

# **RECORD OF PROCEEDINGS**

Norwalk City School District Board of Education

Minutes of

**Regular Meeting**

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Held

June 19, 2018

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The Norwalk City Board of Education met in **REGULAR SESSION** at the Norwalk High School, on June 19, 2018. Board President Lisa Wick called the meeting to order at 7:30 p.m. with the following Board members answering roll call: Mr. Steve Linder, Mr. Ralph Ritzenthaler, Mrs. Beth Schnellinger and Mrs. Lisa Wick. Mr. John Lendrum was absent. Board President Wick led the group in the Pledge of Allegiance to the flag. Also in attendance: George Fisk, Superintendent; Joyce Dupont, Treasurer; teachers, community members, students and parents.

## **ADOPTION OF THE BOARD AGENDA**

Mr. Ritzenthaler moved, seconded by Mr. Linder, to adopt the Board Agenda with a change to place the levy resolution as a separate item. On roll call, voting yes: Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger, and Mrs. Wick. MOTION PASSED, 4-0.

## **PUBLIC PARTICIPATION**

There was no public participation.

## **TREASURER'S REPORTS**

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

1. May 2018 financial reports.
2. Waive the reading and approve the minutes of the Regular Meeting on May 8, 2018.
3. Contract with Central Ohio Medical Review to provide ordering, referring and prescribing services for the Medicaid in Schools program for the 2018-2019 school year at a cost of \$25.00 per referral for any service area.
4. Transfer \$60,000. from the 001 fund to the 006 cafeteria fund so food service does not end the fiscal year in a deficit.
5. Set-a-side transfer within the 001 fund of \$250,000. for textbook purchases.
6. Final FY18 Permanent Appropriations and FY18 Estimated Resources and FY19 Temporary Appropriations:

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### Final FY18 Permanent Appropriations

NORWALK CITY	
Appropriation Resolution Report	
APPROPRIATIONS RESOLUTION	
001 GENERAL	
100 PERSONAL SERVICES - SALARIES	14,291,387.58
200 EMPLOYEES RETIRE. & INSUR. BEN	5,854,538.85
400 PURCHASED SERVICES	6,481,259.08
500 SUPPLIES AND MATERIALS	1,149,483.08
600 CAPITAL OUTLAY	560,431.30
800 MISCELLANEOUS OBJECTS	284,116.29
900 OTHER USES OF FUNDS	62,000.00
<b>Total for 001 GENERAL</b>	<b>28,683,216.18</b>
002 BOND RETIREMENT	1,053,193.41
003 PERMANENT IMPROVEMENT	364,349.69
006 FOOD SERVICE	886,730.41
007 SPECIAL TRUST	82,102.20
008 ENDOWMENT	144,412.81
018 PUBLIC SCHOOL SUPPORT	118,974.40
019 OTHER GRANT	13,964.51
022 DISTRICT AGENCY	45,723.91
200 STUDENT MANAGED ACTIVITY	103,699.76
300 DISTRICT MANAGED ACTIVITY	278,623.57
401 AUXILIARY SERVICES	495,070.58
439 PUBLIC SCHOOL PRESCHOOL	127,550.68
451 DATA COMMUNICATION FUND	10,800.00
461 VOCATIONAL EDUC. ENHANCEMENTS	4,712.14
516 IDEA PART B GRANTS	709,344.11
551 LIMITED ENGLISH PROFICIENCY	30,474.08
572 TITLE I DISADVANTAGED CHILDREN	749,072.87
587 IDEA PRESCHOOL-HANDICAPPED	24,157.59
590 IMPROVING TEACHER QUALITY	95,968.20
599 MISCELLANEOUS FED. GRANT FUND	28,686.17
<b>Grand Total All Funds</b>	<b>34,050,827.27</b>

### Final FY 18 Official Amended Certificate of Estimated Resources

#### AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Rev. Code, Sec 5705 .36

Office of the Budget Commission, \_\_\_\_\_ Huron \_\_\_\_\_ County, Ohio.

\_\_\_\_\_ Norwalk \_\_\_\_\_ Ohio, \_\_\_\_\_ June 30, 2018 \_\_\_\_\_

To the Taxing Authority of NORWALK C.S.D.

The following is the amended official certificate of estimated resources for the fiscal year beginning July 1st, 2017 as revised by the Budget Commission of said County, which shall govern the total appropriations made at any time during such fiscal year:

FUND	Unencumbered Balance July 1, 2017	Taxes	Other Sources	Increase/Decrease	Total
General Fund	6,126,403.61	8,523,689.00	20,113,376.61		34,763,469.22
Special Revenue Funds	278,346.32		2,771,766.66		3,050,112.98
Debt Service Funds	1,548,968.42	1,054,910.00	20,401.57		2,624,279.99
Capital Projects Funds	535,039.01	451,418.00	10,923.94		997,380.95
Permanent Special Assmnt	21,392.02		7,036.49		28,428.51
Enterprise Funds	16,214.69		926,189.48		942,404.17
Internal Service Funds	1,458.71				1,458.71
Fiduciary Funds	384,974.74		227,527.97		612,502.71
<b>TOTAL</b>	<b>8,912,797.52</b>	<b>10,030,017.00</b>	<b>24,077,222.72</b>	<b>-</b>	<b>43,020,037.24</b>

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FY19 Temporary Appropriations

**\*\*\*Governmental Fund Types\*\*\***

GENERAL FUND

001 General Fund	28,771,278.00	
TOTAL GENERAL FUND		\$28,771,278.00

SPECIAL REVENUE FUNDS

007 Special Trust	26,625.00	
018 Public School Support	52,415.00	
019 Miscellaneous Local Grants	12,132.00	
300 Athletic Funds	235,000.00	
401 Auxilary Funds	491,267.00	
451 Data Communications	10,800.00	
461 High Schools That Work Fund	5,000.00	
516 IDEA Part B Fund	703,000.00	
551 Limited English Proficiency	15,000.00	
572 Title I Funds	677,000.00	
587 IDEA Preschool Handicapped Fund	28,000.00	
590 Title II-A Fund	90,000.00	
599 Miscellaneous Grants	1,000.00	
TOTAL SPECIAL REVENUE FUNDS		\$2,347,239.00

DEBT SERVICE

002 Bond Retirement Fund	1,024,937.50	
TOTAL BOND RETIREMENT FUND		\$ 1,024,937.50

CAPITAL PROJECTS

003 Permanent Improvement Fund	350,000.00	
TOTAL CAPITAL PROJECTS FUNDS		\$350,000.00

PERMANENT FUNDS

007 Special Trusts Funds	70,000.00	
TOTAL PERMANENT FUNDS		\$ 70,000.00

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## \*\*\*Proprietary Fund Types\*\*\*

### ENTERPRISE

006 Food Service Fund	938,350.00	
009 Uniform School Supply Funds	1,500.00	
<b>TOTAL ENTERPRISE FUNDS</b>		<b>\$939,850.00</b>

## \*\*\*Fiduciary Fund Types\*\*\*

### AGENCY FUNDS

022 District Agency Funds	15,000.00	
200 Student Activity Funds	75,000.00	
<b>TOTAL AGENCY FUNDS</b>		<b>\$ 90,000.00</b>

### PRIVATE PURPOSE TRUST FUNDS

007 Special Trust Private Purpose	1,500.00	
008 Endowment Funds	1,500.00	
<b>TOTAL PRIVATE PURPOSE TRUST FUNDS</b>		<b>\$3,000.00</b>

**TOTAL TEMPORARY APPROPRIATIONS – ALL FUNDS    \$33,596,304.50**

- Auxiliary disposal of April 2018.
- List of obsolete items for county wide auction, participation was approved at April 10, 2018 board meeting.
- Donations:

Scholarship donation from the Endowment Fund for the Norwalk City School District for \$55,004.79

Scholarship donation from Darrin & Lisa Hull for \$1,000.00 to the Tom Phillips Theatre Scholarship

Scholarship donation from Underground Utilities for \$7,000.00

Scholarship donation from the Norwalk Lions Club of \$655.00.

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On roll call, voting yes: Mrs. Schnellinger, Mr. Linder, Mr. Ritzenthaler, and Mrs. Wick.  
MOTION PASSED, 4-0.

Upon the recommendation of Mrs. Joyce Dupont, Treasurer, Mrs. Schnellinger moved, seconded by Mr. Linder, the following resolution of necessity:

WHEREAS, at an election on May 6, 2014, the electors of the School District approved an additional tax levy in excess of the ten-mill limitation in order to raise the amount of \$1,540,000 each calendar year for a period of five years for the purpose of providing for the emergency requirements of the School District, the last collection of which will occur in calendar year 2019; and

WHEREAS, this Board has determined that the continuation of the collection of that tax for an additional period of 10 years is necessary for the proper operation of the schools of the School District; and

WHEREAS, in accordance with Section 5705.03(B) of the Revised Code, upon receipt of a certified copy of a resolution of this Board declaring the necessity of a tax, stating its purpose, whether it is an additional levy, a renewal or a replacement of an existing tax, or the renewal or replacement of an existing tax with an increase or a decrease, the Section of the Revised Code authorizing the submission of the question of the tax, the term of years of the tax, that the tax is to be levied upon the entire territory of the School District, the date of the election at which the question of the tax shall appear on the ballot, that the ballot measure shall be submitted to the entire territory of the School District, the tax year in which the tax will first be levied and the calendar year in which it will be first collected and each county in which the School District has territory, and requesting such certification, the County Auditor is to certify the total current tax valuation of the School District and the number of mills required to generate a specified amount of revenue;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Norwalk City School District, County of Huron, Ohio, that:

Section 1. Board Declarations. This Board finds, determines and declares that the revenue which that be raised by all tax levies which this Board is authorized to impose, when combined with state and federal revenues available to this Board, will be insufficient to provide for the emergency requirements of the School District, and that it is therefore necessary to levy a tax in excess of the ten-mill limitation upon the entire territory of the School District in order to raise the amount of \$1,540,000 each year for a period of 10 years for that purpose.

Section 2. Submission of Question to Electors. Pursuant to Sections 5705.194 to 5705.197 of the Revised Code, there shall be submitted to the electors of the entire territory of the School District (the School District has territory only in the County of Huron), at an election to be held on November 6, 2018, the question of the renewal of an existing tax levy in excess of

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the tenmill limitation on all property in the entire territory of the School District subject to taxation by this Board, in order to raise \$1,540,000 each year, for a period of 10 years (commencing with a levy on the tax list and duplicate for tax year 2019 for first collection in calendar year 2020), for the purpose of providing for the emergency requirements of the School District, at the annual tax rate necessary to raise that amount.

Section 3. Certification and Delivery of Resolution to County Auditor. The Treasurer is directed to certify immediately a copy of this Resolution to the Huron County Auditor and the County Auditor is requested to certify the School District's total current tax valuation and the County Auditor's calculation of the annual levy, expressed in dollars and cents for each one hundred dollars of valuation, as well as in mills for each one dollar of valuation, throughout the life of the levy which will be required to produce the annual amount set forth above, which calculation shall be made in accordance with the requirements of Section 5705.195 of the Revised Code and any applicable rules, orders, or instructions of the State Tax Commissioner.

Section 4. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 5. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 6. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

On roll call, voting yes: Mrs. Schnellinger and Mrs. Wick. On roll call, voting no: Mr. Linder, Mr. Ritzenthaler, MOTION FAILED, 2-2.

## BOARD DISCUSSION

Mr. Linder stated he felt the emergency property tax levy was a band aid and the district should plan for the future. Mr. Ritzenthaler stated the amount he believed the earned income tax would have brought in over the preceding years in place of the property tax levy.

## PERSONNEL

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

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1. Employment of 1st year Teachers, effective August 21, 2018:

**Brian Depinet**, 1 year contract, BA150 bracket, step 1 of the certified salary scale, pending the completion of all employment requirements

**Klaryssa Seigley**, 1 year contract, BA bracket, step 1 of the certified salary scale, pending the completion of all employment requirements

2. **Adam Kreischer** - Resident Educator Coordinator, for the 2018-2019 school year.
3. Volunteer for the remainder of the 2017-2018 season of **John Nolan**, NHS Softball.
4. Extended time/School year services for **Samantha Roberts** up to 42 hours.
5. The employment of **Logan Brutcher**, effective May 16, 2018, certified substitute, as needed for the remainder of the 2017-2018 school year.
6. Summer help employment June 6, 2018 – August 22, 2018 at 12.50 per hour:

**Michelle Brown**  
**Jared Cook**  
**Bryson Haraway**  
**Athena Fessenden (pending rec't of diploma)**  
**Mary Ganzhorn**  
**Erica Leber**  
**Brian McKain**

**Lori Neuberger**  
**Jennifer Nickoli**  
**McKenzie Peterson**  
**Dan Robertson**  
**Greg Silcox**  
**Danielle Sommers**  
**Jennifer White**  
**Trevor Wright**

7. The employment of Mollie Wetherill, Ernsthausen Performing Arts Center Coordinator, one year contract, effective July 1, 2018 through June 30, 2019 at member rate.
8. Early Entrance/Kdgn Screening Meetings up to 10 hours each at member rate for 18-19 school year for the following staff:

**Lisa Berry**  
**Brenna Davis**

**Angela Enderle**  
**Jessica Enderle**

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**Petrina Kotsopoulos**  
**Jenika Reamer**  
**Katie Seitz**  
**Amanda Steinwart**

**Julie Weyer**  
**Roger Wilhelm**  
**Laura Winkler**

9. LPDC members at member rate:

2018-2019

**Marcy Burns**  
**Lori Griffith**  
**Janet Koch**

10. The employment of **Ashley Hillman** as a Home Instruction Tutor.

11. Employment - Supplemental/Special Contracts

contingent upon all coaching requirements met prior to coaching students:

## **Norwalk High School**

**Emily Barger**, Music Performance Advisor, code 14, step 3  
**Nancy Gfell**, National Honor Society Advisor, code 16, step 9  
**Chris Jackson**, Junior Class Advisor, code 11, step 3  
**Chris Jackson**, Shadow Club Advisor, code 4, step 3  
**Will Kish**, Marching/Pep Band Advisor, code 4, step 9  
**Debbie Leffler**, Newspaper Advisor, code 9, step 9  
**Kim Majoy**, Key Club Advisor, code 14, step 3  
**Rebecca Molnar**, Student Council Advisor, code 10, step 9  
**Carol Mason**, Music Performance Advisor, code 14, step 9  
**Derek Pigman**, Senior Class Advisor, code 7, step 6  
**Robyn Rogers**, Drama Advisor, code 11, step 6  
**Leah Schuster**, Yearbook Advisor, code 9, step 9  
**TJ Thomas**, Sophomore Class Advisor, code 15, step 1  
**Tracy VanBuskirk**, Art Club Advisor, code 15, step 6  
**Nathan Whaley**, Robotics Club Advisor, code 10, step 2

## **Main Street School**

**Stephanie Riggs** - Academic Challenge, code 16, step 0



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## **Pleasant Elementary**

**Odell Simpson** - Safety Patrol, code 16, step 2

On roll call, voting yes: Mrs. Schnellinger, Mr. Ritzenthaler, Mr. Linder, and Mrs. Wick.  
MOTION PASSED, 4-0.

## **SUPERINTENDENT'S REPORTS**

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

1. Board policies:

AFC-1 Evaluation of Professional Staff -OTES (also GNC-1)  
AFC-2 Evaluation of Professional Staff -Admin both Professional and Support  
(also GNC-2)  
GBQ Criminal Records Check  
IGCH College Credit Plus (also LEC)  
IGCH-R College Credit Plus Regs (also LEC-R)

2. Memorandum of understanding by and between the Norwalk City School District Board of Education and the Norwalk Teachers' Association regarding - Q. Substituting Reimbursement for substituting as outlined in this section will be at the "hourly rate for members" as designated on the salary schedule. Payment shall be made at the end of each quarter (changed from semester). .
3. Resolution authorizing membership in the Ohio High School Athletic Association for the 2018-2019 school year for Norwalk Middle School and Norwalk High School.
4. Contract with NOECA for 3 tech service contracts and software contracts.
5. Annual contract for Special Education Services provided by Positive Education Program for the 2018-19 school year.
6. Overnight football camps, Eastern Ohio Football camp, Sherrodsville, Ohio July 15-17, 2018.
7. Contract with Scenario Learning (Safe Schools) for the 2018-2019 school year.

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On roll call, voting yes: Mr. Ritzenthaler, Mrs. Schnellinger, Mr. Linder, and Mrs. Wick.  
MOTION PASSED, 4-0.

## **EXECUTIVE SESSION**

Mr. Linder moved, seconded by Mr. Ritzenthaler to move into executive session for the purpose of:

The employment of a public employee.

On roll call, voting yes: Mr. Linder, Mr. Ritzenthaler, Mrs. Schnellinger, and Mrs. Wick,  
MOTION PASSED, 4-0.

The board moved into executive session at 8:30 pm.

Let the record reflect the Board returned to open session at 8:35 p.m.

## **ADJOURNMENT**

There being no other business, Mrs. Wick declared the meeting adjourned at 8:35 pm.

On roll call, voting yes: Mr. Ritzenthaler, Mrs. Schnellinger, Mr. Linder and Mrs. Wick.  
MOTION PASSED, 4-0.

MEETING ADJOURNED at 8:35 PM.

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Lisa Wick, President

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Joyce Dupont, Treasurer