

## **HICKSVILLE EXEMPTED VILLAGE BOARD OF EDUCATION**

### **Regular Board Meeting**

**May 8, 2017**

**6:00 p.m.**

The Hicksville Exempted Village School Board of Education met in Regular Session on Monday, May 8, 2017, at 6:00 p.m. in the Community Room. The meeting was opened by President Stephanie Mazur with Board members Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter present.

### **REGULAR BUSINESS**

Boy Scout Troop #216 was present to present the colors before the Pledge of Allegiance was recited. Craig Eiden noted he had recently spoken with the troop, and had encouraged them to attend a school board meeting to earn their “citizenship” badge. He noted Jennifer Caryer will also be speaking with a troop at a later date.

#### *Technology Report*

Matt Hoffman was present to give the following Technology report:

- ✓ Online Registration for Grades 1-12 is currently open.
- ✓ Phone Purchase
- ✓ Included in the packet is an agreement to purchase new phones for the school. The payment will be divided into three (3) equal payments of \$14,171.61. Once the phones are paid in full, as stated at a previous meeting, this will be a cost savings to the district as the district no longer received a yearly E-rate rebate to offset the cost of the current phone system.
- ✓ New teacher computers are currently being distributed. The Tech Department is hopeful they will all be distributed by next week.

#### *Principal Reports*

- Elementary Report

Kirsten Coffman, Assistant Elementary Principal, gave the Elementary report:

- ✓ State Assessments have been finished, with two (2) makeups to be

completed

- ✓ Big thank you for Miss Rachael Mann for her efforts during testing
- ✓ 5/8/17 Grandparents Day program
  - Grades 3-6 traveled to the Defiance Theater and Diehl Park in appreciation for their efforts and hard work in testing this year.
  - Grandparents Day program
- ✓ Kindergarten registration has been completed.
- ✓ 5/10/17 No 2-hour delay
- ✓ The Winning house is to be announced
- ✓ 5/12/17 Senior Citizen/Volunteer Brunch
  - District Art Show
- ✓ 5/22/17 Variety Show
- ✓ 5/23-5/24/17 4<sup>th</sup> Annual Hicksville Shake
  - 1<sup>st</sup> and 2<sup>nd</sup> rounds will be at Hicksville
  - 5/24/17 Top 5 candidates to be taken to an undisclosed location with a new panel of judges
  - TV Coverage
  - Encourage parents to follow Facebook for updates
  - Champion and runner-up will compete in Atlanta next year at the Ron Clark Academy's "shake"
- ✓ 5/26/17 Awards assembly for Grades 1-3 at 9:15 a.m.
- ✓ 5/30/17 Awards assembly for Grades 4-6 at 8:30 a.m.
- ✓ 2017-2018 Classes lists will be announced, and students grades K-5 will met their new teachers.
- ✓ Early dismissal last 3 days of class

Mr. Countryman requested Mrs. Coffman talk about the Response to Intervension ("RTI") process to provide accomodations for students. Mrs. Coffman noted she had attended a 2-day RTI workshop, and was happy that Hicksville had already implemented several of the recommended activities, but has since made the following update:

- ✓ Student records are shared on Google Drive
- ✓ Teachers update student recods as needed
- ✓ Helps with the progress of students
- ✓ Mr. Countryman thanked Mrs. Coffman for her efforts.

- Middle/High School Report

Andy Hunter, Assistant MS/HS Principal, presented the their report:

- ✓ 5/6/17 Prom
- ✓ 5/8/17 Grades 5-6/Junior High/High School Choir Concert
- ✓ 5/9/17 Senior Projects – presented to judges
- ✓ 5/10/17 2-hour delay has been cancelled
- ✓ 5/15/17 End-of-Year Band Concert
- ✓ 5/16/17 Seniors – 1<sup>st</sup> Annual Dominion Cup Challenge v. Paulding High School
- ✓ 5/17/17 Sports Physicals (after school)
- ✓ 5/18/17 Mock Crash (Juniors & Seniors)
- ✓ 5/19/17 Winning House (off-campus)
- ✓ 5/24/17 Senior Awards Banquet
- ✓ 5/25/17 Last Day for Seniors
- ✓ 5/31/17 Last Day of School
- ✓ 6/4/17 Commencement

Jeff Slattery, HS Principal, added:

- ✓ 2017-2018 Student Scheduling is running behind schedule due to deliberating whether or not the MS/HS would run on a 7 or 8 period schedule next year.
- ✓ They will run on an 8 period schedule next year.
- ✓ The goal is to have all students scheduled by 6/1/17.
- ✓ Thanked AP Tool for the program they help facilitate with students.
- Jennifer Caryer noted her son participated in the program, and was excited to show what he learned and experienced at night. She spoke very highly of the program, and
- ✓ Noted Mr. Gahagan, new English teacher for next year – replacing Mrs. Fleming, will be able to teach Comp I & II for college credit starting next year.
- ✓ The high school Summer School program will begin it's first of two (2) 2-week summer sessions on 6/5/17
- ✓ The middle school summer sessions will begin the first week of August.

Four County Career Center Report

Dennis Vetter presented the Four County report:

- ✓ A tentative agreement has been agreed to with the Association.
- ✓ 5/23/17 Senior Recognition at 9:00 a.m.

Superintendent's Report

Keith Countryman, Superintendent, discussed the following:

- ✓ He and Eric Bassett met with a surveyor regarding the lot on Arthur Street.
- ✓ He noted the surveyor believes there may be room for three (3) lots along Arthur Street.
- ✓ Marc Robinson at NWOCA is retiring.
- ✓ Revised Board policies will be on the June Board meeting for approval.

**CONSENT AGENDA**

Craig Eiden moved and Jennifer Caryer seconded to approve the consent agenda.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter

Motion carried 5 to 0.

**MINUTES AND FINANCIALS**

Dennis Vetter moved and Stephanie Mazur seconded to approve the following as stated:

1. Minutes from the regular board meeting and work session on April 10, 2017.

Treasurer's Report

1. Minutes from the regular board meeting and work session on April 10, 2017.

2. Treasurer's Report:

Melissa Tope, Treasurer, presented the following:

- ✓ The Auditor of State's report
- ✓ Workers' Comp premium quote of \$16,211 for 1/1/18-12/31/18
- ✓ Medicaid reimbursement of \$20,292 for FY14 final settlement.
- ✓ Awaiting inventory report – they are awaiting tech updates before they final their report.
- ✓ 5-Year forecast presentation

- ✓ Due to decreased income tax revenues, reduced state funding beginning in FY2018, and increased special education costs – the district is projected to deficit spend by \$1,071,573 in FY2018.
  - ✓ Dennis Vetter and Craig Eiden noted the bleak projection is not the fault of Ms. Tope as there are variables out of her control.
- a. Cash Reconciliation as of April 2017.
  - b. Financial Statements for April 2017.
  - c. Approve the attached changes to permanent appropriations.

3. Accept the following donations:

\$200.00 from Master Gardeners of Defiance County for Land Lab

\$300.00 from LaFleur DeTerre Garden Club for Land Lab

\$507.00 from Kiwanis Club of Hicksville for Grade 3 Book Program

\$600.00 from Hicksville Cub Scout Pack 28 for Land Lab

\$1,000.00 from Ohio State Eagles Charity Fund for Girls Basketball

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter

Motion carried 5 to 0.

Minda Jones moved and Jennifer Caryer seconded to approve the following as stated:

4. Recommend to approve the Five Year Forecast for the May 2017 submission to the Ohio Department of Education as presented.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter.

Motion carried 5 to 0.

### **EMPLOYMENT/CERTIFIED STAFF**

Dennis Vetter moved and Craig Eiden seconded to approve the following as stated:

- Recommend to non-renew the following contracts at the conclusion of the

2016-2017 school year.

Miranda Decator	Jay Mast
Kate Haggerty	Amanda Willitzer

- Recommend to non-renew all certified supplemental contracts at the conclusion of the 2016-2017 school year or at the end of the activity.
- Recommend to approve the following supplemental contracts for the 2017-2018 school year (pending certification and background check).

Mike Altman – Co-Head Jr. High Boys Basketball Coach  
Mike Altman – Co-Head Jr. High Boys Basketball Asst. Coach  
Dave Blue – Boys Basketball Assistant Coach  
Josh Freese – Head Girls Basketball Coach  
A.J. Klausing – Co-Head Jr. High Boys Basketball Coach  
A.J. Klausing – Co-Head Jr. High Boys Basketball Asst. Coach  
Rachael Mann – Head Jr. High Girls Basketball Coach  
Ryan Miser – Girls Basketball Assistant Coach  
Jarod Rosebrock – Elementary Student Council Advisor  
Tony Tear – Head Boys Basketball Coach  
Tony Tear – Boys Mini-Aces Basketball Coach

- Recommend to approve the following as substitute teachers for the 2017-2018 school year (pending certification and background check).

Ed Foster	Kevin Snyder
Paul Overmyer	Rick Straley
Pam Payne	Sue Strubing
Angie Provines	Nancy Swift

Jacqui Underwood

- Recommend to approve the employment of substitute teachers from the NwOESC list for the 2017-2018 school year. This includes any addendums to the original list as the year progresses.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter.

Motion carried 5 to 0.

### **ADDENDUM TO EMPLOYMENT/CERTIFIED STAFF**

Jennifer Caryer moved and Craig Eiden seconded to approve the following as stated:

- Recommend to accept the resignation from Casey Wilcox as Classroom Teacher effective May 8, 2017.
- Recommend to adopt and execute the separation agreement with Casey Wilcox effective immediately.

Vote: Ayes - Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter.

Motion carried 5 to 0.

### **EMPLOYMENT/CLASSIFIED STAFF**

Dennis Vetter moved and Craig Eiden seconded to approve the following as stated:

- Recommend to accept the resignation from Robin Bauer as Archery Director at the conclusion of the 2016-2017 school year.
- Recommend to non-renew all classified supplemental contracts at the conclusion of the 2016-2017 school year or at the end of the activity.
- Recommend to approve Kiersten Payne as a High School office helper for the summer of 2017 for a maximum of 30 hours at minimum wage.
- Recommend to approve Sidney Slattery as an Elementary School office helper for

the summer of 2017 for a maximum of 30 hours at minimum wage.

- Recommend to approve the following supplemental contracts for the 2017-2018 school year (pending certification and background check).

Shelly Commisso – Mat Maid Advisor  
Jon Diehl – Freshman Boys Basketball Coach  
Jason Keeley – Assistant Wrestling Coach  
James Miller – Head Wrestling Coach  
James Miller – Mini-Aces Wrestling Coach  
Jeff Ruoff – Jr. High Wrestling Coach  
Lorie Schroeder – Jr. High Girls Basketball Assistant Coach  
Pam Slattery – Elementary Yearbook Advisor

- Recommend to approve the following as volunteers for the 2017-2018 school year (pending certification and background check).

Pete Figgins - Wrestling  
Kara Johns – Girls Basketball  
Bob Weatherhead – Girls Basketball  
Clark Zartman – Girls Basketball

- Recommend to approve the following as classified substitutes for the 2017-2018 school year.

Heather Adams	Phil Slattery
Becky Bailey	Tom Slattery
Mike Bailey	John Smith

Nikki Balser	Annie Stairhime
Jennifer Bergman	Jerrica Steffens
Ed Foster	Rick Straley
Julie Hook	Sue Strubing
Jennifer Nelson	Nancy Swift
Pam Payne	Mike Villena

- Recommend to approve the employment of classified substitutes from the NwOESC list for the 2017-2018 school year. This includes any addendums to the original list as the year progresses.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter  
Motion carried 5 to 0.

**SERVICES AND AGREEMENTS**

Craig Eiden moved and Minda Jones seconded to approve the following as stated:

- Recommend to approve the 2017 premium payment to Ohio Bureau of Workers’ Compensation retro-active to December 30, 2016 in the amount of \$16,830.00.
- Recommend to approve a telephone purchase agreement with Microman. The total cost of said agreement is \$42,514.82, which will be divided into three installments. The first installment will be due after July 1, 2017.
- Recommend to approve service agreement with Northwest Ohio Educational Service Center (NwOESC) for paraprofessional services beginning July 1, 2017 and ending June 30, 2018. The estimated cost of service is \$700,233.52.
- Recommend to approve a service agreement with Healthcare Processing Consulting, Inc. (HPC), for the purpose of assisting the school district in procuring reimbursements for Medicaid eligible services provided by the district. This agreement will commence July 1, 2017 and end June 30, 2020. The compensation for services provided by HPC is \$3500.00 per year.
- Recommend to approve agreement of participation and consent for the Workers

Compensation Group Rating Program with Sheakley, Inc. as third party administrator from January 1, 2018 – December 13, 2018.

- Recommend to approve renewal agreement from Griffin Insurance for Voluntary Student Accident Insurance Program for the 2017-2018 school year. This policy is underwritten by Guarantee Trust Life.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter

Motion carried 5 to 0.

### **ADDENDUM TO SERVICES AND AGREEMENTS**

Jennifer Caryer moved and Stepahnie Mazur seconded to approve the following as stated:

- Recommend to approve an Office of Early Learning and School Readiness Preschool Special-Education-Waiver REQUEST to Exceed Center-based Teacher Caseload with Northwest Ohio Educational Service Center (NwOESC) providing services for for the 2016-2017 school year.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter

Motion carried 5 to 0.

### **OTHER BUSINESS**

Dennis Vetter moved and Minda Jones seconded to approve the following as stated:

- Recommend to approve the 2017 list of graduates, pending completion of all requirements.
- Recommend to approve the Safety Operations Plan for the school district.

- Recommend to approve the boys basketball team to attend an overnight trip to Bluffton, OH from June 13, 2017 – June 14, 2017 for a basketball shootout.
- Recommend to approve the girls basketball team to attend an overnight trip to the University of St. Francis in Fort Wayne, IN from June 15, 2017 – June 17, 2017 for a team camp.
- Recommend to approve the volleyball team to attend an overnight trip to Maumee, OH from July 21, 2017 – July, 22, 2017 for a team camp.
- Recommend to approve the volleyball team to attend an overnight trip to Pokagon State Park in Angola, IN from July 31, 2017 – August 1, 2017 for team building commitment night.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter

Motion carried 5 to 0.

### **OLD BUSINESS**

Teacher appreciation meal is scheduled for Friday, May 12<sup>th</sup> in the Mazzanine (10:30 a.m. - 12:30 p.m.).

### **DISCUSSION**

The June Board meeting is being rescheduled to June 7, 2017 at 6:00 p.m.

Jeff Slattery noted that a presentation will be made at the next board meeting regarding potential drug testing.

**EXECUTIVE SESSION**

Minda Jones moved and Dennis Vetter seconded to hold an executive session at 7:30 p.m. in order to consider the appointment, employment, dismissal, discipline, demotion, or compensation of a public employee or official, or issuing suspension, or termination of a license, or the investigation of charges or complaints against a public employee, official licensee, or regulated individual unless the public employee, official, licensee, or regulated individual requests a public hearing.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter  
Motion carried 5 to 0.

The Board returned to Regular Session at 8:38 p.m.

**ADJOURNMENT**

Dennis Vetter moved and Minda Jones seconded to adjourn this meeting until the next board meeting to be held on June 7, 2017 at 6:00 p.m.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, Dennis Vetter  
Motion carried 5 to 0.

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Board President

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Treasurer

