

10/14/2025 Special Board Meeting

Board of Education Meeting

Tiffin Middle School 103 Shepherd Drive Tiffin, Ohio 44883

Tuesday, October 14, 2025

6:00pm - 7:00pm

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

Minutes:

Mr. Kisabeth led the Pledge of Allegiance.

2 CALL TO ORDER: ROLL CALL:

Ms. Anne Spence, Treasurer/CFO

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

Minutes:

Ms. Spence conducted role call. All board members were present.

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. Beres
_____ Dr. McBride
_____ Mr. Perez

Minutes:

The agenda was adopted as presented at this time in the board meeting.

Motioned: Dr. Joanna Beres

Seconded: Dr. Meagan McBride

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

Voter	Yes	No	Abstained
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		

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. Beres
 _____ Dr. McBride
 _____ Mr. Perez

Minutes:

Mr. Nadeau went through each item on the consent agenda briefly. There were no questions at that time. Mr. Kisabeth thanked Mr. Fuhrer for his dedication and service to Tiffin City Schools.

Motioned: Dr. Meagan McBride

Seconded: Dr. Joanna Beres

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		

4.1 Approve Meeting Minutes

The Superintendent recommends the Board of Education approve the board minutes, as exhibited;

September 29th, 2025: Special Work Session

September 29th, 2025: Regular Board Meeting

Attachments:

[9.29.2025 Special Work Session Meeting Minutes.pdf](#)

[9.29.2025 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.

September 25th, 2025 Business Advisory Committee Meeting Minutes

October 9th, 2025 Educational Programming Committee Meeting Minutes

Attachments:

[Business Council Meeting Minutes.pdf](#)

[Educational Programming Committee Meeting Minutes .pdf](#)

4.3 Employ Professional Staff 2025-2026

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

Substitute Teachers:

Ms. Averie Lutz

Mr. Grant Gribben

Ms. Julie Yarger

Ms. Kimberly Arias

4.4 Employ Support Staff 2025-2026

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

Substitute Custodian and Substitute Food Truck Driver:

Mr. Duane Glick

4.5 Resignations

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

Middle School:

Mr. Brad Fuhrer, effective October 31st, 2025

4.6 Contract Amendments

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

Transportation Department, effective October 1st, 2025:

Ms. Alisha Halcomb, additional 1 hour per day

Ms. Jessica Porter, additional 1 hour per day

Ms. Jolene M. Englehart, additional 1 hour per day for Route 61 AM/PM

Mr. William L. Omlor, additional 1.5 hours per day Route 70MD

4.7 Stipends

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

Krout Elementary School: District Leadership Team: \$250.00 per meeting:

Ms. Judy Downie

Ms. Shawnie McLellan

Krout Elementary School: Building Leadership Team: \$500.00 for the 25/26 school year:

Ms. Judy Downie

Ms. Nicole Arnold

Ms. Rose Horn

Ms. Shawnie McLellan

2025/2026 DLT Chairperson: \$3,000

Ms. Kate Focht

2025/2026 Cross Country Carnival, \$3,200

Ms. Amy Cooper

Mr. Mike Felske

4.8 North Central Ohio Educational Service Center Agreement

The Superintendent recommends the Board of Education approve the North Central Ohio Educational Service Center agreement for Board Certified Behavior Analyst (BCBA) Services, as exhibited;

Minutes:

This is a service that is contracted due to the fact Tiffin City does not need a full time employee to provide this service. There is a limited amount of students in the district that receive BCBA services.

Attachments:

[NCOESC BCBA.pdf](#)

4.9 North Central Ohio Educational Service Center Agreement

The Superintendent recommends the Board of Education approve the North Central Ohio Educational Service Center agreement for Braille Services, as exhibited;

Minutes:

This is a service that is contracted due to the fact Tiffin City does not need a full time employee to provide this service. There is a limited amount of students in the district that receive braille services.

Attachments:

[Braille Services .pdf](#)

5 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD:

Per Board Policy BDDH: Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. The period of public participation may be extended by a vote of the majority of the Board, present and voting. Additionally, we would request that individual students names and/or employees names not be mentioned. If you wish to state a Complaint about a particular employee, curriculum, or instructional materials, we ask that

you please review Board Policies KL, KLB, KLD, and KLD-R and follow the steps contained in those policies before raising a complaint directly with the Board. Persons wishing to submit comments can do so by emailing tcs_boardcomments@tiffincityschools.org. The meeting will be publicly available via Facebook.

References: Board Policy

BDDH- Public Participation at Board Meetings

KL- Public Complaints

KLB- Public Complaints about Curriculum or Instructional Materials

KLD- Public Complaints about School Personnel

KLD-R- Public Complaints about School Personnel

Minutes:

Mr. Kisabeth asked if any community members in the audience would like to speak. There were no community members that stepped forward. At that time, Mr. Kisabeth asked for the agenda to be amended to add Board Discussion.

6 Board Discussion

The Superintendent recommends the Board of Education amend the agenda to add Board discussion:

Minutes:

The agenda was amended to add Board discussion to discuss the reduction plan. Dr. McBride motioned and Mr. Perez seconded the motion. At this time the Board members, Mr. Nadeau and Ms. Spence opened up the discussion.

Mr. Nadeau started the discussion with stating the district needs to reduce expenditures and increase revenue. Over the last year, attrition within the district has occurred. For the budget to be balanced the district needs 3.1 million dollars. The recommended reduction plan includes reductions in every department. This will allow the district to avoid attacking the classroom until needed. Mr. Kisabeth stated it is important for the district to have long term stability. This can be challenging with the rising of costs. It is the district and Board of Education's responsibility for a stable and fiscally sound budget. The conversations that have occurred over the last few months allow the district to have collaboration and transparency with community input. Mr. Perez asked if the staff have been aware of this plan. Mr. Nadeau responded with no, due to CBA protocols that will need to be processed.

Mr. Nadeau started with the transportation department. The district is currently transporting more than the state minimum requirements. The state requirements include 2 mile radius for K-8 and no transportation for High School students. With this reduction the district was save roughly \$458,000 annually. Evaluate/eliminate transportation for away games. Also, merging teams into one bus, example: boys and girls soccer. Both teams would ride in the bus together. This would eliminate one bus from going to the event. Not ideal since one team would be waiting for the other to start/finish before returning to the district. Mr. Kisabeth asked how the transportation reduction would affect the private and charter schools. Mr. Nadeau said that transportation is in a tier system. If the district changes to the state minimum it will affect Calvert and Bridges transportation. Mr. Kisabeth asked about how field trips would work. Mr. Nadeau said all field trips are required to align with the academic standards. This will remain the same but each grade and building will be limited with that number to attend. Mr. Perez commented about reducing bussing and that will affect the attendance numbers. Mr. Nadeau agreed that the district will see a hit with attendance K-12. Ms. Spence mentioned that staff will be reduced as well since there will not be as many bus routes needed. Mr. Nadeau confirmed that was correct and mentioned that 9 bus routes will be affected with staffing.

The next department that was discussed was maintenance. The district would eliminate overtime. Currently if

the district is delayed or closed staff comes in around 4:00pm to prepare for the next day. This may include, trash, plowing snow, sweeping floors etc. Staff would not be available to stay after designated work time to make sure the building is clean and ready for the next day. This plan would also eliminate summer workers. Summer workers are vital for helping the building custodians prepare the building over the summer. Without summer workers that is extra on the custodians and not all duties will be completed over the summer to prepare for the next school year. Mr. Nadeau stated this does not impact the classroom directly but it does impact the building maintenance and cleanliness. Mr. Perez mentioned without the maintenance department staying on up the district's aging building, this will make for larger projects later down the road as well. Mr. Nadeau agreed with Mr. Perez but this reduction will also limit the smaller projects not being completed due to the lack of manpower. Eliminating overtime will be a reduction in expense.

The next department is Food Service. There will be 1 full time position eliminated. Mr. Kisabeth asked about the district participating in the free lunches and how that plays a role in the reductions. Mr. Nadeau said the Community Eligibility Program grant does not impact the reduction plan. The district currently has two years left in the grant. The only way that would be eliminated is by the state government. At that time the district would resume paid lunches. Mr. Kisabeth asked about the food bags that were provided on the weekends to students. Mr. Nadeau said that was all donated bags and does not reflect the district budget. Currently the district is collaborating with Kiwanis to start a similar program again.

Mr. Nadeau continued the discussion with the next department being athletics, co-curricular, clubs, activities, performing arts, etc. The Board has two choices: eliminate all athletics, co-curricular, clubs, activities, performing arts or pay to participate. It was asked that if a student that attends Calvert but comes to Tiffin City to play a sport or participate in a club/activity would that student need to pay to participate as well. Mr. Nadeau confirmed the question with yes. That student would be expected to pay the same cost as if the student was attending Tiffin City. Homeschool students will be expected to pay the same cost as well to participate. Around 70% of students are attached to some sort of sport, club, activity. Research shows the without these activities students become detached and it affects academics. Mr. Kisabeth stated he is not a fan of either plan. He thinks that if the district doesn't offer sports the students will go to another district and never return to Tiffin City. Mr. Perez said open enrollment is not guaranteed for Tiffin City students to attend a school that offers sports. Mrs. Stephey stated that if kids enroll to area schools the district does not receive that money. She agrees that is athletics are eliminated students will leave and not come back. Pay to participate will put stress on families. Mr. Nadeau agreed this is not an easy situation and it puts stress on all involved. He mentioned that with students leaving the district the community sense of collaboration will also decrease. All entities will be impacted. It's a collaboration from everyone together to continue to make Tiffin great. Mr. Perez asked if the pay to participate would apply to the middle school. Mr. Nadeau confirmed it would apply to the middle school as well. Mr. Kisabeth asked about keeping the high school but eliminating middle school activities and sports. Mr. Nadeau said that could be evaluated but the savings would not be huge. Mr. Kisabeth asked about ticket sale income. Mr. Nadeau said ticket sales help but not all events have ticket sales. Another question that is asked often is if the ticket sales go directly to the sport that is being held. The answer to that is yes and no. The funds go into an athletic fund that is utilized by the athletic department as a whole. Dr. McBride mentioned numbers can fluctuate from year to year. Mr. Nadeau agreed and it is just estimated. Mr. Perez mentioned also on the list is mental health services being eliminated. Sports and activities play an important role in mental health and connections. With the elimination of Mental Health this will also affect our community vendors. Mr. Nadeau mentioned this was a valid point. The Cross Country Carnival is not only great for our student athletics but also the Tiffin Community. Many of those individuals were walking through downtown Tiffin Saturday afternoon. Mr. Kisabeth mentioned how this would affect the graduation rate. Mrs. Stephey said not only graduation but grades, attendance, behavior, social emotional is all involved when sports/activities are eliminated. Dr. Beres mentioned the importance of people wanting to move to Tiffin and obtain employment. It is often asked when looking for housing or employment, how is the school district. Mrs. Stephey mentioned that by passing the levy it will not only benefit the school district but the community as a whole. Mr. Perez said it is important to invest in the future for our students. If Tiffin City eliminates these activities or sports Tiffin City students will not have a high chance of obtaining scholarships. TCS students will be left out of the group of individuals applying for those scholarships. Mrs. Stephey said 1 percent seems like a small number but all reductions need to occur together. It is not just one department. Mr. Perez said not one thing can just be eliminated it needs to be a combination of departments. Dr. McBride said the Board has two choice. Eliminate or pay to participate. There is no easy answer. Either option will impact families, district and community. This puts a burden on families. Mrs. Stephey said years ago when her kids were in school there was pay to participate with a cap. If there is no cap and each family has multiple students participating in multiple sports that is a hefty fee. Mr. Nadeau responded a cap was evaluated but in the end it would put the district in the same situation we are currently in. Mr. Perez mentioned

the tier system for pay to participate: 1 sport: \$500.00 per student. 2 sports: \$250.00 per student. 3 sports: \$100.00 per student. This tier system will be more expensive for a family to have students participate in sports than passing the levy. Mr. Nadeau said if one student builds a positive relationship with anyone in the district it could be a teacher, paraprofessional, secretary, custodian, food service, bus driver, coach, etc. that is success. That student will forever remember that person/experience. All reduction will hurt the overall product. The district will see it on the report card ratings. It is critical to balance a budget and continue to be fiscally responsible.

As mentioned above by Mr. Perez Mental Health services will be eliminated.

The Treasurer's department will have a reduction in personnel.

Dr. Beres asked about a timeline for implementation if needed. Mr. Nadeau responded some reductions would happen immediately. Summer workers and overtime. The process of working with Union leaders and the CBA to follow that process. Those individuals would be in the district until June 30th. Transportation changes would occur starting the 2026-2027 school year. The district would develop a 3 tier roll out. Immediately, soon, next school year.

Mr. Nadeau said for the academic department:

12 full time teachers

15 educational aides

5 secretaries

This means staff will be stretched thin and will lead to burnout. That will lead to staff leaving the district and going elsewhere.

Mr. Nadeau credits Mr. Boes, Mr. Devore, Ms. Spence, principals, union leadership for their collaboration and development of this plan. This has not nor will not be a each task if needing to be executed.

Ms. Spence commented at the very end of the meeting about the treasurer's department. She mentioned that she has already lost one staff member that hasn't been replaced. This department is important for paying bills and payroll. If a reduction occurs in the treasurer's office that would mean services would need to be outsourced to fulfill important tasks. Mr. Perez followed up with attrition in the district has occurred over the last few months. Dr. McBride mentioned that all departments will experience the reduction. All departments will need to make adjustments. Dr. Beres asked if the levy passes will cuts still need to occur. Mr. Nadeau said the district needs 3.193 million dollars. If the levy passes that does not relieve Tiffin City School from being fiscally responsible. We need to continue to evaluate each time a position is available and discuss if that position can be absorbed. Passing the levy will put off pay to participate but the important part is continuing to evaluate every need and position. The district needs to be good stewards of the communities money. Mrs. Stephey mentioned attrition has been occurring for 1.5 years now. Mr. Nadeau said the team continues to evaluate staffing needs, programs etc. The district will continue to be fiscally responsible.

Mr. Kisabeth said decision and approval will occur at the October 27th regular board meeting. Mr. Nadeau mentioned that if any community members, staff, etc. have questions or comments to please reach out over the next few days. The district will continue to evaluate the draft plan until being placed on the agenda for approval. Mr. Kisabeth thanked Mr. Nadeau and the team for the not fun work that this has entailed. Reminder that the district is not asking for more money than what is needed. This amount will balance the budget. Mr. Nadeau commented that he could not complete this task without the teamwork that has occurred. Without the team of Mr. Boes, Mr. Devore, Ms. Spence, departments heads, principals, union leadership and community members this plan would not have been possible. The community members are just as an important part of our team for student success. Mr. Kisabeth reminded everyone that comments can be sent to tcs_boardcomments@tiffincityschools.org at any time. Stakeholder meetings are still being held if requested. Dr. McBride thanked all the community members that showed up this evening for the board meeting.

Motioned: Dr. Meagan McBride

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		

7 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;
☐ 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:

No executive session was held.

8 EXIT EXECUTIVE SESSION

Return to open session.

Time out:

9 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

☐ Mr. Kisabeth
☐ Mrs. Stephey
☐ Dr. Beres
☐ Dr. McBride
☐ Mr. Perez

Minutes:

Meeting started: 6:02pm

Meeting ended: 7:01pm

Motioned: Dr. Meagan McBride

Seconded: Dr. Joanna Beres

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		

9.1 Next Regular Meeting

The next regular meeting will be October 27th, 2025 at 6:30 PM in the Tiffin Middle School Cafetorium.

Minutes:

The next regular meeting will be October 27th, 2025 at 6:30 PM in the Tiffin Middle School Cafetorium.

10 412 CERTIFICATE

Attachments:

[NCOESC .pdf](#)