

**TIFFIN CITY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Tuesday, October 27, 2020, 6:00 PM**  
**Tiffin Middle School Cafetorium**  
**103 Shepherd Drive, Tiffin, Ohio**

The regular meeting of the Tiffin City Board of Education was called to order by the President, Mr. Victor Perez, with the following members present: Mr. Perez, Dr. Jeffrey Hoyda, Dr. Andrew Gase, Dr. Meagan McBride, and Mr. Christopher Widman.

**Roll Call**

The Pledge of Allegiance was led by Mrs. Tuite and the following Lincoln Pre-K students via video: Zoe Lutz, Ivy Lutz, Stryker Lutz, Aaron Ridge, Margaret Ridge, Edith Ridge, Emma Ottney, Hunter Adams, Hudson Gillig, Lincoln Gillig, Colton Distel, Braden Distel, Ethan Withrow, and Garritt Prenzlin.

**Pledge of Allegiance**

**(20-163)** Mr. Widman moved, seconded by Dr. McBride, the Tiffin City Board of Education adopt the agenda with the following addition to XII. Executive Session: consider the employment of a public employee.

**Adopt Agenda**

The President called for the vote. Voting yes: Mr. Widman, Dr. McBride, Dr. Gase, Dr. Hoyda, and Mr. Perez. Motion carried.

**ACKNOWLEDGEMENT OF GUESTS**

Superintendent Grubbs welcomed Chris Joyce, Melanie Sutter, Carissa Allen, Mark Stover, Nicole Walby, Chris Griffith and Kim Banks.

**Guests**

**LINCOLN PRE-K PRESENTATION**

Mrs. Tuite spoke about enrollment, student ratios, pandemic relief for staffing, snacks, academic progress, parent communication, social skills, storybook parade, foster & homeless youth, family resources, food & clothing drives, and Salvation Army grants. She thanked Dale Depew from Seneca Cleaners for laundering donated coats and the maintenance & custodial staff for the building's cleanliness during the pandemic.

**Presentation by  
Lincoln Pre-K**

**COMMITTEE REPORTS**

Business Advisory Council, Dr. Gase - Met October 15, 2020. Spoke about the BRAG survey, new by-laws, State Highlight Report, sub-committees, current workplace issues, problems facing students, IMPACT, website page for businesses, regional BAC, grants, and T-SEP leadership. The next meeting is Thursday, November 19, 2020 at 8:00 a.m.

**Board Reports**

Finance Committee, Mr. Perez - Met October 20, 2020. Spoke about operating levy scenarios and the committee's purpose. The next meeting is Tuesday, November 17, 2020 at 4:00 p.m.

Support Services Committee, Dr. Hoyda - Met October 16, 2020. Spoke about free & reduced lunch applications, outstanding lunch charges, Chromebook rotation, new buses, transportation cameras, phone/fire alarm

savings from Mobile Links, administration building alternatives, and district-wide priorities. The next meeting is Friday, November 13, 2020.

Legislative Liaison, Mr. Perez - Spoke about HB 305 sponsored by Cupp and Patterson, accompanying SB 356 for a Fair School Funding Plan, and SB 358 to make changes for the 2020-2021 school year in response to implications from COVID-19 and to declare an emergency.

Superintendent Search Committee, Mr. Perez/Dr. McBride - Spoke about a search proposal, compensation review, and policy to govern compensation. Recommended Ohio School Boards Association to conduct the search.

Vanguard-Sentinel Update, Mr. Widman - Spoke about classes being back in session.

## STUDENT REPRESENTATIVE

Jorie Fawcett

**Student  
Representative**

TCMB Concert - The Tiffin Columbian Marching Band performed its annual fall concert on October 13. Normally this concert is held in the gymnasium with the band in full uniform, but due to Covid-19, the concert was held in the beautiful Frost-Kalnow stadium. Student musicians performed songs from the halftime shows and were joined by the talented Flag Squad. The weather was beautiful and this outside concert may continue for years to come.

Tiffin Columbian Cross Country - The Columbian Cross Country teams ran excellent races at the SBC championship on October 17. Senior Caden Groves won the individual race and was joined by Logan Robinson and Brian Siesel to earn first team honors. They were joined by Alex Albert, Teddy Owens, and Jacob Weingart who earned second team honors. Caden Groves also joins TC alum Alan Boos as a three-time league champion. The Lady Tornados earned their third consecutive league title by posting a perfect score of 15. Senior Mia Ingalls was also an individual champion and joins alum Nikki Boos as the only two-time champions in school history. Mia also earned first team honors and is joined by Kelsie Weingart, Annalyce Bowles, Corrine Croy, and Ali Woessner. Earning second team honors are Leah Hill, Serena Ingalls, and Lydia Cole. Both teams will head to the district race on October 31.

NHS Officers/First Meeting - The National Honors Society named 4 senior members to be officers for the 2020-2021 school year. President: Brian Edmond, Vice President: Calista Morrison, Secretary: Mary Bremyer, Treasurer: Grant Gribben. NHS held its first meeting last week. They discussed volunteer hours, member expectations, and outreach opportunities for the year. Members plan to make and send cards to the Ohio Veterans Home for Veterans Day.

Tiffinian Newspaper - The Tiffinian Newspaper of Columbian has begun publication for the school year. They published on September 25 and had

articles featuring all fall sports, Indigenous Peoples' Day, Covid-19, and world events of 2020. The next newspaper should be published at the end of October. They are still using an online format. They are working on sending it out to all students and staff in the district. It is also posted on the District Facebook page every month. The student writers are aiming to publish once a month, if not more.

Tiffin Elementary PTO Coat Drive - The Elementary PTO sponsored a winter coat drive. Coats were collected from all elementary buildings: Lincoln, Washington, Krout, and Noble. Seneca Cleaners and Dale Depew donated cleaning services. Donated coats will be distributed through a drive-thru style on Friday October 30 at the Salvation Army by appointment only.

Virtual Student Conferences - Parent-Teacher conferences will not be happening in-person this year. Rather, they have moved to a virtual format. Parents who wish to have a conference with teachers can do so on November 2 and November 12 from 3- 6:30 pm. Conferences will be held virtually through a Zoom meeting, phone call, or email based on a mutually agreed upon time.

#### INTERIM AND ASSISTANT SUPERINTENDENTS' REPORTS AND RECOMMENDATIONS

#### **Interim and Assistant Superintendents' Reports**

1. Mr. Boes presented the following board policy for its first reading: ING/ING-R - Animals in the Schools, as exhibited on pages 9-12 of the agenda.
2. Additional items - Crystal Apple Award

#### DIRECTOR OF OPERATIONS' REPORT AND RECOMMENDATIONS

#### **Director of Operations' Report**

1. Mr. Grubbs spoke about the E. Lee Construction proposal for Tiffin Middle School on pages 72-73.
2. Mr. Grubbs presented the revised Support Staff Handbook for the first reading, as exhibited on pages 13-41 of the agenda.
3. Mr. Grubbs spoke about the GovDeals online auction memo of understanding on pages 74-80.
4. Additional items - none.

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

#### **Public Input**

None.

### **CONSENT AGENDA**

(20-164) Dr. McBride moved, seconded by Mr. Perez, the Tiffin City Board of Education approve the following items:

The Interim Superintendent's recommendation to approve the minutes from the following meetings:

- Regular Board Meeting on September 22, 2020, as exhibited on pages 42-53 of the agenda.
- Special Board Meeting/Work Session on October 6, 2020, as exhibited on pages 54-57 of the agenda.

**Minutes from  
September and  
October 2020**

The Interim Superintendent's recommendation to approve the Treasurer's reports for September 2020, as exhibited on pages 58-64 of the agenda.

**Treasurer's Reports  
September 2020**

The following were balances reported in various accounts for September 2020:

General Fund	19,933,301.08
Bond Retirement	1,591,611.18
Permanent Improvement	1,165,732.46
Building	61,041.00
Food Service	242,007.53
Special Trust	9,286.05
Endowment	14,670.69
Uniform School Supplies	-80,206.84
Mental Health	34,351.02
Public School Support	59,692.07
Other Grant	66,880.28
District Agency	0.00
Classroom Facilities Maintenance	1,165,656.32
Student Managed Activity	69,277.47
District Managed Activity	146,693.13
Auxiliary Services	93,370.21
Student Wellness and Success	53,500.50
Miscellaneous State Grant Fund	1,439.53
Elem/Sec School Emergency Relief	-24,597.82
Title IV, Part B 21st Century	- 9,882.02
Coronavirus Relief Fund	-6,378.65
IDEA Part B Grants	53,698.75
Title I Disadvantaged Children	-37,423.98
IDEA Preschool-Handicapped	-1,449.00
Improving Teacher Quality	-2,300.00
Miscellaneous Federal Grant Fund	-5,099.00
Grand Totals	<hr/> \$24,487,114.46

The Interim Superintendent's recommendation to approve the following job description as exhibited on pages 65-66 of the agenda:

**Job Description  
Yearbook  
Advisor**

Yearbook Advisor, High School

The Interim Superintendent's recommendation to accept the following **resignation**:

**Resignation(s)**

**SUPPORT STAFF**

Madison P. Lepper, effective beginning October 20, 2020

The Interim Superintendent's recommendation to **employ** the following:

**Employment**

**PROFESSIONAL STAFF for the 2020-2021 Contract Year**

**Substitute Teachers**

**Professional Staff**

Jessica Barrick

Hope Boes

Larry Hodge

Jenna B. Huffman

Amanda M. Lucius

**Supplemental Contracts**

Leonard Donaldson, Quiz Bowl (50%)

Christopher Kanney, Jazz Band

Troy Keller, Basketball, Ninth Grade Boys'

Samantha Lichtenberger, Quiz Bowl (50%)

James Mason, Basketball, Seventh Grade Girls'

Allie Miller, Basketball, Eighth Grade Girls'

**SUPPORT STAFF for the 2020-2021 Contract Year**

Renee A. Boes, Food Service, 4 hours per day, Level 0, beginning October 20, 2020

**Support Staff**

Lori Harp, Special Needs Aide, 6.5 hours per day, Level 0, beginning October 28, 2020

Madison P. Lepper, 5 Hour Night Sweeper, Level 0, beginning October 19, 2020

Holly R. Nolan, Food Service General Worker, 3 hours per day, Level 0, beginning September 21, 2020

Cynthia S. Ramsdell, Accompanist as needed, not to exceed 60 hours per year, \$25.00 per hour

**Pupil Activity Contracts**

Shaun Conley, Wrestling, Assistant Varsity (50%)

Michelle DeBusman, Basketball, Assistant Varsity Girls'

Brooke Stover, Basketball, Assistant Varsity Girls'

Kory Walton, Bowling, Head Varsity

Casey Weidner, Bowling, Assistant Varsity

**Substitute Educational Aides**

Sarah G. Christian  
Suzanne Flores  
Amanda M. Lucius  
Stephanie F. Moore  
Kyle Shock

**Substitute Secretary**

Hope Boes

The Interim Superintendent's recommendation to accept the following  
**donations:**

**Donations**

**Columbian**

- Hempy Water donated distilled water to the Science Department, valued at \$30.00.
- Brionna King donated a chemistry lab kit to the Science Department, valued at \$30.00.

**Tiffin Middle School**

- TMS Staff donated \$930.00 to the TMS PBIS program.
- Jolly's donated \$50.00 in gift cards to be used for reward prizes for the TMS PBIS program.
- FroZone Frozen Yogurt donated \$10.00 in gift cards to be used for the TMS PBIS program.
- TMS PTO donated \$500.00 to be used for reward prizes for the TMS PBIS program.
- TMS PTO donated nine Columbian t-shirts and eight pairs of Columbian socks to be used for TMS PBIS reward prizes, valued at \$170.00.
- Sara Herstein donated \$67.00 to help fund the purchase of earbuds for the Music Department.
- Nick Consolo donated \$50.00 to help fund the purchase of earbuds for the Music Department.
- Tim and Rachel Hopple donated \$50.00 to help fund the purchase of earbuds for the Music Department.
- Ben and Pamela Bumgarner donated \$20.00 to the Music Department.
- Jimmy John's donated 100 gift cards to be used for TMS Students of the Month, valued at \$600.00.

**Noble 4-5**

- Christina Lutz donated the books *Lobster vs. Crab*, valued at \$4.00, and *Wolverine vs. Tasmanian Devil*, valued at \$4.00, in honor of David O. Auble.
- The Noble Staff donated the books, *June's Wild Flight*, valued at \$12.00, and *Dog Man, Crime and Punishment* (2 copies), valued at \$24.00, in honor of David O. Auble.
- Christina Lutz donated the books *The Very Busy Spider*, valued at \$4.00, *Fly Guy Presents Monster Trucks*, valued at \$4.00, and *There Was an Old Astronaut Who Swallowed the Moon*, valued at \$5.00, in memory of Mason Grover.

- The Noble Staff donated the books *Pizza and Taco*, valued at \$10.00, and *Revenge of the Space Pirates*, valued at \$13.00, in memory of Victoria Hunker.
- The Noble Staff donated the book *All Shook Up*, valued at \$8.00, in memory of Bradley Simpkins.
- Christina Lutz donated the books *Bo and the Dragon-Pup*, valued at \$3.00, and *Bo's Magical New Friend*, valued at \$3.00, in memory of Bradley Simpkins.
- The Alpha Sigma Chapter of the Delta Kappa Gamma Society International donated the books *Who Was Helen Keller*, valued at \$6.00, *Ancient Greece and the Olympics*, valued at \$14.00, and *Rowley Jefferson's Awesome Friendly Adventure*, valued at \$13.00, in memory of Janet Booth.

**Washington K-1**

- The Washington Staff donated the book *The Great Eggscape*, valued at \$12.00, in memory of Kevin Bohrer.
- Mike and Heather Weinandy and Family donated the book *Hello, Ninja*, valued at \$12.00, in memory of Kevin Bohrer.
- Don and Nancy Burner donated the book *Fly Guy and Fly Girl: Fright Night*, valued at \$12.00, in memory of Kevin Bohrer.

**Lincoln Pre-K**

- Donald Tuite donated Back to School Breakfast, valued at \$325.00.
- The Athletic Boosters donated socks, valued at \$500.00.
- David and Amber Stover donated miscellaneous craft items, valued at \$500.00.

The Interim Superintendent's recommendation to approve **Statement of Purpose Budget Report(s)** from the following student activity groups for the year beginning July 1, 2020 and ending June 30, 2021:

**Statement of Purpose Budget Reports 2020-2021**

- Fund 200 SCC 9982 TMS Student Council
- Fund 200 SCC 9911 Columbian Entrepreneurship
- Fund 300 SCC 9910 Columbian Wrestling
- Fund 300 SCC 9922 Columbian Bowling
- Fund 300 SCC 9926 Columbian Aquatics
- Fund 300 SCC 9988 TMS Choir
- Fund 300 SCC 9956 Columbian Band
- Fund 300 SCC 9921 Columbian Girls' Soccer
- Fund 300 SCC 9987 TMS Yearbook

The Interim Superintendent's recommendation to approve a fund to fund transfer from 001 General Fund to 002 Bond Retirement in the amount of \$54,580.00 for the payment of principal and interest due in fiscal year 2021 for the House Bill 264 Project Bonds, Series 2013.

**Fund to Fund Transfer**

The Interim Superintendent's recommendation to pay the following stipend:

**Stipend(s)**

**Building Leadership Team, September 2020 through May 2021  
\$500.00, upon certified completion of duties**

Kathryn Nagel

The President called for the vote. Voting yes: Dr. McBride, Mr. Perez, Dr. Gase, Mr. Widman, and Dr. Hoyda. Motion carried.

- (20-165) Mr. Perez moved, seconded by Dr. Gase, the Tiffin City Board of Education approve the following items:

The Interim Superintendent's recommendation to **employ** the following:

**Employment**

**Substitute Teacher**

Falynne J. Hoyda

**Substitute Educational Aide**

Falynne J. Hoyda

The President called for the vote. Voting yes: Mr. Perez, Dr. Gase, Dr. McBride, and Mr. Widman. Abstaining: Dr. Hoyda. Motion carried.

**ACTION ITEMS**

- (20-166) Mr. Widman moved, seconded by Dr. McBride, the Tiffin City Board of Education approve the following Agreements/Contracts:

The Interim Superintendent's recommendation to approve the SchoolsPLP Software License contract for FY21 with North Central Ohio ESC, as exhibited on page 67 of the agenda.

**SchoolsPLP  
Software Licenses  
Contract with  
NCOESC**

The Interim Superintendent's recommendation to approve the Technology Services Contract for FY21 with North Central Ohio ESC, as exhibited on page 68 of the agenda.

**Technology Services  
Contract with  
NCOESC**

The Interim Superintendent's recommendation to contract services with Joseph Moore, Director, International Cultural Center, as exhibited on page 69 of the agenda.

**Joseph Moore  
Services Contract**

The Interim Superintendent's recommendation to approve the memorandum of understanding between Tiffin City Schools and Tiffin Education Association and for a Yearbook Stipend, as exhibited on page 70 of the agenda.

**TEA Memorandum  
of Understanding  
Yearbook Stipend**

The Interim Superintendent's recommendation to approve the extension of the lease agreement with GD Century Farms, as exhibited on page 71 of the agenda.

**Extension of Farm  
Lease**

The Interim Superintendent's recommendation to approve the E. Lee Construction, Inc. proposal, as exhibited on pages 72-73 of the agenda.

**E. Lee Construction  
Proposal**



The Interim Superintendent's recommendation to approve the memorandum of understanding with Liquidity Services Operations LLC dba GovDeals Online Auction, as exhibited on pages 74-80 of the agenda.

**GovDeals Liquidity  
Services Operations  
Online Auction  
MOU**

The President called for the vote. Voting yes: Mr. Widman, Dr. McBride, Dr. Gase, Dr. Hoyda, and Mr. Perez. Motion carried.

**(20-167)**

Dr. McBride moved, seconded by Dr. Gase, the Tiffin City Board of Education hear a second reading and approve the following policies, as exhibited on pages 81-99 of the agenda:

**Second  
Reading/Approval  
Board Policies**

AFC-1 Evaluation of Professional Staff  
EBEA Use of Face Coverings  
GCN-1 Evaluation of Professional Staff

The President called for the vote. Voting yes: Dr. McBride, Dr. Gase, Mr. Widman, Dr. Hoyda, and Mr. Perez. Motion carried.

**OPPORTUNITY FOR THE PUBLIC TO DIALOGUE WITH THE  
BOARD**

**Public Dialogue**

None.

**BOARD DISCUSSION**

**Board Discussion**

Mr. Perez spoke about school picture complaints.

Dr. McBride spoke about staff and student adjustments during the pandemic.

**(20-168)**

Mr. Widman moved, seconded by Dr. McBride, the Tiffin City Board of Education hold an executive session to consider the employment of a public employee, to 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, and to consider matters required by federal laws, or rules, or state statutes to be kept confidential.

**Executive Session**

The President called for the vote. Voting yes: Mr. Widman, Dr. McBride, Dr. Gase, Dr. Hoyda, and Mr. Perez. Motion carried.

Time in: 7:20 PM  
Time out: 8:40 PM

The Board returned to open session.

**(20-169)**

Dr. Gase moved, seconded by Dr. McBride, the Tiffin City Board of Education adjourn.

The President called for the vote. Voting yes: Dr. Gase, Dr. McBride, Mr. Widman, Dr. Hoyda, and Mr. Perez. Motion carried. **Adjournment**

Meeting started: 6:00 PM

Meeting ended: 8:41 PM

The next regular meeting will be on November 24, 2020 at 6:00 PM in the Tiffin Middle School Cafetorium. **Next Meeting**

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President

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Treasurer