

8/14/25 Special Board Meeting

Board of Education Meeting

244 South Monroe Street, Tiffin Ohio 44883

Thursday, August 14, 2025

2:00pm - 3:00pm

Present: Mr. Jerry Nadeau, Superintendent ; Ms. Anne Spence, Treasurer/CFO; Mr. Larry Kisabeth, Board 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. Larry Kisabeth, Board 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. At the time of Roll Call Mr. Perez was not present. Mr. Perez joined the meeting at 2:04pm.

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 adjust the following items:

412 certificate was added to reflect the action item 5.2.

Two consent items were adjusted: First, Anderson Williams was pulled out and listed as an action item 5.4. This is due to a board member conflict. Second, Support Services, Food Service continuing contract was listed as Colleen Neely and the correct individual is Colleen Halm.

The agenda was approved to reflect all amendments recommendations.

Motioned: Dr. Meagan McBride

Seconded: Mr. Dustin Williams

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mr. Dustin Williams, Board Member	X		
Dr. Meagan McBride, 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:

The agenda was approved with presented amendments.

Motioned: Mr. Dustin Williams

Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mr. Dustin Williams, Board Member	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:

7/28/2025 - Regular Board Meeting Minutes

Attachments:

July 28 2025 Regular Board Meeting Minutes .pdf

4.2 Approve Committee Reports

The Superintendent recommends the Tiffin City Board of Education approve the attached Committee

Reports, as exhibited.

7/24/25 - Finance Committee Meeting Minutes

8/8/25 - Policy/Governance/Records Committee Meeting Minutes

Attachments:

July Finance Committee Meeting Minutes .pdf

Policy.Governance.Records Committee Meeting August Minutes .pdf

4.3 Employ Professional Staff 2025-2026

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

Home Instruction Tutors (as needed):

Mr. Donald Ferstler

Ms. Jodi Roszman

Ms. Lisa Wilson

Ms. Rita Brown

Ms. Sarah Babione

Ms. Stacey Kiesel

Substitute Teachers:

Ms. Alison Scheiber

Ms. Amber Hescht

Ms. Amy Chapman

Ms. Andrea Robinson

Ms. Ashley Shaw

Ms. Brittany Hossler

Ms. Celeste Zirm

Ms. Chloe Cook

Ms. Elizabeth Elchert

Ms. Heather Weinandy

Ms. Janeen Jackson

Ms. Kathleen Lewis

Ms. Lori Sharpe

Ms. Mary Beth Boyer

Mr. Steven Coppes

Supplemental:

Ms. Alyssa Clason, Soccer, Girls' Assistant (1/2 stipend)

4.4 Employ Support Staff 2025-2026

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

Food Service Substitutes:

Mr. Dave Moon

Mr. Gene Englehart

Ms. Michelle Arnold

Ms. Rhonda Craig

Ms. Shelly Bower

Ms. Susan Fowler

Special Needs Aide:

Ms. Alice "Beth" Allie

Ms. Jamee Reed

Mr. James Scherger

Ms. Jolene Englehart

Ms. Jessica Myers

Stadium Workers:

Mr. DaShawn Russell

Mr. Jax Diamantopoulos

Mr. Kason Daily

Mr. Neven Neuman

Mr. Shane Walker

Transportation Department: Bus Driver:

Mr. Andris Andersons, bus route 73SCC 2.5hr per day, .25 Pre-Trip per day and .25 fuel per week

Substitute Aide:

Ms. Elizabeth Elchert

Ms. Karen Hampshire

Pupil Activity Permits:

Ms. Breena Lofquist, Volleyball, 8th grade

Mr. Chris Roach, Soccer, Girls' Assistant (1/2 stipend)

Mr. David Pool, Soccer, Boys' Assistant (1/2 stipend)

Mr. Donovan Walker, Football Head Middle School

Ms. Grace Smith, Volleyball, 7th grade

Ms. Olivia Jacobs, Volleyball, Freshman

Mr. Zane Gabrielson, Soccer, Boys' Assistant (1/2 stipend)

Coaching Volunteers:

Ms. Brooke Turner, Flag Squad

Ms. Danielle Willman, Flag Squad

Ms. Keesha Lawrence, Cheerleading

Continuing Contract:

Food Service:

Ms. Colleen Halm

Minutes:

Original Agenda:

Food Service:

Ms. Colleen Neely

Amended Agenda:

Food Service:
Ms. Colleen Neely

4.5 Resignations

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

Food Service:

Ms. Danielle Lofay

Ms. Jill Saum

Middle School:

Ms. Brittney Vanover

Noble Elementary School:

Ms. Danielle O' Quinn

Transportation Department:

Ms. Lucy Baines

4.6 Stipends

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

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

Ms. Lauren Warnement

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

Ms. Alisha Goshe: \$75.00

Mr. Chris Monsour: \$75.00

Mr. Don Cook: \$75.00

Ms. Jeanette Marshall: \$75.00

Ms. Julie Hicks: \$150.00

Ms. Kate Focht: \$225.00

Ms. Sara Cook: \$75.00

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

Ms. Beth Margraf

Acadience Training K-6, 2 days, \$150.00 per day, to be paid upon completion:

Ms. Abigail Glover

Ms. Amber Hescht

Ms. Kirsten Coleman

Ms. Magadalina Crowe

Ms. Nora Zirm

The following stipends will be received upon completion of Big Ideas Professional Development on August 7th, \$75.00:

Ms. Abigail Glover
Mr. Allen Auble
Ms. Cristy DelTurco
Ms. Elizabeth Tanner
Ms. Karin Day
Ms. Kimm Heyman
Ms. Laura Starrett
Ms. Lauren Stultz
Ms. Lydia Covell
Ms. Magadalina Crowe
Ms. Margaret Wise
Ms. Nora Zirm
Ms. Taylor Reinbolt
Ms. Tori Lee
Mr. Tyler Mesnard

4.7 Leave of Absence

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

Ms. Alecia Miller

4.8 Contract Amendment

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

Food Service Department:

Ms. Bridget Harman, 4 hour contract amended to 6 hour department head

4.9 Ambulance/EMT Service Contract

The Superintendent recommends the Board of Education approve the Ambulance/EMT Service contracts, as exhibited;

Attachments:

Contract for Ambulance.EMT Services.pdf

4.10 Formal Agreement for the Management and Expenditures of Title I-D Funds

The Superintendent recommends the Board of Education approve the agreement for the Management and Expenditures of Title I-D Funds for the 2025-26 school year, as exhibited:

Attachments:

4.11 Athletic Training Standard Operating Policies and Collaboration Agreement

The Superintendent recommends the Board of Education approve the Athletic Training Standard Operating Policies and Collaboration Agreement, as exhibited;

Attachments:

Standard Operating Policies and Collaboration Agreement.pdf

5 ACTION ITEM

5.1 Approve 25/26 Transportation Bus Stops

The Superintendent recommends the Board of Education approve the 25/26 transportation bus stops; as exhibited;

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

Minutes:

Mr. Nadeau stated the Board of Education approved the assignments previously. This action item is another layer of detail for the Transportation department. Mr. Kisabeth appreciates the detail that is provided in this report.

Motioned: Dr. Meagan McBride

Seconded: Mr. Victor Perez

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mr. Dustin Williams, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

Attachments:

Bus Stop 2025 2026 1 .pdf

5.2 Approve Northern Buckeye Service Agreements

The Superintendent recommends the Board of Education to approve the Northern Buckeye Service Agreements, as exhibited;

Chromebook Repair Projection Plan

Operational Co-Pilot

Platform as a Service

Resource as a Service

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

Minutes:

This action item are four individual contracts. Originally the contracts were presented as a multi-year. After discussion and review the district requested for a 1 year contract and to re-evaluate needs and services again. The technology supervisor which was previously Brad Streng, tech for 2 days per week, server agreement, and chromebook repair services. The server agreement is the only 5 year agreement. Mr. Perez asked about the chromebooks at the bus garage and how old do we expect them to be. Mr. Nadeau mentioned at least 2-3 years old if not older. Mr. Perez asked if disposing of those chromebooks would be beneficial? Mr. Williams added that the open market value for chromebooks is very little. Since the district has already paid for the chromebooks it would be ideal to cycle the chromebooks through the students versus disposal. Mr. Kisabeth asked if by cycling the chromebooks how does that affect the servers. Mr. Williams responded that it is not related.

Motioned: Mr. Dustin Williams

Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mr. Dustin Williams, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

Attachments:

Terms Conditions Repair Protection Plans 2024 -2025.pdf
Operational Co-Pilot.pdf
Platform as a Service.pdf
Resource as a Service .pdf

5.3 Approve General Fund Appropriations for the Purchase of Food Service Equipment

The Superintendent recommends the Board of Education approve the Appropriations for the Purchase of Food Service Equipment, as exhibited;

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

Minutes:

This action item was opened for discussion with Mr. Williams first motion and Dr. McBride seconded the motion. The item went to discussion among the Board Members. There was an executive summary

presented to the members for review. It was noted that this item was strictly about the appropriations of funds and not the actual item that is needed for purchasing. Mr. Williams mentioned that the department is no longer self-sustaining. Mr. Perez asked who is paying for the unpaid lunches? Ms. Spence responded that she would need to check with Mrs. Neely. Mr. Nadeau mentioned that the price of milk has increased. Mr. Perez asked about the state grant and how many years were left. Ms. Spence mentioned we are starting year 2 of 3 years. Mr. Williams circled back around and mentioned that the item today that is being voted on is the account the money should come from for the item that is needed. Mr. Nadeau mentioned 3 options: Food Service, PI, General Fund. At this point the board needs to decide the appropriate appropriations. Mr. Kisabeth said 5 years or more should be PI. Mr. Nadeau mentioned the PI is diminishing. \$300,000 for TMS, \$906,000 for field. \$41,000 for the appropriation for general fund for food service. The Board of Education asked Mr. Nadeau to make a recommendation. Mr. Nadeau recommended the general fund account. Ms. Spence was asked her recommendation and she responded that she does not have a view and will proceed however the board would like to handle.

An additional motion was set by Mr. Williams and seconded by Dr. McBride for General Fund Appropriations for the Purchase of Food Service Equipment.

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

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mr. Dustin Williams, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

Attachments:

Appropriations for the Purchase of Food Service Equipment .pdf

5.4 5.4 Approve Stadium Worker Employment

The Superintendent recommends the employment of Anderson Williams as a Stadium Worker.

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

Minutes:

Dr. McBride asked if the proper protocol was followed for the hiring of stadium workers. Mr. Nadeau confirmed that all positions were posted in Frontline. The applicants had to come to the Administration building for applications. Mr. Devore and Mr. Boes completed the hiring. Mr. Williams confirmed that the proper protocol was followed.

Motioned: Mr. Victor Perez
Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		

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

6 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

_____ Mr. Kisabeth

_____ Mrs. Stephey

_____ Dr. McBride

_____ Mr. Perez

_____ Mr. Williams

Minutes:

Meeting started: 2:00pm

Meeting ended: 2:34pm

Motioned: Mr. Dustin Williams

Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mr. Dustin Williams, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

6.1 Next Regular Meeting

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

Minutes:

The next regular meeting will be August 25th, 2025 at 6:30pm.

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

Minutes:

The 412 certificate was approved to be added at the start of the meeting for agenda amendments.

Attachments:

Northern Buckeye .pdf