

# 12/15/2025 Regular Board Meeting

## Board of Education Meeting

Tiffin Middle School 103 Shepherd Drive Tiffin, Ohio 44883

Monday, December 15, 2025

6:30pm - 7:30pm

**Present:** Mr. Bob Boes, Superintendent Pro Tempore ; Ms. Anne Spence, Treasurer/CFO; 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. Kisabeth, President

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**Minutes:**

Mr. Kisabeth led the Pledge of Allegiance.

### 2 CALL TO ORDER: ROLL CALL:

Ms. Anne Spence, Treasurer/CFO

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

**Minutes:**

Ms. Spence conducted Roll 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.

**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 PRESENTATION

Retirement: Ms. Patty Davis, Athletic Secretary

### Minutes:

Mr. Bill Beaston recognized Mrs. Patty Davis for her retirement from Columbian High School. Mrs. Davis is a 1975 graduate from Columbian. She started with the district in 2007. That is 18 years of service and 7 Athletic Directors. It is important for the department to have longevity and consistency. A few coaches were asked about their experience working with Mrs. Davis. The following were mentioned: "Patty is great to work with. She is knowledgeable and always gets things done" - Chip Weingart. "Unmatched attention to detail" - Tony Vasko "Unwavering dedication and any urgent task gets completed that is thrown her way"- Amy Cooper. Mrs. Davis memorable moments while at Columbian: educating and athletics through COVID and experiencing teams advance in the conference. Mrs. Davis led with professionalism and accountability. She was always answering phone calls, office drop ins and emails. Her response to many people "would you like me to help with that"? She looks forward to traveling with her husband, seeing her children and grandchildren.

Mrs. Davis thanked Mr. Kisabeth and Carl Fisher for hiring her. Time sure does fly. She thanked her family for all the support. Also, thanked coaches and athletic directors current and previous for their dedication to the district and students. Mr. Kisabeth mentioned it was a pleasure working with Mrs. Davis. He was the AD in 2018 and she was the glue to the department. Mrs. Stephey thanked Mrs. Davis in a parent perspective. Her daughters always adored going into the office. Mrs. Davis has a tremendous work ethic but also wonderful with the students.

## 5 SUPERINTENDENT REPORTS AND RECOMMENDATIONS:

Mr. Bob Boes, Superintendent Pro Tempore

Miscellaneous

### Minutes:

Mr. Boes introduced a program called Transfinder. Mr. Randy Conger presented additional information about the program.

Mr. Conger received a powerpoint from the sales rep and presented quickly on the program. Wayfinder tablets: routes in software. Why: transparency, safety, efficiency. If the student has a picture in the district system that same picture will show up on the tablet. PM route can be different due to student athletic events. The PM route will remove any students from the route that do not ride the bus in the afternoon. The program is similar to a personal gps. The tablet will provide talking directions. Enhanced safety features. There are two options, cards for students to tap on and off the bus with or the bus driver noting on the tablet. With elementary school students a card can get lost easily. The district has decided the bus driver will mark the student on and off the bus each time. Customized reports. Reports can be developed to note when the bus arrived and left a location. This program has a bus conduct option. This can be set up to coordinate with PBIS which in return will eliminate the bus conduct system the district is currently using. Stopfinder: this is the parent interface on their cell phone. Parents are able to track location of the bus. This will help with transparency, safety and efficiency. How the app works: the district needs to invite the parent to use the app. Parent will activate account. Only the primary subscriber can invite other individuals (grandparents, neighbors, babysitter, etc) The company is willing to help

roll out the system to the community. Mr. Conger mentioned this has been in the works for several years. At that time the cell towers were not strong enough to support the system. Jodi and Randy attended different districts and rode in the bus to have a first hand experience with the system. The district has utilized the company for 15 years in a different capacities. The company has also been supportive and responsive when a questions arose. Mr. Boes mentioned this item was discussed in the Support Service Committee meeting last week. This allows a safer alternative for substitute bus drivers as well. Attendance portion is a huge benefit. This allows the drivers and district to verify all students are accounted for. The district currently is receiving a \$10,000 discount for the agreement and this expires at the end of the month. Dr. McBride followed up with this system was discussed in Support Services Committee Meeting. This year the cost is much more because of the initial install but the years after the cost decreases. The district will also save some money due to the fact the district will install the devices in the bus and not utilize the company. Athletic events cannot use the system because students are not assigned to that exact bus. Mr. Kisabeth mentioned three important areas to him: safety, technology and ideal for substitutes.

Mr. Boes wished the staff, students, community members, and families a Happy Holiday and safe New Year.

## 6 TREASURER REPORTS AND RECOMMENDATIONS

Ms. Anne Spence, Treasurer/CFO

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### Minutes:

Real estate tax collected and spent is down by \$104,000. This could be from tax payments the district has not received yet, timing of monies, etc. Ms. Spence has a call in with the county auditor to discuss the timing of payments. Interest income decreased, receive more in interest compared to now. Salary and wages increased due to the new salary increase in the CBA. Fringe benefits: December is a no collection month for benefits. Supplies have increased due to the Math curriculum at the middle school. Other object fees and dues: 2023 insurance changed. March 2024 is when the district paid. There is a timing concern for property tax collection fees. With the transfer of banks the district no longer receives the bank transfer fee. Dr. McBride asked when Ms. Spence plans to hear back from the auditor. Ms. Spence responded with hopefully this week she will receive additional information.

## 7 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD:

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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](mailto: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:

No Public Comment.

## 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:

Consent agenda was approved as presented.

**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		

### 8.1 Approve Treasurer's Report

The Superintendent recommends the Tiffin City Board of Education approve the attached Treasurer's reports, as exhibited.

Cash Reconciliation

Cash Summary Report

Current Period Outstanding Disbursement Summary Report

Dashboard

General Fund Report

Basic Financial Statements

Outstanding Payroll Checks

### Attachments:

[Cash Reconciliation.pdf](#)

[Cash Summary Report.pdf](#)

[Current Period Outstanding Disbursement Summary Report.pdf](#)

[Dashboard.pdf](#)

[General Fund Report.pdf](#)

[GAAP Conversion Tiffin CSD 2025 rpt 1 .pdf](#)

## 8.2 Approve Minutes

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

November 24th 2025: Regular Board Meeting Minutes

**Attachments:**

[11.24.2025 Regular Board Meeting Minutes.pdf](#)

## 8.3 Approve Committee Reports

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

December 11th, 2025: Finance Committee Meeting Minutes

**Attachments:**

[December Finance Committee Meeting Minutes.docx.pdf](#)

## 8.4 Resignations

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

Mr. Eric Gibson, Head Varsity Wrestling

Food Service:

Ms. Laura Legros, effective 12/12/2025

## 8.5 Employ Professional Staff 2025-2026

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

Krout Elementary School:

Mr. Kevin Longstreth

Substitute Teachers:

Ms. Emily Keefe

## 8.6 Employ Support Staff 2025-2026

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

Ms. Ellie Stover, Secretary

Mr. John Wahrer, Custodian, 4 hour, Columbian

Mr. David J Moon, Route 71SCC, increase 1/2 hr daily for remainder of 25/26 SY, effective 1/20/2026

Substitute Custodian:

Mr. John Wahrer

Substitute Aide:

Mr. Kenneth Stahl

Volunteer Coach:

Mr. Evan England, Wrestling

## 8.7 Contract Amendments

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

Mr. Kenny Lawrence, move from Assistant Varsity Coach to Interim Head Varsity Coach, Wrestling

### **Minutes:**

Mr. Boes mentioned that due to Mr. Eric Gibson's resignation, Mr. Kenny Lawrence will be named the Interim Head Varsity Coach for the season. Due to Mr. Eric Gibson's work schedule changing he needed to resign his position as head coach.

## 8.8 Stipends

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

Phonics First, to be paid upon completion of training, \$600.00:

Ms. Brea Shook

Ms. Julie Hicks

Ms. Morgan Wise

Structures Training, to be paid upon completion of training, \$600.00

Ms. Abigail Glover

Ms. Lydia Covell

Ms. Maddy Crowe

Ms. Nora Zirm

Acadience Training, to be paid upon completion of training, \$240.00

Ms. Julie Hicks

LPDC Members: Employees serving on the LPDC shall be paid five hundred dollars (\$500) for one year of service. One-half (1/2) of the stipend shall be paid by December 25 and the remainder shall be paid by June 25:

Ms. Chris Joyce

Ms. Natalie Stake - Mitchell

Ms. Paula Pauly

## 8.9 Donations and Grants

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

Columbian Athletic Department:

Linda Burns donated \$1,000 to the Boys' Basketball Program.

Columbian High School:

Brian and Derek at Showplace for the donation of 8 full dinners for families at Columbian.

District:

Christ's Church of Tiffin donated jackets, hats and gloves to Pay It Forward.

Grant and Olivia Hammond donated Kroger gift cards at a value of \$160.00 to the families in need for the holiday.

Krout Elementary:

"A Holiday to Remember in Downtown Tiffin - Nonprofit" generously donated a \$1 Santa Buck for each student at Krout, value of \$330.00.

Mr. James Boroff donated \$100.00 to the Krout Library.

**Minutes:**

Mr. Kisabeth read all donations and thanked all the donors for the dedication and contribution to the district and community.

## 8.10 Statement of Purpose Budget Reports 2025-2026

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The Superintendent recommends the Tiffin City Board of Education approve Statement of Purpose Budget Report(s) from the following student activity groups for the year beginning July 1, 2025 and ending June 30, 2026:

Wrestling

**Attachments:**

[Wrestling.pdf](#)

## 8.11 Certificate of Fiscal Officer (Then and Now)

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The Superintendent recommends the Tiffin City Board of Education authorize the payment of the following amounts due, as certified by the fiscal officer that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract or order and in the treasury or in process of collection to the credit of the appropriate fund free from any previous encumbrances:

**Minutes:**

Ms. Spence mentioned this program was set up for automatic payment via the credit card, however the company never informed the district that the credit card was not charged. Going forward Mosyle will send the district invoices that will be matched with a purchase order to guarantee payment will be on time.

**Attachments:**

[Mosyle 2025.2026.pdf](#)

[Mosyle 2024.2025.pdf](#)

## 8.12 Approve North Central Ohio Educational Service Center Agreements

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The Board of Education approves the agreements from North Central Ohio Educational Service Center,

as exhibited;  
BCBA Services  
Braille Services

**Minutes:**

Mr. Boes mentioned these two contract agreements are to serve students within the district. The district does not have a specialist in house to serve the students.

**Attachments:**

[Service Agreements.pdf](#)

## 9 ACTION ITEMS:

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### 9.1 Adopt Resolution Authorizing Private Sale of Property to Calvert Catholic Schools

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The Superintendent recommends the Tiffin City Board of Education adopt the resolution authorizing the private sale of personal property, which does not exceed \$10,000 in value, owned by the board and no longer needed for any school purpose, a 2008 Bluebird model A3 school bus, to Calvert Catholic Schools, as exhibited;

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

**Minutes:**

This resolution is to authorize the private sale of a bus that the district is no longer using. The bus is being sold to Calvert Catholic Schools.

**Motioned:** Mr. Victor Perez

**Seconded:** Dr. Meagan McBride

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		

**Attachments:**

[RESOLUTION AUTHORIZING THE PRIVATE SALE OF PERSONAL PROPERTY OWNED BY THE BOARD AND NO LONGER NEEDED FOR ANY SCHOOL PURPOSE 001.pdf](#)

### 9.2 Approve City of Tiffin Community Reinvestment Area Proceedings

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The Board of Education approves the City of Tiffin Community Reinvestment Area Proceedings, as exhibited;

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

**Minutes:**

Ms. Spence spoke on this item. The City of Tiffin is requesting the board approve the consent form for Big Lots. The city legally has 14 days to notify the district. The city is voting on this item at the City Council meeting this evening. Mr. Kisabeth asked about the total income if less than 2 million dollars. Ms. Spence said cost sharing if payroll increases more than 2 million. Dr. McBride mentioned the mayor was present at the district last board meeting to discuss this item. Dr. Beres asked Ms. Spence if the city gets a relief and if so do you know how much it is? Ms. Spence said she would look into this information. Ms. Spence said she has worked in other communities and that the ask for those communities have been more severe. She believes the city is being mindful of the number of years being asked. Ms. Spence asked Mr. Riggs and city lawyer if there were any other projects that meet this threshold. Both individuals responded that they did not think so. Mr. Kisabeth feels that down the road the district would benefit. Mr. Perez asked why this item needs to be voted on if the city has the final say? Dr. McBride said community partnership and a formality is important. The ask is not the largest and it is an opportunity to partner with the city.

**Motioned:** Dr. Meagan McBride

**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		

**Attachments:**

[City of Tiffin CRA .pdf](#)

### 9.3 Approve the Contractor Studer-Obringer, Inc for Tiffin Middle School Cafetorium Renovation

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The Board of Education approves Studer - Obringer, Inc. for Tiffin Middle School Cafetorium Renovation Project.

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

**Minutes:**

The renovation will start at the end of the school year and be finished by the 1st day of school. Dr. McBride thanked Mr. Greg Devore and his team on this long overdue project.

**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		

#### 9.4 Approve OSBA Membership January - December 2026

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The Board of Education approves the Annual renewal of Ohio School Board Association membership, as exhibited.

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

**Minutes:**

This membership is for the Ohio School Board Association. This will allow the board members to attend conferences, receive legal and policy updates throughout the year.

**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		

**Attachments:**

[Tiffin City 2026 Membership Invoice.pdf](#)

#### 9.5 Approve Transfinder Agreement

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The Board of Education approves the agreement for Transfinder, as exhibited;

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

**Minutes:**

Dr. McBride thanked Mr. Conger and his team. Mr. Boes thanked Mr. Conger for his dedication to getting the system established. Dr. Beres said parents will have a piece of mind putting their kids on the bus and being able to monitor the location of the bus via the app.

**Motioned:** Mr. Victor Perez

**Seconded:** Dr. Meagan McBride

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		

**Attachments:**

[Transfinder Agreement .pdf](#)

## 9.6 Elect President Pro Tempore

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Before the Organizational Meeting of the Tiffin City Board of Education, the Board must elect a president pro tempore to conduct the meeting. The president will ask for nominations. When all nominations are presented, the president will close the nominations and ask for a roll call to elect the president pro tempore.

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

**Minutes:**

Dr. Beres nominated Mrs. Stephey. Dr. McBride seconded the nomination. Mrs. Stephey was approve at President Pro Tempore.

**Motioned:** Dr. Joanna Beres

**Seconded:** Dr. Meagan McBride

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		

## 9.7 Elect Vice President Pro Tempore

Before the Organizational Meeting of the Tiffin City Board of Education, the Board must elect a vice president pro tempore to conduct the meeting. The president will ask for nominations. When all nominations are presented, the president will close the nominations and ask for a roll call to elect the vice president pro tempore.

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

### Minutes:

Dr. Beres nominated Dr. McBride. Mrs. Stephey seconded the nomination. Dr. McBride was approved as Vice President Pro Tempore.

**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		

## 9.8 Set Organizational Meeting Date, Time and Location

The Board president recommends the Tiffin City Board of Education set its Organizational Meeting for January \_\_\_\_\_, at \_\_\_\_\_, at \_\_\_\_\_.

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

### Minutes:

Mr. Kisabeth motioned to hold an Organizational Meeting on January 12th at 6:30pm. Dr. McBride seconded the suggestion. January 12th, 2026 at 6:30pm at Tiffin Middle School was approved.

**Motioned:** Mrs. Heidi Stephey

**Seconded:** Dr. Joanna Beres

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

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

## 10 BOARD DISCUSSION:

Tentative Superintendent Search Timeline

### Minutes:

The tentative superintendent search timeline was discussed. Dr. McBride mentioned having two dates for the initial interviews and 2 dates for final interviews. Mr. Perez mentioned that the flyer needs to be created. Mr. Kisabeth said the flyer is completed, the dates need to be added. Dr. McBride said this timeline is a great start. Additional discussion needs to occur with the union reps and leadership. Dr. McBride said as a board we need to discuss if the ESC will provide all candidate options or if as a board we would only like to receive candidates that are potential. Mr. Kisabeth mentioned the last week himself and Mr. Perez screened a potential interim superintendent. The board will meet this evening with him again. Dr. McBride mentioned that Mr. Boes has respectfully declined the position and is not interested in stepping into the role.

Announce, open and advertise position no later than Monday, January 5th 2026

Application Deadline Monday, January 26th, 2026

Review Candidates Wednesday, January 28th, 2026

The remaining dates for the timeline will be discussed at the Organizational Meeting on January 12th, 2026

## 11 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\_X\_, 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:

Executive session started at 7:37pm.

## 12 EXIT EXECUTIVE SESSION

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Return to open session.  
Time out:

## 13 ADJOURNMENT

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The Board business meeting is concluded.

Meeting started:

Meeting ended:

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

**Minutes:**

Meeting started: 6:00pm

Meeting ended: 9:33pm

**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		

### 13.1 Next Regular Meeting

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The next regular meeting will tentatively be on January 26, 2026 at 6:30 PM in the Tiffin Middle School Cafetorium, pending board action at the Organizational Meeting in January.

**Minutes:**

Organizational Meeting: January 12th, 2026 at 6:30pm at the Tiffin Middle School Cafetorium.

The next regular meeting will tentatively be on January 26, 2026 at 6:30 PM in the Tiffin Middle School Cafetorium, pending board action at the Organizational Meeting in January.

## 14 412 CERTIFICATE

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CERTIFICATE

Section 5705.412, RC

**Attachments:**

[OSBA.docx.pdf](#)

[Studer-Obringer Certificate .pdf](#)

[NCOESC.pdf](#)

[Transfinder.pdf](#)