



# Support Services Committee Meeting Minutes

September 5, 2025  
TCS Administration Building

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Attendance: \_\_\_ Meagan McBride, Ph.D., \_\_\_ Bill Beaston, \_\_\_ Robert Boes,  
\_\_\_ Randy Conger, \_\_\_ Greg DeVore, \_\_\_ Natallie Jones, \_\_\_ Colleen Neely, \_\_\_ Kara Rannigan,  
\_\_\_ Weston Reinbolt, \_\_\_ Bradley Scheiber, \_\_\_ Joe Prchlik, \_\_\_ Jerry Nadeau

Guests:

Meagan McBride called the meeting to order and turned it over to different members for departmental updates.

## **Food Service Department:**

Colleen Neely presented information on the following items:

- A. Action being taken to decrease the cost of food
  - 1. Using as many commodity foods for breakfast and lunch as possible because they cost less.
  - 2. Utilize the sharing table to help supply food.
- B. Action being taken to lower salary cost
  - 1. Not replacing a 5-hour position
  - 2. Cross-training to get more accomplished especially when people are absent
- C. Negative Meal Balances
  - 1. A chart was presented that showed current outstanding debts per school. (chart attached)
    - a. Inactive student amounts are from students that are no longer enrolled
    - b. Grade 12 active students are the current seniors and they usually pay their outstanding costs before they graduate.
  - 2. Discussion from the committee
    - a. Meagan suggested they students in the elementary schools be studied for any other problems or concerns. By doing this the student could be helped and the money paid via other sources and/or the student/family might not continue to owe.
    - b. Jerry suggested looking down the list and work with the families that have small amounts to pay off. If a large number of small accounts are paid it could make significant difference in the total due.
    - c. A list of and amounts due per student (student name redacted) could be shared at the next meeting for a better understanding of the problem.
- D. Local Wellness Policy
  - 1. The following handouts were provided: "Evaluating Your Local School Wellness Policy" and "Wellness Policy Assessment Tool"
  - 2. It was explained every school must have a Wellness Policy and Committee.
  - 3. Suggestion was to utilize this committee because it met the criteria. The committee agreed.
  - 4. Once the Wellness Policy Committee becomes active the wellness policy and completed assessment must be posted on our website.

**Transportation Department:**

Randy Conger talked about recently completed actions:

- A. The T2 Report was completed on time.
  - 1. Jerry recognized that this report is due right at the beginning of school when it is extremely busy in the department. He praised Randy for getting it completed on time at that time of the year.
- B. The window is open to apply for a "white bus." This bus has a capacity of 30 and could be used to replace one of our extremely old buses.
  - 1. It is called a white bus because it will be white not yellow, but have all the same markings of a regular school bus.

**Maintenance Department:**

Greg DeVore gave an overview of summer and current projects:

- A. Lincoln PreKindergarten
  - 1. The 2 boilers have been replaced, state inspected and will be fired up at the end of the month.
  - 2. The windows on one side of the building were replaced in 2002, now it is time to replace on the Ohio Avenue side. This will be divided into 2 phases, one in 25-26 followed by one in 26-27.
- B. Krout 2-3 Elementary
  - 1. The library had a major face-lift, including new floor, paint, etc.
- C. Noble 4-5 Elementary
  - 1. Converted bathroom to be more handicapped usable.
- D. Tiffin Middle School
  - 1. Experimenting with micro fiber mops, both wet and dry. They can be washed up to 200 times thus would last longer.
  - 2. The fire alarm system has been upgraded.
  - 3. The outside of the building was pressure washed, except for the top area of the gym.
  - 4. A meeting to establish the bid process for the cafeteria is scheduled for the end of October.
- E. Stadium
  - 1. An area for handicapped was added to the visitor side along with a ramp.
  - 2. A walkway behind and under the visitor stadium was added.
  - 3. A new field will be started in November.
    - a. Suggestion was made to see if parts of the field could be sold on gov.deals or locally.
- F. Bus Garage
  - 1. Restroom were updated and 2 more stalls added.

**Technology Department:**

Bob Boes shared the following information:

- A. The technology department is struggling.
- B. Workorders were not being completed, but this problem is being addressed
- C. Several of the Smart Boards are not working
  - a. Due to cost we are looking at replacing them with Smart TVs.
  - b. Found that several of the teachers were not utilizing the board as an interactive resource.
  - c. Weston suggested looking at Nebula brand. They come in different sizes and the cost is nominal.
- D. Jerry thanked Bob and Greg for the extra work they put into helping the technology department get more organized.

Discussion was held on how often to meet and when the next meeting would be held.

It was decided to meet once a quarter and the **next meeting would be Dec. 12 at 8:00 am**

Meagan adjourned the meeting at 8:28 am.