

### GLOW WALK & CANCER WALK TALLY

Ottoville Schools Cancer Walk broke another record by raising \$15,137.80. This year the students worked together to hold the first evening walk on Thursday night and then continued the activities on Friday despite the cold weather. The school would like to thank the community for their continued support in this project. The money will be donated to the American Cancer Society to be divided between the Putnam County Relay for Life and the Delphos Relay for Life.



### STATE SCIENCE FAIR - ALL SUPERIORS!!!

Science Fair is a year long endeavor for students and staff. This is truly a year long endeavor for these accomplished students!

**Julia Schleeter- Superior**

**Hannah Wenzlick- Superior**

**Chad Schnipke-Superior**

**Brittany Schleeter- Superior,  
Perfect Score, five year  
participation award, 1st place  
Future Physician Scientists  
Award(\$500)**

Ottoville won the Harold C. Shaw Award (Trophy) because of the four superior scores!



### First Place in Competition

Adam Schnipke (Ottoville) - Adam Schnipke, a junior in the Precision Machining program at Vantage Career Center, recently competed in the 2018 SkillsUSA Precision Machining South competition that was held at Sinclair Community College. Adam finished 1st in the Manual Machining



### NHS Inducts Eight New Members



The National Honor Society of Ottoville High School inducted eight new members at the annual ceremony held Friday, April 27, 2018. Parents, family members, students and school personnel enjoyed vocal numbers by the high school chorus and Mr. Bowery. Senior pianist Katlyn Kelch provided musical accompaniment. This year's guest speaker was Mr. Gary Herman, Putnam County ESC curriculum coordinator and Ottoville NHS grad who spoke about personal growth and recovering from setbacks.

Mr. Thorbahn and the officers also recognized Mrs. Thomas who has served as adviser for twenty-six years and who will be retiring at the end of the school year.

The eight new inductees included: Vantage senior Clayton Schnipke and sophomores, Kylee Hoersten, Trevor Horstman, Elijah Knodell, Ashlee Landin, Halle Landin, Joseph Miller and Brendan Niemeyer.

A reception was held immediately following the ceremony. NHS would like to extend their thanks to Mrs. Hickey for her assistance with both induction and the luncheon honoring the new inductees, which was held earlier in April.

### Motivational Lottery

Once again, thank you to the Home and School Association for sponsoring the Motivational Lottery. The lottery was held during lunch on May 9th. High school names are added to the lottery when they made the all "A" honor roll, honor roll, and perfect attendance. This year with the excellent profits from the home concession stand, the association was able to give out great prizes. These prizes included Apple Watch Series, Futons, URBeats, Fire Sticks, Gas cards, cash, and other great prizes.

# Board Meeting Summary

## OTTOVILLE LOCAL SCHOOL DISTRICT

### Board of Education Regular Meeting

May 16, 2018

7:30 P.M. – Board of Education Conference Room (Room No. 101)

#### A. CALL TO ORDER

President Kevin Landin called the meeting to order.

#### B. ROLL CALL OF BOARD MEMBERS

Mrs. Wannemacher	_____	Mrs. Bendele	_____
Mrs. Calvelage	_____	Mr. Landin	_____
Mrs. Hoersten	_____		

#### C. INTRODUCTION/WELCOME TO ALL GUESTS

Mr. Jon Thorbahn – High School Principal	_____
Mrs. Shelley Mumaw – Technology Coordinator	_____
_____ - Delphos Herald	_____
_____ - Teacher	_____
_____ - Teacher	_____

#### D. PUBLIC COMMENTS

In order for the board to fulfill its obligation to complete the planned agenda in an effective and efficient manner, a maximum of thirty (30) minutes of public participation will be permitted at each meeting. Each person addressing the board must give his or her name and organizational affiliation, if any. Each person who wishes to address the board will be given no more than three minutes to do so. No participant may speak more than once on the same topic unless all others who wish to speak have been heard. Persons desiring more time should follow the procedure of the board to be placed on the regular agenda. The period of participation may be extended by the vote of the majority of board members present. All statements will be directed to the presiding officer; no person may address or question board members individually.

#### E. TREASURER'S REPORT

- 1-1 Motion to approve the minutes from the Regular Board of Education meeting held April 18, 2018 and accept the April Treasurer reports which include the Monthly Cash Reconciliation, Financial Summary Report, Summary Check Report, Receipt Ledger, Appropriated vs. Spent/Encumbered Report, SM-2 Reports, and Anticipated Revenue vs. Amount Received Report which were included with the board member's packets. (See Attachments) **Mrs. Bendele will need to pass based on bills paid to Ottoville Do-It Center.**

Motion	_____	Second	_____
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Mrs. Wannemacher \_\_\_ Mrs. Calvelage \_\_\_ Mrs. Hoersten \_\_\_ Mrs. Bendele \_\_\_ Mr. Landin. \_\_\_

# Board Meeting Summary

- 1-2 Motion to distribute interest earned on the Super NOW Account with Ottoville Bank from the month of April 2018 in the amount of \$147.46 as follows: \$134.73 to the General Fund, \$10.05 to the Classroom Facilities Maintenance Fund, and \$2.68 to the Lunchroom Fund.

Motion	_____	Second	_____
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Mrs. Wannemacher \_\_\_ Mrs. Calvelage \_\_\_ Mrs. Hoersten \_\_\_ Mrs. Bendele \_\_\_ Mr. Landin \_\_\_

- 1-3 Motion to distribute interest earned on CD#11941 with Ottoville Bank in the amount of \$2,990.98 as follows: \$2,736.33 to the General Fund, \$207.76 to the Classroom Facilities Maintenance Fund, and \$46.89 to the Lunchroom Fund.

Motion	_____	Second	_____
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Mrs. Wannemacher \_\_\_ Mrs. Calvelage \_\_\_ Mrs. Hoersten \_\_\_ Mrs. Bendele \_\_\_ Mr. Landin \_\_\_

- 1-4 Motion to distribute interest earned on CD#11943 with Ottoville Bank in the amount of \$2,990.98 as follows: \$2,736.33 to the General Fund, \$207.76 to the Classroom Facilities Maintenance Fund, and \$46.89 to the Lunchroom Fund.

Motion	_____	Second	_____
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Mrs. Wannemacher \_\_\_ Mrs. Calvelage \_\_\_ Mrs. Hoersten \_\_\_ Mrs. Bendele \_\_\_ Mr. Landin \_\_\_

- 1-5 Motion to accept the following donations & miscellaneous payments to Ottoville Local Schools:
- |          |                              |          |
|----------|------------------------------|----------|
| \$100.00 | Small World Child Dev Center | Donation |
|----------|------------------------------|----------|

Motion	_____	Second	_____
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Mrs. Wannemacher \_\_\_ Mrs. Calvelage \_\_\_ Mrs. Hoersten \_\_\_ Mrs. Bendele \_\_\_ Mr. Landin \_\_\_

- 1-6 Motion to enter into an agreement with Comp Management Inc. to provide workers compensation and unemployment program benefits effective with the policy year beginning January 1, 2019.

Motion	_____	Second	_____
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Mrs. Wannemacher \_\_\_ Mrs. Calvelage \_\_\_ Mrs. Hoersten \_\_\_ Mrs. Bendele \_\_\_ Mr. Landin \_\_\_

- 1-7 Motion to approve Fiscal Year 2018 Five-Year Forecast to be submitted to the Ohio Department of Education by May 31, 2018. (Forecast and related notes will be reviewed at meeting)

Motion	_____	Second	_____
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Mrs. Wannemacher \_\_\_ Mrs. Calvelage \_\_\_ Mrs. Hoersten \_\_\_ Mrs. Bendele \_\_\_ Mr. Landin \_\_\_

# Board Meeting Summary

## F. Superintendent's Recommendations

- 2-1 Motion to approve the attached list of graduates for the Class of 2018. There are 41 graduates with graduation set for Sunday, May 20, 2018 at 1:00 p.m. (List of seniors in board member's packet)

Motion \_\_\_\_\_ Second \_\_\_\_\_

Mrs. Wannemacher \_\_ Mrs. Calvelage \_\_ Mrs. Hoersten \_\_ Mrs. Bendele \_\_ Mr. Landin \_\_

- 2-2 Motion to continue membership in the Ohio High School Athletic Association for the 2018-19 school year.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Mrs. Wannemacher \_\_ Mrs. Calvelage \_\_ Mrs. Hoersten \_\_ Mrs. Bendele \_\_ Mr. Landin \_\_

- 2-3 Motion to approve Todd Knippen, Patrick Herman, and Kevin Landin as Van Drivers for the purpose of towing the band trailer for parades, contests, and shows for the 2018-19 school year.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Mrs. Wannemacher \_\_ Mrs. Calvelage \_\_ Mrs. Hoersten \_\_ Mrs. Bendele \_\_ Mr. Landin \_\_

- 2-4 Motion to approve all head coaches to use school facilities for their sports camps or clinics during the spring/summer 2018 with the stipulation that all receipts and expenditures from such camps be processed through the Treasurer's Office.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Mrs. Wannemacher \_\_ Mrs. Calvelage \_\_ Mrs. Hoersten \_\_ Mrs. Bendele \_\_ Mr. Landin \_\_

- 2-5 Motion to approve the following changes to the Bus Driver Salary Schedule:

ROUTE:	INDEX	INDEX
Special Education Route	1.50	2.00
Pre-School	0.65	1.08

Motion \_\_\_\_\_ Second \_\_\_\_\_

Mrs. Wannemacher \_\_ Mrs. Calvelage \_\_ Mrs. Hoersten \_\_ Mrs. Bendele \_\_ Mr. Landin \_\_

# Board Meeting Summary

- 2-6 Motion to issue the following staff limited contracts:

## Certified Staff

Ashley Koenig	3 Year Limited	BA/3 Years
Jena Altenburger	3 Year Limited	MA/9 Years
Gina Bonifas	3 Year Limited	MA/14 Years
Donna German	3 Year Limited	MA+15/23 Years
Kirt Martz	1 Year Limited	JH Volleyball/17 Years
Connie Rhodes	1 Year Limited	JH Basketball/10 Years
Warren Bowery	1 Year Limited	Musical Director/31 Years

## Non-Certified Staff:

Dennis Mumaw	3 Year Limited	On-Line Coordinator
Timothy Kimmet	5 Year Limited	Maintenance Supervisor
Crista Swint	3 Year Limited	Cross Cat Aide/3 Years
Traci Miller	2 Year Limited	Bus Driver/12 Years
Jody Hoersten	3 Year Limited	Bus Driver/3 Years
Audrey Kimmet	2 Year Limited	Bus Driver/1 Year
Dustin Markward	1 Year Limited	Boys' Soccer/0 Years
Annie Lindeman	1 Year Limited	JH Volleyball/0 Years
Denise Warnement	2 Year Limited	Night Time Custodian/1Yr

Motion \_\_\_\_\_ Second \_\_\_\_\_

Mrs. Wannemacher \_\_ Mrs. Calvelage \_\_ Mrs. Hoersten \_\_ Mrs. Bendele \_\_ Mr. Landin \_\_

- 2-7 Motion to approve Haley Hoersten, Casey Knippen, Kylee Hoersten, and Grant Kortokrax as student workers on an as needed basis for summer 2018. They will be operating mowers as well as other school equipment and paid the state minimum wage.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Mrs. Wannemacher \_\_ Mrs. Calvelage \_\_ Mrs. Hoersten \_\_ Mrs. Bendele \_\_ Mr. Landin \_\_

## G. Discussion Items

- Vantage Career Center Update – May Board Meeting
- High School Update – Mr. Jon Thorbahn, Principal
- Elementary School Update
- Technology Update – Mrs. Shelley Mumaw

# Ohio Annual Notice

As required by law parents, students, community members may refer to any of the annual notices listed. You may visit the Ottoville Local School website <https://www.boarddocs.com/oh/otv/Board.nsf/Public?open&id=policies>

\_\_\_\_ Name and telephone number of Civil Rights Compliance Officer in student handbooks and District web site (see Generic Student Handbook, Policy 5517, or Form 2260 F2 and Form 2260.01A F3)

\_\_\_\_ Nondiscrimination in education (see Policy 2260) – newspapers, course catalogs

\_\_\_\_ Nondiscrimination in employment - staff handbooks, newspapers (see Policy 1422/3122/4122)

\_\_\_\_ Genetic Information Nondiscrimination posting and Safe Harbor notification (see Policy 1422.02/3122.02/4122.02)

\_\_\_\_ Parent Involvement Policy must be reviewed and approved annually and distributed to parents of children receiving Title I services (see Policy 2261.01)

\_\_\_\_ Review and update, as necessary, Career Advising Policy at least once every two (2) years. Make available to students, parents/guardians/custodians, and local postsecondary institutions, residents of the District, and post on the District web site (Policy 2413)

\_\_\_\_ Parent's right to request educational program and staff information for each school receiving Title I funds (see Policy 2261.02)

\_\_\_\_ Copy (to each student's parent) of student's diagnostic assessment, assessment results, and accompanying documents used in the assessment (see Policy 2623.02)

\_\_\_\_ Directory information on students (see Form 8330 F9) or Generic Student Handbook) student/parent handbook, District newsletter, and/or local media

\_\_\_\_ Drug prevention memorandum to parents (see Form 5530 F2 or Generic Student Handbook) student/parent handbook, District newsletter, or direct mailing

\_\_\_\_ Written statement describing the District's bullying policy (5517.01) and the consequences for violations of the policy sent to each student's custodial parent/guardian

\_\_\_\_ Copy of Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion Policy (see Policy 5630.01) to all parents annually and published on District website

\_\_\_\_ Memorandum to staff on Federal drug regulations (see Form 3122.01 F3/4122.01 F3) - pay envelopes or direct mailing

\_\_\_\_ Staff acknowledgement of information concerning toxic hazards (see Form 8431 F4) - staff orientation prior to the start of school

\_\_\_\_ Request for or waiver of vaccination for Hepatitis B (see Form 8453.01 F1 or F4) - new staff orientation prior to the start of school

\_\_\_\_ Acknowledgement of training in blood-borne pathogens (see Form 8453.01 F2) – new staff orientation prior to the start of school; annual training for identified staff

\_\_\_\_ Notification of pesticide application at times of application (see P8431/AG 8431A)

# Ohio Annual Notice

\_\_\_\_ Physician, and possibly parent, authorization for each staff member and any student who may be using a respirator (see Form 7430 F1, F2, and F3) – direct contact with appropriate staff members and mailing to appropriate parents

\_\_\_\_ Rules regarding entry on school grounds or premises by persons other than students, staff, and faculty (see Policy 9150) – at or near the entrance to school grounds or premises and at the main entrance to each school building

\_\_\_\_ Notice (prior to start of school year) to each enrolled student and his/her parent(s) of procedures to be used to notify parents in the event of an emergency or a serious threat to safety (Policy 8400, 8420)

\_\_\_\_ Student privacy and parental access to information including surveys, analyses, and evaluations (see Policy 2416 and Form 8330 F9) – notice to parents – special note: Policy 2416 also requires notification of any substantive changes to this policy as well as the schedule of any upcoming “activities” (surveys, etc.)

\_\_\_\_ Notice of nonemergency invasive physical examinations (see Policy 5310 and Form 8330 F9) – if such exams occur, notice to parents

\_\_\_\_ Notification to public regarding inspection of instructional materials (see Policy 9130, Policy 2416, Policy 5780, and Form 9130 F4) – notice of rights to inspect instructional materials

\_\_\_\_ Notice of opportunity for parents to review textbooks, reading lists, instructional materials, and academic curriculum used in the District

\_\_\_\_ Provide information about the College Credit Plus (CCP) Program prior to February 1st to all students enrolled in grades six through eleven and their parents (AG 2271). Post CCP program information on District website, including the details of current agreements with partnering IHEs

\_\_\_\_ Parents' rights to inspect, review and request amendments to student educational records (see Policy 8330 and Form 8330 F9)

\_\_\_\_ Address where parents and students can file a complaint if they believe their rights under Federal law (Family Educational Rights and Privacy Act and Protection of Pupil Rights Amendment) have been violated (see Form 8330 F9)

\_\_\_\_ Prohibition on carrying a deadly weapon or dangerous ordnance in a school safety zone – paragraph from Policy 3217/4217/5772/7217 – conspicuously posted at each entrance of a school or building and in areas inside the building where visitors are required to report; at each entrance leading into a school activity (particularly those activities held outside of the school building) and parcel of land; in each school bus and other Board owned vehicle, including a school van

\_\_\_\_ Posting and Distribution of Public Records Policy (see Policy 8310); approve and submit signed Records Retention Schedule State Archives and State Auditor's Office (AG 8310A)

\_\_\_\_ Employee Rights & Responsibilities under FMLA (see Policy 1630.01/3430.01/4430.01)  
Check for current forms on U.S. Department of Labor website - <http://webapps.dol.gov/>

\_\_\_\_ Employee notification of the Uniformed Services Employment and Reemployment Rights Act (USERRA) rights and benefits – Federal law posters should include this information

\_\_\_\_ Participant notification (by group health plan) of privacy practices to each new health plan participant upon enrollment and every participant within sixty (60) days of a material revision to the notice (see AG 1619.01/3419.01/4419.01)

\_\_\_\_ Employee notification of the Fair Labor Standards Act (FLSA) rights (see Policy 6700); Minimum Wage Notification; Employee Polygraph Protection Act (EPPA) – Federal law posters include this information



# Ohio Annual Notice

\_\_\_\_ Employee notification of “rebuttable presumption” (see Policies 3170/4170) – notification that the results of, or the employee’s refusal to submit to, an alcohol or other drug test may affect the employee’s right to receive workers’ compensation benefits – posting document provided by the Bureau of Workers’ Compensation

\_\_\_\_ Annual review of District Professional Development Plan

\_\_\_\_ Annual report to ODE regarding teacher evaluation utilizing ODE-prescribed guidelines (Policy 3220)

\_\_\_\_ Annual review and update of Student Assessment and Academic Intervention policy (Policy 2623)

\_\_\_\_ Annual report to the State Board of the number of students who have not taken one (1) or more of the State-mandated tests

\_\_\_\_ Report required information regarding student attendance/absence and absence intervention team actions to the Ohio Department of Education in a format and manner determined by the Department (Policy 5200)

\_\_\_\_ Written notification to all designated staff regarding Standards of Ethical Assessment Practice and Assessment Security Procedures (see AG 2623D)

\_\_\_\_ A copy of Ohio’s Ethics Law to all new employees within fifteen (15) days of employment

\_\_\_\_ Information about the Ohio fraud-reporting system (Auditor of State) and the means of reporting fraud to each new employee at the time of employment

\_\_\_\_ A minimum of two (2) food safety inspections per school year; posting of most recent inspection report

\_\_\_\_ Review adopted Emergency Management Plans (EMPs) and certify in writing to the ODE that the EMPs are current and accurate. Submit an electronic copy of each EMP developed and adopted to ODE and specified local law enforcement and related agencies not less than once every three (3) years (Policy 8400)

\_\_\_\_ Annual review and report to the Board regarding District Wellness Policy; assessment of the policy at least once every three (3) years, with results published (Policy 8510)

\_\_\_\_ File Business Advisory Council plan with the Ohio Department of Education and file with the Ohio Department of Education compliance statement by March 1st each year

\_\_\_\_ Policy and guidelines on sexual and other forms of harassment (see Policies 1662, 3362, 4362, and 5517)

\_\_\_\_ Policy on bullying/aggressive behavior toward students (see Policy 5517.01)

\_\_\_\_ Report on verified incidents of harassment, intimidation or bullying (semi-annual) (Policy 5517.01)

\_\_\_\_ Notice of use of video surveillance/electronic monitoring of school facilities (see Policy 7440.01)

\_\_\_\_ Code of conduct/student discipline code

\_\_\_\_ Warning regarding steroids (must be posted in locker rooms of school buildings with students in grades 7 or above)

\_\_\_\_ Removal, suspension, expulsion and permanent exclusion of students (see Policies 5610 and 5610.01)

\_\_\_\_ Suspension of bus riding/transportation privileges (see Policy 5610.04)

\_\_\_\_ Prohibition from extra-curricular activities (see Policy 5610.05)

\_\_\_\_ Due process rights (see Policy 5611)

# Ohio Annual Notice

\_\_\_\_ Locker searches (see Policy 5771)

\_\_\_\_ Handicapped Access (Policy 9160)

\_\_\_\_ Meal charge procedures (AG 8500D); copy to all households at the start of the school year and to transfer/new enrollees during the school year

Recommended by Board Policy or District’s AG’s

\_\_\_\_ Post information about enrollment requirements and procedures. Access to such information shall be available on the District’s web site (Policy 5111)

\_\_\_\_ Emergency medical authorization - Students (see Form 5341 F1) - send home or direct mailing

\_\_\_\_ Emergency medical authorization – Staff (see Form 1460 F1/3160 F1/4160 F1) – back-to-school orientation or school memo; keep in office and/or personnel files

\_\_\_\_ Parent signatures authorizing student early dismissal (see Form 5230 F1) and access to student records (see Form 8330 F4) – send home or direct mailing

\_\_\_\_ Denial of Permission to Release Student Directory Information to Military Recruiters (see Form 8330 F9a)

\_\_\_\_ Parent/student acknowledgement of risk when participating in interscholastic athletics (see Form 2431 F1/F2) - during sign-up or send home

\_\_\_\_ Parent/student acknowledgement of receipt of concussion and head injury information as prepared by the Ohio Department of Health (see Form 2431 F1/F2)

\_\_\_\_ Annual review and report to the Board regarding Food/Nutrition Services Policy and program

\_\_\_\_ Blanket authorization by parents for child to go on trips associated with a co-curricular or extra-curricular activity such as football, band, etc. (see Form 2340 F2/F2A) – during sign up or send home

\_\_\_\_ Notice to Parents Regarding Waiver of Fees (see Policy 6152.01)

\_\_\_\_ Verification of insurance coverage for student accidents (see Form 8760 F1) – during sign-up or send home

\_\_\_\_ Parent notification regarding blood-borne pathogens (see Form 8453.01 F5 - District newsletter or student/parent handbook)

\_\_\_\_ Reminders to staff on student supervision/health/safety matters (Policy/AG 3213/4213)

\_\_\_\_ Board policy on zero tolerance, violence, disruptive behavior, and excessive truancy student/parent handbook

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# AUGUST LUNCH MENU

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21 Pizza Tossed Salad Mixed Fruit Cocoa Raisin Bar Milk	22 Chicken Strips Steamed Carrots Butter Bread Pears Milk	23 Taco Salad Refried Beans Tacos & Corn K-3 Cookie Peaches Milk	24 Salisbury Steak Mashed Potatoes Butter Bread Peas 4-12 Mixed Fruit Milk
27 Cold Sub Goldfish Crackers Baked Beans Pineapple Milk	28 Grilled Cheese Potato Wedges Pears Cocoa Raisin Bar Milk	29 Pizzaburgers Tossed Salad Peaches Cookie Milk	30 Spaghetti Breadstix Tossed Salad Applesauce Milk	31 Popcorn Chicken Butter Bread Peas Mixed Fruit Milk

# SUMMER DATES

Book Bills: Tuesday, August 14, 1-7 PM

Wednesday, August 15, 8:30 AM - 2:00 PM

Bookbill Fee for KG-5: \$75.00

Tuesday, August 21: First Day for Students

Kindergarten Orientation 10:00 AM for parents and students

## Ottoville 2018-2019 CALENDAR

<b>AUGUST '18</b> 	<b>SEPTEMBER '18</b> 	<b>OCTOBER '18</b> 	<b>NOVEMBER '18</b> 	<b>DECEMBER '18</b> 	<b>JANUARY '19</b> 
<b>FEBRUARY '19</b> 	<b>MARCH '19</b> 	<b>APRIL '19</b> 	<b>MAY '19</b> 	<b>JUNE '19</b> 	