

12/16/2024 Regular Board Meeting

Board of Education Meeting

Tiffin Middle School 103 Shepherd Drive Tiffin, Ohio 44883

Monday, December 16, 2024

6:30pm - 7:30pm

Present: Mrs. Abigail Young, Executive Administrative Assistant; Anne Spence, Treasurer/CFO; Jerry Nadeau, Superintendent ; 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, Board President

Minutes:

Mr. Williams led the Pledge of Allegiance.

2 CALL TO ORDER: ROLL CALL:

Anne Spence, Treasurer/CFO

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

Minutes:

Mr. Williams called the meeting to order at 6:32pm and Ms. Spence conducted the roll call. All Board Members were present.

3 ADOPT THE AGENDA

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

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

Minutes:

Mr. Williams asked for a motion to adopt the agenda. Dr. McBride motioned and Mr. Kisabeth seconded. The agenda was approved as presented.

Motioned: Dr. Meagan McBride

Seconded: Larry Kisabeth

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		

4 RECOGNITIONS

Bob Boes, Assistant Superintendent

4.1 4.1 First Quarter Crystal Apple

Mr. Ryan Bloomfield, Noble Elementary School
 Mr. Shawn Siebenaller, Krout Elementary School

Minutes:

Mr. Boes recognized the 1st Quarter Crystal Apple Award winners. Mr. Boes first thanked the Board of Education for re-establishing this program 6 years ago.

Mr. Ryan Bloomfield - Mr. Bloomfield is a Special Needs Aide at Noble 4-5. Mrs. Tisha Flint nominated Mr. Bloomfield for this award. Some comments Mrs. Flint mentioned are the following: teamwork skills, always allowing students to be seen and heard, always willing to take on new tasks despite if the task is challenging, and seeks to understand the student and does not rush to judge. Mr. Bloomfield has taken on some Leadership roles within the Watchdog program.

Mr. Bloomfield said a few comments: He first thanked Mrs. Flint for nominating him. He mentioned it is an honor to work with so many great educators and great students everyday. He has amazing co-workers within the building.

Mr. Shawn Siebenaller - Mr. Siebenaller is a Intervention Specialist at Krout 2-3. Mrs. Teresa Faber nominated Mr. Siebenaller for this award. Some comments Mrs. Faber mentioned are the following: he is wonderful with students, seems to know how to get them to listen/focus, change young minds in a positive way, Mr. Siebenaller is always the "go to guy", bus drivers, teachers, etc seem to always go to him, and Mr. Siebenaller is an amazing role model for younger teachers as well.

Mr. Siebenaller said a few comments: Just a quick shout out to Mrs. Jessica Cantu, she is my classroom aide it is very important to have good aides to be able to do my job effectively. Also, Mrs. Michelle Wise is new to the district this year and she is fantastic.

5 PRESENTATION

Tim Murray, Awarding Credit for Semester Yearlong Classes

Minutes:

Mr. Tim Murray first congratulated the Crystal Apple Award winners. He went on to thank the staff at Columbian for their patience while being out on medical leave.

The purpose of the presentation is to present the Credit for Semester Yearlong classes. This change means a student needs to pass 2 of 3 per semester. Mr. Murray as well as the counselors at Columbian think this is in the best interest of our students. This information will be communicated out to students and parents/guardians via Final Forms. Mr. Williams asked if this will be effective immediately. The answer was yes. Dr. McBride asked Mr. Murray to clarify for the parents that may not understand what 2 of 3 means. Mr. Murray went on to explain each

student has "3" per semester, 1st quarter, 2nd quarter and semester final. A student needs to pass 2 of those to receive credit for the class. Mrs. Stephey mentioned that currently if you fail you need to retake the entire class and receive zero credit. Mr. Murray fully thinks this makes the most sense for students. Currently, all classes are labeled as year long classes in DASL. At a later discussion we would like to list as semester classes: example Math-a, Math-b.

Mr. Williams reminded the Board Members this topic will be voted on as an action item.

6 SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS:

Jerry Nadeau, Superintendent

Facility Tour Recap

First Read for Columbian and TMS Course Selection Guides

Policy Project Update and First Read

Fall Assessment Data

Minutes:

Mr. Nadeau provided a quick recap of the topics that will be discussed. Facility Tour, First Read for Columbian and TMS Course Selection Guides, Policy Project Update and First Read, and Fall Assessment Data.

Facility Tour Recap: Mr. Nadeau mentioned that the facility tour this month covered the Administration Building and Stadium. Mr. Nadeau mentioned the long standing work from Mr. Greg Devore and the maintenance team to provide the best for students. It is important to figure out the wants and needs of the district. Stadium: different community organizations use the stadium. Administration Building: short and long term goals.

First Read for Columbian and TMS Course Selection Guides: previously the name was Curriculum guide, that has currently been adjusted to reflect Course Selection Guide. Board Approval at a later date.

Policy Project Update and First Read: Some policies have already been approved. This needed completed to keep the district in compliance. We are currently finishing up our last policy review meetings with OSBA. The goal is to hopefully have the policies Board approved in January/February.

Fall Assessment Data: 3rd Grade Reading Guarantee Test results have been finalized. This information will be presented in January more in depth. Tiffin City is 1 percent below the state average. Tiffin City closed the gap by 6 percent.

Dr. McBride thanked the team for the dedication to the students. Mr. Nadeau mentioned that Krout has 60 percent new staff. Their dedication to the students and teaching does not go unnoticed.

Mr. Perez mentioned that he had a special visit with Mr. Nadeau to tour the stadium. Mr. Perez was able to see the locker rooms on the other side for the first time. He mentioned the condition of the stadium. The playing life of the turf field being 1 year left. Previously there has not been a plan and now we need to respond.

7 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. The meeting will be publicly available via Facebook.

Minutes:

No public comment.

8 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.

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

Minutes:

Mr. Williams asked for a motion. Dr. McBride motioned and Mr. Perez seconded. The consent agenda was approved as presented.

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		

8.1 Approve Treasurer's Report

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

General Fund Report
Cash Reconciliation
Financial Dashboard

Attachments:

[General Fund Report 001.pdf](#)
[Cash Reconciliation.pdf](#)
[Financial Dashboard.pdf](#)

8.2 Approve Committee Reports

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

November Business Council Meeting Minutes

Attachments:

[November Business Council Meeting Minutes.pdf](#)

8.3 Leave of Absence

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

Brittney Vanover

8.4 Resignations

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

Lincoln:

Pamela Krause

8.5 Employ Professional Staff 2024-2025

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

Substitute Teacher:

Marissa Sharpe

Caroline Cahill

8.6 Employ Support Staff 2024-2025

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

Substitute Aide:

Amy Wilson

8.7 Donations and Grants

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

Columbian High School:

Fred C. Fox Scholarship Fund donated \$1,000 for awards Recognition Night. In the past, this donation has covered English, Math, Science and Spanish awards.

Noble:

McDonalds donated food coupons valued at \$350.00 to support PBIS.

Pay It Forward Store:

A donation of \$1000 was received from the Meshech Frost Charitable Trust to support the Pay It Forward store.

Welcome Center:

A donation of \$500.00 dollars was donated by Michelle Tuite. Mrs. Tuite declined the honorarium from The Sisters of Hope in Christ but agreed to have the amount of her honorarium given to an organization of her choice. Mrs. Tuite chose The District Welcome Center to receive the donation.

Nick and Jill Miller donated a couch at a monetary amount of \$800 to the Welcome Center.

8.8 Stipends

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

Building Leadership Team, \$500/year

Rita Brown

8.9 Certificate of Fiscal Officer (Then and Now)

The Superintendent recommends the Tiffin City Board of Education authorize the payment of the following amounts due, as certified by the fiscal officer that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract or order and in the treasury or in process of collection to the credit of the appropriate fund free from any previous encumbrances:

W.William Schmidt & Assoc. Inc

Attachments:

[W.William Schmidt Assoc Inc. .pdf](#)

8.10 North Central Ohio Educational Service Center

The Superintendent recommends the Tiffin City Board of Education approve the North Central Ohio Service Center agreements.

Intervention Specialist Services

Intervention Supervisor Services

Mental Health Counselor Services

Student & Family Support Specialist Services

Attachments:

[Mental Health Counselor Services.pdf](#)

[Student Family Support Specialist Services.pdf](#)

[Intervention Specialist Services.pdf](#)

[Intervention Supervisor Services.pdf](#)

9 ACTION ITEMS:

9.1 Set Organizational Meeting Date and Time

The Board President recommends the Tiffin City Board of Education set its Organizational Meeting for January 6th, 2025 at 6:30pm. The meeting will be held at Tiffin Middle School cafetorium.

_____ Mr. Williams

_____ Mr. Kisabeth

_____ Dr. McBride

_____ Mr. Perez

_____ Mrs. Stephey

Minutes:

The Board Members approved the Organizational Meeting to be held on January 6th, 2025 at 6:30pm.

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		

9.2 Approve OSBA Membership January - December 2025

Annual renewal of Ohio School Board Association membership, as exhibited.

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

Minutes:

The Board Members approved the OSBA Annual Membership to be renewed.

Motioned: Dr. Meagan McBride

Seconded: Dustin Williams

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:

[Ohio School Boards Association - Annual Membership .pdf](#)

9.3 Awarding Credit for Semester Yearlong Classes

As exhibited;

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

Minutes:

The Board members approved the adjustment is Awarding Credit to Semester Year long classes. This action item reflects Mr. Tim Murray's presentation.

Motioned: Victor Perez

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:

[Awarding Credit for Semester Yearlong Classes.pdf](#)

9.4 Golden Gate Financial Services

Approve the Purchased Service Agreement, as exhibited;

- _____ Mr. Williams
- _____ Mr. Kisabeth
- _____ Dr. McBride
- _____ Mr. Perez
- _____ Mrs. Stephey

Minutes:

Ms. Spence commented on this action item. Upon approval this service will be utilized for special projects for audits and funding areas. This will allow the district to collect every dollar from the state that is appropriate. Ms. Spence mentioned that she has worked with this organization for many years and feels comfortable using them at Tiffin City.

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:

[Golden Gate Financial Services .pdf](#)

9.5 Director of Student Services Job Description

The Superintendent recommends to approve the following Director of Student Service job description; as exhibited.

- _____ Mr. Williams
- _____ Mr. Kisabeth
- _____ Dr. McBride
- _____ Mr. Perez
- _____ Mrs. Stephey

Minutes:

The Board approved the proposed job description with a unanimous vote.

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:

[Director of Student Services Job Description .pdf](#)

9.6 PBIS, Restraint and Seclusion Policy

As exhibited;

- _____ Mr. Williams
- _____ Mr. Kisabeth
- _____ Dr. McBride
- _____ Mr. Perez
- _____ Mrs. Stephey

Minutes:

Positive Behavior Intervention and Support (PBIS)

This is a state mandated policy. Tiffin City's current policy was not in alignment with the state law.

Motioned: Victor Perez

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		
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Attachments:

[PBIS Restraint and Seclusion Policy.docx](#)

9.7 Board Compensation

Per Board Policy the Superintendent recommends the board setting compensation for the next service year.

- _____ Mr. Williams
- _____ Mr. Kisabeth
- _____ Dr. McBride
- _____ Mr. Perez
- _____ Mrs. Stephey

Minutes:

Ms. Spence mentioned that the board currently received \$125.00 per meeting, not to exceed \$5,000 per year. There is an additional allowance for travel and expenses. These current numbers will continue to be effective until January 2026.

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		

10 BOARD DISCUSSION:

Goals for the Superintendent and Treasurer

Facility Tour

Ballot issues

Board Member Roles

Minutes:

Goals for the Superintendent and Treasurer: At the work session there was a discussion about long term goals and objectives. The goal is to make sure the Superintendent goals are consist and understandable even if the board members transition. The outcome of the discussion was that a committee was established led by Mr. Williams and Dr. McBride. Further conversation will occur at a later time.

Facility Tour: Mr. Perez asked if the district in unable to replace the turf field is there a grass option? Also, discussed enforcing a usage policy. Any outside facility would need to submit a form to request to use the stadium. Improvements for handicap accessible on the home and visitor side. Mr. DeVore and the maintenance team installed a ramp on the visitor side of the stadium that includes seating for 16 people. Mr. Nadeau commented that these are all future considerations that need to be addressed quickly. Dr. McBride asked if

there were grants/funding available that could help with allowing the stadium to be more accessible. Mr. Nadeau mentioned the Mr. Devore and Mr. Boes are looking into legislation. Also, private and grant monies can be utilized without taking anyway education from students.

Ballot: The Board Members agreed to go on the ballot this coming November. There will be an .75 percent Earned Income Tax. This will address operating needs. Current income tax is 2 percent. With the additional .75 the income tax will equal 2.75 percent. Dr. McBride mentioned that the staff is closing the gap and with Tiffin City being the 17th lowest in the state per pupil.

Board Member Roles: A new Vice President will need to be nominated. Organize committees through the Superintendent. Different leaders and stakeholders will be involved. Committee reports will be sent out in a timely manner. Dr. McBride asked for the committee descriptions to be resent to provide a better idea who is best fit for each committee.

Insurance: Mr. Nadeau recommends that the district changes consortiums. Stark County is a high quality insurance consortium. Mr. Williams noted that even though the consortium will change the provider Medical Mutual will continue to be the same. Ms. Spence mentioned that benefits have increased by 21 percent from last year, that being almost a half of a million dollars. Ms. Spence said the provider will not change but it will limit large increased on the district and that is a great impact on the district.

11 ENTER EXECUTIVE SESSION:

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

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

_____ a. consider the appointment____, employment____, 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:

No Executive Session occurred.

12 EXIT EXECUTIVE SESSION

Return to open session.

Time out:

13 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

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

Minutes:

Mr. Williams asked for a motion to adjourn. Dr. McBride motioned and Mrs. Stephey seconded. The meeting ended to 7:30pm.

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		

13.1 Next Regular Meeting

The next regular meeting will be January 27th, 2025 at 6:30 PM in the Tiffin Middle School Cafetorium.

14 412 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