

4/16/2025 Special Board Meeting

Board of Education Meeting

Administration Building, 244 South Monroe Street, Tiffin, Ohio 44883

Wednesday, April 16, 2025

11:30am - 12:30pm

Present: Mr. Jerry Nadeau, Superintendent ; Mr. Larry Kisabeth, Board President ; Ms. Anne Spence, Treasurer/CFO; 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

Minutes:

Mr. Kisabeth led the Pledge of Allegiance.

2 CALL TO ORDER: ROLL CALL:

Ms. Anne Spence, Treasurer

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

Minutes:

Mr. Kisabeth called the meeting to order and requested that Ms. Spence take roll call. All member except for Mr. Williams 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:

Mr. Kisabeth asked for all members to review the agenda. He then asked for a motion to adopt the agenda. A motion was made by Mrs. Stephey and was seconded by Mr. Kisabeth. Mr. Kisabeth asked for any discussion, at which point Mr. Nadeau stated the agenda need to be amended to add an exhibit, Policy IIA. The request was granted and the Board voted to accept the agenda as amended to add policy IIA.

Result: Approved

Motioned: Mrs. Heidi Stephey

Seconded: Mr. Larry Kisabeth

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 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:

Mr. Kisabeth asked the board to review the consent agenda. Following a brief review, he asked for a motion. The motion was made by Dr. McBride and seconded by Mrs. Stephey. The consent agenda was approved unanimously.

Result: Approved

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		

4.1 Approve Minutes

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

March 24th, 2025: Special Board Meeting/Work Session

March 24th, 2025: Regular Board Meeting

Minutes:

Please see above.

Attachments:

[3.24.25 Special Board Meeting Minutes.pdf.webloc](#)
[3.24.25 Regular Board Meeting Minutes.pdf.webloc](#)

4.2 Approve Committee Reports

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

March 21st, 2025: Business Council Meeting Minutes

Minutes:

Please see above.

Attachments:

[Business Council Meeting. March .pdf.webloc](#)

5 ACTION ITEMS:

5.1 Approve the amended Job Descriptions

The Superintendent recommends the Tiffin City Board of Education approve the amended job descriptions, as exhibited:

Director of Parent/Community Partnerships

District Social Worker and Student/Family Support Specialist

Special Needs Aide

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

Minutes:

Mr. Kisabeth reviewed the recommendation of the superintendent by verbally reviewing the action item descriptors. He then asked for a motion that was provided by Mrs. Stephey and seconded by Mr. Kisabeth. The Board members and superintendent briefly discussed that this item is being presented due to a federal mandate that was passed down to the state. The changes do not change the District's mission to meet the needs of all learners. The motion passed.

Result: Approved

Motioned: Mrs. Heidi Stephey

Seconded: Mr. Larry Kisabeth

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		

Attachments:

[Director of Parent.Community Partnerships Job Description 001.pdf](#)
[District Social Worker and Student.Family Support Specialist Job Description .pdf](#)
[Special Needs Aide Job Description.pdf](#)

5.2 Approve the amended Board Policies

The Tiffin City Board of Education approves the amended board policies, as exhibited:

ACAA

IB - Academic Freedom

IIA - Instructional Materials

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

Minutes:

Mr. Kisabeth reviewed the recommendation of the superintendent by verbally reviewing the action item descriptors. He then asked for a motion that was provided by Mrs. Stephey and seconded by Mr. Kisabeth. The Board members and superintendent briefly discussed that this item is being presented due to a federal mandate that was passed down to the state. The changes do not change the District's mission to meet the needs of all learners. The motion passed.

Result: Approved

Motioned: Mrs. Heidi Stephey

Seconded: Mr. Larry Kisabeth

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		

Attachments:

[ACAA Board Policy .pdf](#)
[IB Board Policy Academic Freedom.pdf](#)
[IIA Board Policy Instructional Materials.pdf](#)

6 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

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

Minutes:

Stating the next regular meeting is scheduled for April 28, 2025 at 6:30 to held at the Cafetorium in TMS, Mr. Kisabeth asked for a motion to adjourn. The motion was made by Mrs. Stephey and seconded by Mr. Perez. The item passed by a unanimous vote.

Result: Approved

Motioned: Mrs. Heidi Stephey

Seconded: Mr. Victor Perez

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 Next Regular Meeting

The next regular meeting will be Monday, April 28 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