

TIFFIN CITY SCHOOLS

244 S. MONROE ST. TIFFIN OH. 44883



Jerry Nadeau

Superintendent

September 4, 2025

In attendance for the meeting were the following:

Dr. Meagan McBride

Mr. Victor Perez, J.D.

Mr. Jerry Nadeau

Ms. Anne Spence

Topics of discussion:

Cell Phones and Devices

The committee discussed the implementation of the cell phone policy and other devices. Specifically, the members discussed headphones and accessibility to content on school-issued devices/ChromeBooks. Students may use personal headphones that are not Bluetooth capable and/or school issued headphones.

Artificial Intelligence

The district did adopt an AI policy with the new policy handbook. The superintendent is required to provide processes, protocols and training that adhere to the policy. These are being developed. An update will be provided next month.

Dress Code

The recently adopted dress code policy provides an update to the outdated version. Discussion surrounded on specific language and perhaps the need to further adjust language. Additionally, training needs to be provided to administrators.



Records retentions meeting

Established meeting schedule

a. The Records Retention Committee will meet at least once per year to be scheduled to

follow a Policy Committee Meeting

b. Public notification will be provided in accordance with legal requirements

c. The committee will make an annual recommendation to the BOE to approve an

updated Records Retention Schedule

- Discussed years of retention and methods for retaining materials

a. Discussed electronic and paper options

b. Electronic storage improves accessibility

c. Updated committee on scanning and where records are located

- Discussed destroying non-required records promptly

a. Improves efficiency

b. Reduces public record requests

c. Eliminates storage costs

- Requested a copy of the proposed and past retention schedule for review and to make

recommendations

a. Requested mini schedules be created for each department

- Will continue discussion at next policy/ record retention meeting & will make recommendations

for October BOE Meeting

Next Records Retention Committee Meeting: Thursday, October 2, 2025 at 8:30 a.m. in the Administrative Building