

# TIFFIN CITY SCHOOLS

244 S. MONROE ST. TIFFIN OH. 44883



Jerry Nadeau  
Superintendent

October 9, 2025

## Educational Programming Committee

### Attendees

Brette Ott, Curriculum Coordinator

Callie Cessna, Parent

Connor Rettenmund

Erin Simmons, Parent Mentor

Jenn Watson

Lindsey Distel

Michelle Wise

Paula Zirm

Ryan Imke

Molly Armstrong

Loren Burkes

Natallie Jones

Dr. McBride—not present

Mr. Victor Perez—not present

During the meeting the committee discussed the following and assigned members to small work groups that will facilitate the progress towards committee goals.

Mission: To foster excellence in teaching and learning by designing, evaluating, and supporting innovative, inclusive, and evidence-based educational programs.

### TCS Four Pillars

Teaching and Learning—TCS will inspire learning, growth and achievement.

School culture—TCS will foster a safe and supportive school culture.

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Graduate Success-TCS will connect graduates to quality opportunities.

Fiscal Responsibilities-TCS will steward resources responsibly and transparently.

Portrait of a Graduate: Tiffin City Schools Graduates Are:

- Effective Communicators
- Continuous Learners
- Literate
- Collaborative
- Community Engaged
- Adaptive

## 2025-26 Committee Goals/Projects

1. Calendar Development—in collaboration with the Calendar Committee, review and recommend a calendar that promotes student engagement and achievement. Works collaboratively with our educational partners, and meets the needs of our staff and parents.
2. Handbook review-in collaboration with our union leadership team and the administration, review and recommend updated student/parent handbooks.
3. Curricular resource alignment and adoption-in collaboration with the Curriculum Department review and recommend curricular resource adoption, as identified within the curricular resource adoption schedule.
4. Elementary Report Card revisions and recommendations





## Educational Programming Committee: Operational Protocol

### Purpose

The Educational Programming Committee is established to review, evaluate, and recommend initiatives that support high-quality teaching and learning across the district. The committee serves in an advisory capacity to the Superintendent and Board of Education, ensuring that district programs align with the mission, vision, and strategic goals of Tiffin City Schools.

### Membership

- Composition:
  - Up to two Board of Education members (appointed by the Board President)
  - Superintendent and/or designee
  - Curriculum Coordinator
  - Building principals
  - Teacher representatives (appointed by the Superintendent or association leadership)
  - Parent/community representatives (appointed by the Superintendent)
- Term of Service:

Members serve for one academic year, with the option for reappointment.
- Chairperson:

The Superintendent and Curriculum Coordinator will chair the committee.



## Meetings

- Frequency:  
The committee will meet during the school year, as needed to meet the goals for the 2025-26 school year.
- Agenda:  
The Chairperson will prepare and distribute an agenda prior to each meeting. Members may request agenda items in advance.
- Minutes:  
Meeting minutes will be recorded and distributed to all members and the Superintendent. A summary report will be provided to the Board of Education following each meeting.

## Scope of Work

The Educational Programming Committee shall focus on:

1. Curriculum Review and Development
  - Review and recommend adoption of curriculum materials and resources.
  - Ensure alignment with state standards and district goals.
2. Instructional Programs and Innovations
  - Evaluate pilot programs, instructional technology, and new learning initiatives.
  - Support the development of evidence-based instructional practices.





### 3. Assessment and Accountability

- Review district and state assessment data.
- Recommend strategies for continuous improvement.

### 4. Student Support and Enrichment

- Review academic intervention, gifted education, and enrichment programs.
- Promote equitable access to educational opportunities.

### 5. Professional Development

- Identify staff learning needs aligned to district goals.
- Recommend professional learning priorities and structures.

### Decision-Making and Recommendations

- The committee serves in an advisory role.
- Recommendations will be reached by consensus when possible.
- Formal recommendations shall be submitted in writing to the Superintendent for consideration by the Board of Education when appropriate.

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## Reporting

- The Superintendent will provide a brief written or verbal report to the Board of Education following each committee meeting.
- An annual summary report of committee activities, recommendations, and progress toward goals will be prepared and presented at the conclusion of each school year.

## Evaluation

At the end of each academic year, the committee will conduct a self-review to:

- Evaluate its effectiveness and impact.
- Identify opportunities for improvement in structure, focus, or operation.
- Recommend revisions to the protocol or membership as needed.