

**HICKSVILLE EXEMPTED VILLAGE BOARD OF EDUCATION**  
**Regular Board Meeting**  
**August 14, 2017**  
**6:00 p.m.**

The Hicksville Exempted Village School Board of Education met in Regular Session on Monday, August 14, 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, and Stephanie Mazur present. Board member Dennis Vetter was absent.

**REGULAR BUSINESS**

*Director of Operations Report*

Eric Bassett, Director of Operations, noted the following items have been addressed over the summer:

- ✓ Cleaning of the facilities continues
- ✓ Stained ceiling tile have been replaced
  - Believe all leaks may have been resolved.
- ✓ D&D Coating will be in to resand and recoat the stairway banisters
- ✓ HVAC controls are working well
- ✓ Middle School gym floor has been refinished
- ✓ Pictures throughout the building have been changed
- ✓ New security cameras are still being installed
  - Vendor provided an additional 15 cameras free of charge
- ✓ Solar Field
  - Annual savings of approximately \$31,822.58 per year for 20 years
  - Install Summer 2018 – take approximately 6 weeks to install
  - Need 3-4 acres
  - Contractor will provide maintenance
  - After 20 years the school can either buy the equipment, opt to get rid of the solar field, or renew the agreement
  - Other area schools are looking into the same program include: Antwerp, Defiance, West Unity and Tinora.
  - Board was in agreement to proceed further with this project.

*Presentation – DARE*

Defiance County Sheriff Deputy Dana Phipps was present to discuss DARE Camp:

- ✓ He noted Hicksville hosted 86 campers in their 3<sup>rd</sup> year of hosting the program
- ✓ Campers went roller skating, swimming, and laser tagging
- ✓ Top 3 teams received a medal, and a bike was given away
- ✓ Keith Countryman thanked Mr. Phipps for his time and efforts with our community's youth.

### Technology Report

Jeff Shaffer, Technology Director, was present to discuss student laptops:

- ✓ He noted laptops would be available for pickup the week of fair (Monday 9am-12pm; Tuesday 12-3pm, Wednesday 3-6pm, and Thursday at Open House from 6-7pm).
- ✓ Anticipating 20 new students
- ✓ This year “family” usernames and passwords will be used rather than one for each student
- ✓ He recommended Nathan Arend be hired as the Tech Intern.
  - His job duties would include cleaning filters in projectors, trouble shooting other students’ issues, weekly events video, updating the school website, and STEM program assistance
  - This position would be paid minimum wage and would work 1 hour/day (during his Study Hall time) for the duration of the school year.

### Principal Reports

#### ✓ Elementary

- Kirsten Coffman, Elementary Principal, discussed the following:
  - “Tools for School” program has generated about \$3500 from local donations.
    - Thank you to the Hicksville Eagles, the United Way
    - The local supply drive was held on August 10<sup>th</sup> – thank you to all that donated
    - She also extended a special thank you to Pam and Sydney Slattery for their assistance putting packages together.
    - Supplies will be distributed 8/21 and 8/22 to free and reduced meal students.
  - Kindergarten Camp started today (8/14/17)
    - Thank you to the United Way for their support
  - Open House: 8/22/17 6-7 pm Preschool – Kindergarten
    - 8/24/17 6-7 pm Grades 1-4

#### ✓ Middle School

- Andy Hunter, Middle School Principal, discussed the following:
  - Summer School helped 7 individuals successfully earn their credit
  - Welcomed new staff members – Kelly VanHorn, Christopher Olsen, and congratulated Robin Chamberlain and Laurie Turnbull on their new positions.

- 8/16/17 7<sup>th</sup> Grade Orientation
- 8/21-24/17 Laptop Pickup
- 8/24/17 Open House
- 8/28/17 First Day

#### ✓ High School

- Jeff Slattery, High School Principal, discussed the following:
  - Principal restructuring to help the district be more efficient
  - Nancy Mills replaces Jen Ripke
  - Aces Hotline & Superintendent Updates/Newsletter
    - Follow on Facebook and Twitter
  - Encourage parents to utilize RevTrak & Square systems to make payments to the school rather than cash.
  - Welcomed Andy Gahagan as the new English teacher
  - Wish student athletes the best this season
  - Thanked Jake North and John Haggerty for their assistance
  - Attendance
    - Will be working on a county wide plan and policy to deal with absence
  - Graduation requirements for the Class of 2018 provide for additional pathways

#### Four County Career Center Report

Keith Countryman noted Dennis Vetter was not present, but noted the Four County Board would be meeting next week.

#### Superintendent's Report

- ✓ 7/15/17 Alumni Banquet
- ✓ 8/3/17 Administraive Conference
- ✓ 8/24/17 Teacher Breakfast & 1<sup>st</sup> Teacher Workday
- ✓ 8/25/17 2<sup>nd</sup> Teacher Workday
- ✓ 8/30/17 Kindergarten Starts

#### ✓ Bus Routes

- Minor changes – routes will be in paper next week and at open house
- Drivers to contact new students

- Asked parents to be flexible as town construction may delay routes

✓ Huber Theatre

- He would like the school to be one of five sponsors to help pay off the Huber's mortgage
- Proposed the High School and Elementary Drama clubs put up \$1500 each (or \$3000 cumulative) for five (5) years as the school utilizes this building several times every year
- This is NOT General Fund money, but rather a contribution from the clubs.
- Should the clubs not have \$1500 to apply towards the yearly contribution, the Huber agrees to waive the rental cost of the building.

✓ Survey

- 3 plots – 18,104 sq. ft. each
- Per Board policy, the Board the property must be sold at public auction.
- The Board would like to sell the property yet this fall or early spring

### **CONSENT AGENDA**

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

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

Motion carried 4 to 0.

### **MINUTES AND FINANCIALS**

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

1. Minutes from the special board meeting on July 5, 2017, and regular board meeting on July 10, 2017.
2. Treasurer's Report  
Melissa Tope, Treasurer/CFO, noted the following:
  - ✓ Net income tax revenue was up 27% for the 2<sup>nd</sup> Quarter of 2017 from last year at this time.
  - ✓ New requisition system is in place, and have received positive feedback from staff.
  - a. Cash Reconciliation as of July 2017.
  - b. Financial Statements for July 2017.
3. Accept the following donations:

\$ 200.00 from Jim Schmidt Family of Dealerships for

Mini-Aces Volleyball  
\$ 500.00 from Hicksville Rotary Club for Tools for Schools  
\$ 1580.00 from United Way for Tools for Schools

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, and Stephanie Mazur.  
Motion carried 4 to 0.

**EMPLOYMENT/CERTIFIED STAFF**

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

- Recommend to approve the following as Title 1 Tutors for the 2017-2018 school year at a rate of \$115.00 with a maximum of 179 days; to be funded through Federal Title 1A Grant Funds.

Miranda Decator                      Jay Mast  
Amanda Willitzer

- Recommend to approve Kate Haggerty at a Title 1 Tutor for the 2017-2018 school year at a rate of \$57.50 with a maximum of 179 days; to be funded through Federal Title 1A Grant Funds.
- Recommend to approve the following supplemental contracts for the 2017-2018 school year.

Sandi Brown – District Mentor Coordinator  
Christopher Olsen – Elementary Musical Director

- Recommend to approve the following as District Mentors for the 2017-2018 school year.

Nathan Ferrell                      Lisa Savage

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, and Stephanie Mazur.  
Motion carried 4 to 0.

**EMPLOYMENT/CLASSIFIED STAFF**

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

- Recommend approve Sophie Clark as a High School officer helper for the summer of 2017 for a maximum of 30 hours at minimum wage.
- Recommend issuing a one (1) year contract to Trista Franklin as a Preschool Aide for the 2017-2018 school year.
- Recommend issuing a one (1) year contract to Elizabeth Knight as Custodian (2 hours per day), with zero (0) years experience, from August 28, 2017 to May 30, 2018.
- Recommend to approve the following as classified substitutes for the 2017-2018 school year (pending certification and background check).

Greg Slattery                      Carrie Vowles

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

Ashley Baum – Flag Instructor  
Amanda Ridgway – Freshman Class Advisor

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

Amy Haver – Gymnastics  
Kelley Kroeckel – Gymnastics  
Todd Shock - Football

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, and Stephanie Mazur.  
Motion carried 4 to 0.

#### **ADDENDUM TO EMPLOYMENT/CLASSIFIED STAFF**

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

- Recommend issuing a one (1) year contract to Greg Slattery as Bus Driver (1.75 hours per day), with zero (0) years experience, for the 2017-2018 school year.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, and Stephanie Mazur.  
Motion carried 4 to 0.

#### **SERVICES AND AGREEMENTS**

Minda Jones moved and Stephanie Mazur seconded to approve the following as stated:

- Recommend to approve an Education Option Program agreement with Wood County Juvenile Detention Center and the Juvenile Residential Center of Northwest Ohio for the 2017-2018 school year. Amount for service to be:  
  
\$64.00 per student per day for students assigned to JDC  
\$73.00 per student per day for students assigned to JRC  
\$50.00 per student per day for short-term students assigned to ALC  
\$55.00 per student per day for long-term placement over  
10 days for students assigned to ALC
- Recommend to approve an agreement with the Northwest Ohio Educational Service Center (NwOESC), to provide Resident Educator and Mentor services for the 2017-2018 school year.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, and Stephanie Mazur.  
Motion carried 4 to 0.

#### **OTHER BUSINESS**

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

- Recommend to approve Jennifer Caryer as delegate and Minda Jones (as alternate), for the Annual Business Meeting of the Ohio School Boards Association (OSBA) in November.
- Recommend to approve the HS/MS Handbook for the 2017-2018 school year.
- Recommend hiring Nathan Arend as the Technology Intern for one hour per day at minimum wage.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, and Stephanie Mazur.  
Motion carried 4 to 0.

**ADJOURNMENT**

Craig Eiden moved and Jennifer Caryer seconded to adjourn this meeting until the next board meeting to be held on Monday, September 11, 2017 at 6:00 p.m.

Vote: Ayes – Jennifer Caryer, Craig Eiden, Minda Jones, and Stephanie Mazur.  
Motion carried 4 to 0.

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Board President

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Treasurer/CFO

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