

1/27/2025 Special Board Meeting/Work Session

Board of Education Meeting

Tiffin Middle School 103 Shepherd Drive Tiffin, Ohio 44883

Monday, January 27, 2025

5:45pm - 6:30pm

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

Mr. Larry Kisabeth, President

Minutes:

Mr. Kisabeth led the Pledge of Allegiance.

2 CALL TO ORDER: ROLL CALL:

Ms. Anne Spence, Treasurer/CFO

Minutes:

Ms. Spence conducted the call to order. At the time of call to order the following individuals were present, Mr. Kisabeth, Dr. McBride, and Mr. Williams. Mr. Perez was not present at the time of roll call. He entered the meeting at 5:48pm.

| Voter | Yes | No | Abstaining |
|----------------------------------|-----|----|------------|
| Dustin Williams, Board Member | X | | |
| Dr. Meagan McBride, Board Member | X | | |
| Larry Kisabeth, Board Member | X | | |

3 ADOPT THE AGENDA

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

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

Minutes:

The agenda was adopted as presented.

Motioned: Larry Kisabeth

Seconded: Dr. Meagan McBride

| Voter | Yes | No | Abstaining |
|----------------------------------|-----|----|------------|
| Dustin Williams, Board Member | X | | |
| Dr. Meagan McBride, Board Member | X | | |
| Larry Kisabeth, 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.

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

Minutes:

All consent items were approved as presented.

Motioned: Dr. Meagan McBride

Seconded: Dustin Williams

| Voter | Yes | No | Abstaining |
|----------------------------------|-----|----|------------|
| Dustin Williams, Board Member | X | | |
| Dr. Meagan McBride, Board Member | X | | |
| Larry Kisabeth, Board Member | X | | |

4.1 Approve Minutes

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

1.6.2025 Organizational Meeting Minutes

Attachments:

[1.6.2025 Organizational Meeting Minutes .pdf](#)

4.2 Approve Committee Reports

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

Business Advisory Council 1.16.2025 Minutes

Minutes:

Mr. Kisabeth mentioned that on January 29th, 2025 at 1:00pm there will be a Career in Finance panel with 4 speakers coming to Columbian.

Attachments:

[Business Council Meeting Minutes 1.16.25.pdf](#)

5 BOARD DISCUSSION

Topics for Discussion:

Disposal of Property

Facilities

Levy Discussion

School Alignment

Minutes:

Disposal of Property:

The district is currently working with board and legal council. There is a process that needs to be followed for sale of property. The property needs to be offered to any Charter school in the area. The Charter schools will have 60 days to respond to the offer. Land appraisal will need to occur. The overall goal is to have the process completed by Spring. Mr. Kisabeth asked a clarifying question that the land was for a cost. Mr. Nadeau confirmed that was correct. Dr. McBride mentioned that over the last few months the community has been speaking out about the disposal of property. Dr. McBride stated that the Board and district hear the community comments and are responding through the proper protocol.

Facilities:

The boiler at Lincoln stopped working two weeks ago. Mr. Boes and Mr. Devore are currently working with the insurance company. It will cost between \$75,000-\$100,000 to replace. The boiler at Krout is around 25 years old. Middle School boiler is around 22 years old. Mr. Kisabeth mentioned that the district needs to look at operational costs. Mr. Nadeau mentioned that the boiler at the Administration building is aging as well. A 3, 5, 10 year plan needs to be established to reflect financial support. Mr. Williams asked about a maintenance plan for PI. Mr. Nadeau mentioned that Lincoln was inspected in the Fall therefore the boiler at Lincoln breaking was unexpected. Ms. Spence mentioned about setting up an account for unexpected emergencies. Mr. Perez suggested a timetable for facility projects. Mr. Nadeau followed up with the windows at TMS in the Spring and roof at Washington is currently being completed. We all need to work in the assumption that these are the buildings we will continue to operate in for the next few years. Dr. McBride said that we can figure out the lifespan of some items such as boiler, roof, lights etc. therefore we should be able to budget properly for these repairs. In regards to the Administration building evaluation for adjusting space versus maintenance repairs. Mr. Williams asked about the impact of staff and students at Lincoln when the boiler stopped working. Mr. Nadeau confirmed that the impact was minimal as each classroom still has a small operating unit. Mr. Williams asked about modern day HVAC options. A business facility plan is being requested.

Levy Discussion:

Mr. Nadeau stated the district will be asking for an Operating Levy November 2025. The district has not received any new money since 2013. We need to start generating data and reaching out to the community. Overall goal will continue to provide an environment to support and educate our students. Mr. Williams asked when does a resolution need to be passed. Ms. Spence commented that according to legal council June would be the first and July would be the second. Both Mr. Kisabeth and Dr. McBride commented that the sooner the better. There was discussion about filing sooner but waiting would be a better option which will allow the numbers to come back from the state. Dr. McBride emphasized the importance of communicating the plan to the public. Mr. Williams would like to discuss more in the finance committee meeting. Mr. Kisabeth mentioned that we should wait till after January 31st since there is a Levy webinar. All attendees will learn more about the rules and regulations for levies. Mr. Kisabeth also wanted to confirm the levy will be .75% unlike previously stated in a publication.

School Alignment:

The district is working diligently to align all resources throughout the district. This will help with transitions between buildings. By aligning resources this will help with fiscal responsibility. Mr. Nadeau stated discussion has occurred to move away from grade band buildings. The district is not anywhere close to making a decision at this time. There are a lot of factors that play a role with building adjustments including but not limited to curriculum and transportation. Mr. Perez confirmed that if building adjustments are made it will not happen for the 2025-2026 school year. It is important that the district evaluates childrens, parents, and staff needs. The academic calendar was a topic for discussion. Mr. Kisabeth mentioned that our calendar will still need to reflect the surrounding schools around us (Sentinel, TU and Heidelberg) Mr. Perez stated that he felt like other calendar options were a better choice when presented.

6 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

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

Minutes:

The meeting started at 5:45pm and was adjourned at 6:18pm. Mr. Perez joined the meeting at 5:48pm.

Motioned: Dustin Williams

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 | | |

6.1 Next Regular Meeting

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

7 412 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