

# Support Service Committee Meeting Minutes



Friday, November 10, 2023 – 8:00 AM  
TCS Administration Building

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Attendance: \_\_\_ Meagan McBride, Ph.D., ☒ Larry Kisabeth, \_\_\_ Vince Arnold,  
\_\_\_ Randy Conger, \_\_\_ Chris Joyce, \_\_\_ Tim Weber, ☒ Greg Bogard,  
\_\_\_ Andy Frank, \_\_\_ Kara Rannigan, ☒ Natallie Jones, \_\_\_ David Alvarado,  
☒ Colleen Neely, \_\_\_ Ben Richards, ☒ Brad Scheiber, ☒ Robert Boes  
☒ Greg Devore

Guests:

Larry Kisabeth called the meeting to order at 8:00 AM. He asked everyone to read over the attached minutes. Brad Scheiber moved and Greg DeVore seconded the motion to accept the minutes as presented. The motion passed.

Colleen Neely presented the Food Service report. The report included these facts:

- National School Lunch was October 9-13, Colleen visited each of schools giving out stickers and popsicles to all the students. This was to promote our Lunch Program.
- The Negative Meal Balance is attached and she explained they are limiting breakfast to only Free and Reduced Lunch people. They can only purchase Smart Snacks if they have a positive balance.
- Laws have changed and if a family has Medicare they can get Free and Reduced meals. This might increase profits. Plus, looking at Grab & Go for the high school to provide an alternative to leaving for lunch.
- The serving lines need new computers. Tim is looking into the cost. Plus, Ryan Cook had a suggestion of moving to "Pay Schools" program. More information to come.
- Need to look at increasing charges and how similar are we to other schools.

There was no Technology Report.

The Maintenance Department update was given by Greg Devore.

- Athletics
  - Softball field is having the posts and concrete finished today.
  - The Baseball field will have posts and concrete done on Monday.
- Grounds Maintenance
  - The Fort parking lot cracks has been completed and the Middle School parking lot is almost done.
- Tiffin Middle School
  - A new freezer door has been installed
  - Two of the VFD pumps have been installed and there are three more to complete
  - The victualic clamps will be installed over spring break
  - An actuator needs to be installed on Number 4 Air handler

- Discussion on the Tennis Courts problems:
  - Low spots on Court 1
  - Cold seam have raised
  - Posts holding the nets show problems
  - Could be more damage from the winter freeze and thaw
  - All companies involved have been notified and have looked at the problems  
They decided to make the corrections in May. Everything is under warranty, should not cost the District any money.

Randy Conger presented the following information:

- Wayfinder, a program that does attendance and gives directions to the driver when necessary. The quote with detailed information is attached.
- Stopfinder GeoAlerts, a program includes electronic invitations to parents and guardians for Easy onboarding process. The quote with detailed information is attached.
- Discussion was held with the following information being presented—
  - School Messenger has some of the areas, but not independent text to parents
  - Mohawk has their own app used across their district
  - No area school has used the programs long enough to know if they work or to have both programs initiated. Many just signed.
- Bob moved and Brad seconded a motion to have this information presented to the Board with possible implementation in 2024-2025.

Larry adjourned the meeting.

The next meeting will be January 12, 2024.

NEGATIVE MEAL BALANCES PER SCHOOL NOVEMBER 2023

COLUMBIAN: -\$16,664.57(Sept.) -\$18,388.23 (Oct.)  
-\$18,778.38 (Nov)

TIFFIN MIDDLE SCHOOL: -\$11,764.71(Sept.)  
-\$12,497.93 (Oct.) -\$13,710.01 (Nov)

NOBLE: -\$6,761.95(Sept.) -\$7,326.90 (Oct.) -\$8,166.35 (Nov)

KROUT: -\$6,634.14(Sept.) -\$7,209.66(Oct.) -\$8,306.94 (Nov)

WASHINGTON: -\$1,630.35(Sept.) -\$1,750.15 (Oct.)  
-\$2,061.90 (Nov)

GRAND TOTAL: -\$43,455.72(Sept.) -\$47,305.42 (Oct.)  
-\$51,023.58 (Nov)

Difference from October to November \$3,718.16

END OF YEAR 2023 NEGATIVE BALANCE:  
-\$50,344.69

DONATIONS RECEIVED SINCE LAST MONTH:  
NONE





## Proposal

Date: October 16, 2023

440 State Street  
Schenectady NY 12305

**ATTN:** Randy Conger  
Tiffin City School District  
244 S. Monroe Street  
Tiffin, OH 44883  
**Phone:** 419-447-8729

**Prepared By:** Angela Vitti  
**Title:** Account Executive  
**Email:** avitti@transfinder.com  
**Fax:** 518-723-8298  
**Phone:** 518-723-8206

*This quotation is valid for 30 days from issue date.*

Transfinder Products and Services	Qty.	Initial Cost	Year 2	Year 3
<b>Wayfinder</b> Resource Substitution o Driver can identify which vehicle will be utilized for a trip Navigation o Turn by Turn voice guidance o Speedometer and smart map zoom o Accurate electronic route sheets for trips created in Routefinder o On demand navigation Attendance o Calendar-based schedules o Driver interaction o Skip stops before or during navigation o Manually take attendance  Includes: <ul style="list-style-type: none"> <li>Up to two (2) hours of online training which must be used within four (4) weeks of system installation.</li> </ul> <i>*Wayfinder is available for Transfinder Hosted Network (THN) clients and requires an approved Hardware Device.</i>	35 Users	\$3,520	\$2,520	\$2,520
<b>Transfinder Software Retail Pricing</b>		\$3,520	\$2,520	\$2,520
<b>Samsung Tab Active 3 Tablets</b> <ul style="list-style-type: none"> <li>Ruggedized tablet with mounting kit.</li> </ul>	30	\$31,500		
<b>Enterprise Mobility Management Platform</b>	30	\$2,160	\$2,160	\$2,268
<b>Shipping Protection</b>		\$315		
<b>Shipping and Handling</b>		<i>Billed at Cost</i>		
<b>Hardware Cost</b>		\$33,975	\$2,160	\$2,268
<b>Transfinder Software and Services with Hardware Cost</b>		\$37,495	\$4,680	\$4,788
		<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>
<b>Initial Cost</b>		\$37,495		
<b>Transfinder Software with Hardware Annual Fees</b>		<i>Included</i>	\$4,680	\$4,788

This proposal has been prepared at your request. All invoices are due and payable upon receipt. The total system cost for any of the options, is due and payable upon installation. Any Federal and/or State Sales or local taxes are the responsibility of the Licensee.

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date



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Transfinder Products and Services	Qty.	Initial Cost	Annual Fees
<b>Stopfinder GeoAlerts</b> <ul style="list-style-type: none"><li>Send electronic invitations to parents and guardians for easy onboarding process</li><li>Reliable and secure stop information</li><li>Two-way communication with registered parents and guardians (subscribers)</li><li>Send messages to subscribers based on grade, school, route, selected map region or any criteria</li><li>Receive messages including attachments (photos and documents), from subscribers</li><li>Listen and respond to your community to eliminate misinformation</li><li>Define Geo Alerts for buses<ul style="list-style-type: none"><li>Notification based on Enter or Exit Geo Alert Zone</li><li>Pickup, Drop-off, School or any locations defined by user</li><li>Parents/Subscribers can choose when to be alerted:</li></ul></li><li>Bus Enters, Bus Exists Alert Zone<ul style="list-style-type: none"><li>View historical events for today, yesterday, this week, last week</li><li>Track only student's bus in real-time</li><li>See Trip path and stop information (based on settings)</li></ul></li><li>Attendance Tracking – Requires Wayfinder Attendance<ul style="list-style-type: none"><li>Receive alert when student boarded or disembarked</li><li>View history of student board and disembark bus</li><li>Calendar based scheduled based on Routefinder Schedule</li></ul></li></ul> <p>Your purchase of Stopfinder includes:</p> <ul style="list-style-type: none"><li>Up to two (2) hours of online training which must be used within four (4) weeks of system installation.</li><li>*Stopfinder Attendance features require the use of Wayfinder with Zonar ZPass Integration.</li></ul>	30 Vehicles	\$2,880	\$2,880
<b>Stopfinder Promotion (Valid until 12/21/2023) – Savings of</b>	\$1,440.00	6 Additional Months of Service	
<b>Initial Cost</b>		\$2,880	
<b>Increase to existing Technical Support and Upgrade Fees</b>		Included	\$2,880

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**APPROVED BY:**

Client Name & Title

Signature/Date