

# 1/22/24 Regular Board Meeting

## Board of Education Meeting

Tiffin Middle School Cafetorium

Monday, January 22, 2024

6:30pm - 7:30pm

**Present:** Mr. Ben Richards, CEO/Superintendent ; Ryan Cook, CFO/Treasurer ; Dustin Williams, Board Member; Victor Perez, Board Member; Dr. Meagan McBride, Board Member; Larry Kisabeth, Board Member; Heidi Stephey, Board Member

## 1 PLEDGE OF ALLEGIANCE

Dustin Williams, President

---

**Attachments:**

## 2 CALL TO ORDER: ROLL CALL:

Mr. Cook

---

**Minutes:**

Present:

Mr. Dustin Williams

Mr. Larry Kisabeth

Dr. Meagan McBride

Mr. Victor Perez

Mrs. Heidi Stephey

**Attachments:**

## 3 ADOPT THE AGENDA

---

The Board members, including the administration, will review the agenda. The Board must approve any additions, deletions, or corrections.

**Minutes:**

As presented, no corrections.

**Result:** Approved

**Motioned:** Dr. Meagan McBride

**Seconded:** Larry Kisabeth

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		

Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

**Attachments:**

## 4 RECOGNITIONS

---

School Board Recognition Month

**Minutes:**

Mr. Richards thanked the Board of Education for the wonderful work they do in their selfless roles. He expressed his gratitude for each board member.

**Attachments:**

## 5 SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS:

---

**Minutes:**

Mr. Ben Richards said, continuing the the discussion from the special meeting/work session, the district has a lot of needs, one of which is curriculum. Discussion ensued regarding the lack of a program committee which, in the past, has ensured thorough review of materials, as well as replacement on a cycle.

Mr. Perez spoke about specific materials he feels are outdated and questioned whether there are funds allocated for curriculum. Dr. McBride questioned the message the district sends when teachers are not given appropriate and adequate curriculum. Mrs. Stephey said that placing blame may not be helpful, but the district does need to look at how long curriculum has been unattended to and how we got where we are. She said curriculum needs to be addressed annually. Dr. McBride stressed the importance she places in putting curriculum higher on the priority list than some other expenditures being discussed.

Mr. Richards stated the district could write a check tomorrow and purchase all the necessary curriculum, but noted that other important things would then have to be put on hold. He said there is a need to prioritize the district's needs. He stated that in some circumstances, permanent improvement funds can be used for curriculum. Mr. Richards said there is a need to have robust conversations about all the needs of the district. Dr. McBride and Mr. Perez expressed the need to have a better understanding of the district's curriculum deficits and then to get a plan in place to address those needs.

Mr. Richards said that with conversation around a bond issue, there will need to be discussion of property the district owns. Conversation was had about the district exploring options to no longer own the 82 acre lot to the south of Tiffin.

**Attachments:**

## 6 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD:

---

Per Board Policy BDDH: Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. The period of public participation may be extended by a vote of the majority of the Board, present and voting. Persons wishing to submit comment can do so by emailing [tcs\\_boardcomments@tiffincityschools.org](mailto:tcs_boardcomments@tiffincityschools.org). The

meeting will be publicly available via Facebook.

**Minutes:**

None.

**Attachments:**

## 7 CONSENT AGENDA:

---

The Superintendent recommends the Tiffin City Board of Education approve the consent agenda: Items 6.1 through 6.9. Action by the Board of Education in Adoption of the Consent Agenda means that all VI items are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the consent agenda and voted upon separately. Employments, where applicable, are contingent upon 1) Verification of education and experience; 2) Proof of proper certification/licensure; 3) Favorable results from a criminal records check.

**Result:** Approved

**Motioned:** Larry Kisabeth

**Seconded:** Dr. Meagan McBride

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

**Attachments:**

### 7.1 Approve Minutes

---

The Superintendent recommends the Tiffin City Board of Education approve the following minutes, as exhibited:

12/18/23 Special Meeting/Work Session Minutes

12/18/23 Regular Meeting Minutes

1/8/24 Organizational Meeting Minutes

**Result:** Approved

**Attachments:**

[12 18 23 Special Meeting Work Session Minutes.pdf](#)

[12 18 23 Regular Meeting Minutes.pdf](#)

[1 8 24 Organizational Meeting Minutes.pdf](#)

### 7.2 Approve Treasurer's Report

---

The Superintendent recommends the Tiffin City Board of Education approve the attached Treasurer's reports, as exhibited.

**Result:** Approved

**Attachments:**

[January Financial Board Packet .pdf](#)

### 7.3 Approve Committee Reports

---

The Superintendent recommends the Tiffin City Board of Education approve the attached Committee Reports, as exhibited.

**Result:** Approved

**Attachments:**

[BAC Minutes 12.21.23.pdf](#)

[December Financial Committee.pdf](#)

[November Financial Committee.pdf](#)

### 7.4 Employ Professional Staff 2023-2024

---

The Superintendent recommends the Tiffin City Board of Education employ the following Professional Staff:

**Substitute Teacher**

Micah Rettig

**Result:** Approved

**Attachments:**

### 7.5 Employ Support Staff 2023-2024

---

The Superintendent recommends the Tiffin City Board of Education employ the following Support Staff:

**Special Needs Aide**

Molly Zender, Step 0, 6.5 hours/day, 154 days

**Substitute Educational Aide**

Lindsey Price

**Support Staff Changes**

Kylee Beard, Library Paraprofessional, Step 3, 7 hours/day, 190 days, beginning 1/4/2024

Angie Clouse, Secretary, Step 14, 255 days, beginning 1/16/2023

**Pupil Activity Volunteer**

Garritt Prenzlin, Basketball, Boys' Varsity Volunteer

**Result:** Approved

**Attachments:**

## 7.6 Donations and Grants

---

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

### **District**

Ameriwood donated 30 boxes of paper valued at \$750.00.

### **Columbian High School**

The White Family Charitable Fund granted \$37,742.00 to the Art Department for the purchase of display cases.

Leonard Donaldson donated \$50.00 to the Columbian Quiz Bowl Team in memory of Gail Schreiner and John Bowen.

### **Tiffin Middle School**

Tiffin Lions Club donated 45 dozen popcorn balls for students, valued at \$220.00.

**Result:** Approved

**Attachments:**

## 7.7 Stipends

---

The Superintendent recommends the Tiffin City Board of Education pay the following stipends, upon certified completion of duties:

### **Assistant Director of Student Services, \$5,000/semester, beginning 1/3/2024**

Molly Armstrong

**Result:** Approved

**Attachments:**

## 7.8 Statement of Purpose Budget Reports 2023-2024

---

The Superintendent recommends the Tiffin City Board of Education approve Statement of Purpose Budget Report(s) from the following student activity groups for the year beginning July 1, 2023 and ending June 30, 2024:

Fund 300 SCC 9901 Columbian Baseball

Fund 300 SCC 998 TMS Power of the Pen

Fund 300 SCC 9901 Columbian Baseball

**Result:** Approved

**Attachments:**

## 8 ACTION ITEMS:

---

**Attachments:**

## 8.1 Approve District Calendar 2024-2025

---

As exhibited.

**Result:** Approved

**Motioned:** Dr. Meagan McBride

**Seconded:** Heidi Stephey

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

**Attachments:**

[TCS 2024-2025 PLAN 3-Amend. 1 .pdf](#)

## 8.2 Adopt Lease-Purchase Resolution for Track

---

As exhibited.

**Minutes:**

Mr. Kisabeth moved, seconded by Mr. Perez, to approve item 8.2. During discussion of the resolution, Mr. Williams motioned, seconded by Dr. McBride, to remove item 8.2 from consideration. Voting no: Mr. Williams, Dr. McBride, Mr. Perez, Mrs. Stephey, and Mr. Kisabeth. The motion to remove the item failed.

**Result:** Approved

**Motioned:** Larry Kisabeth

**Seconded:** Victor Perez

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

**Attachments:**

[Tiffin CSD - 2024 Lease-Purchase - Resolution 19067739.1 .pdf](#)

## 9 BOARD DISCUSSION:

---

**Minutes:**

Mr. Perez stated that consistent with what had been said, he liked the conversation that had taken place because it reminded the board of its responsibility to prioritize education and curriculum. He said the board needs to know what the public wants the district to provide, enriching opportunities such as the TMS STEM Fair or just the bare minimum?

**Attachments:**

## 10 ENTER EXECUTIVE SESSION:

---

Hold an Executive Session for one or more of the following matters to:

**X a. consider the** appointment\_\_\_\_, **employment X**, dismissal\_\_\_\_, discipline\_\_\_\_, promotion\_\_\_\_, demotion\_\_\_\_, or compensation\_\_\_\_ **of a public employee(s)** or official(s)\_\_\_\_, or consider the investigations of charges or complaints against a public employee(s)\_\_\_\_, official(s), licensee(s) or "regulated individual(s)"\_\_\_\_; unless the person(s) being investigated of charges or complaints requests a public hearing;

\_\_\_\_ b. consider the purchase or sale of public property if the public interest would be hurt by the premature disclosure of the information;

\_\_\_\_ c. confer with the public body's attorney for the purpose of considering disputes if a court action concerning the dispute is either pending or imminent;

\_\_\_\_ d. prepare for, conduct, or review negotiations or bargaining sessions with public employees;

\_\_\_\_ e. consider matters required by federal laws, or rules, or state statutes to be kept confidential;

\_\_\_\_ f. consider specialized details of security arrangements if the information could be used for criminal purposes.

\_\_\_\_ g. no action taken.

Time in:

**Minutes:**

Time in: 8:13 p.m.

**Result:** Approved

**Motioned:** Larry Kisabeth

**Seconded:** Heidi Stephey

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

**Attachments:**

## 11 EXIT EXECUTIVE SESSION

---

Return to open session.

Time out:

**Minutes:**

Time out: 10:06 p.m.

**Attachments:**

## 12 ADJOURNMENT

---

The Board business meeting is concluded.

Meeting started:

Meeting ended:

**Minutes:**

Meeting started: 6:30 p.m.

Meeting ended: 10:06 p.m.

**Result:** Approved

**Motioned:** Victor Perez

**Seconded:** Larry Kisabeth

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

**Attachments:**

### 12.1 Next Regular Meeting

---

The next regular meeting will be February 26, 2024 at 6:30 PM in the Tiffin Middle School Cafetorium.

**Attachments:**

## 13 412 CERTIFICATE

---

**CERTIFICATE**

Section 5705.412, RC

IT IS HEREBY CERTIFIED that the TIFFIN CITY SCHOOL DISTRICT BOARD OF EDUCATION, SENECA COUNTY, OHIO, to adopt any appropriation measure, make any qualifying contract, or increase during any school year any wage or salary schedule shown above, has in effect the authorization to levy taxes including the renewal or replacement of existing levies which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide the operating revenues necessary to enable the district to maintain all personnel and programs for all the days set forth in its adopted school calendars for the current fiscal year and for a number of days in succeeding fiscal years equal to the number of days instruction was held or is scheduled for the current fiscal year, as required by Section 5705.412.

TIFFIN CITY SCHOOL DISTRICT

By



President, Board of Education  
By  
Treasurer  
By  
Superintendent of Schools

**Attachments:**