

12.30.2025 Special Board Meeting

Board of Education Meeting

Administration Building, 244 South Monroe Street, Tiffin Ohio 44883

Tuesday, December 30, 2025

9:00am - 10:00am

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 ; 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 roll call. Dr. McBride was excused from the meeting. Mr. Perez was not present at the meeting.

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: 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		

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:

The consent agenda 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		
Dr. Joanna Beres, Board Member	X		

4.1 Approve Minutes

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

December 22nd, 2025: Special Board Meeting Minutes

Attachments:

[12.22.2025 Special Board Meeting Minutes.pdf](#)

5 ACTION ITEMS:

5.1 Approve the Resolution for Sale of Land

The Board of Education approves the resolution for Sale of Land, as exhibited;

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

Minutes:

Updated survey of land provided for 3 tracks instead of the initial 4 tracks that were previously mentioned when the land was first for sale. Paperwork was filed at the courthouse and two of the tracks were combined. This item is to resale track 3 due to the previous buyer backing out of the agreement. The board had two offers for track 3 this time. One offer was substantially lower than the other offer. The board accepted the offer of \$51,500. Mr. Kisabeth and Mrs. Stephey both agreed this was the best offer. Closing date on the land is today, December 30th 2025. Ms. Spence mentioned that there is a \$100.00 fee for the deed to be completed. There will be a small fee for the auditor's office as well. Mr. Kisabeth and Mrs. Stephey both mentioned that the commission will be waived for this transaction.

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		
Dr. Joanna Beres, Board Member	X		

Attachments:

[Resolution Authorizing Private Sale](#)

6 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

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

Minutes:

Meeting started: 9:05am

Meeting ended: 9:12am

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		
Dr. Joanna Beres, Board Member	X		

6.1 Next Regular Meeting

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 on January 12th, 2026.

Minutes:

Mr. Kisabeth mentioned 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 on January 12th, 2026.