

# 3/11/2025 Special Board Meeting

## Board of Education Meeting

Tiffin Columbian High School, 300 South Monroe Street, Tiffin, Ohio 44883

Tuesday, March 11, 2025

1:15pm - 2:45pm

**Present:** Mr. Jerry Nadeau, Superintendent ; Mr. Larry Kisabeth, Board President ; Mrs. Heidi Stephey, Board Vice President ; Dr. Meagan McBride, Board Member; Mr. Victor Perez, Board Member; Mrs. Abigail Young, Executive Administrative Assistant

### 1 PLEDGE OF ALLEGIANCE

Mr. Larry Kisabeth, Board President

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**Minutes:**

Mr. Kisabeth led the Pledge of Allegiance.

### 2 NOMINATIONS FOR TREASURER PRO TEM

Mr. Larry Kisabeth, Board President

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Discuss nominations for Treasurer Pro Tem.

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

**Minutes:**

Dr. McBride nominated Mr. Perez to be Treasurer Pro Tem. Mrs. Stephey agreed with the nomination.

**Motioned:** Dr. Meagan McBride

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstaining
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

### 3 APPOINT TREASURER PRO TEM

Mr. Larry Kisabeth, Board President

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Approve the appointment of (nomination above) as Treasurer Pro Tem for the March 11th, 2025 Special Board Meeting.

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

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

**Minutes:**

Mr. Perez was appointed as Treasurer Pro Tem for the March 11th, 2025 Special Board Meeting.

**Motioned:** Dr. Meagan McBride

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstaining
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

**4 CALL TO ORDER: ROLL CALL:**

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

**Minutes:**

Mr. Perez conducted Roll Call. Mr. Williams was not present at the meeting.

**Motioned:** Dr. Meagan McBride

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstaining
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

**5 ADOPT THE AGENDA**

Mr. Larry Kisabeth, Board President

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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:** Dr. Meagan McBride

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstaining
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 6 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:**

The consent agenda was approved with no discussion needed.

**Motioned:** Mrs. Heidi Stephey

**Seconded:** Dr. Meagan McBride

Voter	Yes	No	Abstaining
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

### 6.1 Approve Minutes

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

February 24th, 2025 Special Board Meeting/Work Session

February 24th, 2025 Regular Board Meeting

**Minutes:**

Board minutes were approved for the Special Board Meeting and Regular Board Meeting.

**Attachments:**

[2.24.25 Special Board Meeting. Work Session .pdf](#)

[2.24.25 Regular Board Meeting .pdf](#)

## 6.2 Approve Committee Reports

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

February 20th, 2025: Business Council Meeting Minutes

February 21st, 2025: Support Services Committee Meeting Minutes

**Minutes:**

Business Council Minutes and Support Service Minutes were approved.

**Attachments:**

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

[2.21.25 Support Services Committee Meeting Minutes.pdf](#)

## 7 PRESENTATION

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Tiffin Columbian Leadership Class presents a topic called Start A Movement.

**Minutes:**

When the Leadership class arrived Mr. Kisabeth introduced all the board members and explained board policy and protocol. Class presentation started at 1:45pm. Mr. Ottney introduced the class and the presenters for "Start a Movement" Parking Lot Proposal. Mr. Ottney explained that this year there are 34 students in the leadership class. This group of individuals have completed 47 community service hours within the community and at the elementary schools. Colleges are currently looking for students that have leadership skills out of high school. The students addressed 1. Respect for teachers, 2. Assigning parking spots/designated spot for teachers, 3. Car tags that match the parking spot number. Some concerns that were mentioned: respecting homeowners on Union and Ella and handicap parking. The current handbook for Columbian has not been updated in multiple years. Therefore, it is very unclear. Many students are in and out of the building on any given day. This does not allow all students to hear the same morning announcements. The Leadership class sent out a Google Form Survey to all teachers. 75% said yes and 25% said no. The student survey was returned with 91% of students wanting to park in the lot by Columbian. Many students think the walk from the Baseball field is too long. Dr. McBride asked a question about how many students are currently driving? Mr. Ottney responded that the school didn't know that exact answer because not all forms are completed. Many students chimed in and said that they were not aware they needed a parking tag. Mrs. Stephey mentioned that before it was a form on Final Forms that the parents need to complete annually. Mr. Ottney said the hassle with Final Forms is that students start driving mid school year. The form at that time is never completed. A student mentioned that Sentinel does a similar system with car tags. The student tags are color coded by age and that determines how many individuals they can have in the car at one time. The next step is that each program has a designated area to park at. Mr. Ottney thinks this is a great fundraising opportunity to raise money if people would like to paint their spot. Mr. Perez mentioned about seniors have priority and then a lottery. A student recommended color tags for grade band and these should be implemented at the beginning of the school year. Mrs. Stephey asked how do we know if it is student versus teacher currently? Mr. Ottney responded by the license plate. Dr. McBride asked about the cost of each tag. Mrs. Hineline responded that is it \$5.00 if you do not return it. Dr. McBride asked about who monitors the parking at this time. Mrs. Hineline said, Officer Skornicka, Mr. Scheiber,

Mr. Reuter. Mr. Perez said that the signage around the property also needs to be improved. Mr. Perez asked about ideas for fees? Mrs. Stephey said this needs to be enforced on Final Forms. Consequences: ticket versus detention. Mr. Kisabeth asked about the time period per day for each spot. Mr. Ottney answered with end of the school day. Mr. Kisabeth said that the individuals mentioned above cannot spend their entire day outside monitoring parking spots. Mr. Ottney said it is important to inform parents of this process. Mr. Ottney said this is where Final Forms could be a sign off by parents. The board members discussed about color tags, tickets versus towing contract and making sure teachers are first priority. Dr. McBride asked about a timeline. Mr. Ottney said that the seniors are aware this is not going to happen prior to graduation. This movement will be something to look back on and say "I started that". Mr. Perez said this needs to be a handbook adjustment. Mr. Kisabeth said that Board of Education has 3 responsibilities: 1. hire Superintendent, 2. hire Treasurer, 3. approve policy. Mr. Kisabeth commented on the next steps of the process. This was a great proposal. Next, the proposal will need to be provided to the High School Administration, the High School Administration will adjust any materials to have prepared to provide to the Superintendent, Superintendent will recommend for the Board of Education to review and vote on.

**Motioned:** Dr. Meagan McBride

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstaining
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 8 BOARD DISCUSSION

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**Minutes:**

No board discussion happened at the end of the presentation.

## 9 ADJOURNMENT

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The Board business meeting is concluded.

Meeting started:

Meeting ended:

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

**Minutes:**

Meeting started: 1:19pm

Meeting ended: 2:25pm

Mr. Kisabeth ended the meeting with showing the students how a board meeting was adjourned.

**Motioned:** Dr. Meagan McBride

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstaining
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 9.1 Next Regular Meeting

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The next regular meeting will be Monday, March 24th, 2025 at 6:30 PM in the Tiffin Middle School Cafetorium.

**Minutes:**

Next, regular meeting will be Monday, March 24th, 2025 at 6:30pm with a Work Session prior to the meeting at 5:45pm. Both meetings will take place at Tiffin Middle School.

## 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