

# 9/11/2025 Special Board Meeting

## Board of Education Meeting

Administration Building, 244 South Monroe Street, Tiffin Ohio 44883

Thursday, September 11, 2025

10:30am - 11:30am

**Present:** Mr. Jerry Nadeau, Superintendent ; Mr. Larry Kisabeth, Board President ; Mrs. Heidi Stephey, Board Vice President ; Dr. Joanna Beres, 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

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**Minutes:**

Mr. Kisabeth led the Pledge of Allegiance.

### 2 TREASURER PRO TEM

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

**Minutes:**

Mr. Kisabeth motioned for Dr. McBride to be Treasurer Pro Tem. Mrs. Stephey seconded the motion. Dr. McBride was named Treasurer Pro Tem for the September 11th, 2025 meeting.

**Motioned:** Mr. Larry Kisabeth

**Seconded:** Mr. Victor Perez

Voter	Yes	No	Abstained
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		

### 3 CALL TO ORDER: ROLL CALL:

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

**Minutes:**

Dr. McBride conducted Roll Call. All members were present.

## 4 APPOINT BOARD MEMBER, DR. JOANNA BERES

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

### Minutes:

The Board currently needs to fulfill a vacancy from Mr. Williams resignation.

Mr. Kisabeth presented the following statement:

On August 25, 2025 Dustin Williams submitted his resignation, effective September 1, 2025. With his resignation, the board is mandated to fill his position per board policy BBE.

Board policy BBE states "Any such vacancy will be filled by the Board at its next regular or special meeting not earlier than 10 days nor later than 30 days after the vacancy occurs. A majority vote of all the remaining members of the Board is required to fill the vacancy."

Per an OSBA fact sheet, "there are no procedural requirements other than the deadlines for board action." Through consultation among board members and Superintendent Nadeau, Mr. Nadeau interviewed two candidates, candidates who considered running for the open slot in November as Mr. William's term expires on January 1, 2026. One candidate decided not to run for office.

The other candidate, Dr. Joanna Beres followed through with her candidacy to run for the Board of Education in November, unopposed, for Mr. William's board position. Therefore, she is the logical candidate to fulfill Mr. William's term.

Today we are meeting on September 11, 2025 which fits into the 10-30 day window that the BOE must fill the vacancy.

End of Mr. Kisabeth's statement.

Mr. Perez asked Dr. Beres if she is willing to fulfill the vacancy. Dr. Beres agreed to fulfill the vacancy. Dr. McBride mentioned a statement needs to be sent as a Press Release. Mr. Kisabeth read the passage she was prepared ahead of time. Mr. Kisabeth and Dr. Beres will work together to adjust the information in the prepared passage. Dr. McBride would like to recognize Dr. Beres at the next regular board meeting. Mr. Nadeau mentioned that he appreciates Dr. Beres stepping in the role. Also, the appreciation to the board for following policy. Dr. Beres was sworn in and completed the Oath of Office.

**Motioned:** Mr. Victor Perez

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member			X
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 5 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. Beres  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

**Minutes:**

The agenda was amended to add an additional Executive Session to discuss item B.

**Motioned:** Mr. Victor Perez

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 6 ENTER EXECUTIVE SESSION:

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. Beres  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

Hold an Executive Session for one or more of the following matters to:

\_\_\_\_\_ a. consider the appointment\_\_\_\_, employment\_\_\_\_, 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 10:42am.

**Motioned:** Mr. Victor Perez

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 7 EXIT EXECUTIVE SESSION

Return to open session.

Time out:

### Minutes:

Time out: 11:16am

## 8 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. Beres  
 \_\_\_\_\_ Dr. McBride  
 \_\_\_\_\_ Mr. Perez

### Minutes:

The Consent Agenda was adopted as presented.

**Motioned:** Dr. Joanna Beres

**Seconded:** Mrs. Heidi Stephey

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

### 8.1 Approve Minutes

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

August 25th, 2025 Regular Board Meeting

**Attachments:**

[8.25.25 Regular Board Meeting Minutes.pdf](#)

## 8.2 Approve Committee Reports

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

September 4th, 2025: Policy/Governance/Records Committee Meeting Minutes

September 5th, 2025: Support Staff Committee Meeting Minutes

**Minutes:**

Ms. Spence asked if the record retention minutes were included in the Policy, Governance, and Records minutes. Mr. Nadeau confirmed the minutes were included.

**Attachments:**

[Policy.Governance.Records September Meeting Minutes .pdf](#)  
[Support Staff Committee September Meeting Minutes.pdf](#)

## 8.3 Resignations

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

Mr. Hunter Null

Ms. Kate Focht, (Columbian 25-26 District Leadership Team member only)

Mr. Thomas Glick

## 8.4 Employ Professional Staff 2025-2026

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

Substitute Teachers:

Ms. Michelle Walland

Mr. Noah Widman

## 8.5 Employ Support Staff 2025-2026

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

Substitute Bus Aide:

Ms. Margot Rennels

Special Needs Bus Aide:

Ms. Alisha Halcomb

Ms. Ashley Lowry, effective October 17th, 2025

Ms. Donna Thacker

Ms. Shelly Bower

Substitute Aides:

Ms. Michelle Walland

Ms. Alison Scheiber

Coaching Volunteers:

Ms. Darcy Zimmerman, Gymnastics Coach

## 9 ACTION ITEMS:

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### 9.1 Approve Sale of Land

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The Superintendent recommends the Board of Education approve the Sale of the Land.

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. Beres  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

**Minutes:**

This item reflects the Sale of Land for Track 4, 6.2 acres sold for \$70,000.

Mr. Kisabeth read the following statement:

On Wednesday, September 10, 2025 Walton's conducted an auction of the 82 plus acres that Tiffin City Schools own on the South edge of Tiffin.

The property was sectioned into four tracts. The tracts were offered separately, as a whole, or in combinations. The Board of Education representatives, Larry Kisabeth, board president; and Heidi Stephey, board vice president were present.

In the end, an offer of \$70,000 for the 6.2 acres of Tract 4 was accepted. That equates to \$11,290 per acre. We determined that the bid was acceptable as the assessed value was approximate \$10,400 per acre.

We did not come to terms on Tracts 1, 2, and 3. We had an offer of \$700,000 for the 75.8 acres. That offer comes to approximately \$9,225.00 per acre.

We felt that we had an obligation to our taxpayers to not undersell the property.

We believe that we should hold onto the land until a better offer more in-line with the assessed value. Each year we do receive income from the property as we lease the property for farming.

End of Mr. Kisabeth's statement.

**Motioned:** Mrs. Heidi Stephey

**Seconded:** Mr. Victor Perez

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 9.2 Approve Board Members as Selling Agents for Sale of Land

The Superintendent recommends the Board of Education approve Mr. Kisabeth and Mrs. Stephey as the selling agents at the determined reserve amount.

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. Beres  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

### Minutes:

All members agreed that Mr. Kisabeth and Mrs. Stephey can collaborate with Darby Walton and Mr. Nadeau for the remainder of the tracts.

**Motioned:** Dr. Joanna Beres

**Seconded:** Mr. Victor Perez

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 10 ENTER EXECUTIVE SESSION:

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. Beres  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

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\_\_X\_\_ 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;

\_\_\_\_\_ 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

Start: 11:28am

**Motioned:** Dr. Joanna Beres

**Seconded:** Mr. Victor Perez

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 11 EXIT EXECUTIVE SESSION

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Return to open session.

Time out:

**Minutes:**

Time out: 12:29pm

## 12 ADJOURNMENT

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The Special Board Meeting is concluded.

Meeting started:

Meeting ended:

\_\_\_\_\_ Mr. Kisabeth  
\_\_\_\_\_ Mrs. Stephey  
\_\_\_\_\_ Dr. Beres  
\_\_\_\_\_ Dr. McBride  
\_\_\_\_\_ Mr. Perez

**Minutes:**

Meeting Started: 10:30am

Meeting ended: 12:30pm

**Motioned:** Mrs. Heidi Stephey

**Seconded:** Mr. Victor Perez

Voter	Yes	No	Abstained
Mr. Larry Kisabeth, Board President	X		
Mrs. Heidi Stephey, Board Vice President	X		
Dr. Joanna Beres, Board Member	X		



Voter	Yes	No	Abstained
Dr. Meagan McBride, Board Member	X		
Mr. Victor Perez, Board Member	X		

## 12.1 Next Regular Meeting

The next regular meeting will be Monday, September 29th 2025 at 6:30 PM in the Tiffin Middle School Cafetorium.

### Minutes:

The next regular meeting will be Monday, September 29th 2025 at 6:30 PM in the Tiffin Middle School Cafetorium.

## 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