

RECORD OF PROCEEDINGS

Norwalk City School Board of Education
Regular Meeting

Minutes of

Held

June 9, 2015

The Norwalk City Board of Education met in REGULAR SESSION at the Norwalk High School Library on June 9, 2015. Board President John Lendrum called the meeting to order at 7:30 p.m. with the following Board members answering roll call: Mr. Kevin Cashen, Mr. John Lendrum, Mr. Steve Linder, Mr. Robert Ludwig and Mr. Ralph Ritzenthaler. Rev. Brian Oglesbee of First United Methodist Church shared the invocation and Mr. Lendrum led the group in the Pledge of Allegiance to the flag. Also in attendance were Dr. Will Folger, Interim Superintendent; Mrs. Sue Lehmann, Treasurer; Cary Ashby, *Norwalk Reflector*; principals, staff members, and community members.

ADOPTION OF THE BOARD AGENDA AND ADDITIONS

Mr. Cashen moved, seconded by Mr. Ludwig, for adoption of the Board Agenda and Addendum, noting that items 7 and 8 of the Superintendent's Report would be separated for discussion and voting. On roll call, voting yes: Mr. Cashen, Mr. Ludwig, Mr. Linder, Mr. Ritzenthaler, and Mr. Lendrum. MOTION PASSED, 5-0.

PERMANENT IMPROVEMENT REPORT

Mr. Dustin Brown provided an update of summer projects in progress.

TREASURER'S REPORT

Upon recommendation of Sue Lehmann, Treasurer, Mr. Ludwig moved and Mr. Cashen seconded for the approval of the following recommendations:

Approved Items:

1. May 2015 financial reports
2. Minutes of the May 12, 2015 regular session meeting
3. Donations received in May:
 - \$250 from Catering by Design for Teen Leadership Corps
 - \$20,793 from Norwalk Athletic Boosters to defray pole vault costs
 - \$100 anonymous for the athletic department
4. **Final** appropriations for FY15:

General Fund	\$27,139,262.63
Special Revenue	\$ 2,326,309.93
Debt Service	\$ 1,155,000.00
Capital Projects	\$ 897,746.00
Permanent Funds	\$ 12,150.00
Enterprise Funds	\$ 997,394.00
Agency Funds	\$ 123,965.00

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Private Purpose Funds	\$ 4,222.00
Total FY 15 Approp	\$32,656,049.56

5. **Temporary** appropriations for FY16:

General Fund	\$21,711,410.00
Special Revenue	\$ 1,861,048.00
Debt Service	\$ 924,000.00
Capital Projects	\$ 718,197.00
Permanent Funds	\$ 9,720.00
Enterprise Funds	\$ 797,915.00
Agency Funds	\$ 99,172.00
Private Purpose Funds	\$ 3,378.00
Total FY 16 Approp	\$26,124,840.00

6. Board Policies:

DCA.....Post Issuance Compliance
KH.....Public Gifts to Schools

On roll call, voting yes: Mr. Ludwig, Mr. Cashen, Mr. Linder, Mr. Ritzenthaler, and Mr. Lendrum. MOTION PASSED, 5-0.

Item(s) for Discussion

1. General Fund Update

PERSONNEL

Upon recommendation of Dr. Folger, Mr. Ludwig moved, seconded by Mr. Cashen for the approval of the following:

Approved items:

1. The employment of the following teachers, one-year contract, per the collective bargaining agreement, part 2, section F, "Working as a Retiree-Retirement Incentive" between the Norwalk Teachers Association and the Norwalk City School District Board of Education:

Laurie Haughawout, MA+15 bracket of the salary schedule, step 27
Mark Sindlinger, MA bracket of the salary schedule, step 27
Stephanie Zigo, MA bracket of the salary schedule, step 24

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2. Accept the resignation of **Chris Griffith**, Bus Driver, effective June 5, 2015
3. Employ **Jackie Kelley**, 86 S. Linwood Ave., Norwalk, OH 44857, Building Secretary, 0 years experience, step 3 on the salary schedule, 5 days per week, 5 hours per day, 187 days per year, effective August 24, 2015.
4. Employ **Mollie Wetherill**, Coordinator of the Ernsthausen Performing Arts Center, one year contract, up to 20 hours per week, at member rate, effective July 1, 2015 through June 30, 2016.
5. **Katy Laser**, substitute Coordinator of the Ernsthausen Performing Arts Center, at member rate, for the 2015-2016 school year.
6. **Extended time**, one year contracts for the following:

Roslyn Hashiguchi	Library	up to 10 days
Nancy Mesenburg	Secretary	up to 15 days
Kathy Raymond	Preschool	up to 05 days
Jeanette Roth	Preschool	up to 02 days
Michelle Sandor	Guidance	up to 20 days
Ray Scheid	Dean of Students	up to 10 days
Lindsey Silverwood	Preschool	up to 02 days
Rosalie Smith	Preschool	up to 02 days
Sandra Stewart	Guidance	up to 20 days
Stacy Thimke	Guidance	up to 15 days
Ratiba Kassabri	School Psychologist	up to 20 days
7. **Extended school year services**, 3 hours per week for not more than 10 weeks at member rate:

Lori Nutter	Sarah Furey	Steve Gray
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8. **OGT Summer Intervention:**

Jenn Gerber	Janet Koch	Becky Molnar
Barb Moore	Samantha Roberts	Callie Stanley
Sandi Stewart		
9. **Janet Peterson**, home instruction tutor for the 2015-16 school year
10. **Beverly Will**, Translation Services, member rate, for the 2015-16 school year.
11. **Cindy Penza**, VLA coordinator, at the approved rate for the 2015-16 school year.

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12. **VLA Instructors** for the 2015-16 school year (effective July 1, 2015):

Dan Bauman	Jackie Houck	Abby Korbas
Cindy Penza	Janet Peterson	Allison Sellers

13. **Entry Year Mentors** (Resident Educator Program), \$500 stipends for each teacher mentored:

Jaclyn Bauer: 1 teacher
Nancy Gfel: 2 teachers
Rachel Hipp: 1 teacher
Janet Koch: 1 teacher
Amy Krichbaum: 1 teacher
Stacey Opper: 1 teacher
Coral Smith: 1 teacher
Sue Sowders: 2 teachers

14. **Summer School teachers:**

Tracey Batey	Deb Elmer	Alan Furey
Sarah Furey	Danielle Harp	Katie Sholes

15. One-year contracts for the following **Para-Professionals/Educational Assistants**, effective August 21, 2015, for the 2015-16 school year: (All are 5 days unless otherwise noted)

Margaret Bleile	Special Needs	7.75
Carolynn Ciersezwski	Building	6
Dolores Cook	Building	6
Tina Davidson	Special Needs	6.25 (4 days per week)
Kimberly Gentzel	Low Incidence	8 (4 days per week)
Susan Haas	Educational	2 (job 2)
Dawn Hall	Building	7
Vickie Hemenway	Special Needs	6
Mary Hinckley	Special Needs	6.75
Lucy Hokes	Library	6
Pam Hoon	Special Needs	6.75
Suzanne Hostetter	Special Needs	6
Lynne Leber	Building	7
Jill Lieber	Special Needs	8
Kimberly Lieber	Building	7
Sophia Link	Special Needs	6
Jackie Kelley	Building	2.5

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Kathy Luc	Building	8
Sandra Meagrow	Library	8
Linda Moreno	Special Needs	7
Debra Moyer	Building	8
Sharon Myers	Building	8
Donald Nardecchia	Building	7
Patricia Nickoli	Special Needs	6.25
Beth Osborn	Special Needs	6.5
Ellen Ostheimer	Special Needs	8
Sandra Ratliff	Special Needs	7
Jackie Roth	Building Aide	6
Rebecca Scheel	Special Needs	6.75
Heidi Seidel	Special Needs	6.5 (3 days per week)
Susan Silcox	Special Needs	6.25 (4 days per week)
Jacquie Sindlinger	Building	8
Terry Snyder	Special Needs	6.75
Robin Thrash	Special Needs	6.5
Michelle Wise	Special Needs (ESL)	8

16. **Summer Tech Support** at \$8.10 per hour up to 320 hours each:

Jordan Cotterill Alex Penrose John Woods

17. Up to 40 hours at member rate for **Chris Jackson** for participating in summer training at Paxton Patterson, Sanford, NC, July 13 – 17, 2015

18. **LPDC Members** for 2015-2016, member rate:

Marcy Burns Janet Koch Michele McConnell

19. Supplemental or Special Contracts for the 2015-16 school year:

Norwalk High School:

Academic Team – Amie Swope – code 11 step 3

Art Club – Tracy VanBuskirk – code 15 step 3

Basketball (freshman girls head coach) – Brenda Friend – code 5 step 9

Class Advisor (freshman) – Jennifer Lark – code 16 step 1

Class Advisor (sophomore) – Chris Jackson – code 15 step 1

Class Advisor (junior) – Christina MacFarland – code 11 step 2

Class Advisor (senior) – Derek Pigman – code 10 step 3

Drama – Robyn Rogers – code 11 step 3

Faculty Manager – Laurel Rehnberg – code 6 step 3 (B)

Golf (girls head coach) – Don Nardecchia – code 5 step 6

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Key Club – Kim Majoy – code 14 step 3
Music Performance – Carol Mason – code 14 step 9
Music Performance – Emily Barger – code 14 step 0
Newspaper – Debbie Leffler – code 9 step 6
Robotics Club – Adam Leutenegger – code 11 step 3
Student Council – Rebecca Molnar – code 10 step 9
Yearbook – Leah Schuster – code 9 step 9

Norwalk Middle School:

Art Club – Heidi Helgeson – code 15 step 6
Basketball (boys 8th grade) – Chris Harkness – code 7 step 9
Basketball (boys 7th grade) – Tyler Smith – code 7 step 3
Basketball (girls 8th grade) – Steve Windau – code 7 step 9
Basketball (girls 7th grade) – Lindsay Webb – code 7 step 3
Football (7th grade) – Pedro Adam Feliciano – code 7 step 6
Football (8th grade) – Steve Traczek – code 7 step 0
Marching Band/Pep Band – Sandy Bennett – code 11 step 9
Student Council – Sue Silcox – code 14 step 3
Volleyball (7th grade) – Callie Stanley – code 7 step 3
Wrestling – Brad Hokes – code 7 step 2

Main Street School:

Student Council – Jessica Raymond – code 14 step 3

20. Assistant Coaches for the 2015-16 school year:

Basketball (asst varsity boys) – Thomas Foster – code 5 step 9
Basketball (asst varsity boys) – Nick Lee – code 5 step 6
Basketball (asst freshman boys) – Josh Schlotterer – code 5 step 3
Basketball (asst varsity girls) – Jill Fetherolf – code 5 step 6
Basketball (asst girls) – Jennifer Swartz – code 5 step 3
Football (asst varsity boys) – Dustin Baker – code 5 step 6
Football (asst varsity boys) – Jordan Horowitz – code 5 step 9
Football (asst varsity boys) – Christopher Jackson – code 5 step 9
Football (asst varsity boys) – Joseph Kaiser – code 5 step 3
Football (asst varsity boys) – Derek Pigman – code 5 step 9
Marching/ Pep Band (asst director) – Sandra Bennett – code 7 step 6
Soccer (asst varsity boys) – Jonathon Kijowski – code 6 step 3
Swimming (asst coach) – Amy Little – code 8 step 2
Tennis (asst varsity girls) – Ray Scheid – code 8 step 9
Wrestling (co-asst varsity boys) – Tim Grys – code 6 step 1
Wrestling (co-asst varsity boys) – Jim Linder – code 6 step 9

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21. Volunteers for the 2015-16 school year:

Norwalk High School

Basketball (asst boys) – Wes Sellers
Basketball (asst varsity boys) – Reid Shoop
Basketball (asst varsity girls) – Tim Jordan
Bowling (asst boys) – Brian “Keith” Cooper
Bowling (asst girls) – Nathan Whaley
Football (asst varsity boys) – Thomas Cook
Football (asst varsity boys) – Daniel Leber
Football (asst varsity boys) – Carlyle Smith
Football (asst varsity boys) – Joseph Widman
Football (asst varsity boys) – Jake Wasiniak
Football (asst boys) – Dillan Mullins
Golf (asst boys) – Jeff Todd
Golf (asst girls) – Nancy Bleile
Golf (asst girls) – Samantha Roberts
Soccer (asst varsity boys) – Jordan Rush
Soccer (asst varsity girls) – Sean Steffanni
Tennis (asst girls) – Janelle Linder
Tennis (asst girls) – David Rehnborg
Tennis (asst girls) – Erin Smetzer
Volleyball (asst varsity girls) – Ben Krupp
Wrestling (asst boys) – Ahmad Silmi

Pending Items:

B – FBI
C – CPR
F – Fundamentals of Coaching
N – Concussion Class
P – Pupil Activity Permit

22. Jessica Raymond to serve as Main Street School yearbook advisor and be paid a stipend of \$500 per year for the 2015-16 school year.

23. The employment of **Jordan Frado**, 495 Ridge Rd, Willard, Ohio, 44890, Teacher, 2 years experience, step 2 on the BA bracket of the teacher salary schedule, 1 year contract, effective August 21, 2015, pending completion and receipt of all requirements for employment.

24. The employment of **Ratiba Kassabri**, 907 30th Street, Apt. 8, Parkersburg, WV 26104, School Psychologist, 5 years experience, step 5 on the MA+45 bracket of the teacher salary schedule, 1 year contract, effective August 21, 2015, pending completion and receipt of all requirements for employment

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25. The employment of **Lauren Manuella**, 5 Monticello Drive, Apt 102, Athens, Ohio 45701, Speech Language Pathologist, 1 year experience, step 1 on the MA bracket of the teacher salary schedule, 1 year contract, effective August 21, 2015, pending completion and receipt of all requirements for employment.
26. The employment of **Luke McCoy**, 21 Ridgeview Circle, Milan, Ohio, 44846, Teacher, 0 years experience, step 0 on the MA bracket of the teacher salary schedule, 1 year contract, effective August 21, 2015, pending completion and receipt of all requirements for employment.
27. The employment of **Michelle Sandor**, 43 Oakwood Drive, Norwalk, Ohio, 44857, School Guidance Counselor, 9 years experience, step 9 on the MA bracket of the teacher salary schedule, 1 year contract, effective August 21, 2015, pending completion and receipt of all requirements for employment
28. The employment of **Ronda Schmenk**, 4211 Ferndale Dr., Sandusky, Ohio, 44870, Teacher, 7 years experience, step 7 on the MA bracket of the teacher salary schedule, 1 year contract, effective August 21, 2015, pending completion and receipt of all requirements for employment.
29. Approve an additional .50 time for **Carissa LaRoche**, Teacher (from .50 FTE to 1.0 FTE), effective August 21, 2015
30. Change in classification of **Jim Kerner**, from Bus Driver/Food Truck Driver/Custodian to Maintenance, step 6 on the classified salary schedule, effective June 10, 2015
31. Classified Substitute(s):
Hannah Koch, 1860 US Rte 20, West, Norwalk
32. Accept the resignation of Linda Parson, Bus Driver, effective June 15, 2015

On roll call, voting yes: Mr. Ludwig, Mr. Cashen, Mr. Linder, Mr. Ritzenthaler, and Mr. Lendrum. MOTION PASSED, 5-0

SUPERINTENDENTS REPORT

Upon the recommendation of Dr. Folger, Mr. Cashen moved, seconded by Mr. Ritzenthaler to approve the following Superintendent items:

Approved Items:

1. Board Policies
IKE-1*.....Mid-year promotion

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2. 2015-16 contract for Computer Support Services with NOECA, at contract costs of \$60,939.25
3. 2015-16 contracts for Technical Support Services with NOECA, at contract costs of \$94,135.20 and \$58,332.58
4. 2015-16 contract for Preschool Nursing Services with Huron County Public Health, approximately 25 hours at \$36.00 per hour
5. 2015-16 contract with Fisher-Titus Medical Center for Rehabilitative Therapy Services (Occupational and Physical Therapy/Autism services) at \$18.75 per quarter hour port-to-port
6. Contract Strategic Solutions to digitize student records for a total cost of \$11,025.00 and a cost of \$2,250.00 each year after, for software costs.
9. Boys and Girls Golf Teams: overnight stay at Findlay for preseason retreat
10. Volleyball Team to participate in Sunday scrimmage on August 16, 2015 at Notre Dame Academy
11. Sunday performance of the Spring 2015 Musical
12. Approve a request from the Norwalk Public Library for Mark Coriell to serve on the Board of Trustees, fulfilling the remaining term of Doug Clifford, through December 31, 2019
13. Resolution to accept the donation by the Norwalk Athletic Boosters of the William and Julia Reagan All-Sports complex (see attached)
14. 2015-16 contract with Fisher-Titus Medical Center for Athletic Training Services, at an estimated 550 hours, at \$30.75 per hour port-to-port, for a total cost of \$16,912.50

On roll call, voting yes: Mr. Ludwig, Mr. Cashen, Mr. Linder, Mr. Ritzenthaler, and Mr. Lendrum. MOTION PASSED 5-0

Mr. Ludwig moved and Mrs. Cashen seconded for the approval of items 7 and 8, noting the correction of the GPA for eligibility to be set at 1.5.

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7. 2015-16 **Trucker Talk** (Student Athletic Handbook)

8. 2015-16 **Athletic Handbook** (Coaches' Handbook)

On roll call, voting yes: Mr. Ludwig, Mr. Cashen, Mr. Linder, Mr. Ritzenthaler, and Mr. Lendrum. MOTION PASSED 5-0

Items for Discussion

1. Board Policies – 1st Reading:

FD.....Tax Issues (Also KBE)
GBR-R.....Family and Medical leave
IGCH.....College Credit Plus (Also LEC)
IGCH-R.....College Credit Plus (also LEC-R)
IKF.....Graduation Requirements
IKF-R.....Graduation Requirements (Opt Out)
JECBA.....Admission of Exchange Students
JECBA-R.....Admission of Exchange Students
JEFB.....Released Time Religious Instructions
KBE.....Tax Issues (Also FD)
LEC.....College Credit Plus (Also IGCH)
LEC-R.....College Credit Plus (Also IGCH-R)

2. Curriculum Reduction

3. Eligibility

Items for Information

1. Preschool Program was found to be in full compliance by the Ohio Dept. of Education

2. Stomping Grounds review – Brad Cooley, Callie Stanley and Carrie Beers

3. Bullying/Discipline Report

4. NOL All Sports Trophy – Final Standing 1st place – 4th year in a row!

5. Final Enrollment 2014-15: 2915

6. Legislative Report

7. EHOVE News

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EXECUTIVE SESSION

Mr. Cashen moved, seconded by Mr. Ritzenthaler to adjourn to executive session for:

Purpose 1: the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee, official or student or the investigation of charges or complaints against such individual, unless an employee, official or student requests a public hearing (the Board will not hold an executive session for the discipline of one of its members for conduct related to the performance of his/her official duties or for his/her removal from office);

Purpose 4: matters required to be kept confidential by State statutes or Federal law; and

Purpose 5: preparing for, conducting or reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment.

On roll call, voting yes: Mr. Cashen, Mr. Ritzenthaler, Mr. Ludwig, Mr. Linder, and Mr. Lendrum. MOTION PASSED 5-0

The board, Dr. Folger, Mrs. Lehmann moved into executive session at 8:18. Dr. Folger executive session at 8:40, Mrs. Lehmann exited executive session at 8:47.

There being no further business, Mr. Lendrum declared the meeting adjourned at 9:30.