

# 7/11/24 Special Board Meeting

## Board of Education Meeting

Tiffin Middle School Media Center, 103 Shepherd Dr., Tiffin, OH 44883

Thursday, July 11, 2024

6:00pm - 7:00pm

**Present:** Jerry Nadeau, Interim 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

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**Minutes:**

The Pledge of Allegiance was led by Dustin Williams.

### 2 CALL TO ORDER: ROLL CALL:

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Mr. Cook

\_\_\_\_\_ Mr. Williams  
\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez  
\_\_\_\_\_ Mrs. Stephey

**Minutes:**

Present were:

Mr. Dustin Williams

Mr. Larry Kisabeth

Dr. Meagan McBride

Mr. Victor Perez

Mrs. Heidi Stephey

### 3 ADOPT THE AGENDA

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

\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mr. Williams

**Minutes:**

As presented.

**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		

## 4 CONSENT AGENDA

The Superintendent recommends the Tiffin City Board of Education approve the consent agenda: Action by the Board of Education in Adoption of the Consent Agenda means that all Consent Agenda 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.

\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mr. Williams

**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		

### 4.1 Resignations

The Superintendent recommends the Tiffin City Board of Education accept the following resignations effective with the conclusion of the 2023-2024 Contract Year:

**Professional Staff**

Heather Arnold  
Miriah Depinet

Heidi Ekleberry  
Jennifer Gressman  
Kendra Hartman

**Support Staff**

Jamie Walton, contingent on Board approval of substitute teacher and aide contracts

**Result:** Approved

## 4.2 Employ Professional Staff 2024-2025

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

**Teacher Limited Contract – First One-Year (2024 – 2025)**

Camden Grunden  
Sarah Hicks  
Adrienne Lucius  
Mary Massi  
Lynn Phillips  
Hannah Sharpe  
Maria Welter  
Kristen Wise

**Substitute Teacher**

Molly Lofton  
Randy Roberts  
Allison Scheiber  
Kenneth Stahl  
Connie Tyree  
Jamie Walton

**Supplemental Contract**

Michael Felske, Athletic Events and Activities Manager

**Result:** Approved

## 4.3 Employ Support Staff 2024-2025

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

**Bus Driver**

David J. Althaus, Step 1  
Marsha L. Mullholand, Step 1

**Special Needs Aide**

Ashley Spencer, Step 0, 185 days, 6.5 hours/day

**Substitute Educational Aide**

Molly Lofton  
Jamie Walton

**Pupil Activity Permit**

Michelle DeBusman, Volleyball, Seventh Grade Girls'

John Eckroth, Football, Assistant Varsity (50%)

**Pupil Activity Volunteer**

Olivia Jacobs, Volleyball Volunteer

**Result:** Approved

#### 4.4 Contract Amendments

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**Teacher, Summer Reading Institute, \$28.60 per hour, not to exceed 21 hours total**

Karin Day

**Lead Teacher, Extended School Year, \$28.60 per hour, not to exceed 12 hours/week**

Natallie Jones

**Educational Aide, Extended School Year, to be paid at contracted hourly rate, not to exceed 10.5 hours/week**

Ashley Lowry

Heather Steinhauser

**Result:** Approved

### 5 ACTION ITEMS

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#### 5.1 Approve Wyandot Counseling Services Contract 2024-2025

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The Superintendent recommends the Tiffin City Board of Education approve the contract, as exhibited.

\_\_\_\_\_ Mr. Williams

\_\_\_\_\_ Mr. Kisabeth

\_\_\_\_\_ Dr. McBride

\_\_\_\_\_ Mr. Perez

\_\_\_\_\_ Mrs. Stephey

**Result:** Approved

**Motioned:** Dr. Meagan McBride

**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 City Schools Contract 2024-2025.pdf](#)

## 5.2 Approve Bus Driver Routes 2024-2025

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The Superintendent recommends the Tiffin City Board of Education approve the bus driver route summary, as exhibited.

\_\_\_\_\_ Mr. Williams  
\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez  
\_\_\_\_\_ Mrs. Stephey

**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:**

[Bus Driver Route Summary.pdf](#)

## 5.3 Accept Treasurer Resignation

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The Superintendent recommends the Tiffin City Board of Education accept the resignation of Treasurer Ryan Cook, as exhibited.

\_\_\_\_\_ Mr. Williams  
\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez  
\_\_\_\_\_ Mrs. Stephey

**Minutes:**

Board members thanked Ryan Cook for the work he has done for the district, congratulated him on his new position, and wished him well. Cook said teamwork has been key.

**Result:** Approved

**Motioned:** Dustin Williams

**Seconded:** Dr. Meagan McBride

Voter	Yes	No	Abstaining
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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 - Resignation .pdf](#)

## 6 ENTER EXECUTIVE SESSION:

☐ Dr. McBride  
☐ Mr. Perez  
☐ Mrs. Stephey  
☐ Mr. Kisabeth  
☐ Mr. Williams

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: 6:14 p.m.

**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		
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## 7 EXIT EXECUTIVE SESSION

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Return to open session.  
Time out:

**Minutes:**

Time out: 6:41 p.m.

## 8 BOARD DISCUSSION

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Resignation of Treasurer/Next Steps

**Minutes:**

Dustin Williams said there will be a treasurer in place by August 1, 2024. The board has reached out to organizations to procure a temporary solution, with interviews to take place in the coming week.

## 9 ADJOURNMENT

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The Board business meeting is concluded.

Meeting started:

Meeting ended:

\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mr. Williams

**Minutes:**

Meeting started: 6:00 p.m.

Meeting ended: 6:45 p.m.

**Result:** Approved

**Motioned:** Heidi Stephey

**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		

### 9.1 Next Regular Meeting

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

## 10 412 CERTIFICATE

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### 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