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**Tecumseh Local Board of Education**  
**Agenda – Budget/Calendar Hearing • Organizational and Regular Meeting**  
**January 10, 2017**

**5:30 p.m. Budget Hearing, 5:45 p.m. Calendar Hearing and 6:00 p.m. Organizational Meeting with regular meeting to follow**  
**Tecumseh High School - Arrow Conference Room**

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**BUDGET HEARING – 5:30 p.m.**

**CALENDAR HEARING – 5:45 p.m.**

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**I. OPENING – 6:00 p.m.**

- A. Call to Order by President Pro-tem Kurt Lewis.
- B. Pledge of Allegiance

**II. ORGANIZATIONAL MEETING**

Mr. Kurt Lewis was elected President Pro-tem on December 13, 2016.  
Mr. Lewis will conduct the meeting until a President is elected.

**Swearing in of Treasurer** (Debra Schock). The swearing in will be conducted by Superintendent, Norm Glismann.

**A. Roll Call** Ch \_\_\_ Le \_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_

**B. Election of President**

\_\_\_\_\_ nominated \_\_\_\_\_ as President of the Tecumseh Local Board of Education for 2017.

Further Nominations:

\_\_\_\_\_ nominated \_\_\_\_\_ as  
President of the Tecumseh Local Board of Education.

**Motion to Close Nominations**

\_\_\_\_\_ moved the nominations be closed.

Seconded by \_\_\_\_\_. Ch \_\_\_ Le \_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_

(Treasurer, Debra Schock will administer the President's Oath of Office.)

**C. Election of Vice President**

\_\_\_\_\_ nominated \_\_\_\_\_ as Vice President of the Tecumseh Local Board of Education for 2017.

Further Nominations:  
  
\_\_\_\_\_ nominated \_\_\_\_\_ as Vice  
President of the Tecumseh Local Board of Education.

**Motion to Close Nominations**

\_\_\_\_\_ moved the nominations be closed.  
Seconded by \_\_\_\_\_. Ch \_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Le \_\_\_\_\_

(Treasurer, Debra Schock will administer the Vice President’s Oath of Office.)

**D. Establish Meeting Date, Time, and Place**

The Tecumseh Local Board of Education will hold its regular meetings on the following dates:

- February 28, 2017 at 6:00 p.m.
- March 21, 2017 at 6:00 p.m.
- April 25, 2017 at 6:00 p.m.
- May 23, 2017 at 6:00 p.m.
- June 27, 2017 at 6:00 p.m.
- July 25, 2017 at 6:00 p.m.
- August 22, 2017 at 6:00 p.m.
- September 26, 2017 at 6:00 p.m.
- October 24, 2017 at 6:00 p.m.
- November 28, 2017 at 6:00 p.m.
- December 12, 2017 at 7:00 a.m.

and other special meetings which may be called in accordance with law. The meetings will be held in the Arrow Conference Room at Tecumseh High School unless otherwise stated.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_. Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**E. Board Appointments**

Liaison Appointments

- |                                  |                                 |
|----------------------------------|---------------------------------|
| _____ OSBA Legislative Liaison   | _____ Athletics Liaison         |
| _____ OSBA Legislative Alternate | _____ Music Liaison             |
| _____ Academic Hall of Honors    | _____ TEF                       |
| _____ CIP/Strategic Planning     | _____ Student Achievement       |
| _____ Negotiations Team          | _____ Finance Committee Liaison |

Adopt-A-School

- |                               |                               |
|-------------------------------|-------------------------------|
| _____ Donnelsville Elementary | _____ New Carlisle Elementary |
| _____ Park Layne Elementary   | _____ Tecumseh Middle School  |
| _____ Tecumseh High School    |                               |

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**G. Resolution Authorizing Superintendent/Treasurer to Hire, Accept Resignations, and Discipline between Board Meetings**

The board is requested to approve the standing authorization by the superintendent/treasurer for the 2017 calendar year, as presented:

Whereas, the Board recognizes that employment matters, particularly employment during the summer months, often need to move forward between board meetings, and legal counsel has recommended the adoption of the following resolution;

Now therefore, be it resolved that the Board hereby acts as follow:

To authorize the Superintendent and Treasurer, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's/Treasurer's offer.

To authorize the Superintendent and Treasurer, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's/Treasurer's acceptance.

To authorize the Superintendent and the Treasurer, on behalf of this Board, to impose discipline upon a teaching or non-teaching employee under their direction during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such discipline shall be deemed effective as of the date and time of the Superintendent's or Treasurer's imposing the discipline.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

The authorization provided by this resolution shall commence immediately and shall remain in effect until withdrawn by formal action of this Board.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

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*This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.*

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**I. JANUARY TECUMSEH LOCAL BOARD OF EDUCATION MEETING**

- A. Recognition of Guests
- B. Minutes of Previous Meeting – Enclosed are the minutes of the December 13, 2016 meeting for the Board's approval.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**II. COMMUNICATIONS**

- A. Written Communications
- B. Reports – Park Layne Elementary – Lucy Calkins Writing Program  
Kindergarten teachers Jennifer Hughes and Melinda McKibben
- C. Other Communications

**III. OLD BUSINESS**

None at this time.

**IV. NEW BUSINESS**

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**ADOPTION OF CONSENT CALENDAR — PERSONNEL**

*Action by the Board of Education in "Adoption of Consent Calendar" at this point of the agenda means that **Items A through D** are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.*

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**A. Resignation**

Cheryl Turner, Child Nutrition, Medway Elementary  
Effective December 16, 2016 Reason – Medical Disability

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**B. Employment - Classified**

The following individual is recommended for employment for the 2016-17 school year, as presented.

Sarah McCabe, Child Nutrition, Medway Elementary  
Effective January 5, 2017 Salary as presented

Shelby Day-Vincent, Lunchroom Monitor, Tecumseh Middle School  
Effective January 5, 2017 Salary as presented

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**C. Employment – Substitute 2016-17**

The board is requested to approve the following individual to be employed as  
A substitute on an as-needed basis for the 2016-17 school year, as presented.

Heather Hellwig – Certified  
Jeanna Hooks – Certified  
Corin Magee – Certified  
Tanya Harrison – Classified  
Heather Jamison – Classified  
Carol Stambaugh - Classified

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**D. Employment – Supplemental - Athletic**

For the 2016-17 school year, salary as per Negotiated Agreement

WINTER SPORTS PROGRAMS

HS Freshman Boys Basketball Coach	Jordan Hitt
HS Wrestling Assistant to the Head Coach	Bill Ennemoser
HS Swim Team Volunteer	Rebecca Wright

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

***ADOPTION OF CONSENT CALENDAR — PERSONNEL, ITEMS A-D***

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

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***ADOPTION OF CONSENT CALENDAR — ADMINISTRATIVE***

*Action by the Board of Education in "Adoption of Consent Calendar" at this point of the agenda means that  
Items E through I are adopted by one single motion unless a member of the Board or the Superintendent  
requests that any such item be removed from the "Consent Calendar" and voted upon separately.*

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**E. Resolution of Assurance**

The Tecumseh Local Board of Education must pass a resolution of assurance regarding compliance with Title VI of the Civil Rights Act 1964, Title IX of the Education Amendment 1973, Section 504 of Rehabilitation Act of 1975, the Age Discrimination Act of 1975, and all regulations, guidelines, and standards under the above statutes lawfully adopted by the U.S. Department of Education. It is recommended that the Board of Education pass a resolution of assurance of compliance with the above statutes.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**F. Coordinator — Title VI, Section 504, and Title IX**

The Tecumseh Local Board of Education is required to approve, on an annual basis, specific personnel to serve as coordinators for Title VI, Section 504, and Title IX. It is recommended that the following individuals be appointed for 2016.

Susan Wile — Coordinator Section 504

Paula Crew — Coordinator Title VI and Coordinator Title IX

Motion by \_\_\_\_\_.

Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**G. Service Fund**

The guidelines for the establishing of a board service fund per Ohio Revised Code 3315.15 are as follows:

"A board may establish a service fund to pay the expenses of board members actually incurred in the performance of their duties and the expenses of members-elect actually incurred in training and orientation from the date of their election to the date of administration of their oath office."

"The amount that may be set aside in a service fund to be used in paying expenses of board members is \$2 per pupil or \$20,000, whichever is greater."

It is recommended that the board approve the board service fund for the fiscal year July 1, 2017 to June 30, 2018, for \$20,000.

Motion by \_\_\_\_\_.

Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**H. Appoint Designee**

The board is requested to appoint Paula Crew, Assistant Superintendent, as the trained Ohio Public Records designee, as required by HB 9, on behalf of the Tecumseh Local School Board members for the period of January 1, 2017 through December 31, 2017, as presented.

Motion by \_\_\_\_\_.

Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**I. Policy 5113 – Inter-district Open Enrollment  
Policy 5113 F1-4 – Inter-district Open Enrollment Application/  
Notification/Parent Agreement**

The board is requested to adopt Policy 5113 – Inter-district Open Enrollment (including 5113 F1 thru 4) for the 2017-18 school year, as presented.

Motion by \_\_\_\_\_.

Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

***ADOPTION OF CONSENT CALENDAR — ADMINISTRATIVE, ITEMS E-I***

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

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***FINANCIAL***

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**J. Financial Reports**

The board is requested to review and approve for December 2016.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

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***ADOPTION OF CONSENT CALENDAR — FINANCIAL***

*Action by the Board of Education in "Adoption of Consent Calendar" at this point of the agenda means that Items K through N are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.*

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**K. Adopt Budget**

On or before January 10, 2017, the Board of Education must adopt a tax budget for the fiscal year beginning July 1, 2017. Also required is a board hearing, which was held earlier this evening. The adopted tax budget must be submitted to the County Auditor on or before January 20, 2017.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**L. Advances of Property Taxes**

The Board is requested to approve a request for the Clark County Auditor to distribute advance payments of tax dollars to the Tecumseh Local School District for the calendar year 2017. Tecumseh Local School District, in accordance with the aforementioned resolution, hereby requests the county auditor to distribute advance payments of tax dollars collected.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**M. Donations**

On a monthly basis, the board is requested to accept the following donations made to the Tecumseh Local School District:

TEF	Senior Luncheon	\$ 100.00
TEF	Mini-Grants	\$5201.00
Branhamn	PL – Pay it forward	\$ 100.00
Spfld Dist. Women's Bowling	THS Bowling	\$ 50.00

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**N. Fund Advances**

The board is requested to approve the following, as presented:  
Negative fund balances covered by unencumbered general fund balance.

001-000	\$4,507,876.99	12/31/2016
516	\$ ( 60,319.82)	
551	\$ ( 124.15)	
572	\$ ( 54,563.93)	
590	\$ ( 907.83)	

Total Negative \$ (115,915.73)

This resolution is to notify the board of education and show there are sufficient funds in the general funds to cover the negative grant funds.

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

*ADOPTION OF CONSENT CALENDAR — FINANCIAL, ITEMS K-N.*

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**V. PLANNING AND DISCUSSION**

- Board Visits/Tours

**O. Set Meeting Date, Time, and Place – Special Meeting**

Tour 1 — Date– March 3, 2017; Time – \_\_\_\_\_; Place – \_\_\_\_\_

Tour 2 — Date–March 24, 2017; Time – \_\_\_\_\_; Place – \_\_\_\_\_

Motion by \_\_\_\_\_.  
Seconded by \_\_\_\_\_ Sca \_\_\_ Sco \_\_\_ St \_\_\_ Ch \_\_\_ Le \_\_\_\_\_

**V. SUPERINTENDENT’S REPORT**

**VI. INFORMATION ITEMS**

- MLK Day – January 16 – No School
- All-County Board Dinner – January 23 6:00 pm Springfield Clark CTC
- Teacher Inservice – No School – January 27
- Joint Board Meeting – January 30 6:30 pm Bethel Township

**VII. COMMENTS AND QUESTIONS FROM BOARD MEMBERS**



**VIII. PUBLIC COMMENTS**

**IX. EXECUTIVE SESSION**

**X. ADJOURNMENT**

\_\_\_\_\_ moved to adjourn the meeting.

Seconded by \_\_\_\_\_ Sca\_\_\_\_ Sco\_\_\_\_ St\_\_\_\_ Ch\_\_\_\_ Le\_\_\_\_  
Meeting adjourned at \_\_\_\_\_.