

HICKSVILLE EXEMPTED VILLAGE BOARD OF EDUCATION
Regular Board Meeting
June 7, 2017
6:00 p.m.

The Hicksville Exempted Village School Board of Education met in Regular Session on Monday, June 7, 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

Proclamations

Recognition of APT Manufacturing Solutions

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

PROCLAMATION

WHEREAS, APT Manufacturing Solutions has completed the 2016-2017 school year as an off-site educational facility for students interested in pursuing a future in manufacturing and engineering.

WHEREAS, it is especially desirous at this time to publicly express the appreciation of the Hicksville Administration and Board of Education and commend APT Manufacturing Solutions and their employees for their continued contribution to the Hicksville students involved in their program.

WHEREAS, it is proper and fitting to accord official recognition to this corporation for their outstanding community service to the students at Hicksville High School.

NOW, THEREFORE, we as the Administration and Members of the Hicksville Exempted Village Schools Board of Education, issue this proclamation as a tribute of appreciation from the entire Hicksville Exempted Village School District.

IN WITNESS THEREOF, we have hereunto subscribed our names and have properly entered this resolution into the minutes of the Hicksville Exempted Village Schools Board of Education meeting this 7th day of June, Two Thousand Seventeen.

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

Recognition of State Track Athletes

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

PROCLAMATION

WHEREAS, Michael Myers and Madison Siebenaler have completed the 2016-2017 season by qualifying for the State Track Meet; and

WHEREAS, it is especially desirous at this time to publicly express the appreciation of the Hicksville Administration and Board of Education and commend these athletes and their coaches for this fine achievement; and

WHEREAS, it is proper and fitting to accord official recognition to these athletes and coaching staff for this outstanding example of what dedication and talent can accomplish;

NOW, THEREFORE, we as the Administration and Members of the Hicksville Exempted Village Schools Board of Education, issue this proclamation as a tribute of appreciation from the entire Hicksville Exempted Village School District and urge our citizenry to approve and support those events that honor these fine young adults and the coaches for bringing recognition and honor to the Hicksville Exempted Village School District.

IN WITNESS THEREOF, we have hereunto subscribed our names and have properly entered this resolution into the minutes of the Hicksville Exempted Village Schools Board of Education meeting this 7th day of June, Two Thousand Seventeen.

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

Principal Reports

High School

Mr. Hunter noted the last month of school was busy with the following activities:

- 5/12/17 District Art Show
- 5/16/17 Dominion Cup – vs. Paulding
- 5/18/17 Mock Crash (Juniors & Seniors)
- 5/19/17 Winning House to Laser X (Esemplare was the “House winner”)
- 5/24/17 Senior Awards
- 5/31/17 Last Day of School
- 6/2-3/17 State Track Meet
- 6/4/17 Commencement

Mr. Slattery provided the following:
Thanked Mrs. Welling for her assistance in preparing for commencement.
“Back to School” forms are available online.

- 6/12-17/17 Band to Colorado Springs
- 6/12-6/22/17 HS Summer School Credit Recovery
- 7/10- MS Summer School Credit Recovery
- ACT Review – no teacher interested to teach program
- Recognize Mijana Mazur for her Senior Project
 - Riley’s thanked her for her efforts and support
- Recommend parents use RevTrack to pay for trip deposits

Elementary
Mrs. Coffman noted the following activities had taken place:

- 5/12/17 Art Festival
- Senior Citizen Banquet
- 5/19/17 House Celebration
- 5/31/17 “Meet the Teacher” was a great experience

Mr. Lichty noted:
5/23-24/17 4th Annual Hicksville Shake

- Thank you to everyone that helped
- 6th Grade teacher did a great job preparing students
- Thank you to the Hicksville Bank and CMH for creating a “tuition starter account” for the winners Katie Chapman and Joda Freese will be going to Atlanta in the fall to participate in the Naitonal Shake at The Ron Clarke Academy.
- Invited Mrs. Leon to luncheon with students
- Thank you to Admin team and office staff for their efforts

Mid-August Kindergarten Jump Start Camp (27 kids – 2 classrooms)

Thanks to Carrie Whetstine

Title I to lose approximately \$40,000 since Feds recalibrated their program. Ohio is to lose \$19 million in funding.

Handbooks not finalized yet.

Student fees will remain at \$55 for the 2017-2018 school year.

Four County Career Center Report

Dennis Vetter noted the following:

4CCC ratified a 3-year contrac with the union

Air Conditioners are still being discussed – still looking for funding source

\$40,000 was transferred into the cafeteria fund as it was slidding in to the red.

4CCC hoted the Regional Competition on their campus

Hicksville's Molly Feller placed high at the National competition

Mr. Vetter noted Four County has a strong IT program as it placed well at the National Competition

Superintendent's Report

Keith Countryman mentioned the following:

New cameras will be installed throughout the building over the next 5-6 weeks.

Land surveyed – possibly 3 lots to be sold at the site of the old elementary school

He noted he received thank you's from the teacher staff for the "Teacher appreciation" and "End of the Year" meals the Board of Education sponsored.

Applauded Mr. Joey Stevenson and Mr. Chris Gaghan for their efforts in the Art Festival

Custodians are currently working on summer cleaning

Eric Bassett will be meeting with the roof contractor – believe everything is fixed and to talk about potential future problems.

Jeff Shaffer has received several thousands of dollars in computer sales for the "Computer Buyback" program.

Noted the Income Tax levy may need to be placed back on the ballot soon to help with the deficit spending being projected in the 5-year forecast.

B. CONSENT AGENDA

Craig Eiden moved and Dennis Vetter seconded to approve the following consent agenda:

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis

Vetter.
Motion carried 5 to 0.

MINUTES AND FINANCIALS

Jennifer Caryer moved and Dennis Vetter seconded to approve the following as stated:

1. Minutes from the regular board meeting on May 8, 2017 and special board meeting on May 24, 2017.

2. Treasurer’s Report
Melissa Tope noted:
her request to approve three (3) new funds (as noted below in #3)
Noted the initial filing deadline for an Income Tax levy is 7/28/17
The final ESC billing was approximately \$700,000.
 - a. Cash Reconciliation as of May 2017.
 - b. Financial Statements for May 2017.

3. Recommend the Board approve the establishment of the following fund(s):

019-9004 STEM Account
200-9115 MS/HS Art Club
200-9721 Class of 2021 (Freshman)

4. Recommend the Board approve participation in the following federal funding projects for FY2018, establish accounts, and appropriate funds as indicated below:

HSTW (461-9018) Title I (572-9018)
IDEA B (516-9018) ESCE (587-9018)
Title II (590-9018)

5. Recommend the Board approve the following Petty Cash and Change Funds accounts for FY2018:

<u>Change Fund:</u>		<u>Petty Cash:</u>	
Café	\$60.00	Athletic Checking	\$3000.00
Elementary	\$50.00	High School	\$ 125.00
Treasurer	\$2150.00		

6. Approve final changes to Fiscal Year 2018 Permanent Appropriations as presented.

7. Approve the following Fiscal Year 2018 Temporary Appropriations:

80% of prior year’s expenses for all funds except state and federal grants

8. Accept the following donations:

- \$ 105.00 from Kiwanis Club of Hicksville for Art Department
- \$ 250.00 from The Wholesale House for Girls Basketball
- \$ 250.00 from Community Memorial Hospital for Gr. 6 Hicksville Shake
- \$ 358.40 from Hicksville Beautification Committee for Land Lab
- \$ 400.00 from Hicksville Athletic Boosters for Track
- \$ 500.00 from Hicksville Athletic Boosters for Girls Basketball
- \$ 500.00 from Paul & Denise Overmyer for scholarship in memory of Noah Karacson
- \$ 650.00 from The Hicksville Bank for Gr. 6 Hicksville Shake

Jennifer Caryer thanked all those that gave.

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

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

Board Resolution for Final Appropriations

BE IT RESOLVED by the Board of Education of the HICKSVILLE EXEMPTED VILLAGE School District, DEFIANCE County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2017, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year. (See Attachment).

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

Stephanie Mazur moved and Craig Eiden seconded to approve the following as stated:

Board Resolution for Temporary Appropriations

BE IT RESOLVED by the Board of Education of the HICKSVILLE EXEMPTED VILLAGE School District, DEFIANCE County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2018, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year. (See Attachment)

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

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

IT IS HEREBY CERTIFIED that the HICKSVILLE EXEMPTED VILLAGE School District has sufficient funds to meet the contract, obligation, payment, or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization

to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to maintain all personnel, programs, and services essential to the provision of an adequate educational program on all the days set forth in its adopted school calendar for the current fiscal year and for a number of days in the succeeding fiscal year equal to the number days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract or the current fiscal year plus the two immediately succeeding fiscal years, whichever period of years is greater.

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

EMPLOYMENT/CERTIFIED STAFF

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

- Recommend to accept the resignation from Travis Lichty as Elementary Principal effective July 31, 2017.

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

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

- Recommend to accept the resignation from Alisha Nye as Co-Cheerleading Advisor, Grades 7-8 at the conclusion of the 2016-2017 school year.
- Recommend to accept the resignation from Sharon Sweet as Co-Coronation Advisor, at the conclusion of the 2016-2017 school year.
- Recommend to approve Andrew Lawrence as Summer Credit Recovery Instructor to provide a maximum of 72 hours of credit recovery through the Digital Learning Center (HDL) at current hourly rate. Sessions will be held on the following dates from 8:00 a.m. – 12:00 p.m.

June 12 – June 16	July 10 – July 14
June 19 – June 22	July 17 – July 20

- Recommend issuing a one (1) year limited contract to Paul Overmyer as Classroom Teacher with seven (7) years experience at a Masters Degree for the 2017-2018 school year. This will be for 30% of a work day and shall be for the position of Co-Athletic Director.
- Recommend to approve the following supplemental contracts for the 2017-2018 school year.

Dave Blue – Head Girls Track Coach
Mike Blue – Hicksville Initiative House Leader (Esemplare)

Chris Gaghan – Hicksville Initiative House Leader (Setia)
 Joy Geiger - Hicksville Initiative House Leader (Coragem)
 Jeff Haught – Co-Athletic Director/Co-Ticket Manager
 Andrew Lawrence – Head Softball Coach
 Jay Mast – Co-Project More Advisor
 Paul Overmyer – Co-Athletic Director/Co-Ticket Manager
 Paul Payne – Head Boys Track Coach
 Missy Ruoff – Cheerleader Advisor, 9-12
 Joey Stevenson - Hicksville Initiative House Leader (Amitie)

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

Mike Altman – Cross Country

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

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

- Recommend to approve the following supplemental contract for the 2017-2018 school year.

Tim Shock – Head Baseball Coach

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

EMPLOYMENT/CLASSIFIED STAFF

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

- Recommend to accept the resignation from Amy Stabler as Co-Cheerleading Advisor, Grades 7-8 at the conclusion of the 2016-2017 school year.
- Recommend to accept the resignation from Missy Yoder as Co-Cheerleading Assistant at the conclusion of the 2016-2017 school year.
- Recommend to approve the following supplemental contracts for the 2017-2018 school year (pending certification and background check).

Nikki Miller – Co-Cheerleading Assistant
 Eddie Tunis – Jr. High Assistant Football Coach
 Sandy Zuber – Co-Project More Advisor

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

Rich Lysaght – Cross Country
 Pam Payne – Cross Country
 Zakk Witte - Football

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis

Vetter.

Motion carried 5 to 0.

ADDENDUM TO EMPLOYMENT/CLASSIFIED STAFF

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

- Recommend to approve Molly Shea as a classified substitute for the remainder of the 2016-2017 school year.

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

SERVICES AND AGREEMENTS

Jennifer Caryer moved and Dennis Vetter seconded to approve the following as stated:

- Recommend to approve the following rate for High School Summer 2017 classes.

\$60.00 per credit for Summer Credit Recovery through the
Hicksville Digital Learning Center (HDLC) per course.

- Recommend to approve a service agreement with Northwest Ohio Juvenile Detention, Training and Rehabilitation Center from July 1, 2017 thru June 30, 2018. Amount of service is \$38.00 per student, per week day for students assigned to NWOJDT & RC.
- Recommend to approve a service agreement with Central Ohio Medical Review (COMR), LLC for the purpose of the district procuring the medical review services and related therapy referrals for students who are undergoing evaluation, for, or receiving any of the related services of Occupational, Physical, or Speech/ Language therapies, or Audiology services as a component of their IEP service plan. The term of the agreement shall be for one year commencing July 1, 2017 and ending June 30, 2018. The cost of said services will be:

\$25.00 per medical review/referral for students with a single therapy
\$50.00 per medical review/referral for students with two therapies
\$75.00 per medical review/referral for students with three therapies
- Recommend to approve a Memorandum of Understanding (MOU), by and between Defiance College and Hicksville Exempted Village Schools from July 1, 2017 thru June 30, 2018, for the hosting of education intern and practicum students.
- Recommend to approve resolution to continue membership in the Ohio High School Athletic Association (OHSAA), for the 2017-2018 school year.
- Recommend to approve a service agreement with Defiance County Board of Developmental Disabilities (DCBDD), to provide educational services from August 2017 – June 2018. The district will be assessed \$3000.00 per student for the excess cost.

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

OTHER BUSINESS

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

- Recommend to approve the cross country team to attend an overnight trip to Brethren, MI from July 25, 2017 – July 27, 2017 for a team camp.
- Recommend to approve the participation in the National School Breakfast/Lunch Program, and the Title I and Title IIA Programs for the 2017-2018 school year.
- Recommend to approve the Activity Advisor and Coach Handbook for the 2017-2018 school year.
- Recommend to approve the athletic ticket price for the 2017-2018 school year.
- Recommend to approve the following new/revised Board of Education Bylaws/Policies:

0150 – Appointment to Joint Vocational School District Board
 2430 – District Sponsored Clubs and Activities
 2430.02 – Participation of Communit/Stem School Students in Extra-Curricular Activities
 2431 – Interscholastic Athletics
 2461 – Recording of District Meetings Involving Students and/or Parents
 2464 – Gifted Education and Identification
 2623 – Student Assessment and Academic Intervention Services
 3120.08 – Employment of Personnel for Co-Curricular/Extra-Curricular Activities
 3217 – Weapons
 3220 – Standards-Based Teacher Evaluation
 4217 – Weapons
 5111 – Eligibility of Resident/Nonresident Students
 5111.01 – Homeless Students
 5111.03 – Chidren and Youth in Foster Care
 5200 – Attendance
 5460 – Graduation Requirements
 5610 – Removal, Suspension, Expulsion, and Permanent Exclusion of Students
 5630.01 – Positive Behavior Intervention and Supports and Limited use of Restraint and Seclusion
 6320 – Purchases
 6423 – Use of Credit Cards
 6700 – Fair Labor Standards Act (FLSA)
 7217 – Weapons
 8210 – School Calendar
 8300 – Continuity of Organizational Operations Plan
 8305 – Information Security
 8310 – Public Records
 8320 – Personnel Files
 8330 – Student Records
 8452 – Automated External Defibrillators (AED)
 8500 – Food Services
 8510 – Wellness

9270 – Equivalent Education Outside the Schools &
Participation in Extra-Curricular for
Students Not Enrolled in the District

- Recommend to approve the following new/revised Board of Education Guidelines:
 - 3120B – Appointment of Personnel to Compensated Co-Curricular and Extra-Curricular Activities
 - 5111 – Admission to the District
 - 5111.01 – Homeless Students (Role of the Local Liaison)
 - 5111.03 – Children and Youth in Foster Care
 - 5610 – Suspension and Expulsion
 - 6423 – Use of Credit Cards
 - 8300 – Continuity of Organizational Operations Plan
 - 8305 – Collection, Classification, Retention, Access and Security of District Data/Information
 - 8305A – Information Security Responsibilities
 - 8305B – Information Security Incident Management
 - 8305C – Notification Information Security Incident
 - 8310B – Redaction of Non-Public Information/Records
 - 8320 – Personnel Records
 - 8330 – Student Records
 - 8452 – Use and Maintenance of Automated External Defibrillators
 - 8500D – Procedure for the Collection and Payment for Charged Meals
 - 8500E – Food Service Employee Health Reporting Procedure
- Recommend to extend recognition and appreciation to Community Memorial Hospital for providing 74 physicals to prospective athletes on Wednesday, May 17, 2017.

Roll Call: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, Stephanie Mazur, and Dennis Vetter.

Motion carried 5 to 0.

OLD BUSINESS

- Elementary Land Survey
- Open House – this fall

EXECUTIVE SESSION

Dennis Vetter moved and Jennifer Caryer seconded at 7:24 p.m. to hold an executive session at this meeting 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.

The Board returned to Regular Session at 8:22 p.m.

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

ADJOURNMENT

Minda Jones moved and Dennis Vetter seconded to adjourn this meeting until the next board meeting to be held on July 10th at 6:00 p.m.

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

Board President

Treasurer