

TIFFIN CITY BOARD OF EDUCATION
Regular Meeting Minutes
Monday, August 28, 2023, 6:30 P.M.
Tiffin Middle School Cafetorium
103 Shepherd Drive, Tiffin, Ohio

The regular meeting of the Tiffin City Board of Education was called to order by the President, Dr. Meagan McBride, with the following members present: Dr. McBride, Mr. Dustin Williams, Dr. Andrew Gase, Mr. Larry Kisabeth, and Mr. Victor Perez.

Roll Call

The Pledge of Allegiance was led by Dr. McBride.

Pledge of Allegiance

(23-172) Dr. Gase moved, seconded by Mr. Perez, the Tiffin City Board of Education adopt the agenda with the following correction and the Addendum, as presented:

Adopt Agenda

5.04 Employment

The Superintendent recommends the Tiffin City Board of Education accept the following **resignations**:

SUPPORT STAFF

Devin Oyster, beginning ~~9/11/2023~~ **9/25/2023**

The President called for the vote. Voting yes: Dr. Gase, Mr. Perez, Mr. Kisabeth, Mr. Williams, and Dr. McBride. Motion carried.

SUPERINTENDENT’S REPORT AND RECOMMENDATIONS

- a. Mr. Richards gave an update on the State Report Card, stating the district received three stars overall. He further explained the rating remains the same as last year and that the graduation rate reflects the entire district vs. the high school alone.
- b. Additional Item – None.

Superintendent’s Report

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Public Input

None.

CONSENT AGENDA

(23-173) Dr. Gase moved, seconded by Mr. Perez, the Tiffin City Board of Education approve the following items:

The Superintendent’s recommendation to approve the minutes from the following meeting(s):

August Regular Board Meeting Minutes

- 1. Regular Board Meeting on August 28, 2023, as exhibited on pages 9-18 of the agenda.

The Superintendent's recommendation to approve the Treasurer's reports for August 2023, as exhibited on pages 19-46 of the agenda.

**Treasurer's Reports
August 2023**

The Superintendent's recommendation to approve the following committee reports for August and September 2023, as exhibited on pages 47-51 of the agenda.

**August and
September 2023
Committee Reports**

The Superintendent's recommendation to accept the following resignations:

Resignations

SUPPORT STAFF

Rene Anese, beginning 9/9/2023
Devin B. Oyster, beginning 9/25/2023
Ashley Parker, beginning 9/30/2023

The Superintendent's recommendation to employ the following:

Employment

PROFESSIONAL STAFF for the 2023-2024 Contract Year

**Professional Staff
2023-2024**

Home Instruction, as needed, at \$28.60 per hour

Jodi Roszman

Substitute Teachers

Ashlee Baker
Megan Bame
MaKenna Carter
Sarah Day
Alexandra Kirkendall
Brennan Scheck
Heidi Smalley
Lisa Swickard
Noah Widman
Sarah Whitmer

Supplemental Contracts

John Kihorany, Cross Country, 7th/8th Boys' & Girls'

SUPPORT STAFF for the 2023-2024 Contract Year

**Support Staff
2023-2024**

One-Year Limited Contract

Food Service General Worker

Misty Runion, Step 0, 4 hours/day, beginning 9/11/2023

Special Needs Aide

Deanna Boyd, Step 0, 6.5 hours/day, 185 days, beginning 9/5/2023
Jenna Heiser, Step 3, 6.5 hours/day, 185 days, beginning 9/7/2023
Ashley Lowry, Step 2, 6.5 hours/day, 185 days, beginning 9/14/2023
Santina Marks, Step 0, 6.5 hours/day, 185 days, beginning 9/11/2023
Nichole Strait, Step 0, 6.5 hours/day, 154 days

Substitute Educational Aide

Avarie Stewart
Lisa Swickard

Substitute Food Service

Eugene Englehart
April Farley
David Moon

Substitute Sweeper

Terri Bailes

Seasonal Stadium Workers, as needed, \$9.00 per hour

Braylon Auble
Maximus Fortney
Jack Koerper
Ethan Reynolds
Jack Newlove
Brayden Roggow
Bryce Roggow

Pupil Activity Volunteer

Dan Bolen, Football Volunteer, 7th/8th

Volunteers

SUPPORT STAFF CHANGES, effective with the 2023-2024 Contract Year unless otherwise noted

Kylee Beard, Special Needs Aide, **154 days**
Shawna Blust, Service Technologist, **260 days**, Step 1, beginning 8/14/2023
Sarah Brill, **221 days**, Step 3, beginning 8/11/2023
Samantha Kilgore, **reassignment** to Special Needs Aide, beginning 8/15/2023
Debra Kizer, reassignment to Special Needs Aide, **149 days**, 1.5 hours/day
Ashley McKinney, Special Needs Aide, **154 days**

The Superintendent’s recommendation to accept the following donations and grants:

Donations and Grants

District

- The White Family Charitable Fund donated \$1,000.00 to the Tiffin City Schools Read to Succeed Program.

Columbian

- Janet Beard and Anjee Beaston donated \$25.00 in memory of Scott Daniel.
- Leonard Donaldson donated \$50.00 to the Columbian Band in memory of Scott Daniel.
- Brent Howard and Susan Herring Howard donated \$100.00 to the Columbian Band in memory of Scott Daniel.
- Bonnie and Norman Blymer donated \$25.00 to the Columbian Band in memory of Scott Daniel.

- Thomas and Deborah Gerschutz donated \$50.00 to the Lady Tornado Basketball Team in memory of Gene Barto.
- Garmann Miller & Associates donated \$100.00 to the Columbian Music and Drama Departments in memory of Scott Daniel.

Noble

- American Plastics donated 30 totes, valued at \$220.00, to Mrs. Aichholz's classroom.
- Tiffin Lions Club sponsored speaker Ron Derry, valued at \$645.00.
- Dr. Katie Daniel, Animal Care Center of Tiffin, donated veterinary care for school facility dogs Dusty and Cooper valued at \$700.00.

The Superintendent's recommendation to pay the following stipends upon certified completion of duties:

Stipends

Mentor/Facilitators for Resident Educator Program, \$500 unless otherwise noted

Heather Arnold
 Vicky Boehler
 Breanna Clark, \$1,000
 Todd Edmond
 Brian Gaietto
 Kimberly Heyman
 Natallie Jones
 Kathy Kistler, \$1,500
 Laura Lewis
 Stephanie Marlowe
 Christopher Monsour
 Molly Riley
 Trenton Thacker
 Lisa Wilson

Kindergarten Kick Off

Danielle Blust, \$100
 Jennifer Cox, \$100
 Natallie Jones, \$200
 Stephanie Marlowe, \$200
 Theresa Oakleaf, \$200
 Krystal Satyananthan, \$200
 Kerry Tschanen, \$200
 Kelsey Wickham, \$200
 Joan Wolf, \$200

The Superintendent's recommendation to approve Statement of Purpose Budget Report(s) from the following student activity groups for the year beginning July 1, 2022 and ending June 30, 2023:

Statement of Purpose Budget Report

- Fund 018 SCC 9003 Krout Support Fund
- Fund 018 SCC 9678 TMS Support Fund
- Fund 200 SCC 9911 Columbian Entrepreneurship
- Fund 200 SCC 9914 Columbian Art Club
- Fund 200 SCC 9942 Columbian S.A.D.D.
- Fund 200 SCC 9948 Columbian S.T.A.N.D.
- Fund 200 SCC 9980 Columbian Key Club
- Fund 200 SCC 9982 TMS Student Council
- Fund 300 SCC 9923 Columbian Girls' Cross Country
- Fund 300 SCC 9951 Columbian Athletics Administration
- Fund 300 SCC 9976 Columbian Drama
- Fund 300 SCC 9978 Columbian Vocal Music
- Fund 300 SCC 9988 TMS Choir

The President called for the vote. Voting yes: Dr. Gase, Mr. Perez, Mr. Kisabeth, Mr. Williams, and Dr. McBride. Motion carried.

Approve Consent Agenda

ACTION ITEMS

- (23-174) Mr. Kisabeth moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the updated agreement with the City of Tiffin for the provision of a school resource officer for the 2023-2024 and 2024-2025 School years, as exhibited on pages 52-53 of the agenda.

Addendum to School Resource Officer Agreement

The President called for the vote. Voting yes: Mr. Kisabeth, Dr. Gase, Mr. Perez, Mr. Williams, and Dr. McBride. Motion carried.

- (23-175) Mr. Williams moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the 2023-2024 administrative salary schedule, as exhibited on page 54 of the agenda.

Administrative Salary Schedule

The President called for the vote. Voting yes: Mr. Williams, Dr. Gase, Mr. Kisabeth, Mr. Perez, and Dr. McBride. Motion carried.

- (23-176) Dr. Gase moved, seconded by Mr. Williams the Tiffin City Board of Education approve the corrected SLP agreement with Connie English, as exhibited on pages 55-57 of the agenda.

Corrected Connie English SLP Agreement

The President called for the vote. Voting yes: Dr. Gase, Mr. Williams, Mr. Kisabeth, Mr. Perez, and Dr. McBride. Motion carried.

- (23-177) Mr. Williams moved, seconded by Mr. Perez, the Tiffin City Board of Education approve the second amendment to second amended and restated athletic services agreement, effective 8/1/2023, as exhibited on pages 58-62 of the agenda.

Amendment to Athletic Services Agreement

The President called for the vote. Voting yes: Mr. Williams, Mr. Perez, Dr. Gase, Mr. Kisabeth, and Dr. McBride. Motion carried.

(23-178) Mr. Kisabeth moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the Mental Health and Recovery Services Board Agreement, as exhibited on pages 63-64 of the agenda. **Mental Health and Recovery Services Board Agreement**

The President called for the vote. Voting yes: Mr. Kisabeth, Dr. Gase, Mr. Perez, Mr. Williams, and Dr. McBride. Motion carried.

(23-179) Mr. Perez moved, seconded by Mr. Williams, the Tiffin City Board of Education authorize the adjustment of Teresa White’s experience and pay for the 2023-2024 Contract Year to Step 6 (MA+11) and provide back pay for previous contract years, accordingly. **Correction of a Teacher’s Step and Provide Back Pay**

The President called for the vote. Voting yes: Mr. Perez, Mr. Williams, Dr. Gase, Mr. Kisabeth, and Dr. McBride. Motion carried.

(23-180) Dr. Gase moved, seconded by Mr. Perez, the Tiffin City Board of Education authorize the Treasurer’s office to provide back pay for the 2022-2023 Contract Year to the following employees at the 2022-2023 rate of pay: **Provision of Back Pay**

Christina Lutz, .25 hours/day
Gabrielle Mitchell, .50 hours/day

The President called for the vote. Voting yes: Dr. Gase, Mr. Perez, Mr. Kisabeth, Mr. Williams, and Dr. McBride. Motion carried.

(23-181) Mr. Kisabeth moved, seconded by Mr. Williams, the Tiffin City Board of Education amend the following “standing authorization” for the balance of Calendar Year 2023: **Amend “Standing Authorization” for Calendar Year 2023**

Appointment of Purchasing Agent – Authorization for D. Gregory DeVore to serve as purchasing agent for the School District.

The President called for the vote. Voting yes: Mr. Kisabeth, Mr. Williams, Dr. Gase, Mr. Perez, and Dr. McBride. Motion carried.

BOARD DISCUSSION

Board Discussion

Mr. Williams spoke about the Special Meeting/Work Session held just prior to the Regular Board Meeting, noting the Board should re-evaluate the timing and need for the planned standing work sessions going forward.

Mr. Perez congratulated the boys’ golf and the girls’ tennis teams and wished good luck to the soccer team. He reminded those present of the Band Night to be held at 7:00 PM in Clyde on Saturday.

Dr. McBride stated her wish to take a moment to recognize the great loss the district and community have sustained in the passing of Mr. Scott Daniel.

(23-182) Mr. Williams moved, seconded by Dr. Gase, the Tiffin City Board of Education hold an executive session to consider the employment of a public employee and to consider the purchase or sale of public property.

Executive Session

The President called for the vote. Voting yes: Mr. Williams, Dr. Gase, Mr. Kisabeth, Mr. Perez, and Dr. McBride. Motion carried.

Time in: 7:44 PM
Time out: 8:34 PM

The Board returned to open session.

(23-183) Dr. Gase moved, seconded by Mr. Williams, the Tiffin City Board of Education adjourn.

Adjournment

The President called for the vote. Voting yes: Dr. Gase, Mr. Williams, Mr. Kisabeth, Mr. Perez, and Dr. McBride. Motion carried.

Meeting started: 6:30 PM
Meeting ended: 8:35 PM

The next regular meeting will be held on October 23, 2023 at 6:30 PM in the Tiffin Middle School Cafetorium.

Next Meeting

President

Treasurer