

Minutes of the **SPECIAL MEETING** of **THE DOVER BOARD OF EDUCATION** of Dover, Ohio, held at the **HIGH SCHOOL BOARD ROOM** on **MAY 7, 2018** at **7:00 P.M.**

President Steve Mastin called the meeting to order. Roll Call: Ms. Jeannine Kennedy, Ms. Elizabeth Lauber, Mr. Randall Longacher, Mr. John Maxwell and Mr. Steve Mastin

34-18 Ms. Lauber motioned to approve the minutes of the April 9, 2018 Regular meeting. The motion was seconded by Ms. Kennedy.

Yeas: Ms. Lauber, Ms. Kennedy, Mr. Maxwell, Mr. Longacher, Mr. Mastin

35-18 Mr. Longacher moved and Mr. Maxwell seconded Board approval for the following items as presented by the Treasurer.

- Approved the Financial Report
- Approved Invoices for Payment. Check No. 120629 through 120763.
- Approved Amended 5 Year Forecast

Yeas: Mr. Longacher, Mr. Maxwell, Ms. Lauber, Ms. Kennedy, Mr. Mastin

36-18 Ms. Lauber motioned to approve the following personnel recommendations. Ms. Kennedy seconded the motion.

- Accepted the following Supplemental resignations:
 - Beth Mathews** – Varsity Assistant Volleyball Coach
 - Sarah Nottingham** – Class of 2021 Co-Advisor
 - Angela Pinion** – Middle School Math Department Chairperson
 - Susan Hudson** – National Honor Society Assistant Advisor
 - Marianne Beadle** – National Honor Society Advisor
 - Marianne Beadle** - Foreign Language Club (CIA) Advisor
- Approved the following Classified Contracts for the 2018-2019 school year:

Julie Burrell	Secretary	Continuing Contract
Jack Gordon	Bus Mechanic	Continuing Contract
Judy Celce	Noontime Assistant	Continuing Contract
Rebecca Coleman	Cafeteria Worker	Continuing Contract
Beth Hershberger	Transportation Coordinator	Continuing Contract
Jessica Hunt	Cafeteria Worker	Continuing Contract
Chella Wherley	Secretary	Continuing Contract
Barbara White	Transportation Coordinator	Continuing Contract
Rae Ann Yoder	Classroom Assistant	Continuing Contract
Beau DiGenova	Bus Driver/Custodian	Two Year Contract
Jill Coyne	Secretary	Two Year Contract
Jerry Dummermuth	Classroom Assistant	Two Year Contract
Darlynn Hickman	Custodian	Two Year Contract
Eric McKean	Bus Driver	Two Year Contract
Julie Norris	Cafeteria Worker	Two Year Contract
Amy Palmer	Assistant Treasurer	Two Year Contract
Rebecca Price	Cafeteria Worker	Two Year Contract
Amy Schlabach	Bus Driver	Two Year Contract
- Approved the following Substitute Teachers for the 2018-2019 school year, pending current certification/licensure:

Substitute Teachers – **Robert Blickensderfer, Randall Cadle, Phillip Clinker, Stormi Clinton, Jud Compton, David Contini, Sharon Crawford, Carolyn Damasio, Joanne Decker, Dale Denham, Connie Dennison, Ed Henry, Nicole Hickman, Stephen Hunter, Julie Hykes, Laurie James, Kevin Keffer, Sarah Lehman, Barb Lengler, John Marks, Amy Miller, Sonya Miller, Stephanie Miller, Angela Mills, Shannon Mitchell, Linda Myers, Ardath Nigro, Mary Anne O'Donnell, Joyce Pettay, Julie Pfeiffer, Kathleen Phillips, Emily Polce, Karli Rainsberg, Davetta Rapport, Dan Roseberry, Melissa Schumacher, Danielle Slentz, Nancy Smith, Linda Spring, Irishe Spurgeon, Erica Troyer, Brenda Voelm, Julie Warther, Sulinda (Cindy) Welch, Betty Wherley, Doug Willoughby, Ted Yenny, Sara Zehr; Community Substitute Teachers – Jerry Addy, Tabitha Allehouse, Jamie Beaber, Mark Behrendt, Dustin Brandon, Jeannette Chapman, Breanna Clum-Colaner, Tabita Cotlet, Barb Davis, Richard Farrell, Joshua Green, Keith Green, Shaun Greene, Heather Hagopian, Lisa Incarnato, Andrew Kambam, Erich Keitz, Eileen Kerns, Eric Khobung, Brooke Kinsey, Carolyn Kriviski-Miller, Christina Marshall, Brent Miller, Emily Miller, Lori Moody, Rod Phillips, Beth Rafter, Michael Reilly, Gabriel Riggle, Owen Robinson, Kimberly Schlabach Donna Simmons, Cary Smith, Patrick Snead, Deborah Sparks, Heather Stewart, James Torgler, Tyler Watson, Susan Weininger, William (Bill) West, Margy Wherley, Craig Williams, Vincent Winters, Melinda Woodworth**
- Approved the following list of Classified Substitutes for the 2018-2019 school year:

Substitute Secretary – **Kristina Amos, Nancy Arbogast, Jennifer Bantum, Susan Bennett, Judy Celce, Patricia Finley, Kimberle Giammo, Nancy Gilmore, Christine Giumentti, Deborah Hilton, Susan Hunt, Annette Jones, Lynsey Kimble, Kristina Kuntzman, Deanna Menapace, Beth Rafter, Chris Randles, Kelly Stealey, Courtney Steed, Allyson Wagner, Emily Zito; Substitute Classroom Assistants - Kristina Amos, Nancy Arbogast, Jennifer Bantum, Susan Bennett,**

Kimberle Giammo, Christine Giument, Heather Hagopian, Veronica Haney, Kristy Immel, Deanna Menapce, Kathy Mullins, Beth Rafter, Amy Schlabach, Nancy Smith, Brenna Swan, Allyson Wagner, Lea Weaver; Substitute Cafeteria Personnel – Nancy Arbogast, Tina Bober, Brandy Comignaghi, Jodi Gregory, Veronica Haney, Deborah Hilton, Annette Jones, Lynsey Kimble, Kristina Kuntzman, Sheri Lawrence, Joanne Maley, Deanna Menapace, Courtney Steed, Judith Thompson, Allyson Wagner, Rebecca Wassem; Substitute Bus Drivers – Dan Andrews, Douglas Denbow, Lisa Fisher, Jon Griffen (Van), Maranda Monaco, Brenda Sibley, Damian Staron, Greg Straub, Matt Varner, Wayne York; Substitute Custodial Personnel – Nancy Arbogast, Helen Dawson, Deb Dummermuth, Jerry Dummermuth, Lisa Fisher, Carrol Gribble, Debbie Petry, David Rickdic, Dave Starr, Matt Varner, Tim Watkins

- Approved the following Supplemental Contracts for the 2018-2019 school year:
- **Kim Martin** – Head Teacher (South); **Robin Petrullo** – Head Teacher (East); **Zach Zesiger** – Head Teacher (Dover Avenue); **Christopher Redd** – Senior Marching Band Director, Senior Jazz Band Director, Steel Drum Band; **David Rutter** – Orchestra Director, Music Pit Conductor; **Micah Carrick** – Assistant Marching Band Director, Elementary Band (5th) Director, Red & Gray Band (6-7-8) Director, Vocal Music Accompanist; **Sarah McVaney** - High School Choirs Director, Middle School Choir Director, High School Assistant Band Director; ; **Tom Morris** – High School English Department Chairperson, High School Drama Director, Junior Class Co-Advisor; **Larry Sams** – Technical Director for Drama; **Allison Morris** – Choreographer for Drama; **Megan Sams** – Music Director, Accompanist; **Marianne Beadle** – Foreign Language Chairperson; **Julie Altier** – Social Studies Department Chairperson; **Jason Everhart** – High School Science/Health Department Chairperson, Science Olympiad Advisor; **David Aubihl** – Special Education/Gifted Chairperson/OWE/OWA; **Samantha Hanenkrat** – Art Club Advisor; **Keri Stratton** – Art Department Chairperson, Multi-Cultural Awareness Committee Advisor; **Paula Tucci** – Student Council Advisor (9-12); **Portia Bradley** – Student Council Assistant Advisor (9-12); **Stacie Nign** – Scholar Challenge Advisor; **Brian Miller** – High School Mathematics Department Chairperson, Concession Manager for Boys Basketball (1/2 stipend); **Chella Wherley** – Concession Manager for Boys' Basketball (1/2 stipend); **Benj Miller** - Junior Class Co-Advisor; **Tasha Lorentz** – Senior Class Co-Advisor; **Jennifer Pfeiffer** - Senior Class Co-Advisor; **Amy Weber** – Sophomore Class Co-Advisor; **Portia Bradley** – Sophomore Class Co-Advisor; **Brenda Wherley** – Business/IT/Home Ec./PE Chairperson; **Sarah Nottingham** – Crimsonian Advisor; **Amy Willoughby** – Swirl Yearbook Advisor; **Jeff Margletta** – Co-Director 8th Grade D.C. Trip; **Doug Burtscher** – Co-Director 8th Grade D.C. Trip; **Jeremy Evans** – Director 6th Grade Camp, Middle School Power of the Pen; **Brendan McKee** – Middle School Science/Health Department Chairperson; **Tammy Kopp** – Middle School Language Arts Department Chairperson; **Jared Hall** – Middle School Social Studies Department Chairperson; **Melanie Krause** – Middle School Intervention Chairperson; **Steve Shumaker** – Student Council (7-8) Advisor; **Dan Ifft** – Head Football Coach, Equipment Manager; **Ted Jones** – Varsity Assistant Football Coach; **Tim Smith** – Varsity Assistant Football Coach; **Jimm Morris** – Varsity Assistant Football Coach; **Corey Hall** – Varsity Assistant Football Coach (split stipend); **Jamal Johnson** - Varsity Assistant Football Coach (split stipend); **Shane Lester** – Varsity Assistant Football Coach; **Matt Rees** – Varsity Assistant Football Coach; **Ed Henry** – Volunteer Varsity Assistant Football Coach; **Ben Bartholomew** – Volunteer Football Coach (7-12); **Matt Von Kaenel** – Head Freshman Football Coach; **Eric Schumacher** – Assistant Freshman Football Coach; **Jon Melvaine** – Assistant Freshman Football Coach; **Ryan Clugston** – Volunteer Assistant Freshman Football Coach; **Steve Spradling** – Middle School Head Football Coach; **John Lorentz** – Middle School Assistant Football Coach; **John Marks** - Middle School Assistant Football Coach; **Ryan Porter** – Middle School Assistant Football Coach (split stipend); **Mason Casto** - Middle School Assistant Football Coach (split stipend); **Jason Marks** – Volunteer Middle School Assistant Football Coach; **Blake Reneker** - Volunteer Middle School Assistant Football Coach; **Elizabeth Zicha** – Varsity Assistant Volleyball Coach; **Austin Quillen** – Boys Varsity Assistant Soccer Coach
- Approved the following transfers for the 2018-2019 school year:
 - Angela Pinion** – High School Math Teacher
 - Jessica Lanning** – Middle School Math Teacher
 - Patty Bott** – Kindergartren Classroom Assistant at South Elementary
- Employed **Sarah McVaney** as High School/Middle School Vocal Music Teacher for the 2018-2019 school year
- Rescinded 1 year contract awarded to **Kassey Mathews** in April and awarded a Continuing Contract for the 2018-2019 school year
- Accepted the following resignation retirement for the 2018-2019 school year:
 - Mary Amistadi** – effective May 31, 2018
- Accepted the following resignations for the 2018-2019 school year:
 - Karen Vance** – Cafeteria Worker, effective May 31, 2018
 - Sara Johnson** – Director of Student Services at the end of the 2017-2018 school year
- Approved the following substitutes for the 2017-2018 school year:
 - Substitute Custodian – **Debbie Petry**
 - Substitute Bus Driver – **Maranda Monaco**

- Approved **Britni Barrino** for ten extended days in the 2018-2019 school year for District English Learner Program responsibilities

Yeas: Ms. Lauber, Ms. Kennedy, Mr. Longacher, Mr. Maxwell, Mr. Mastin

37-18 Mr. Longacher moved and Ms. Lauber seconded the motion to approve the following recommendations:

- Approved grades 7-12 membership in the Ohio High School Athletic Association for the 2018-2019 school year
- Approved Student Protective Agency to provide student accident insurance for the 2018-2019 school year
- Appointed the following to conduct Bus and Van Driver physicals for the term of May 1, 2018 through April 30, 2019:
Dr. Spencer Pinion
Occupational Medicine Center of Tuscarawas County
Dover School Nurses: Sherry Patterson and Kelli Mossor
- Appointed Occupational Medicine Center of Tuscarawas County to conduct quarterly random drug testing and post-accident testing from May 1, 2018 – April 30, 2019
- Approved an Athletic Training Services agreement with The Union Hospital Association for the 2018-2019 school year
- Approved Quit-Claim Deed to transfer property to the City of Dover as needed for Hickory Street
- Authorized the treasurer to execute purchase agreement for 415 Cherry Street, Dover, Ohio 44622
- Approved Change Order for Hammond Construction to perform Abatement and Demolition Services
- Approved the following resolution to bid for a bus:
Whereas the Dover City Board of Education wishes to advertise and receive bids for the purchase of one school bus.
Therefore, be it resolved the Dover City Board of Education wishes to participate and authorize the Southwestern Ohio Educational Purchasing Council and OME-RESA to advertise and receive bids on the Boards' behalf as per the specifications submitted for the cooperative purchase of one school bus.
- Approved the following field trip for the 2018-2019 school year:
High School Volleyball to Coastal Carolina Volleyball Camp July 12 - 17

Yeas: Mr. Longacher, Ms. Lauber, Mr. Maxwell, Ms. Kennedy, Mr. Mastin

38-18 Ms. Lauber moved and Mr. Maxwell seconded the motion to approve the following recommendation:

- GMP Amendment to the Hammond Construction contract

Yeas: Ms. Lauber, Mr. Maxwell, Mr. Longacher, Ms. Kennedy, Mr. Mastin

39-18 At 8:54 p.m., Mr. Maxwell motioned to go into Executive session for the purpose to discuss the employment of personnel. No action to be taken. Ms. Lauber seconded the motion.

Yeas: Mr. Maxwell, Ms. Lauber, Mr. Longacher, Ms. Kennedy, Mr. Mastin

At 9:08 p.m., Mr. Mastin reconvened the Board into open session.

40-18 At 9:08 p.m., Ms. Kennedy motioned to adjourn the meeting. The motion was seconded by Mr. Longacher.

Yeas: Ms. Kennedy, Mr. Longacher, Mr. Maxwell, Ms. Lauber, Mr. Mastin



PRESIDENT



TREASURER

Dover City School District

Tuscarawas

Schedule of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Years Ended June 30, 2015, 2016 and 2017 Actual;
Forecasted Fiscal Years Ending June 30, 2018 Through 2022

May 2018	Actual				Forecasted				
	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Average Change	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022
Revenues									
1.010 General Property Tax (Real Estate)	\$11,418,530	\$11,377,527	\$11,759,437	1.5%	\$11,967,858	\$12,147,233	\$12,329,297	\$12,514,069	\$12,701,651
1.020 Tangible Personal Property Tax									
1.030 Income Tax									
1.035 Unrestricted State Grants-In-Aid	7,203,208	7,895,752	8,412,331	8.1%	8,692,372	8,900,061	8,900,081	8,900,081	8,900,081
1.040 Restricted State Grants-In-Aid									
1.045 Restricted Federal Grants-In-Aid - SFSF									
1.050 Property Tax Allocation	3,160,354	2,876,191	2,598,925	-9.3%	2,348,736	2,076,195	1,812,969	1,621,350	1,538,460
1.060 All Other Revenues	214,395	318,932	434,828	42.5%	185,000	225,000	235,000	245,000	260,000
1.070 Total Revenues	21,996,487	22,466,402	23,205,521	-2.7%	23,193,966	23,348,509	23,277,347	23,280,520	23,400,182
Other Financing Sources									
2.010 Proceeds from Sale of Notes									
2.020 State Emergency Loans and Advancements (Approved)									
2.040 Operating Transfers-In									
2.050 Advances-In	205,054	231,947	152,335	-10.6%	192,369	195,000	195,000	195,000	195,000
2.060 All Other Financing Sources	9,887		72						
2.070 Total Other Financing Sources	214,941	231,947	152,407	-13.2%	192,369	195,000	195,000	195,000	195,000
2.080 Total Revenues and Other Financing Sources	22,211,428	22,698,349	23,357,928	2.5%	23,386,335	23,543,509	23,472,347	23,475,520	23,595,182
Expenditures									
3.010 Personal Services	13,317,164	13,722,610	14,016,460	2.6%	14,545,875	14,838,793	15,133,529	15,474,033	15,822,199
3.020 Employees' Retirement/Insurance Benefits	5,410,911	5,574,160	5,816,711	3.7%	5,894,701	6,159,963	6,467,961	6,823,699	7,199,002
3.030 Purchased Services	1,810,209	1,645,741	1,963,141	5.1%	2,143,271	2,186,136	2,229,859	2,274,456	2,319,945
3.040 Supplies and Materials	843,224	632,428	483,096	-24.3%	628,237	684,231	697,916	711,874	726,112
3.050 Capital Outlay	115,301	189,100	132,502	17.0%	331,193	115,000	120,000	125,000	125,000
4.300 Other Objects	780,184	1,030,909	1,055,928	17.3%	950,843	1,019,385	1,031,244	1,051,869	1,072,907
4.500 Total Expenditures	22,278,993	22,794,948	23,489,838	2.6%	24,494,120	25,001,508	25,690,509	26,460,931	27,265,165
Other Financing Uses									
5.010 Operating Transfers-Out									
5.020 Advances-Out	231,947	152,335	192,369	-4.0%	195,000	195,000	195,000	195,000	195,000
5.030 All Other Financing Uses									
5.040 Total Other Financing Uses	231,947	152,335	192,369	-4.0%	195,000	195,000	195,000	195,000	195,000
5.050 Total Expenditures and Other Financing Uses	22,508,940	22,947,283	23,682,207	2.5%	24,689,120	25,196,508	25,875,509	26,655,931	27,460,165
6.010 Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	297,512	248,934	304,279	3.0%	1,302,785	1,652,999	2,403,162	3,180,411	3,864,973
7.010 Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Levies	8,979,230	8,681,718	8,432,784	-3.1%	8,128,505	6,825,720	5,172,721	2,769,559	410,852
7.020 Cash Balance June 30	8,681,718	8,432,784	8,128,505	-3.2%	8,825,720	5,172,721	2,769,559	410,852	4,275,825
8.010 Estimated Encumbrances June 30	401,268	923,859	687,230	52.3%					
10.010 Fund Balance June 30 for Certification of Appropriations	8,280,450	7,508,925	7,441,275	-5.1%	8,825,720	5,172,721	2,769,559	410,852	4,275,825
Revenue from Replacement/Renewal Levies									
11.010 Income Tax - Renewal									
11.020 Property Tax - Renewal or Replacement									
11.300 Cumulative Balance of Replacement/Renewal Levies									
12.010 Fund Balance June 30 for Certification of Contracts, Salary Schedules and Other Obligations	8,280,450	7,508,925	7,441,275	-5.1%	8,825,720	5,172,721	2,769,559	410,852	4,275,825
Revenue from New Levies									
13.010 Income Tax - New									
13.020 Property Tax - New									
13.030 Cumulative Balance of New Levies									
14.010 Revenue from Future State Advancements									
15.010 Unreserved Fund Balance June 30	8,280,450	7,508,925	7,441,275	-5.1%	8,825,720	5,172,721	2,769,559	410,852	4,275,825

See accompanying summary of significant forecast assumptions and accounting policies
Includes: General fund, Emergency Levy fund, DPIA fund, Textbook fund and any portion of Debt Service fund related to General fund debt

**Dover City School District
Five-Year Forecast
Fiscal Years Ending June 30, 2018 Through 2022**

May, 2018

Please visit the Ohio Department of Education website at <ftp://ftp.ode.state.oh.us/geodoc/5-yrForecast/>.

REVENUE ASSUMPTIONS

Property Taxes (General and Tangible Personal)

Property values are established each year by the County Auditor based on new construction and complete or updated appraisal values if applicable. Calendar year 2017 values increased a total of 25.5 million over 2016. This is our largest increase in nineteen years, and we are still below our valuation level of 2005. Our next triennial update is in 2019. We do not see an upswing in the housing market values in the near future. The district renewed two emergency renewal levies in November 2012 for ten years which are critical to the operating budget.

Income Tax

The District does not have an income tax.

State Foundation - Unrestricted/Restricted Grants-in-Aid

Revenues from unrestricted grants-in aid are based on the amounts set by the State formula. Foundation revenue is calculated based on enrollment and other changes affecting average daily membership counts for the biennium budget. HB 49 was passed in June 2017 which provided an estimate of \$8,339,081 for fiscal year 2018. The current estimate of foundation funding for fiscal year 2019 is \$8,793,883. Zero percent estimates are projected for the next biennium due to new leadership, the states' economy, and the district's formula being capped by almost \$4 million. This line also includes casino revenue issued by the State.

Property Tax Allocation

These funds are reimbursements from Ohio for tax credits given to owner occupied residences equaling 12.5% of the gross property taxes charged residential taxpayers and up to 10% for commercial and industrial taxpayers. The law has since changed and those reductions will no longer apply to new levies that are enacted after August 31, 2013. These amounts will consistently change with Real Estate Taxes.

Also included in this line of the forecast are Personal Tangible replacement payments. The phase out of tangible personal property tax has been occurring since fiscal year 2006 with the state using revenue from Commercial Activity Tax to reimburse districts for this loss. The Dover School District was heavily reliant on tangible personal property tax, as it received \$3.5 million annually before the change, which represented over 19% of Dover's total general fund budget. Most recently, H.B. 64 updated the phase-out of Tangible Personal Property tax reimbursements which will result in a loss of over \$1.5 million between fiscal year 2018 and fiscal year 2022.

All Other Revenue

Revenue from other sources is derived from preschool fees, rentals, reimbursements from federal projects, donations, and interest. This revenue source has declined due to low interest rates.

Advances and Transfers

Advances are needed for state and federal projects that extend past the end of the fiscal year. Repayments will be made in the following fiscal year.

EXPENDITURE ASSUMPTIONS

Personal Services and Employees Retirement/Insurance Benefits

The amounts for salaries are based on present negotiated agreements. Negotiated agreements are in place for fiscal year 2018, 2019, with a reopener for wages and health insurance scheduled for FY2020. Future projected salaries are based on historical raises. Retirement, Medicare, and Workers Compensation will increase at the same percentage that the salary increases. Health insurance costs are forecasted to increase 7% per year due to efforts to continue to negotiate health plan design changes and increased employee contributions.

Purchased Services

Increases in purchased services are due to increasing utility costs & usages, as well as specialized services required for segments of our student population.

Supplies, Capital Outlay and Other

Expenditures for supplies and materials are increasing due to curriculum changes and technology innovations. Beginning in the 2013-14 school year, some textbooks are being replaced by electronic books to keep pace with changes in courses of study. Other expenditure patterns are increasing due to increases in auditor and treasurer fees and services provided by the county board of education.

Advances and Transfers

Advances are needed for state and federal projects that extend past the end of the fiscal year. Repayments will be made in the following fiscal year.

Debt Services

The school district has no outstanding debt to be funded out of the general fund.

Encumbrances

Encumbrances are budgeted to be expended in the year they occur and therefore are shown at zero for the forecast.