

2/24/2025 Regular Board Meeting

Board of Education Meeting

Tiffin Middle School 103 Shepherd Drive Tiffin, Ohio 44883

Monday, February 24, 2025

6:30pm - 7:30pm

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

1 PLEDGE OF ALLEGIANCE

Mr. Kisabeth, President

Minutes:

Mr. Kisabeth led the Pledge of Allegiance.

2 CALL TO ORDER: ROLL CALL:

Mrs. Jenny Hedrick, Treasurer

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

Minutes:

Mrs. Hedrick conducted the Call to Order. 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. 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		
Mr. Dustin Williams, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

4 PRESENTATION

Noble Presentation: Mr. Mike Newlove, Principal

Minutes:

Mr. Newlove first thanked the Board Members for touring Noble. The topic for the night is reading. 35 percent of children cannot read at the appropriate level. Instruction time and practice is needed. Figuring out ways to break barriers. Science of Reading. Word Recognition and Language Comprehension equals Reading Comprehension. Noble currently has a Title teacher for the first time this school year. The building recognizing the gains from the Title teacher being present. Read To Succeed Program, consists of volunteers that come into the building and read with the students. What can you do as a school board? Listening to the district and staff is important. Provide professional growth to the staff. As mentioned before listen and tell the district story at a state level. It is important for parents to be reading and engaging with the children outside of school days. It is shown that literacy empowers people. Mr. Kisabeth stated his appreciation for the building tour. He mentioned the lack of space that Noble has and how teachers continue to provide services and educate students despite the challenges they are faced with. It was heartwarming to experience. The building was built in 1930, despite the challenges for space the Noble staff is amazing Mr. Newlove mentioned. We will continue to do our very best with the circumstances we are faced with. Mr. Newlove's last comments included the importance of libraries and having books in students hands at all times.

5 SUPERINTENDENT REPORTS AND RECOMMENDATIONS:

Mr. Jerry Nadeau, Superintendent

Anticipated Levy

District Update

State Funding

Student and Staff Recognition

Minutes:

Mr. Nadeau thanked Mr. Newlove and the entire Noble staff. Anticipated levy update: It is Mr. Nadeau's recommendation to be on the ballot in November 2025. State funding to being determined. Determining the districts needs versus wants. It is important that the district continues with strict due diligence and monitors responsibilities in a fiscal way. District Update: Space, weather, air conditioning, etc all play a role in the everyday work area. Our staff continue to show up everyday to provide and serve the best education to our students. The goal is for the staff to continue their dedication to the students and the Board of Education, Superintendent, and Treasurer will continue to be focused on the District plan moving forward. Student and Staff Recognition: Congratulations to all the sports that are currently finishing up the season. Bowling is finishing up this week. Wrestling this coming weekend. We have seen a tremendous improvement over the season for both the girls and boys basketball teams. Performing Arts students are included as well. Congratulations to all the students, coaches and staff on a successful Winter season of sports. Mr. Perez mentioned about Quiz Bowl and swimming from last month. Mr. Perez asked about make up days for calamity days. Mr. Nadeau responded as

we are hanging on by hours. Senior hours are a bit different. The Administration is currently establishing a plan and what the remainder of the school year looks like. The overall goal is to be able to provide a full updated report at the March board meeting. This will allow us to get through the majority of March and have a better idea where the hours stand. Dr. McBride thanked the entire team. Many long days and hours go into keeping up with the weather. Mr. Devore mentioned that last year the district purchased 8 pallets of salt. This year the district has purchased 30 pallets of salt thus far. The team starts early in the morning communicating about road ways and weather. Mr. Nadeau thanked the surrounding districts for their collaboration as well. We have so many students that attend and/or live in different areas. Our priority is for the safety of our students and staff. Dr. McBride mentioned that she gets asked about why the bus drivers just can't drive a little slower. In return that means, students are standing outside longer waiting on the bus. Also, means the buses would be later getting to the designated building for drop off. Mr. Kisabeth said he would like to mention that Tiffin City has many students that walk to school. This means that sidewalks would not be salted yet and that is a safety hazard for the students walking. Mr. Perez mentioned that he appreciated the district siding on the side of caution. Thanked the transportation department for continuing to transport safely. Mr. Perez mentioned that it is clear that Tiffin City will be going for an earned income tax on the November ballot. Also, important to note that with the houses that have recently been torn down, Tiffin City does not plan to build on any of those properties. The land at the south of the town is currently being discussed. Proper protocol for disposal has been started. Mr. Nadeau also wanted to congratulate the cheerleading team. He attended and watched the competition. The skill and talent level that the team has is unbelievable. He thought that Columbian had 100 percent all individuals tumbling. It was an overall outstanding performance.

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. The meeting will be publicly available via Facebook.

Minutes:

No public comment.

7 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: Mr. Dustin Williams

Seconded: Dr. Meagan McBride

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

7.1 Approve Treasurer's Report

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

Cash Reconciliation

Cash Summary Report

Current Period Outstanding Disbursement Summary Report

Financial Dashboard

General Fund Report

Attachments:

[Cash Reconciliation.pdf](#)

[Cash Summary Report.pdf](#)

[Current Period Outstanding Disbursement Summary Report January.pdf](#)

[Financial Dashboard.pdf](#)

[General Fund Report.pdf](#)

7.2 Retirements

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

Administration Building:

Mrs. Carol Vaughn, Accounts Payable Clerk, effective July 1st, 2025

Columbian High School:

Mrs. Annette Gardner, Social Studies Teacher, conclusion of the 2024/2025 school year

Minutes:

Mr. Kisabeth thanked both Mrs. Carol Vaughn and Mrs. Annette Gardner for their dedication to Tiffin City Schools. To this day Mrs. Annette Gardner is still Mr. Kisabeth's daughters favorite teacher.

7.3 Resignations

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

Columbian High School:

Ms. Robin Paulus, Custodian, effective February 14th, 2025

7.4 Administrative Employment

The Superintendent recommends the Tiffin City Board of Education approve the following administrative contract(s):

Director of Student Services

Ms. Molly Armstrong

Minutes:

Mrs. Molly Armstrong has been operating as the Assistant Director of Student Services. Mrs. Armstrong completed the interview process for the Directors position. Mr. Nadeau looks forward to Mrs. Armstrong's positive direction for the Special Education department. Mr. Perez thanked Mrs. Armstrong for her dedication to the district. It is nice to have an individual that has been in the district for a period of time dedicated to serving the district and our students.

7.5 Employ Professional Staff 2024-2025

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

Substitute Teachers:

Ms. Olivia Butler

Mr. Kyle Gilbert

Ms. Savannah Stacy

7.6 Employ Support Staff 2024-2025

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

Bus Aide:

Ms. Jessica Porter, Special Needs Aide, effective February 18th, 2025, level 3, 5hrs per day, 5 days per week

Coaching Volunteers:

Mr. Christopher Sauber, Baseball, Varsity

Mr. Jack Allen, TMS Volunteer

Mr. Kenny Lawrence, Baseball, Varsity

Custodian:

Mr. Richard Everhart, 4 hour, Columbian

Custodian Head Stadium:

Mr. Greg Gase

Pupil Activity Permits:

Ms. Addison Morlock, Softball, Varsity Assistant, 50%

Mr. Emani Lott, Track, TMS Head Boys'

Mr. Grant Miller, Soccer, Head Varsity Boys'

Mr. Joseph Book, Track, TMS Assistant

Ms. Koryn Morlock, Softball, Varsity Assistant, 50%

Ms. Lynn Busdeker, Track, Assistant Varsity Girls'

Ms. Melissa Hoffman, Soccer, Head Girls'

Mr. Nicholas Weber, Baseball, Head Varsity

Mr. Robert Fittro, Track, TMS Head Girls'

Substitute Aides:

Ms. Abigail Lucius

Ms. Olivia Butler

Mr. Kyle Gilbert

Ms. Mary Traxler

Ms. Reannon Hayes

Supplemental:

Mr. Allen Auble, Track, TMS Assistant

Mrs. Amy Cooper, Track, Head Varsity Girls'

Mr. Doug Hartenstein, Baseball, Assistant Varsity

Mr. John Kihorany, Track, Head Varsity Boys'

Mr. Loran Weingart, Tennis, Varsity Boys'

Mr. Michael Meadows, Track, Assistant Varsity Boys'

Mr. Patrick Boggs, Track, Assistant Varsity Boys' & Girls'

Mr. Tyler Turek, Baseball, Assistant Varsity

7.7 Staffing Amendments

The Superintendent recommends the Tiffin City School Board of Education approve the following amendments:

Ms. Jillian Banks: Amended from General Fund to Title 1 Funds for the 2024-2025 school year.

Ms. Lindsey Distel: 45 percent General Fund and 55 percent Early Childhood Special Education Grant for the 2024-2025 school year.

Ms. Maria Welter: Amended from General Fund to Title 1 Funds for the 2024-2024 school year.

Ms. Morgan Wise: Amended from Title 1 Fund to General Funds to the 2024-2025 school year.

Ms. Rose Horn: Amended from General Fund to Title 1 Fund for the 2024-2025 school year.

Ms. Samantha Hoover: Amended from Title 1 Fund to General Fund for the 2024-2025 school year.

7.8 Donations and Grants

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

Columbian Cheerleading:

The cheerleading team received an anonymous cash donation of \$100.00.

Krout:

Heidelberg Enactus Organization donated Valentine Day supplies at a value of \$240.00.

Minutes:

Mr. Kisabeth thanked the donors for their support and generosity.

7.9 North Central Ohio ESC

Educational Services for Fiscal Year 2025

Minutes:

Mr. Nadeau mentioned that this is an agreement between NCOESC and Tiffin City Schools. This agreement is approved every year. Throughout the year adjustments need to occur with re-evaluation of services. This is an updated agreement for FY 2025.

Attachments:

[North Central Ohio ESC. Education Services FY2025 .pdf](#)

8 ACTION ITEMS:

8.1 Adopt Resolution Authorizing 2025-2026 Membership in OHSA

The Superintendent recommends the Tiffin City Board of Education adopt the board of education/governing board resolution authorizing 2025-2026 membership in the Ohio High School Athletic Association, as exhibited:

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

Minutes:

Tiffin City School will continue with OHSA.

Motioned: Dr. Meagan McBride

Seconded: Mr. Dustin Williams

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

Attachments:

[2025-26 OHSA Membership Resolution .pdf](#)

8.2 Approve Joint Employment of Treasurer

Approve the Interim Treasurer contract with Jennifer Hedrick employed by the NCOESC, as exhibited:

_____ Mr. Kisabeth
_____ Mrs. Stephey

_____ Dr. McBride
_____ Mr. Perez
_____ Mr. Williams

Minutes:

As mentioned in the 5:45pm Special Board Meeting/Work Session, Ms. Spence is out on a Leave of Absence. We wish her a quick recovery. This agreement is for Mrs. Hedrick to be an Interim Treasurer while Ms. Spence is out. This agreement reflects the previous agreement that was still in compliance. Mr. Kisabeth thanked Mrs. Hedrick for her willingness to assist.

Motioned: Mr. Victor Perez

Seconded: Mrs. Heidi Stephey

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

Attachments:

[Joint Employment of Treasurer Agreement .pdf](#)

8.3 Key Club Trip

Approval for the Key Club to attend the District Leadership Conference in Dublin, Ohio from March 14th - March 16th 2025. This is an overnight trip that does not require the students to miss any school.

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

Minutes:

Key Club attends a leadership conference every year in Columbus. This is a great opportunity for our students. This trip is self supported and General Funds are not utilized.

Motioned: Mr. Victor Perez

Seconded: Mr. Dustin Williams

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

Mr. Victor Perez, Board Member	X		
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8.4 Resolution of Withdrawal from SBC Conference

The Board of Education to approve the written notification of its intent to withdraw from the Sandusky Bay Conference. Effective at the start of the 2026-2027 academic year.

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

Minutes:

Mr. Perez asked for this item to be tabled since 8.4 and 8.5 need to be discussed simultaneously. 8.4 was tabled at 7:05pm. A vote occurred at 7:27pm. The item passed with a vote of 4-1.

Motioned: Dr. Meagan McBride

Seconded: Mr. Larry Kisabeth

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

Attachments:

[Letter of Withdrawal from SBC Conference .pdf](#)

8.5 Resolution to Join New Athletic Conference

The Board of Education to approve the joining of a new athletic conference. Effective start date is at the start of the 2026-2027 academic year.

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

Minutes:

Mr. Kisabeth mentioned that the new conference does not have an official name as of yet. The 10 schools that are currently joining all have football teams. Mr. Nadeau mentioned the Mr. Beaston has worked closely with the other districts. After review, travel does not increase or decrease with the new conference districts. Conversations about the conference changing started last year. The SBC could not decide how to move forward together. Mr. Williams expressed concerns about the change all being focused on football. He also mentioned that he has not heard a compelling reason to leave the SBC conference. Mr. Nadeau mentioned that scheduling is difficult currently in the SBC. If another district does not offer a sport that Tiffin City does, as a district we need to find a "one off". The conference could not come to a consensus on how they plan to operate moving forward. There were 9 other school

districts that agreed this would be the best option. Mr. Kisabeth mentioned about scheduling. Football is 9 games, Volleyball, Softball, Basketball is double round, makes scheduling easier. All travel is about the same. Mr. Perez stated that Tiffin City currently plays some of these schools already. Mr. Nadeau mentioned that it was an inevitable move that needed to happen. It is what makes the most sense for all of Tiffin City sports. Mr. Williams expressed his frustration of the lack of information provided. Mr. Perez asked about neighboring schools and not being in the same conference. Will a transition plan be developed? Mrs. Stephey stated that Tiffin City has not always been in the same conference as the neighboring schools. Dr. McBride asked how often does high schools change conferences? Mr. Nadeau responded as he cannot answer that. Mr. Williams would like to know how the district came to this conclusion. Mr. Nadeau responded that 10 schools are moving on from this conference. The current state of the conference is not serving our student athletics or district. Mrs. Stephey mentioned that when there are 9 districts leaving the conference that is compiling by itself. Discussion ended at 7:27pm to return to item 8.4 for voting. Action Item passed with a vote of 3-2.

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		
Mr. Dustin Williams, Board Member		X	
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member		X	

Attachments:

[Letter to Join New Athletic Conference .pdf](#)

8.6 Strategic Plan and Structure

The Board of Education to approve the Strategic Plan and Structure, as exhibited:

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

Minutes:

The Strategic Plan and Structure started about one year ago with a Portrait of a Grad. At the December Board Meeting it was discussed that the final Strategic Plan and Structure would be voted on in February. Mr. Nadeau would like to thank the entire district this includes but not limited to BLT and TBT teams for their collaboration. Mrs. Kate Focht and Mrs. Laura Bryant led this project and their collaboration and dedication is appreciated. Mr. Kisabeth mentioned that he is very impressed by this document. Mr. Williams stated that he appreciates that this document is disconnected from the Master Facility Plan.

Motioned: Mr. Dustin Williams
Seconded: Dr. Meagan McBride

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

Attachments:

[Strategic Plan and Structure.pages 1-9.pdf](#)
[Strategic Plan and Structure.pages 10-19.pdf](#)

9 BOARD DISCUSSION:

District Planning

Minutes:

Strategic Plan: Continue to evaluate the districts needs versus wants while serving students. The staff continues to do an amazing job and the district is noticing the gains from the staffs hard work. Create the district story and share it out on many different platforms. Create a long term tenure plan that describes the districts plans. Mr. Perez mentioned that he may not be back next year. Mr. Perez stated that building new building is not looking like it is in the short term plan. Creating a long term plan for 7-10 years down the road would be an option. Building reconfiguration is an option. All while still focusing on academics first and the best interest of our students.

10 ENTER EXECUTIVE SESSION:

_____ Mr. Kisabeth
 _____ Mrs. Stephey
 _____ Dr. McBride
 _____ Mr. Perez
 _____ 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)___X___, 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;

___X___ 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:

Entered Executive Session at 7:36pm.

Motioned: Mr. Dustin Williams
Seconded: Dr. Meagan McBride

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

11 EXIT EXECUTIVE SESSION

Return to open session.
Time out:

12 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

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

Minutes:

Start Time: 6:30pm

End Time: 8:33pm

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		
Mr. Dustin Williams, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

12.1 Next Regular Meeting

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

Cafetorium.

Minutes:

Next regular meeting will be March 24th, 2025 at 6:30pm.

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