

RECORD OF PROCEEDINGS

Norwalk City School District Board of Education

Minutes of

Regular Meeting

Held

October 9, 2018

The Norwalk City Board of Education met in REGULAR SESSION at the Norwalk High School, on October 9, 2018. Board President Lisa Wick called the meeting to order at 7:30 p.m. with the following Board members answering roll call: Mr. John Lendrum, Mr. Steve Linder, Mr. Ralph Ritzenthaler, Mrs. Beth Schnellinger and Mrs. Lisa Wick. Board President Wick led the group in the Pledge of Allegiance to the flag. Also in attendance: George Fisk, Superintendent; Joyce Dupont, Treasurer; Cary Ashby of the *Norwalk Reflector*; teachers, community members, students and parents.

ADOPTION OF THE BOARD AGENDA

Mrs. Schnellinger moved, seconded by Mr. Lendrum, to adopt the Board Agenda. On roll call, voting yes: Mrs. Schnellinger, Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, and Mrs. Wick. MOTION PASSED, 5-0.

EDUCATION SPOTLIGHT

The Stomping Grounds student group served strawberry smoothies and frozen hot chocolate frappes to the Board members while Mrs. Beers presented a slide show on what happens on a daily basis at Stomping Grounds, the student's objectives, and their donations to worthy causes.

PUBLIC PARTICIPATION

No public participation.

TREASURER'S REPORTS

Upon the recommendation of Mrs. Joyce Dupont, Treasurer, Mr. Lendrum moved, seconded by Mrs. Schnellinger, for approval of the following:

1. Waive the reading and approve the **minutes** of the

September 11, 2018	Regular Session Meeting
September 20, 2018	Special Session Meeting
2. September 2018 financial reports
3. Update estimated resources and appropriations for fy19 as follows:

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439 Public preschool state grant
Increase estimated resource and appropriation to \$112,000

451 Data connectivity state grant
Increase appropriation to \$10,800

516 IDEA Part B federal grant
Increase estimated resource and appropriation to \$679,244.81

461 High Schools That Work HSTW
Increase estimated resource and appropriation to \$5,000.00

599 Misc Title federal grant
Increase estimated resource and appropriation to \$48,723.29

4. Five Year Forecast

Norwalk City School District Huron County										
Schedule of Revenues, Expenditures and Changes in Fund Balances For the Fiscal Years Ended June 30, 2016, 2017 and 2018 Actual, Forecasted Fiscal Years Ending June 30, 2019 Through 2023										
	Actual				Average Change	Forecasted				
	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018			Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
Revenues										
1.010 General Property Tax (Real Estate)	\$7,650,463	\$7,102,410	\$7,253,991	-2.5%	\$7,399,071	\$8,777,052	\$5,372,593	\$5,372,593	\$5,379,371	
1.020 Tangible Personal Property Tax	0	514,315	529,669	0.0%	534,969	540,316	545,719	551,176	556,688	
1.030 Income Tax	2,057,340	2,094,876	2,240,902	4.4%	2,330,538	2,392,297	2,476,023	2,525,548	2,576,059	
1.035 Unrestricted State Grants-in-Aid	14,311,743	14,855,901	15,174,596	3.0%	15,316,581	15,316,581	15,316,581	15,316,581	15,316,581	
1.040 Restricted State Grants-in-Aid	963,665	619,322	647,573	7.2%	647,573	647,573	647,573	647,573	647,573	
1.045 Restricted Federal Grants-in-Aid - SF5F	0	0	0	0.0%	0	0	0	0	0	
1.050 Property Tax Allocation	928,668	923,922	920,150	-0.5%	920,150	929,352	924,705	920,061	915,481	
1.060 All Other Revenues	1,475,352	2,054,084	1,848,774	14.6%	1,757,938	1,775,505	1,753,290	1,811,193	1,829,305	
1.070 Total Revenues	26,987,431	28,167,840	28,613,657	3.0%	28,906,805	28,378,676	27,076,459	27,144,746	27,221,057	
Other Financing Sources										
2.010 Proceeds from Sale of Notes	0	0	0	0.0%	0	0	0	0	0	
2.020 State Emergency Loans and Advancements (Approved)	0	0	0	0.0%	0	0	0	0	0	
2.040 Operating Transfers-in	0	0	0	0.0%	0	0	0	0	0	
2.050 Advances-in	0	0	0	0.0%	0	0	0	0	0	
2.060 All Other Financing Sources	68,989	0	104,048	0.0%	107,255	0	0	0	0	
2.070 Total Other Financing Sources	68,989	0	104,048	0.0%	107,255	0	0	0	0	
2.080 Total Revenues and Other Financing Sources	27,056,420	28,167,840	28,717,705	3.0%	29,014,060	28,378,676	27,076,459	27,144,746	27,221,057	
Expenditures										
3.010 Personal Services	13,642,251	13,568,838	14,260,090	2.3%	14,691,387	14,911,758	15,135,434	15,362,466	15,592,903	
3.020 Employees' Retirement/Insurance Benefits	5,669,619	5,699,174	5,852,931	1.6%	6,384,418	6,490,334	6,587,689	6,696,505	6,796,802	
3.030 Purchased Services	5,185,037	5,972,245	6,216,680	9.6%	6,200,318	6,076,312	6,062,388	6,088,470	6,094,559	
3.040 Supplies and Materials	820,029	1,139,025	1,044,278	14.6%	1,001,366	1,064,002	924,642	932,668	941,217	
3.050 Capital Outlay	520,267	582,722	574,680	5.3%	476,920	190,000	190,000	190,000	190,000	
3.060 Intergovernmental	0	0	0	0.0%	0	0	0	0	0	
Debt Service:										
4.010 Principal-All (Historical Only)	0	0	0	0.0%	0	0	0	0	0	
4.020 Principal-Notes	0	0	0	0.0%	0	0	0	0	0	
4.030 Principal-State Loans	0	0	0	0.0%	0	0	0	0	0	
4.040 Principal-State Advancements	0	0	0	0.0%	0	0	0	0	0	
4.050 Principal-HB 264 Loans	0	0	0	0.0%	0	0	0	0	0	
4.055 Principal-Other	0	0	0	0.0%	0	0	0	0	0	
4.060 Interest and Fiscal Charges	0	0	0	0.0%	0	0	0	0	0	
4.300 Other Objects	325,314	304,614	287,277	-6.0%	289,065	273,101	277,197	281,355	285,576	
4.500 Total Expenditures	26,172,517	27,266,618	28,239,936	3.9%	29,033,474	29,005,507	29,097,351	29,441,685	29,791,057	
Other Financing Uses										
5.010 Operating Transfers-Out	2,000	62,000	62,000	1500.0%	62,000	62,000	62,000	62,000	62,000	
5.020 Advances-Out	0	0	0	0.0%	0	0	0	0	0	
5.030 All Other Financing Uses	0	0	0	0.0%	0	0	0	0	0	
5.040 Total Other Financing Uses	2,000	62,000	62,000	1500.0%	62,000	62,000	62,000	62,000	62,000	
5.050 Total Expenditures and Other Financing Uses	26,174,517	27,328,618	28,301,936	4.0%	29,095,474	29,067,507	29,159,351	29,503,685	29,853,057	
6.010 Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	881,903	839,222	415,767	-27.6%	81,414	688,831	2,082,892	2,358,939	2,632,000	
7.010 Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Leves	4,462,840	5,344,743	6,183,965	17.7%	6,599,732	6,518,318	5,829,487	3,746,595	1,387,656	
7.020 Cash Balance June 30	5,344,743	6,183,965	6,599,732	11.2%	6,518,318	5,829,487	3,746,595	1,387,656	1,244,344	
8.010 Estimated Encumbrances June 30	199,429	57,562	127,685	25.3%	175,000	175,000	175,000	175,000	175,000	
Reservation of Fund Balance										
9.010 Textbooks and Instructional Materials	0	0	0	0.0%	0	0	0	0	0	
9.020 Capital Improvements	0	0	0	0.0%	0	0	0	0	0	
9.030 Budget Reserve	642,743	642,743	642,743	0.0%	642,743	642,743	642,743	642,743	642,743	
9.040 DPIA	0	0	0	0.0%	0	0	0	0	0	
9.045 Fiscal Stabilization	0	0	0	0.0%	0	0	0	0	0	
9.050 Debt Service	0	0	0	0.0%	0	0	0	0	0	
9.060 Property Tax Advances	0	0	0	0.0%	0	0	0	0	0	
9.070 Bus Purchases	0	0	0	0.0%	0	0	0	0	0	
9.080 Subtotal	642,743	642,743	642,743	0.0%	642,743	642,743	642,743	642,743	642,743	
10.010 Fund Balance June 30 for Certification of	4,502,571	5,483,660	5,829,304	14.0%	5,700,575	5,011,744	2,928,852	569,913	2,062,087	
Revenue from Replacement/Renewal Leves										
11.010 Income Tax - Renewal	0	0	0	0.0%	0	0	0	0	0	
11.020 Property Tax - Renewal or Replacement	0	0	0	0.0%	0	770,000	1,540,000	1,540,000	1,540,000	
11.300 Cumulative Balance of Replacement/Renewal Leves	0	0	0	0.0%	0	770,000	2,310,000	3,850,000	5,390,000	
12.010 Fund Balance June 30 for Certification of Contracts, Salary Schedules and Other Obligations	4,502,571	5,483,660	5,829,304	14.0%	5,700,575	5,781,744	5,238,852	4,419,913	3,327,913	
Revenue from New Leves										
13.010 Income Tax - New	0	0	0	0.0%	0	0	0	0	0	
13.020 Property Tax - New	0	0	0	0.0%	0	0	0	0	0	
13.030 Cumulative Balance of New Leves	0	0	0	0.0%	0	0	0	0	0	
14.010 Revenue from Future State Advancements	0	0	0	0.0%	0	0	0	0	0	
15.010 Unreserved Fund Balance June 30	4,502,571	5,483,660	5,829,304	14.0%	5,700,575	5,781,744	5,238,852	4,419,913	3,327,913	

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5. Auxiliary disposal request from Norwalk Catholic Schools for obsolete items.
6. Norwalk Eagles donation of \$2,500.00 toward the band trip.

On roll call, voting yes: Mr. Lendrum, Mrs. Schnellinger, Mr. Linder, Mr. Ritzenthaler, and Mrs. Wick. MOTION PASSED, 5-0.

PERSONNEL

Upon the recommendation of George Fisk, Superintendent, Mr. Ritzenthaler moved, seconded by Mrs. Schnellinger, to approve the following personnel recommendations:

1. The employment of **Margaret (Peg) Neat**, Special Needs Educational Assistant, step 0, 120-day probationary contract, effective October 10, 2018.
2. The employment of Certified and Classified Substitutes for the 2018-2019 school year:

Kaitlyn Greulich - Certified
Rebecca Missler - Certified
Diane Penwell - Certified

Bill Barber - Classified
Scott Campbell – Classified
Lois Ortner – Classified
Marsha Smith – Classified
Charity Van Meter - Classified

3. The supplemental contract employment of **Nick Lee** for the 2018-19 school year, NHS Boys Basketball, code 5, step 9.
4. The supplemental contract employment of **Brock Manlet** for the 2018-19 school year, NHS, Girls Basketball, code 2, step 6.

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5. The employment of the following special contracts for the 2018-19 school year:

Erin Cannon, NHS Swimming, code 5, step 3
Tracy Hivnor, NHS Wrestling, code 6, step 1
Tyler Smith, NHS Girls Basketball, code 5, step 2
Jen Swartz, NHS Girls Basketball, code 5, step 6

Craig Coe, NMS Boys Basketball, code 7, step 1
Dan Harp, NMS Wrestling, code 7, step 1
Rich Jubak, NMS Girls Basketball, code 7, step 2

6. The employment of Classroom Volunteers for the 2018-19 school year:

Tabitha Bleile
Deborah Bowers
Carol Phillips

On roll call, voting yes: Mr. Ritzenthaler, Mrs. Schnellinger, Mr. Lendrum, Mr. Linder and Mrs. Wick. MOTION PASSED, 5-0.

SUPERINTENDENT'S REPORT

Upon the recommendation of George Fisk, Superintendent, Mrs. Schnellinger moved, seconded by Mr. Lendrum, to approve the following:

1. Board Policies:

DBD - BUDGET PLANNING (FIVE YEAR FORECAST)
EBBA - FIRST AID
EFF - FOOD SALE STANDARDS
EFG - STUDENT WELLNESS PROGRAM
GA - PERSONNEL POLICIES GOALS
GCD - PROFESSIONAL STAFF HIRING
DJH - CREDIT CARDS
JFCJ - WEAPONS IN THE SCHOOL

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2. Director of Technology Secretary job description.
3. Support Services Secretary job description.

On roll call, voting yes: Mrs. Schnellinger, Mr. Lendrum, Mr. Linder, Mr. Ritzenthaler, and Mrs. Wick. MOTION PASSED, 5-0.

INFORMATION AND DISCUSSION ISSUES

Mrs. Wick shared news about Ehope and the services available at Ehope.

ADJOURNMENT

There being no other business, Mrs. Wick declared the meeting adjourned at 8:11 pm.

On roll call, voting yes: Mrs. Schnellinger, Mr. Ritzenthaler, Mr. Lendrum, Mr. Linder and Mrs. Wick. MOTION PASSED, 5-0.

MEETING ADJOURNED at 8:11 pm.

Lisa Wick, President

Joyce Dupont, Treasurer