, seconded by Mr. Shrader to approve the superintendent's recommendation that the following retirement be accepted:

Dr. Paul Blaine (Assistant Superintendent)	(4 years)
Reason: Retirement	Eff: 7/31/09

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

**DISCUSSION ITEMS**

**A. Possible Facilities Construction Project and Bond Issue under the Ohio School Facilities Commission's Exceptional Needs Program.**

Dr. Wittwer presented the possible facilities construction project and bond issue under the Ohio School Facilities Commission's Exceptional Needs Program.

**2009-01-010 Approve the Possible Facilities Construction Project and Bond Issue under the Ohio School Facilities Commission's Exceptional Needs Program.**

It was moved by Mr. Shrader, seconded by Mr. Pochard to approve the resolution requesting state consents to issue bonds of the school district; and to submit questions of such issuance to the electors. The Board is still deciding whether to put it on the May ballot or the August ballot. In order to go in May, the Board will have to take additional action in early February.

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

**B. Format for January 26 Community Forum at Glenwood Middle School**

Dr. Wittwer discussed the format for the January 26 Community Forum at Glenwood Middle School.

**REPORTS**

There was none.

**SUPERINTENDENT'S COMMENTS**

Dr. Wittwer reminded the board that the facilities committee would be meeting January 13, 2009 with the design team. He also shared a report from legal counsel regarding the Washington property. He informed the board that Sandy White, Secondary Curriculum Coordinator, would be retiring as of July 31, 2009. She will be hard to replace with her many talents and expertise. She has been a joy to work with.

**BOARD'S COMMENTS**

Mrs. Dysinger asked if there had been any changes in the crossing guard situation at Northview and Lincoln. Dr. Wittwer reported that a volunteer was helping direct in front of Lincoln Elementary School but there still were no crossing guards on Main Street.

**2009-01-011 Approval to Write a Resolution Regarding Crossing Guards**

It was moved by Mr. Shrader, seconded by Mrs. Lockard to approve Dr. Blaine to write a resolution out of consideration for student safety to have the City Council and City Administration reconsider its decision to remove crossing guards and submit it at the next council meeting. (Note: On January 13<sup>th</sup> the City Council Appropriations Committee agreed to reinstate four crossing guards until the end of this school year, thus making this action unnecessary.

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

**2009-01-012 Executive Session**

It was moved by Mr. Shrader, seconded by Mr. Hoffman to go into executive session to discuss employment of personnel and the purchase/sale of real estate at 7:50 p.m.

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

The Board of Education returned to regular session at 9:14 p.m.

**2009-01-013 ADJOURNMENT**

It was moved by Mrs. Dysinger, seconded by Mr. Hoffman to adjourn at 9:15 p.m.

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

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President

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Treasurer

Read and approved February 23, 2009.