

**RECORD OF PROCEEDINGS**  
**Special Meeting**  
**November 30, 2015**

The Shelby City Schools, Board of Education met in special session/ retreat on Tuesday, November 30, 2015 at 6:00 p.m. at the Mid-Ohio Educational Service Center, 890 West Fourth Street, Mansfield Ohio 44906.

**1. Meeting called to Order**

- 1.1 The meeting was opened by Mrs. White. Those present recited the pledge of allegiance to the flag.
- 1.2 The following board members were present; Lynn Friebel, Bill Roush, Lorie White, Randy Terman and Scott Rose. Administrative personnel present included Tim Tarvin, Superintendent; Paul Walker, Assistant Superintendent; Jeff Eichorn, Middle School Principal; John Gies, High School Principal; Barbara Green, Assistant Middle School Principal; Scott Harvey, Building and Grounds Coordinator; TJ Houston; Technology Director; Richard Hostetler, Food Service Director; Kristin Kaple-Jones, Dowds School Principal; Kelly Kuhn, Auburn School Principal; Sheri Mitchell, Special Education Coordinator; Nicole Studd, SOAR Program Director; and Elizabeth Anatra, Treasurer.
- 1.3 Those present affirmed the district's vision statement.  
 The Shelby City Schools will be a place:
- where all students are proud to attend
  - where the staff is proud to work
  - where parents are proud to send their children
  - that the community is proud to support

**2. Public Concerns/Acceptance of Agenda**

Mrs. White advised those present that anyone wishing to address the Shelby City Board of Education on school matters may do so by being recognized by the chairperson. Persons are requested to identify themselves and give their address before speaking. A maximum of thirty minutes is established for public input. If there are several speakers, each one should be concise and limit remarks to three minutes.

- 2.1 No visitors were recognized. A request was made that anyone wishing to comment on any agenda item notify the president so that an opportunity to speak on the item during discussion could be given. No one requested an opportunity to speak.
- 2.1.1 A request was also made that anyone wishing to comment or make suggestions on items not on the agenda notify the president so that a time now or later in the agenda could be assigned for discussion. No such requests were made
- 2.1.2 Additions or corrections to the agenda were requested. None were suggested.

**4. Leadership Team Work Session**

Tim Tarvin opened the Work Session by thanking those present for their time and interest. He distributed an outline of possible topics for discussion including the following:

- Building Activities:  
 Dowds – Kristin Kaple-Jones mentioned the Reading Program and planned Christmas Activities among other highlights of the year so far.  
 Shelby High School – John Gies gave a recap of the Post Secondary program, noting that staff is encouraged to become credentialed to teach at the post secondary level. He also updated the group on implementation of the Code of Conduct. And discussed the testing process related to the code.  
 Auburn – Kelly Kuhn summarized fall activities and field trips at Auburn. Holiday activities have begun with the annual Thanksgiving feast.  
 Shelby Middle School – Jeff Eichorn explained that one of the priorities at the Middle School is beginning the transition of the 7<sup>th</sup> and 8<sup>th</sup> graders into High School. This includes early career planning and visits to Pioneer Career and Technology Center. Increased emphasis on technology and related skills in the classroom is also being emphasized.
- Financial Update and Overview:  
 Elizabeth Anatra reviewed the five year forecast noting that revenue is up from earlier forecasts largely due to improved State Foundation receipts, while expenses have been kept in check by managing salary and benefit costs. The district expects to see an operating surplus in the current fiscal year and in fiscal 2017.  
 She also noted the importance of renewing the Emergency Levy. It will be on the ballot on March 15, 2016.
- Yearly Maintenance Report/ Permanent Improvement List/ Facility and Transportation Update:  
 Scott Harvey updated the group on maintenance activities over the past summer. He and Mr. Tarvin also discussed necessary improvements to facilities and transportation equipment. They noted that replacement of two busses is

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planned for the current year.

- School Security update/ Northern Ohio League (NOL) Update:  
Mr. Tarvin reported on recent activities related to security including finalizing evacuation plans, and working with the city on ALICE Training. Updated Crisis Procedure Manuals were distributed to Board members.  
Mr. Tarvin and Mr. Gies discussed the process of NOL development and noted that no final decisions have been made.
- TJ Houston praised the initiative of staff in setting up on line classes for an injured athlete. He also discussed plans for after school coding workshops for students led by district technology staff. Other technology initiatives include a Core Upgrade set for Christmas break and consideration of telephone system upgrades.
- Nicole Studd reported that 35 students are enrolled in the SOAR on-line education program. The program provides an option for students and families who are looking for alternate programming within the district.

A motion was made at 8:06 p.m. by Mr. Rose and seconded by Mr. Roush to adjourn the meeting.

Vote Yes; Mr. Roush, Mr. Terman, Mrs. Friebel, Mr. Rose and Mrs. White

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Lorie White, Board President

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Elizabeth Anatra, Treasurer