

5/19/2025 Regular Board Meeting
Board of Education Meeting
Tiffin Middle School 103 Shepherd Drive Tiffin, Ohio 44883
Monday, May 19, 2025
6:30pm - 7:30pm

Present: Mr. Jerry Nadeau, Superintendent ; Ms. Anne Spence, Treasurer/CFO; 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.

Attachments:

2 CALL TO ORDER: ROLL CALL:

Ms. Anne Spence, Treasurer/CFO

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

Minutes:

Ms. Spence conducted Roll Call. Mr. Perez was not present at the start of the meeting. His absence is excused.

Attachments:

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:

Two amendments for the agenda:

Five Year Forecast, new exhibit

Ms. Celeste Dunn, removal of contract renewal

The agenda was adopted with the amendments in place.

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		

Attachments:

4 PRESENTATION

Retirements, Building Administrators

Transportation Facility, Mr. Randy Conger

Five Year Forecast, Ms. Anne Spence

Minutes:

Retirements: Building administrators recognized each staff member from their building.

Columbian: (Brad Scheiber)

Annette Gardner: 33 years of teaching and 28 of those years at Columbian. Annette is a 1986 Columbian graduate. She is looking forward to spending time with her children that live out of state.

Todd Edmond: 31 years of teaching. Todd is looking forward to the next journey. He will work on his golf game and spend time with his family.

Tiffin Middle School: (Ryan Imke)

Adam Schmucker: 34 years of teaching. Adam is a dedicated individual to all sports. Tonight, he is at a baseball game umpiring. He is a graduate of Columbian High School. He is looking forward to traveling with his wife and continue his dedication with sports.

Noble Elementary: (Mike Newlove)

Michelle McComas: 35 years of teaching. Michelle has enjoyed the collaboration over the years with the teachers and staff. She is looking forward to not grading another paper, taking care of herself, checking off books on her list, and experiencing the trips that have been adding up on her bucket list.

Washington Elementary: (Jennifer Watson)

Heather Weinandy: 35 years of teaching and 34 years of teaching at Washington. She is a 1985 Columbian graduate. "It takes a village" will continue to be used at Washington. Heather is always the person the lifted other people up and believes in the power of community. Heather is looking forward to family time, volunteering, and working on the DIY projects that have been postponed.

Food Service Department: (Colleen Neely)

Audrey Williams: 21 years in the food service department. Audrey is looking forward to relaxing, traveling with her husband and visiting out of state family.

Student Service Department: (Molly Armstrong)

Connie Acton: 28 years in the district. Connie has been the backbone of the department for many years. Connie is looking forward to spending time with her children and grandchildren.

Fiscal Department: (Anne Spence)

Carol Vaughn: 25 years total and 17 years working at Tiffin City Schools. Carol has been a delight to work with and she will be greatly missed.

Mr. Kisabeth thanked all the retirees and expressed his appreciation for their dedication to the district and students.

Transportation Facility: (Randy Conger)

Randy first thanked the dedicated transportation team that he has everyday. All the busses for next school year have been inspected, stickered and ready to go. Randy presented some items that would be beneficial to the transportation department. An aide on each bus with the driver. The afternoon routes would benefit with an additional adult on each bus. This would increase the safety of each student and driver. Other discussion topics: conference room, restrooms, iPads. The current conference room is not conducive to holding meetings with the entire department. Restrooms are original to the purchase of the building. Previously, the building was occupied with offices and a lot less individuals. The last item that was discussed was iPads on the bus for substitute drivers. This would allow the route to be programed which would allow a safer more pleasurable experience while transporting. The iPads would also allow attendance to be recorded as well. Mr. Williams asked if this was discussed previously in the Support Service committee meetings. Randy confirmed that Mr. Williams was correct. It was about 7/8 years ago. At that time the cell service was not as good and that is why it was determined it would not be beneficial to move forward.

Five Year Forecast: (Anne Spence)

Why do districts create five year forecasts? Ohio Revised Code requires the Board of Education to submit a Five Year Forecast twice a year. Once in November and again in May. General Funds (001), Emergency Levy Funds (016) and Debt Services (002) are required to be included.

Why do districts need five year forecasts? The forecast engages the Board of Education and community in long range planning and promotes discussion of the district financial situation.

What is the forecast? The five year forecast is a key management tool that needs to be updated periodically. The notes and assumptions need to be reviewed to obtain understanding of the forecast. The notes provide the backstory on the districts expected revenue and expenditures. The forecast encourages districts to examine future projects and identify challenges. By identifying these challenges, this will allow Administration to navigate appropriately.

The forecast is divided into two parts: Revenue and Expenditures. Revenue consists of two main sources, state and local funding. Salary and benefits make up the majority of the district's expenditures. Additional expenditures include purchase services, supplies, and equipment.

Governor's Biennial Budget covering FY26 and FY27 calls for \$103 million less in public schools funding and \$448 million more for private schools vouchers. Additional concern, currently there are 14 proposed laws that would impact local property taxes, which could reduce local funding for public schools. House Bill 96 is the most concerning. HB96 would eliminate the Fair School Funding Plan, limit the cash balance carryover to 30 percent and discontinue the 20-mill floor. Tiffin City Schools has been at the 20-mill floor since FY2023.

Senate's impact of State budget. There are five pending pieces of legislation regarding property tax. All pending pieces could impact the district funding. This forecast is based on the current state funding and property tax laws. This is because the state budget will not be finalized until late June and the forecast is due in May. Any changes that occur will be listed in the November forecast.

Operating revenue and fair school funding plan. House Bill 33 or the Fair Funding Plan helped the district in FY24 and FY25, this allowed the district to be added to the formula. Also, the district hit the 20-mill floor for Class 1 property tax during the appraisal in 2023. The district has a positive cash balance projected through the end of 2028. This will continue to be true if the State does not limit the district carryover cash balances with House Bill 96.

District Revenue: The revenue is anticipated to grow by 1.3 percent annually over the next 5 years, however, the district expenses are expected to grow at 3.79% each year. This explains why the forecast shows deficit spending.

State Funding makes up 50.8% of our general fund revenue and 49.2% comes from local sources. The district state funding increased in FY25 because our DPIA increased as a result of our CEP approval. CEP is the program that allows our students to receive free lunches.

Revenue and Expense Growth: Revenue Growth at 1.31% and Expense Growth at 3.79%. This information tells the district that consideration of budget cuts and new revenue is needed. An earned income tax needs to be considered for November 2025. It will require a .5 - .75 percent earned income tax to allow the district to be properly funded through FY29.

FY25 the district is estimating wages and benefits to be around 73.8 percent. Many districts try to stay under 80 percent, the district is currently on target with personnel costs. The second highest cost is Purchased Services and that is also normal for a districts.

True Days Cash- The district policy for True Days Cash is at least one month or 30 days of operating expenses. Currently, the district stands with 72 days at year end of FY27, 31 days in FY28, and -19 days by FY29.

Mr. Kisabeth commented about House Bill 96. If there are no property taxes, the funding for first responders would not be available either. Mr. Williams commented that asking voters for smaller amounts more often would be an option, also to borrow money but that is not ideal. Dr. McBride asked about the House Bill 96 and how it would be proposed. Ms. Spence answered with there is not typically a phase out.

Attachments:

[General Fund Five Year Forecast July 1 2024 Through June 30 2029.pdf](#)

5 SUPERINTENDENT REPORTS AND RECOMMENDATIONS:

Mr. Jerry Nadeau, Superintendent

District Planning

Minutes:

Mr. Nadeau acknowledged all the retirements and thanked them for their dedication to the district, students, and community. Over the weekend the district held graduation. Mr. Nadeau thanked the families, students and staff for their support and dedication. It is important that student success is celebrated and the high school team did a great job making sure that graduation went smoothly. There was a discussion on curriculum resources. This is an exciting time for the district in the curriculum world. The team has worked hard on evaluation resources. This allows the district to be fiscally responsible when purchasing the curriculum and resources that are needed to educate the students.

Attachments:

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.

Additionally, we would request that individual students names and/or employees names not be mentioned. If you wish to state a Complaint about a particular employee, curriculum, or instructional materials, we ask that you please review Board Policies KL, KLB, KLD, and KLD-R and follow the steps contained in those policies before raising a complaint directly with the Board. Persons wishing to submit comments can do so by emailing tcs_boardcomments@tiffincityschools.org. The meeting will be publicly available via Facebook.

References: Board Policy

BDDH- Public Participation at Board Meetings

KL- Public Complaints

KLB- Public Complaints about Curriculum or Instructional Materials

KLD- Public Complaints about School Personnel

KLD-R- Public Complaints about School Personnel

Minutes:

No public comment.

Attachments:

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:

The consent agenda was approved.

Motioned: Mr. Dustin Williams

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		

Attachments:

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

Dashboard

Disbursement Summary Report

Outstanding Accounts Payable Checks

Outstanding Checks

Attachments:

[Cash Reconciliation .pdf](#)

[Cash Summary Report .pdf](#)

[Dashboard .pdf](#)
[Disbursement Summary Report .pdf](#)
[Outstanding Accounts Payable Checks .pdf](#)
[Outstanding Checks .pdf](#)

7.2 Resignations

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

Columbian High School:

Ms. Celeste Dunn, conclusion of the 2024/2025 school year

Mr. Tim Murray, effective May 9th, 2025

Middle School:

Mr. Andrew Marchman, effective May 12th, 2025

Washington Elementary School:

Ms. Annabelle (Auble) Robinson, conclusion of the 2024/2025 school year

Ms. Sydney Orchowski, conclusion of the 2024/2025 school year

Attachments:

7.3 Employ Professional Staff 2024-2025

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

Teacher, TCHS Summer School, \$28.60 per hour, not to exceed 5 hours per week in the month of June 2025

Mr. Daniel Gilbert

Mr. Don Cook

Mr. Donald Ferstler

Ms. Emily Boone

Ms. Emily Tobolt

Ms. Lisa Wilson

Lead Teacher, Extended School Year, \$28.60 per hour, not to exceed 11 hours/week

Ms. Natallie Jones

Teacher, Extended School Year, \$28.60 per hour, not to exceed 10 hours/week

Ms. Julie Hicks

Ms. Lauren Stultz

Teacher, Grading, not to exceed 5 hours

Mr. Jim Picciuto

Teacher, Professional Development, not to exceed 3 hours

Ms. Lauren Warnement

Attachments:

7.4 Employ Professional Staff 2025-2026

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

Columbian:

Ms. Carina Hart

Lincoln:

Ms. Quinn Kantner

Middle School:

Mr. Samuel Berlekamp

Noble:

Ms. Lisa Covell

Ms. Nora Zirm

Supplemental:

Mr. Daniel Cole, Football, Varsity Assistant Coach

Mr. John Eckroth, Football, Varsity, 50% Assistant Coach

Mr. Justin Lutz, Football, Varsity, Head Coach

Mr. Ryan Ottney, Football, Varsity, Assistant Coach

Mr. Tyler Turek, Football, Freshman, 50% Assistant Coach

Teacher Limited Contract - First Two Year Contract (2025-2027)

Ms. Abigail M. Chlosta

Ms. Alexis L. Yates

Ms. Alisa M. Huffman

Ms. Chelsea L. Arbogast

Ms. Claudia G. Riedy

Mr. Connor P. Rettenmund

Ms. Courtney J. Workman

Ms. Hannah N. Watson

Ms. Jennifer R. Bauerschmidt

Ms. Jennifer M. Cox

Ms. Jessica J. Hoyda

Ms. Jessica M. Barrick

Ms. Kaitlyn N. Boehler

Ms. Kristin M. Coleman

Ms. Krystal M. Satyanathan

Ms. Michelle A. Debusman

Ms. Natalie L. Stake-Mitchell

Ms. Sarah G. Babione

Mr. Shawn M. Siebenaller

Ms. Stephanie L. Marlowe

Ms. Theresa R. Oakleaf

Teacher Limited Contract - First Three Year Contract (2025-2028)

Ms. Celeste E. Dunn

Ms. Emily G. Schermer

Ms. Jaclyn M. Nye

Ms. Kelsey J. Wickham

Teacher Limited Contract - Second One Year Contract (2025-2026)

Ms. Adrienne T. Lucius

Ms. Alyssa M. Clason

Ms. Brea A. Minnich

Ms. Camden J. Grunden

Ms. Hannah J. Sharpe

Mr. James V. Picciuto

Ms. Julie M. Hicks

Ms. Kristen M. Wise

Ms. Lynn A. Phillips

Ms. Maria C. Welter

Ms. Mary F. Massi

Ms. Morgan O. Wise

Ms. Samantha R. Hoover

Ms. Sarah E. Hicks

Mr. Tyler N. Turek

Teacher Limited Contract- Second Three Year Contract (2025-2028)

Mr. Aaron C. Schmits

Mr. Patrick A. Boggs

Continuing Contract/Tenure

Mr. Don Cook

Ms. Krista Lewis

Ms. Sarah Cook

Ms. Stacey Geiger

Minutes:

Agenda amendment: Removal of Celeste Dunn from the teacher limited contract, first - three year contract

Teacher Limited Contract - First Three Year Contract (2025-2028)

Ms. Celeste E. Dunn

Attachments:

7.5 Employ Support Staff 2024-2025

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

Accompanist:

Mr. Jeff Breitigam, as needed, not to exceed 75 hours per year, \$25.00 per hour

Accounts Payable Clerk:

Kathy Guinther

Special Education Bus Driver, Extended School Year, to be paid at contracted hourly rate

Mr. Fred Ehresman, not to exceed 17 hours/week

Mr. Gene Englehart, not to exceed 9 hours/week

Special Needs Aide, Extended School Year, to be paid at contracted hourly rate, not to exceed 10.5 hours/week

Ms. Lucy Baines

Ms. Tracy Metzger

Special Needs Aide, 1:1, Extended School Year, to be paid at contracted hourly rate, not to exceed 10.5 hours/week

Ms. Amber Hescht

Ms. Carol Butcher

Ms. Elizabeth Elchert

Ms. Jessica Porter

Ms. Mallary Nielson

Ms. Samantha Kilgore

Special Needs Aide, 1:1, Extended School Year Bus Aide, to be paid at contracted hourly rate, not to exceed 6 hours/week

Ms. Carol Butcher

Special Needs Aide, Extended School Year, Substitutes as needed, to be paid at contracted hourly rate, not to exceed 10.5 hours/week

Ms. Ashley Lowery

Ms. Heather Steinhauser

Substitute Bus Drivers, Extended School Year, as needed

Ms. Jodi Saum-Stockner

Ms. Teresa Faber

Summer Sweepers

Ms. Annabelle Robinson

Ms. Brook Boes

Mr. Damian York

Mr. Dylan Fortner

Mr. Kale Riley

Ms. Kenadie Sherman

Mr. Lukas Stultz

Ms. Madelynn Distel

Ms. Mallary Nielson

Ms. Mya Carrick

Mr. Rafael Zirger

Mr. Tyler Mesnard

Mr. Vincenzo Busdeker

Attachments:

7.6 Employee Support Staff 2025-2026

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

Coaching Volunteer:

Mr. Javell Eaton, Football, Varsity

Pupil Activity:

Mr. Matthew Sharpe, Football, Freshman, 50% Assistant Coach

Mr. Nate Houck, Football, Middle School, 50% Assistant Coach

Two Year Contract: First Two - Year Contract (2025-2027)

Bus Driver

Ms. Beth A. Cessna

Mr. David J. Althaus

Ms. Marsha L. Mullholand

Custodian

Mr. Gregory A. Gase

Mr. Kevin A. Sherer

Mr. Richard C. Everhart II

Educational Aide

Ms. Jillian M. Banks

Food Service, General Worker

Ms. Alecia M. Miller

Ms. Bridget A. Harman

Library Paraprofessional

Ms. Cynthia L. Coy

Secretary

Ms. Claire A. Lonsway

Ms. Cynthia F. Foster

Special Needs Aides

Ms. Ashley J. Spencer

Ms. Brandy L. Bridinger

Ms. Brittany D. Vanover

Ms. Danielle M. McCombs

Ms. Elizabeth L. Kimmet

Ms. Jenna R. Carrick

Ms. Jennifer Fawcett

Ms. Jessica R. Porter

Ms. Lindsey N. Price

Ms. Morgan T. McKeen

Ms. Roben B. Dieter

Ms. Sarah A. Lenz

Ms. Sarah K. Banks

Mr. Todd G. Simonds

Sweeper

Mr. Dylan M. Fournier

Two Year Contract: Second Two - Year Contract (2025-2027)

Bus Driver

Mr. David J. Moon

Ms. Kimberly S. Park

Custodian

Ms. Sonya R. Dickerson Crawley

Custodian/Bus Washer

Mr. Dennis R. McDonald

Educational Aide

Ms. Diane E. Dunbar

Ms. Joyce V. Dimaun

Ms. Rebecca J. Bohn

Food Service, Department Head

Ms. Danielle D. Lofay

Ms. Kaitlyn M. Rano

Food Service, General Worker

Ms. Donna M. Smith

Ms. Laura A. Legros

Ms. Sandra R. Burns

Food Service, Truck Driver

Ms. Jill A. Saum

Maintenance

Mr. Daniel P. Morlock

Special Needs Aide

Ms. Amanda S. Winnick

Ms. Amy N. Dolch

Ms. Carol J. Butcher

Ms. Carrie L. Haver-Elchert

Ms. Linda K. Moyer

Ms. Mallary J. Nielsen

Ms. Michelle M. Smyser

Ms. Samantha N. Kilgore

Two - Year Contract: Third Two - Year Contract (2025-2027)

Custodian

Mr. Carl J. Assenheimer

Food Service, General Worker

Ms. Holly R. Nolan

Secretary

Ms. Jill M. Gooding

Special Needs Aide

Ms. Connie M. Vassalle

Ms. Lori A. Harp

Ms. Renee A. Boes

Mr. Ryan M. Bloomfield

One Year Contract (2025-2026) (Limited Contingent)

Auxiliary Nurse

Ms. Barbara J. Goshe

Attachments:

7.7 Donations and Grants

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

Columbian High School:

Columbian Art Club received a \$10,000 donation from the American Legion Post 169

Jr. Home Alumni Assn, Inc. donated \$400.00 to be used for the Dad Kernan awards presented at Senior recognition night.

The Key Club has received the following donations for the Walk For Water project:

- Assured Title Agency of Tiffin donated \$75.00
- Elisabeth McFarlan-Hutson donated \$200.00
- Steven and Trisha Daniel donated \$50.00

Middle School School:

The Choir Program received donations to help cover the cost for the Cedar Point trip:

- Connie Distel donated \$100.00
- Dennis Armstrong & Carmen Doty-Armstrong donated \$100.00
- Deborah Cain donated \$50.00
- Shawn & Wendy Cain donated \$50.00

Culligan of Tiffin donated 8 cases of bottled water to the 6th grade students for state Math testing valued at \$70.00.

Minutes:

Mr. Kisabeth acknowledged all the donors and the generous donations.

Attachments:

7.8 Stipends

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

Phonics First Training, June 16-20th, 2025, to be paid from Title 1, \$150.00 per day, paid upon completion of training;

Ms. Mary Massi

Ms. Hannah Sharpe

Ms. Sarah Hicks

Ms. Kristen Wise

Phonics First Training, Self Paced, 4 days, to be paid from Title 1, \$150.00 per day, paid upon completion of training;

Ms. Samantha Hoover

Ms. Maria Welter

Attachments:

7.9 Findlay Interpreting Services, LLC

This agreement is between Tiffin City Schools and Findlay Interpreting Services, LLC to provide a Teacher of the Deaf for a student that is attending Extended School Year Services.

Minutes:

This agreement is for a Teacher of the Deaf to support services for a student that is attending Extended School Year Services.

Attachments:

[Findlay Interpreting Services- TOD .pdf](#)

8 ACTION ITEMS:

Attachments:

8.1 Approve Administrative Contracts

The Superintendent recommends the Board of Education to approve the Administrative Contracts, as exhibited;

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

Minutes:

The District goal is to continue with stability. Laura Bryant is the Director of Teaching & Learning. Michelle Wise is the Krout Elementary, Principal. Molly Armstrong is the Director of Student Services. Laura continues to develop curriculum. Michelle was planning on relocating out of state but has decided to join Tiffin City Schools for an additional year. Molly has a strong dedication to Tiffin City and the community. Her high energy and dedication will progress the Student Service Department.

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		

Attachments:

[Laura Bryant Contract.pdf](#)
[Michelle Wise Contract.pdf](#)
[Molly Armstrong Contract.pdf](#)

8.2 Approve Collective Bargaining Agreement

The Superintendent recommends the Board of Education to approve the Collective Bargaining Agreement, as exhibited;

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

Minutes:

This is an exciting time yet challenging. The district will continue to overcome those challenges. Mr. Nadeau said working with TEA through the negotiation process was a learning experience but enjoyable. Special thank you to the Board of Education, Ms. Spence, Mr. Boes, Legal Council, and Mrs. Hedrick. The TEA team itself was amazing. The CBA allows for short and long goals to be established for success. This also allows the district to be more unified. Mr. Kisabeth thanked all the staff and team for their hard work. He said we are all rolling in the right direction. Dr. McBride was excited to see the CBA document. Mrs. Stephey recognized the hard work that was put into the document and it was greatly appreciated.

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		

Attachments:

[Collect Bargaining Agreement .pdf](#)

8.3 Approve Five - Year Forecast and Assumptions

As exhibited:

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

_____ Mr. Perez
_____ Mr. Williams

Minutes:

Mr. Nadeau thanked Ms. Spence for her hard work to prepare the document. Ms. Spence was thankful for the questions and time provided to present information.

Amendment:

Five Year Forecast as exhibited updated

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		

Attachments:

[Five Year Forecast.pdf](#)

[Schedule of Revenues Expenditures and Changes in Fund Balance .pdf](#)

8.4 Approve HMH Into Math & Waggle Curriculum

The Superintendent recommends the Board of Education to approve the 4 year HMH Into Math & Waggle curriculum, as exhibited;

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

Minutes:

This approval will allow for alignment of curriculum. HMH approached Tiffin City with a second option. April Board Meeting the board approved for either a two or three year contract. Once HMH provided the second choice the district decided that a four year contract would be beneficial. This also allows the district to have a deferred payment plan. \$60,000 for the first year and \$20,000 for the remaining years. Ms. Spence thanked Mr. Nadeau and team for the hard work on establishing this plan. It allows the best curriculum for our students all while being fiscally responsible as well.

Mr. Perez joined the meeting at 7:31pm while this action item was being discussed.

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:

[HMH Into Math Waggle Grade 6-8.pdf](#)

8.5 Approve Minutemen HR Management Services

The Treasurer recommends the approval from the Board of Education of the Minutemen Unemployment Service Agreement, as exhibited;

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

Minutes:

The district utilizes Minutemen for HR Management.

Motioned: Mr. Dustin Williams

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:

[Minutemen HR Management Services LLC Ohio Unemployment Service Agreement 001.pdf](#)

8.6 Approve NCAT Service Agreement 2025-2026

The Superintendent recommends the Board of Education approve the NCAT Service Agreement for 2025-2026, as exhibited;

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

Minutes:

Previously, known as SCAT. This agreement allows for student transportation for next school year.

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:

[NCAT 25-26 Contract.docx](#)

8.7 Approve North Central Ohio Educational Service Center for Educational Service Agreement

The Superintendent recommends the Tiffin City Board of Education approve the NCOESC Education Services Agreement for Education Services (TDC), as exhibited;

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

Minutes:

This is an agreement for the resident program at Tiffin Developmental Center. As mentioned in the presentation above purchased services is the second largest service. Mr. Nadeau asked the NCOESC to separate the TDC contract out from the other services that we utilize from the ESC. 98 percent of the cost gets reimbursed to the district. The district will never receive 100 percent of the funds because of administrative time. Mr. Kisabeth asked about the contract that states the district provides desks and equipment. Mr. Nadeau said yes, but that is included in the 98 percent return and the \$535.00 per day per student rate.

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		

Attachments:

[North Central Ohio Education Service Agreement .pdf](#)

8.8 Approve North Central Ohio Education Service Center County Service Agreement Estimated Data 2025-2026

The Superintendent recommends the Tiffin City Board of Education approve the NCOESC 2025-2026 estimated data, as exhibited;

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

Minutes:

This agreement excludes TDC. These are services that are provided by contract. As a district we continue to look for the best services while being fiscally responsible. The district will continue to evaluate services. Mr. Perez mentioned that all these contracts are reviewed in depth with the Superintendent prior to the board meeting.

Motioned: Mr. Dustin Williams

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:

[North Central Ohio Estimated Costs.pdf](#)

8.9 Approve Resilience Therapy Service Contract Agreement

The Superintendent recommends the Tiffin City Board of Education approve the Resilience Therapy Service Contract Agreement, as exhibited;

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

Minutes:

In the past years, Krout Elementary has had three different Speech therapists. Ms. Connie English retired from Tiffin City and agreed to come back. She is now going to enjoy her retirement and we thank her for her time at Tiffin City. Christina Wheeler has assisted the district for the last few years and no longer has the capacity in her caseload. Resilience Therapy helped support Krout for the 24/25 school year. This agreement allow for Ashton Speer and her team to provide services for Krou.

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		

Attachments:

[Resilience Therapy Service Agreement.pdf](#)

8.10 Approve Resolution for Special Education Model Policies and Procedures

The Superintendent recommends the Board of Education approve the Resolution for Special Education Model Policies and Procedures, as exhibited;

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

Minutes:

The Special Education Model Policies and Procedures were updated by the Department of Education. The district will abide by the current policy and procedures. These minutes for the approval need to be uploaded and submitted by May 30th.

Motioned: Mrs. Heidi Stephey

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:

[Special Education Model Policies and Procedures.pdf](#)

8.11 Approve Resolution for Adoption of Policy Manual

The Superintendent recommends the Board of Education approve the resolution for adoption of policy manual, as exhibited;

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

Minutes:

The Policy update project started back in April 2024. OSBA has been very helpful working through the policies. The process was delayed several times due to legislation. OSBA and Mr. Nadeau went over every policy from start to finish to make sure the district was in compliance. Mr. Williams mentioned that many of the policies were outdated. The Board Members were provided a summary report and it was 10 pages long of updates/corrections/deletions. Mr. Williams acknowledged the time and dedication involved with updating the policies. He was happy to see a project of this size be completed. Mr. Nadeau mentioned that quarterly updates will be provided by OSBA. These are sent out using a PDQ newsletter and the policies are in draft form through Board Docs. Mr. Kisabeth mentioned the policies will be available online. Mr. Nadeau said once the board approves the policies there will be a link on the website to access the policies. Mr. Williams mentioned how important it is to remove the old policies from the website. Dr. McBride mentioned this was a big project and will continue to be with all the moving targets at any given time. She thanked the OSBA team, Mr. Nadeau and Abigail for the completion of the project. Mr. Kisabeth re-emphasized that all Board Members review all board meeting information prior to attending the meeting monthly. Mr. Perez said the policies are always changing. As a district we do not want to get behind again. Mr. Perez would like to evaluate the company Neola for future years. Mr. Nadeau agreed the district can look into different options moving forward. The district is currently in contract with OSBA for the next year. After that other options can be reviewed.

Motioned: Dr. Meagan McBride

Seconded: Mr. Victor Perez

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:

[Resolution for Adoption of Policy Manual.pdf](#)

8.12 Approve Resolution for Account Creation for 035

The treasurer recommends the Board of Education approval the Resolution for account 035 to be established, as exhibited;

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

Minutes:

Account 035 will be for a severance account . Currently, the severance monies are held in the general fund account. FY25 is estimated at \$250,000. The resolution is for the establishment of the 035 account. Transfer of monies in and out of the 035 account is not allowed.

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:

[Resolution Establishing 035 Account.docx](#)

8.13 Fund to Fund Transfer

The Superintendent recommends the Tiffin City Board of Education approve the following fund to fund transfers:

001 to 006 (Food Services) \$75,000.00

001 to 035 (Severance Fund) \$700,000.00

001 to 002-9013 (HB 264) \$49,554.00

Minutes:

The 006 account is for Food Services. With free lunches to students it affects the Food Service budget. This will help reimburse the department. 035 account is the severance fund. 002-9013 is the House Bill 264- this is a requirement to transfer \$49,554 per year to cover maintenance expenses.

Motioned: Mr. Dustin Williams

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:

8.14 Approve Transfer of Funds from STAR Ohio to Huntington Investment

The Treasurer recommends the approval from the Board of Education for the transfer of funds from STAR Ohio account in the amount of six million dollars to the district's Huntington Investment account with maturity schedule, as exhibited;

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

Minutes:

This is the transfer of funds from STAR Ohio to Huntington. Six millions dollars with the maturity schedule exhibited. Mr. Perez asked if there was a penalty for collecting funds early. Ms. Spence said yes, penalty fees occur.

Motioned: Mrs. Heidi Stephey

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:

[Huntington Maturity Investment Schedule.docx](#)

9 BOARD DISCUSSION:

District Planning

Minutes:

During board discussion all members discussed property tax in Ohio and the importance to engage with the legislators. A small team from Tiffin City will go to Columbus on Tuesday, May 20th, 2025 to meet with state representatives.

Attachments:

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;
 _____ 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:

Executive Session was not needed any longer.

Attachments:

11 EXIT EXECUTIVE SESSION

Return to open session.
 Time out:

Attachments:

12 ADJOURNMENT

The Board business meeting is concluded.
 Meeting started:
 Meeting ended:
 _____ Mr. Kisabeth
 _____ Mrs. Stephey
 _____ Dr. McBride
 _____ Mr. Perez
 _____ Mr. Williams

Minutes:

Meeting started: 6:30pm
 Meeting ended: 8:08pm

Motioned: Mr. Dustin Williams

Seconded: Mr. Victor Perez

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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Attachments:

12.1 Next Regular Meeting

The next regular meeting will be June 23rd, 2025 at 6:30pm in the Tiffin Middle School Cafetorium.

Minutes:

The next regular meeting will be June 23rd, 2025 at 6:30pm.

Attachments:

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

Attachments: