

7/28/2025 Regular Board Meeting

Board of Education Meeting

Tiffin Middle School 103 Shepherd Drive Tiffin, Ohio 44883

Monday, July 28, 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.

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 time of Roll Call. Mr. Perez joined the meeting at 6:46pm.

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 amended to remove Ms. Amy Kurtz as she accepted the position originally and rescinded this position Monday morning. She accepted employment elsewhere that is not at a school district. Mr. Dillon Hoskins was added to the agenda for employment under Support Staff for Athletic Trainer.

Executive Session was also amended to add item B.

Motioned: Dr. Meagan McBride

Seconded: Mr. Dustin Williams

Voter	Yes	No	Abstained
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		

4 SUPERINTENDENT REPORTS AND RECOMMENDATIONS:

Mr. Jerry Nadeau, Superintendent

District Update

Minutes:

Mr. Nadeau thanked Mrs. Neely, Mr. Conger, and Mr. DeVore and the maintenance team for their ongoing dedication to the district over the summer. All departments have worked long hours to make sure the district is ready for the start of the school year. Mr. Nadeau is looking forward to a successful 25/26 school year. Also, mentioned and thanked were Mr. Boes, Mrs. Smith and Mrs. Young for their time and dedication this summer preparing for the upcoming year. Monday, August 4th Mr. Nadeau will be presenting a State of the District presentation at the City Council meeting. Tuesday, August 5th Mr. Nadeau will be at Allen Eiry for a presentation. Mr. Nadeau has presented at the Allen Eiry Center two prior times. The board was also thanked by Mr. Nadeau for a great 24/25 school year. There have been many positives to take away from the 24/25 school year. He is looking for the upcoming year. September will be the release of the report card. The district will be able to compare data from surrounding districts.

Mr. Williams asked about the State of the District presentation and review from the board members. The layout for the presentation will be fiscal discussion, extracurricular discussion, and time allocated for questions directed to Mr. Nadeau from the audience. This time has been found the most beneficial. Mr. Williams would like to see the presentation prepared weeks prior to the event. This will allow time for Board members to review and provide feedback. Dr. McBride mentioned this is not a typical practice. She also thanked Mr. Nadeau for doing the presentations and providing the facts to the community. Mr. Kisabeth mentioned that he has been at multiple presentations of Mr. Nadeau and all have been great. Mr. Nadeau agreed that he will submit the presentation to the Board members by the end of the business day on Wednesday, July 30th.

5 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.

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:

Mr. Nadeau recognized Ms. Brette Ott as the new Curriculum coordinator and Mr. Drew Bauman as the new High School Assistant Principal as both individuals were in the audience.

Motioned: Dr. Meagan McBride

Seconded: Mrs. Heidi Stephey

Voter	Yes	No	Abstained
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		

6.1 Approve Minutes

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

Special Board Meeting Minutes: July 10th, 2025

Attachments:

[7.10.25 Special Board Meeting Minutes.pdf](#)

6.2 Approve Treasurer's Report

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

Cash Reconciliation

Dashboard

Outstanding Checks

Outstanding Disbursement Summary Report

Attachments:

[Cash Reconciliation.pdf](#)

[Dashboard.pdf](#)

[Outstanding Checks.pdf](#)

[Outstanding Disbursement Summary Report.pdf](#)

6.3 Approve Committee Reports

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

Policy/Governance/Records Committee: July 14th, 2025

Attachments:

[Policy.Governance Committee July Minutes.pdf](#)

6.4 Employ Professional Staff 2025-2026

The Superintendent recommends the Board of Education employ the following Professional Staff for 2025-2026;

Columbian High School:

Ms. Amy Spell

Ms. Andrea Robinson

Substitute Teachers:

Ms. Amber Hescht

Ms. Amy Chapman

Ms. Ashley Bainter

Ms. Britney Focht

Ms. Dawn Wright

Ms. Deborah Baker

Mr. Douglas Hartenstein

Ms. Emily Davis

Mr. Eric Peacock

Ms. Faith Eachus

Mr. Franklin Kaiser

Ms. Jamie Walton

Mr. Javelle Eaton

Mr. Joseph Gase

Mr. Joseph Jackson

Ms. Julie Arnold

Ms. Karen Hampshire

Mr. Kenneth Stahl

Ms. Kyle Hoyda

Ms. Linda Werling

Ms. Lisa Brashares
Ms. Lisa Swickard
Ms. Loren Hintz
Ms. Lynn Busdeker
Ms. Mary Hayes
Mr. Melvin Covell
Ms. Michelle Kline
Ms. Mindy Fox
Ms. Molly Lofton
Ms. Olivia Butler
Ms. Patricia Smith
Mr. Randy Roberts
Ms. Roben Dieter
Ms. Sabrina Whitmer
Ms. Sara Rose
Ms. Stacey Kiesel
Ms. Susan King

Supplemental:

Ms. Amy Cooper, Volleyball, Varsity Assistant
Mr. Daniel Gilbert, Golf, Varsity Assistant
Mr. Loren Weingart, Tennis, Varsity, Head Boys'
Mr. Loren Weingart, Tennis, Varsity, Head Girls'

6.5 Employ Support Staff 2025-2026

The Superintendent recommends the Board of Education employ the following Support Staff for 2025-2026;

Athletic Trainer:

Mr. Dillon Hoskins

Bus Aide, Special Needs:

Mr. James Scherger, 1.5hr per day, 4 days per week, level 5
Ms. Jolene Englehart, 1.5hr per day, 4 days per week, level 5

Food Service Department:

Ms. Amy Bennington
Ms. Loretta Browne

Washington Library Paraprofessional:

Ms. Kaitlyn Poll

Special Needs Educational Aides:

Ms. Ashley Langley
Ms. Jessica Porter
Mr. Joseph Gill

Substitute Aides:

Ms. Carla Amory
Ms. Diane Dunbar
Ms. Jamie Walton
Ms. Jessica Wise
Ms. Joyce Black
Ms. Lisa Brashares
Ms. Lisa Swickard
Ms. Marsha Hampshire
Ms. Mary Amlin
Mr. Mike Steyer
Ms. Mindy Fox
Mr. Randy Roberts
Ms. Roben Dieter
Ms. Roberta Bridinger
Ms. Stacey Kiesel
Pupil Activity Permits:
Mr. Christopher Roach, Soccer, Assistant Girls' (1/2 stipend)
Mr. David Pool, Soccer, Assistant Boys'
Mr. Jason Fox, Football, Middle School (1/2 stipend)
Ms. Melissa A. Hoffman, Soccer, Head Girls'
Mr. Michael Work, Football, Freshman, (1/2 stipend)
Coaching Volunteers:
Mr. Aaron Steyer, Football
Ms. Claire Lonsway, Cross Country, Boys'
Mr. Gregory Gase, Golf

Minutes:

Mr. Dillon Hoskins was added for Athletic Trainer.
Ms. Amy Kurtz was removed for Transportation.

6.6 Resignations

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

Middle School:

Ms. Brette Ott, effective conclusion of the 24/25 school year

Noble Elementary School:

Ms. Jessica Hoyda, effective conclusion of the 24/25 school year

Special Needs Aide:

Ms. Amber Hescht, effective conclusion of the 24/25 school year

Transportation Department:

Mr. Dennis McDonald, effective conclusion of the 24/25 school year

Ms. Margot Rennels, effective conclusion of the 24/25 school year

6.7 Administrative Employment

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

Columbian Assistant Principal:

Mr. Drew Bauman

Curriculum Coordinator:

Ms. Brette Ott

School Safety Director:

Mr. Doug Skornicka

RTI/Literacy Coordinator:

Ms. Jessica Hoyda

6.8 Stipends

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

The following stipends will be received upon completion of Professional Development on August 22nd and August 25th:

Ms. Alisha Goshe: \$75.00

Ms. Brette Ott: \$225.00

Mr. Chris Monsour: \$150.00

Mr. Don Cook: \$75.00

Ms. Julie Hicks: \$150.00

Ms. Kate Focht: \$150.00

Ms. Sara Cook: \$75.00

The following stipends will be received upon completion of TMS Professional Development on August 7th:

Ms. Alisha Goshe: \$75.00

Ms. Allie Stump: \$75.00

Ms. Brette Ott: \$75.00

Mr. Cory Ridge: \$75.00

Ms. Jessica Barrick: \$75.00

Ms. Natalie Stake: \$75.00

Mr. Todd Aichholz: \$75.00

The following stipends will be received upon completion of the Math Curriculum training on August 4th:

Ms. Adrienne Lucius: \$150.00

Ms. Allie Stump: \$150.00

Ms. Charlotte Lininger: \$150.00

Ms. Chelsea Arbogast: \$150.00

Ms. Jill Devore: \$150.00

Mr. Patrick Boggs: \$150.00

Ms. Wendy Demith: \$150.00

The following stipends will be received upon completion of the Frog Street Professional Development held on August 5th:

Ms. Alexis Yates: \$150.00

Ms. Emily Schermer: \$150.00

Ms. Teresa White: \$150.00

Ms. Quinn Kantner: \$150.00

The following stipend will be received upon completion of the Circles Training:

Ms. Amy Spell: \$525.00

The following stipend will be received upon completion, Acadience Training K-6, 2 days, \$150.00 per day:

Ms. Brandy Madden

Ms. Cynthia Coy

The following stipend will be received upon completion of Columbian Professional Development, on July 29th, 2025: 1 day at \$150.00:

Mr. Daniel Cole

Ms. Kate Focht

Ms. Kristal Dunlap

Ms. Mollie Luidhardt

Ms. Rita Brown

Ms. Samantha Cole

Ms. Stacy Basinger

Ms. Stacey Geiger

Mr. Travis Wise

The following stipend will be received upon completion of Special Education Professional Development, on August 14th, 2025: 1 day at \$150.00:

Ms. Abigail Keegan

Ms. Alexis Yates

Ms. Alyssa Clason

Ms. Amanda Whitman

Ms. Amy Cooper

Ms. Amy Spell

Ms. Andrea Robinson

Ms. Beth Margraf

Ms. Brandy Madden

Ms. Brandie Reinhart

Ms. Charlotte Lininger

Ms. Chelsea Arbogast

Ms. Cindy Coy

Ms. Emily Benfer

Ms. Erin Lawrence

Ms. Emily Schermer

Ms. Hannah Sharpe

Ms. Jodi Zirger
Ms. Julie Hicks
Ms. Karin Day
Ms. Lauren Stultz
Ms. Laurie Morter
Ms. Lisa Wilson
Ms. Lynn Phillips
Ms. Mari Hadding
Ms. Molly Riley
Ms. Quinn Kantner
Ms. Renee Lacy
Ms. Rita Brown
Ms. Robin Gardner
Mr. Shawn Siebenaller
Ms. Teresa White
Ms. Tiffany Thompson
Mr. Tyler Mesnard

6.9 Contract Amendments

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

Amended Contract:

Mr. Robert Boes
Mr. Randy Conger
Ms. Tammy Harer

Corrected Step Placement:

Ms. Laura Bryant

6.10 Leave of Absence

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

Columbian High School:

Ms. Leigh Alvarado, 1 year (sabbatical)

6.11 Statement of Purpose Budget Reports 2024-2025

The Superintendent recommends the Tiffin City Board of Education approve Statement of Purpose Budget Report(s) from the following student activity groups for the year beginning July 1, 2024 and ending June 30, 2025:

Attachments:

[Youth Football Camp .pdf](#)
[Volleyball Serve-a-thon .pdf](#)
[Volleyball.pdf](#)
[Volleyball Chipotle .pdf](#)
[JA Atlanta Trip.pdf](#)

6.12 Mental Health & Recovery Services Board

The Superintendent recommends the Board of Education approve the Mental Health & Recovery Service Board of Seneca, Ottawa, Sandusky and Wyandot Counties Contract, as exhibited;

Attachments:

[MHR SB.pdf](#)

6.13 New High School Curriculum: World Cultures

The Superintendent recommends the Board of Education approve the New High School Curriculum: World Cultures, as exhibited;

Attachments:

[New High School Curriculum. World Cultures.pdf](#)

6.14 Verizon, NASPO

The Superintendent recommends the Board of Education approve the Verizon NASPO service agreement, as exhibited:

Attachments:

[Verizon.pdf](#)

6.15 Aqua

The Superintendent recommends the Board of Education approve the service agreement with Aqua, as exhibited:

Attachments:

[Aqua.pdf](#)

6.16 Department of Taxation

The Treasurer recommends the Board of Education acknowledge the Department of Taxation certification valid for the November 4th, 2025 election in response to the school board's resolution dated June 23rd, 2025, as exhibited;

Attachments:

[Department of Taxation Letter.pdf](#)

6.17 School Psychology Internship

The Superintendent recommends the Board of Education acknowledge the School Psychology Intern for the 25/26 school year, as exhibited;

Attachments:

[School Psychology Intern.pdf](#)

6.18 PHAXIS Education Service Agreement

The Superintendent recommends the Board of Education approve the PHAXIS Education Service Agreement, as exhibited;

Attachments:

[Phaxis Service Agreement .pdf](#)

6.19 Seneca County Interagency Transition Agreement

The Superintendent recommends the Board of Education approve the Seneca County Interagency Transition Agreement, as exhibited;

Attachments:

[Seneca County Interagency Transition Agreement.pdf](#)

6.20 Contingency Coverage Agreement with P.T. Services

The Superintendent recommends the Board of Education approve the Contingency Coverage Agreement with P.T. Services, as exhibited;

Attachments:

[CONTINGENCY COVERAGE AGREEMENT.pdf](#)

6.21 Certificate of Fiscal Officer (Then and Now)

The Superintendent recommends the Tiffin City Board of Education authorize the payment of the following amounts due, as certified by the fiscal officer that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract or order and in the treasury or in process of collection to the credit of the appropriate fund free from any previous encumbrances:

PowerSchool Naviance Invoice July 1, 2023

Attachments:

[Naviance Then and Now.pdf](#)

7 ACTION ITEMS:

7.1 Approve the K-12 Business Consulting, INC.

The Treasurer recommends the Board of Education approve the K-12 Business Consulting INC. Ohio Five - Year Forecasting Program Customer Agreement, as exhibited;

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

Minutes:

Ms. Spence discussed this item is currently a firm that the district uses for the 5 year forecast. This firm provides the set up and powerpoint. Mr. Moore and Ms. Spence work well together. Dr. McBride asked if that was a new contract for the district or a renewal. Ms. Spence said it was a renewal. This is a service the district has used in prior years.

Motioned: Mrs. Heidi Stephey

Seconded: Mr. Dustin Williams

Voter	Yes	No	Abstained
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:

[K-12 BUSINESS CONSULTING INC. OHIO FIVE-YEAR FORECASTING PROGRAM CUSTOMER AGREEMENT.pdf](#)

7.2 Approve a Resolution To Proceed with an Income Tax

The Superintendent recommends the Board of Education approve a Resolution to Proceed with an Income Tax, as exhibited;

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

Minutes:

This is the second resolution to approve the earned income tax of .75%. The next step is to file with the State of Ohio, County Auditor's office, and the Attorney office. Mr. Kisabeth mentioned this is the second step that needs to be completed by law for a tax levy to go on the ballot.

Motioned: Dr. Meagan McBride

Seconded: Mrs. Heidi Stephey

Voter	Yes	No	Abstained
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 to Proceed with an Income Tax.pdf](#)

7.3 Approve Julian & Grube

The Treasurer recommends the Board of Education approve the Julian & Grube agreement to prepare the Schedule of Expenditures of Federal Awards, as exhibited;

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

Minutes:

This item is for the Medicaid audit and other State funding. The district receives between \$200,000-\$210,000 in a yearly return. The firm is easy to work with and supportive by providing sample reports from prior years. Mr. Kisabeth mentioned that both K-12 and Julian and Grube agreements processed through the finance committee. Even though Julian and Grube costs \$1,800 there is roughly \$200,000 return to the district yearly.

Motioned: Mrs. Heidi Stephey

Seconded: Mr. Dustin Williams

Voter	Yes	No	Abstained
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:

[Julian Grube.pdf](#)

7.4 Approve American Fidelity Flexible Benefit Plan

The Treasurer recommends the Board of Education approve the American Fidelity Flexible Benefit Plan, as exhibited;

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

Minutes:

The district has used American Fidelity for several years. Stark County will be utilized going forward.

American Fidelity has been very friendly and supportive during the transition process. This will allow a transition period of one additional year.

Motioned: Mr. Victor Perez

Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstained
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:

[Tiffin Board of Education Section 125 plan pdf](#)

7.5 Approve the Zupka & Associates Agreement

The Treasurer recommends the Board of Education approve the Zupka & Associates agreement for fiscal year ended June 30th, 2026 as exhibited;

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

Minutes:

Motion to open 7.5 for discussion: Mrs. Stephey and Mr. Williams seconded.

The listed dates are incorrect as the contract is for one year. Originally the contract was quoted for 3 years. \$8,000 for the first year and \$7,700 for the remaining years. Mr. Perez asked about the finance meeting minutes and if this item was discussed. Dr. McBride followed up with the fact the finance meeting needs to be scheduled differently because there is no time between the end of the meeting until the board meeting for review. Also, the agenda review meetings would already be completed for that months board meeting. Ms. Spence mentioned at the finance meeting there was discussion to move the meeting. Ms. Spence has concerns about December with closure of month end and vacations. Mr. Perez would like to see the finance committee minutes prior to the board meeting. Mrs. Stephey agreed that the finance committee meeting needs to occur earlier. Mr. Kisabeth said that GAAP is best practice. Recommendation would be to contact other surrounding districts if that district is using cash basis and ask questions. Overall, timelines need to be adjusted for item approval.

The board approved the new 1 year contract with the correct dates. Mr. Williams motioned and Dr. McBride seconded. The action item was passed.

Motioned: Mr. Dustin Williams

Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstained
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:

[ZUPKA .pdf](#)

7.6 Approve Student and Parent 25-26 Handbooks

The Superintendent recommends the Board of Education approve the Student and Parent 25-26 Handbooks, as exhibited;

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

Minutes:

Mr. Kisabeth mentioned that the new policies have been added to the handbooks. Mr. Nadeau stated that the handbooks are not completely up to par but the district is making minimal strides. Presentation and formatting has increased. The goal is for the handbooks to be processed through the educational programming committee starting in the Fall. The district is currently waiting for the cell phone policy update. There is one district in Ohio that has banned cell phones already. Current policy reads from DEW that cell phones are prohibited during the day. Mr. Nadeau and Mr. Imke has had multiple conversations about this situation. Currently cell phones are allowed at the Middle School during lunch only. The Administration is aware the handbooks need amended again. Mr. Kisabeth thanked all that were involved.

Motioned: Mr. Victor Perez

Seconded: Mr. Dustin Williams

Voter	Yes	No	Abstained
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:

[Lincoln Preschool Handbook 2025.2026.pdf](#)
[Elementary Student Handbook 2025-2026.docx.pdf](#)
[TMS Handbook 2025-2026.pdf](#)
[2025-2026 Columbian High School Handbook .pdf](#)

7.7 Approve the Memorandum of Understanding

The Superintendent recommends the Board of Education approve the Memorandum of Understanding between the Board of Education and Tiffin Education Association, as exhibited;

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

Minutes:

Mr. Nadeau said this is a proposed MOU for department chairs at Columbian. Ms. Jones the TEA Union president worked with Mr. Nadeau to obtain this document prior to TEA approval. This process occurred to make sure the ball continued to roll and the district was ready for the start of the school year. If the board approves this item, it will be taken to the TEA union for approval. Once approved by TEA the positions will be posted and hiring will occur. By pivoting to department chairs this allows the district to also be fiscally responsible.

Mrs. Stephey and Mr. Perez were both happy to see the Department Chairs being established again. Mrs. Stephey mentioned this is very beneficial as a teacher. It is difficult on the parents when the student moves teacher to teacher each year and there is no consistency between grades. Mr. Kisabeth said it is a great organizational process that will benefit both students and staff. Mr. Nadeau said this is the direction we want to continue moving forward. The district would like to bring CCP classes back in house and offer more electives to keep the students developing. Academically the district is moving in the right direction and we will continue to make our buildings the best version ever.

Motioned: Dr. Meagan McBride

Seconded: Mr. Victor Perez

Voter	Yes	No	Abstained
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:

[TEA MOU High School Department Chair .pdf](#)

7.8 Approve the Board Policy Updates

The Superintendent recommends the Board of Education approve the Board Policy Updates, as exhibited;

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

Minutes:

All policies went through the policy committee for review. Majority of the adjustments were reflected to remove that districts no longer have the ability to impose driver's license suspension penalties.

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

Voter	Yes	No	Abstained
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:

[JECE - Student Withdrawal From School .pdf](#)
[JFCJ Weapons in the School.pdf](#)
[JED-R Student Absences and Excuses .pdf](#)
[JED Student Absences and Excuses .pdf](#)
[JEDA Truancy.pdf](#)

7.9 Approve Transfer of Funds

The Treasurer recommends the Board of Education to approve the transfer of funds of \$44,793.17 from General Fund 001 to Food Service 006.

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

Minutes:

The first motion to discuss was Mrs. Stephey. The second motion was Mr. Kisabeth.

The proposed amount of money would cover the cost of a conventional oven and a hot food service line. There was a conversation about this transfer of funds at the finance meeting. Ms. Spence mentioned that Mr. Devore said he could provide \$7,000 of PI monies to help cover the cost. Dr. McBride asked if we receive money based on sale or students. Ms. Spence responded students. Mr. Nadeau mentioned that the monies from PI will help cover the TMS projects, field improvements that fundraising will not cover, and auditorium at Columbian. Mr. Williams asked if the monies that have been received is enough to buy equipment/run the department. Mrs. Stephey asked if the district is mandated to provide free lunch or if it is an option. Ms. Spence said the district is currently in our 2nd year of a 3 year agreement. Dr. McBride clarified that the board is not questioning the items in need but the process behind buying the items. Mrs. Stephey said a process needs to be implemented for equipment requests. Mr. Kisabeth asked if we need to eliminate PI altogether and take the total amount out of the general funds. Mr. Nadeau recommended the district protect the PI funds and use all of general funds for this equipment. Mr. Kisabeth asked if the district needs the oven at the start of the school year. At this time, nobody is able to answer that question. If the \$7,000 is removed from PI the general funds total is \$51,659.00. Ms. Spence mentioned that the quotes that were previously provided are no longer valid. New quotes will need to be obtained at this time. Ms. Spence also mentioned she does not think the ovens are operational. Mr. Perez asked how long it would take the administration to obtain a new quote. Mr. Nadeau said it will not take long. Ms. Kisabeth said that Mr. Nadeau, Ms. Spence and Mr. DeVore need to collaborate together to determine an update and schedule a special board meeting.

Mr. Perez motioned to table the item and Mr. Kisabeth seconded. The action item was tabled.

Motioned: Mr. Victor Perez
Seconded: Mr. Larry Kisabeth

Voter	Yes	No	Abstained
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		

8 BOARD DISCUSSION:

Minutes:

No board discussion.

9 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:

_____ a. consider the appointment____, employment__X_, dismissal____, discipline____, promotion____, demotion____, or compensation____ of a public employee(s) or official(s)____, 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;

__X__ 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:

Entered executive session at 7:57pm.

Item B was added during the amended agenda at the beginning of the meeting.

Motioned: Dr. Meagan McBride

Seconded: Mr. Victor Perez

Voter	Yes	No	Abstained
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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		

10 EXIT EXECUTIVE SESSION

Return to open session.

Time out:

11 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: 8:33pm

Motioned: Dr. Meagan McBride

Seconded: Mr. Victor Perez

Voter	Yes	No	Abstained
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		

11.1 Next Regular Meeting

The next regular meeting will be August 25th, 2025 at 6:30pm in the Tiffin Middle School Cafetorium.

Minutes:

The next regular meeting will be August 25th, 2025 at 6:30pm in the Tiffin Middle School Cafetorium.

12 412 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:

[412 CERTIFICATE OF ADEQUATE REVENUES QUALIFYING CONTRACT.pdf](#)