

**MAUMEE BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 11, 2017**

---

---

President Wiley convened the board meeting of the Maumee City Board of Education at 5:30 p.m. on December 11, 2017. Roll Call: Balcerzak, Aye; Durham, Aye; Piechowiak, Aye; Wiley, Aye; Wolff, Aye.

The Maumee Board Of Education conducted a Public Meeting seeking input on the issue of the Re-employment of Paul Brotzki during his SERS Service Retirement.

**17-12-01 Financial Statements, Cash Reconciliation and Investment Ledger**

It was moved by Mrs. Piechowiak and second by Mrs. Balcerzak that the Board approve the Financial Statements, Cash Reconciliation and Investment Ledger as presented.

Each month the Board is presented with the following financial reports:

- 1] Financial Statement
- 2] Cash Reconciliation
- 3] Investment Report

Roll Call: Piechowiak, Aye; Balcerzak, Aye; Durham, Aye; Wiley, Aye; Wolff, Aye. The president then declared the motion carried.

**17-12-02 Organizational Board Meeting**

It was moved by Mr. Wiley and second by Mrs. Balcerzak that the Board of Education's 2018 Organizational meeting be held on Monday, January 8, 2018 at 5:30 pm.

Roll Call: Wiley, Aye; Balcerzak, Aye; Durham, Aye; Piechowiak, Aye; Wolff, Aye. The president then declared the motion carried.

**17-12-03 Organizational Board Meeting Chair**

It was moved by Mr. Wiley and second by Mrs. Piechowiak that the Board select Mrs. Wolff to serve as Chair to open the 2018 organizational board meeting.

Roll Call: Wiley, Aye; Piechowiak, Aye; Balcerzak, Aye; Durham, Aye; Wolff, Aye. The president then declared the motion carried.

**17-12-04 Indoor Track Resolution**

It was moved by Mrs. Durham and second by Mr. Wiley that the Board recognize Indoor Track as an extension of our current fall cross country and spring season for the purpose of allowing our athletes to compete in the OATCC (Ohio Association of Track and Cross Country Coaches) Indoor State Championship.

Roll Call: Durham, Aye; Wiley, Aye; Balcerzak, Aye; Piechowiak, Aye; Wolff, Aye. The president then declared the motion carried.

**MAUMEE BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 11, 2017**

---

**17-02-05 Resolution for Selection of Architect of Record Firms and Authorization Agreement for Services Needed (2017)**

It was moved by Mrs. Wolff and second by Mrs. Balcerzak that the Board approve Thomas Porter Architects and Buehrer Group Architecture & Engineering, Inc. as the most qualified firms to provide design services for permanent improvements as needed for the next five (5) years as these improvements are identified, beginning with the Kazmaier Renewal Project, and requests authority to enter into an agreement with each firm for the required services for architect-of-record services.

Rationale:

1. The Ohio Revised Code outlines a qualifications-based selection process in ORC Sections 153.65 through .71, which public entities must follow when professional design services are needed.
2. On behalf of the Board, the Assistant Superintendent issued a request for qualifications for professional design services and solicited qualifications from qualified firms to provide design services over the next 5-year period for permanent improvements as these are identified.
3. Qualifications submittals were received and reviewed, after which it was determined that two (2) firms were equally qualified to provide services as an architect-of-record – Thomas Porter Architects and Buehrer Group Architecture and Engineering.
4. The Superintendent recommends contracting with each of these firms to serve as the District's architect-of-record for permanent improvements as these are identified over the next 5-year period, beginning with the Kazmaier Renewal Project, for which Thomas Porter Architects is providing services.
5. The Board authorizes the Assistant Superintendent to request a proposal from each firm and to work with legal counsel to prepare an agreement for architect-of-record services, to which specific projects will be added as they are identified and a fee for services is negotiated.
6. The qualifications received from all firms will be placed in the District's qualifications file for use on projects requiring services of an architect, engineer, surveyor, or landscape architect for which compensation will not exceed \$50,000, as long as the qualifications are current (not older than 1 year).

The Maumee City School District Board of Education resolves as follows:

1. Based upon the recommendation of the Superintendent and information provided, the Board selects Thomas Porter Architects and Buehrer Group Architecture and Engineering as the most qualified firms to serve as the District's architect-of-record for the next 5-year period as permanent improvements are identified.
2. The Board authorizes the Assistant Superintendent working with legal counsel to prepare an agreement for architect-of-record design services with each firm, with specific projects to be added to the agreement by amendment as they are identified and a fee negotiated for services.
3. The Board further ratifies action taken to date to work with Thomas Porter Architects on the Kazmaier Renewal Project and approves the agreement for services with Thomas Porter Architects for that project.

Roll Call: Wolff, Aye; Balcerzak, Aye; Durham, Aye; Piechowiak, Aye; Wiley, Aye. The president then declared the motion carried.

**17-12-06 Resolution For Selection Of General Contractor For The Kazmaier Stadium Pre-construction**

It was moved by Mrs. Piechowiak and second by Mrs. Durham that the Board adopt the following resolution.

**MAUMEE BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 11, 2017**

---

**SELECTING THE SPIEKER COMPANY FOR THE KAZMAIER RENEWAL  
PROJECT  
AND AUTHORIZING AGREEMENT FOR PRECONSTRUCTION SERVICES**

The Superintendent recommends awarding a contract to The Spieker Company for the Kazmaier Renewal Project and requests authority to enter into a preconstruction services agreement for the Project.

Rationale:

1. Thomas Porter Architects prepared preliminary specifications for the Kazmaier Renewal Project, and proposals were requested from experience and qualified contractors to provide preconstruction services, including developing a construction budget for the project and to then construct the project based upon a guaranteed maximum price provided by the contractor after the construction documents are complete.
2. The Spieker Company submitted the proposal determined to be in the best interest of the Board for the project, including the cost of \$0 for preconstruction services.

The Maumee City School District Board of Education resolves as follows:

1. The Board selects The Spieker Company as the contractor that submitted the proposal for the Kazmaier Renewal Project and approves a preconstruction services contract with The Spieker Group for the Project in the amount of \$0.
2. The Board authorizes the Superintendent and Treasurer to sign the preconstruction services agreement with The Spieker Group.

Roll Call: Piechowiak, Aye; Durham, Aye; Balcerzak, Aye; Wiley, Aye; Wolff, Aye. The president then declared the motion carried.

**17-12-07 Policies – Adopted**

It was moved by Mr. Wiley and second by Mrs. Durham that the Board approve the following policies.

Policy 2271	(Revised)	College Credit Plus
Policy 4120.05	(New)	Employment of Educational Aide Substitutes
Policy 5136	(Renumber)	Personal Communication Devices
Policy 5136.01	(New)	Electronic Equipment
Policy 5200	(Revised)	Attendance
Policy 5330	(Revised)	Use of Medications
Policy 5530	(Revised)	Drug Prevention
Policy 6233	(Revised)	Amenities for Participants at Meetings and/or Other Occasions
Policy 6680	(New)	Recognition
Policy 7300	(Revised)	Disposition of Real Property/Personal Property
Policy 7540	(Replacement)	Technology
Policy 7540.01	(Replacement)	Technology Privacy
Policy 7540.02	(Replacement)	Web Content, Services and Apps
Policy 7540.03	(Revised)	Student Technology Acceptable Use And Safety
Policy 7540.04	(Revised)	Staff Technology Acceptable Use And Safety
Policy 7540.05	(Revised)	District-Issued Staff E-Mail Account
Policy 7540.06	(New)	District-Issued Student E-Mail Account

**MAUMEE BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 11, 2017**

---

Policy 8600.04 (Revised) Bus Driver Certification  
Policy 9141 (Revised) Business Advisory Council

Roll Call: Wiley, Aye; Durham, Aye; Balcerzak, Aye; Piechowiak, Aye; Wolff, Aye. The president then declared the motion carried.

**17-12-08 Gifts and Donations**

It was moved by Mrs. Durham and second by Mrs. Balcerzak that the Board accept with gratitude the following gifts and donations:

Nora Okorowski donated a trellis and pinwheels valued at \$144.48 to the Fairfield courtyards.

Heather Tucker donated books valued at \$130 to Fairfield Elementary classrooms.

Melinda Hendricks-Jones donated books valued at \$178.50 to Fairfield Elementary classrooms.

Roll Call: Durham, Aye; Balcerzak, Aye; Piechowiak, Aye; Wiley, Aye; Wolff, Aye. The president then declared the motion carried.

**17-12-09 Resignations / Retirements**

It was moved by Mr. Wiley and second by Mrs. Wolff that the Board approve the following resignations / retirements.

A. Operational  
**Kim Hardy**

Secretary II at Gateway Middle School  
for the purpose of retirement  
effective March 1, 2018

**Karrie Urbanski**

Office Assistant at Fort Miami  
resignation effective December 8, 2017

Roll Call: Wiley, Aye; Wolff, Aye; Balcerzak, Aye; Durham, Aye; Piechowiak, Aye. The president then declared the motion carried.

**17-12-10 Employment/Nominations 2017-18**

It was moved by Mr. Wiley and second by Mrs. Piechowiak that the Board approve the following nominations, pending a successful criminal record check where it applies, for the 2017-18 school year. The Board reserves the right to treat any offer of employment as withdrawn if the contract is not signed and returned within ten (10) business days of mailing.

A. Instructional Hire

**Nicholas Miller**

High School Art Teacher  
\$47,264 (BA - Step 4)

**MAUMEE BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 11, 2017**

---

effective 11/29/2017

**B. Instructional Stipends**

<b>Stacey Snyder</b>	Director of Summer Camp \$4,500; Grant Funded
<b>Holly Hamilton</b>	MHS End Of Course Remediation Tutor \$500
<b>Emily Haynes</b>	MHS End Of Course Remediation Tutor \$500
<b>James Windnagle</b>	MHS End Of Course Remediation Tutor \$500

**C. Instructional Supplemental**

<b>Brian Ward</b>	Leadership Club – MS	\$1,523
-------------------	----------------------	---------

**D. Instructional Substitutes**

<b>Nicholas Miller</b>	Visual Art - effective 8/15/2017
------------------------	----------------------------------

**E. Operational Transfer**

<b>Heather Tucker</b>	From Head Cashier at Fort Miami 9 months per year, 2.5 hours per day, \$13.07 per hour. To Classroom Assistant at Maumee High School 9 months per year, 6.5 hours per day, \$14.61 per hour effective 12/12/17
-----------------------	--

**F. Operational Substitutes**

Food Service

**Hollie Danielle Swicegood** – effective 10/24/17

**Gail Lawson** - effective 12/4/17

**G. Student Employee - PAC**

**Lorisa Zuccarell**

H. Student Teachers University of Toledo

<b>Amber Creviston</b>	Spring Student Teaching, Fairfield Grade 1
------------------------	--

<b>Aimee Lardinis</b>	Spring Student Teaching, Fort Miami Grade 2
-----------------------	---

Roll Call: Wiley, Aye; Piechowiak, Aye; Balcerzak, Aye; Durham, Aye; Wolff, Aye. The president then declared the motion carried.

**17-12-10 Leave of Absence**

It was moved by Mr. Wiley and second by Mrs. Wolff that the Board approve the following leave of absence.

- |    |                     |   |
|----|---------------------|---|
| A. | <b>Certificated</b> |   |
|    | <b>Chris Noward</b> | Medical Leave beginning approximately 4/8/2018 and continuing through accumulated sick, paid and unpaid leave through approximately 6/3/2018, in compliance with the Family and Medical Leave Act (12 weeks maximum). |

Roll Call: Wiley, Aye; Wolff, Aye; Balcerzak, Aye; Durham, Aye; Piechowiak, Aye. The president then declared the motion carried.

**17-12-11 Executive Session**

**MAUMEE BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 11, 2017**

---

---

It was moved by Mrs. Durham and second by Mrs. Balcerzak that the Board enter executive session at 6:00 pm to discuss the employment and/or dismissal of a public employee.

Roll Call: Durham, Aye; Balcerzak, Aye; Piechowiak, Aye; Wiley, Aye; Wolff, Aye. The president then declared the motion carried.

Return to regular session at 6:20 pm.

**17-12-12 Adjournment**

It was moved by Mrs. Durham and second by Mr. Wiley that the Board adjourn the December 11, 2017 regular board meeting at 6:26 pm.

Roll Call: Durham, Aye; Wiley, Aye; Balcerzak, Aye; Piechowiak, Aye; Wolff, Aye. The president then declared the motion carried.

---

President

---

Treasurer