

**TIFFIN CITY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Tuesday, April 28, 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 Vice President, Dr. Jeffrey Hoyda, with the following members present: Dr. Andrew Gase, Dr. Meagan McBride, Mr. Christopher Widman, and Dr. Jeffrey Hoyda. Mr. Victor Perez was absent.

**Roll Call**

The Pledge of Allegiance was led by Mr. Boes.

**Pledge of Allegiance**

**(20-062)** Dr. Gase moved, seconded by Mr. Widman, the Tiffin City Board of Education adopt the agenda.

**Adopt Agenda**

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

**INTERIM SUPERINTENDENT'S REPORT AND RECOMMENDATIONS**

1. First Reading of Staff Handbooks for all district buildings.
2. Grading and other instructional considerations during the Covid-19 closure.
3. Graduation options for the Class of 2020 during the Covid-19 closure.
4. Technology considerations during the Covid-19 closure including student needs, inventory, distribution, funding, bandwidth, free & reduced eligibility, and replacement.
5. 2020-2021 planning considerations for extended remote or blended instruction.
6. Mr. Boes presented Emma Feld's student representative report:
  - High school students have been getting regular communications and updates from Mr. Trisler and district administration through email, calls, and social media.
  - Winter athletic awards were celebrated virtually without online and social media press releases, and academic letter award winners were celebrated the same way.
  - Students understand that Mr. Trisler will be a guest at the Board meeting to discuss grading and graduation.Mr. Perez will assign two board members to fill the 2020-2021 positions.

**Interim Superintendent's Report**

Mr. Perez entered the meeting at 6:20 p.m.

**DIRECTOR OF OPERATIONS' REPORT AND RECOMMENDATIONS**

1. Farm Lease - Bid from GD Century Farms recommended on the agenda, approximate annual revenue \$15,000.
2. Stadium Repair Bid - Quality Masonry Company recommended on the agenda, cost \$92,050.

**Director of Operations'  
Report**

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

None.

**Public Input**

**CONSENT AGENDA**

**(20-063)** Dr. Gase moved, seconded by Dr. McBride, the Tiffin City Board of Education approve the following items:

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

**Approve Minutes**

- Special Board Meeting on March 31, 2020, as exhibited on pages 11-20 of the agenda.

The Interim Superintendent's recommendation to approve the Treasurer's reports for March 2020, as exhibited on pages 21-30 of the agenda.

**Approve Treasurer's  
Reports**

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

General Fund	15,151,686.41
Bond Retirement	903,696.21
Permanent Improvement	500,554.48
Building	61,041.00
Food Service	393,229.12
Special Trust	9,286.05
Endowment	14,670.69
Uniform School Supplies	-49,995.62
Mental Health	27,897.88
Public School Support	64,568.67
Other Grant	70,616.30
District Agency	26,573.01
Classroom Facilities Maint.	1,022,483.08
Student Managed Activity	70,348.05
District Managed Activity	181,099.01
Auxiliary Services	182,821.01
Data Communication Fund	0.00
Vocational Educ.	-281.19
Enhancements	-556,716.62
Student Wellness and Success	-5,660.47
Miscellaneous State Grant Fund	-48,045.74
IDEA Part B Grants	-41,047.37
Title I Disadvantaged Children	-38.26
IDEA Preschool-Handicapped	-4,662.12

Improving Teacher Quality	-15,149.02
Misc. Federal Grant Fund	
	\$19,072,507.80
Grand Total	

The Interim Superintendent’s recommendation to accept the following retirement: **Accept Retirement**

**SUPPORT STAFF**

Brenda Morrison, at the conclusion of the 2019-2020 Contract Year

The Interim Superintendent’s recommendation to accept the following resignations: **Accept Resignations**

**SUPPORT STAFF**

LaDonna Adams, effective beginning 3/30/20  
 Nichole Morter, effective beginning 4/8/20  
 Bernadette Rusher, at the end of the 2019-2020 Contract Year

The Interim Superintendent’s recommendation to employ the following: **Approve Employment**

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

**One-Year Limited Teaching Contract**

Kristal L. Dunlop, High School Guidance

**Home Instruction, as needed**

Leigh K. Alvarado  
 Stacy L. Basinger  
 Sara L. Conner  
 Jami L. Hepp  
 Stacey L. Kiesel  
 Jennifer L. Kuhn  
 Erin S. Lawrence  
 Jeannette M. Marshall  
 Jenna L. McKillip  
 Laurie A. Morter  
 Kelly S. Schmits  
 Lisa E. Wilson

**One-Year Limited Title-Funded Contract**

Karin M. Day – Auxiliary Services (100%)  
 Bria L. Gibson – Title I (100%)  
 Jennifer G. Gressman – Title II-A (65%)  
 Jessica A. Ottney – Auxiliary Services (51%) & Title I (49%)

**Contingent Limited Contract**

Tamra E. Andrews – Auxiliary Services Tutor

## **SUPPORT STAFF for the 2020-2021 School Year**

### **Continuing Contract Amendment**

Annette D. Edmond, Secretary, 221 Days

### **First Two-Year Contract, 2020-2022 (employees hired on or after 11/02/2018)**

Judith A. Lonsway, Educational Aide  
Katherine A. Miller, Educational Aide  
Hannah J. Sharpe, Educational Aide  
Courtne A. Williams, Educational Aide  
Tamra M. Arter, Special Needs Aide  
Lucy Baines, Special Needs Aide  
Suzanne M. Flores, Special Needs Aide  
Amber L. Hescht, Special Needs Aide  
Jessica J. Husk, Special Needs Aide  
Danielle R. O'Quinn, Special Needs Aide  
Glillian J. Rosa-Orama, Special Needs Aide  
Deborah K. Shumaker, Special Needs Aide  
Katerine B. Focht, Educational Aide  
Sheri L. Hawk, Food Service General Worker  
Heather Musa-Francis, Food Service General Worker  
Jillaine E. Dunn, Secretary  
Arminda L. B. Ginnever, Secretary  
Gregory A. Gase, Sweeper  
Gregory V. Gibson, Sweeper  
John Z. Reuter, Custodian  
Angela K. Askins, Bus Driver  
Lisa L. Boehler, Bus Driver  
Frederick L. Ehresman, Bus Driver  
Aubrey A. Wise, Bus Driver

### **Continuing Contract**

Wanda E. Bohrer, Educational Aide  
Breanna K. Burlile, Educational Aide  
Molly A. Lofton, 21<sup>st</sup> Century Noble Coordinator (50%)  
Margot M. Rennels, Educational Aide  
Pauline R. Sendelbach, Educational Aide  
Jill M. Gooding, Educational Aide  
Tamra L. Aldrich, Special Needs Aide  
Kimberly A. Ames, Special Needs Aide  
Wendy S. Bailey, Special Needs Aide  
Tiffany C. Creeger, Special Needs Aide  
Constance L. Distel, Special Needs Aide  
Brenda L. Eisenhower, Special Needs Aide  
Sharon K. Pethe, Educational Aide  
Rebecca R. Rose, Special Needs Aide  
Jamie L. Sieving, Special Needs Aide  
Danielle L. Raubenolt, Account Clerk  
Joyce C. Black, Secretary/Educational Aide  
Daniel A. Zirger, Custodian

Benjamin M. Camm, District Educational/Service Technologist  
Christopher D. Bean, Bus Driver  
Susan M. Couch, Bus Driver

The Interim Superintendent recommends the Tiffin City Board of Education approve the following contract **non-renewals** at the expiration of the 2019-2020 School Year

**Other Instruction**

Leigh K. Alvarado, Home Instruction Tutor  
Stacy L. Basinger, Home Instruction Tutor  
Sara L. Conner, Home Instruction Tutor  
Wendy E. Demith, 21<sup>st</sup> Century Noble Elem. Coordinator (25%)  
Diane E. Dunbar, 21<sup>st</sup> Century Elem. Program Asst.  
Morgan N. Grover, 21<sup>st</sup> Century Noble Elem. Tutor  
Katelynn R. Hafer, 21<sup>st</sup> Century Noble Elem. Tutor  
Haley A. Hepp, 21<sup>st</sup> Century Noble Elem. Tutor  
Jami L. Hepp, Home Instruction Tutor  
Kimberly M. Heyman, 21<sup>st</sup> Century Noble Elem. Tutor  
Stacey L. Kiesel, Home Instruction Tutor  
Stacey L. Kiesel, 21CCL Positive Youth Development Program  
Jennifer L. Kuhn, Home Instruction Tutor  
Erin S. Lawrence, Home Instruction Tutor  
Christina L. Lutz, 21<sup>st</sup> Century Noble Elem. Program Asst.  
Jeanette M. Marshall, Home Instruction Tutor  
Jeanette M. Marshall, Saturday School  
Jeanette M. Marshall, ACT Preparation  
Jenna L. McKillip, Home Instruction Tutor  
Laurie A. Morter, Home Instruction Tutor  
Jennifer F. Rindler, ACT Preparation  
Wendy A. Rothrock, 21<sup>st</sup> Century Noble Elem. Tutor  
Kelly S. Schmits, Home Instruction Tutor  
Lauren A. Warnement, ACT Preparation  
Lisa E. Wilson, Home Instruction Tutor  
Margaret A. Wise, 21<sup>st</sup> Century Noble Elem. Coordinator (25%)

**Pupil Activity, Limited Contracts Pursuant to ORC 3319.083**

Brian J. Makowski, Baseball, Head Varsity  
Allie J. Miller, Basketball, Eighth Grade Girls'  
J. Robert Fittro, Cross Country, Seventh/Eighth Boys/Girls  
Kory A. Walton, Bowling, Head Varsity  
Casey J. Weidner, Bowling, Assistant Varsity  
Taylor E. Gillig, Cheerleading, Ninth Grade (Fall & Winter)  
Shaun L. Conley, Football, Assistant Varsity  
Donovan M. Walker, Football, Ninth Grade (50%)  
Eric D. Aller, Football, Ninth Grade (50%)  
Eric D. Depinet, Football, Ninth Grade (50%)  
Roman A. Williams, Football, Ninth Grade (50%)  
Anthony A. Gooding, Football, Seventh/Eighth Grade (50%)  
John W. Hoffman, Football, Seventh/Eighth Grade (50%)  
John D. Eckroth, Football, Seventh/Eighth Grade

Robert G. Ochier, Soccer, Head Varsity, Boys  
Melissa A. Hoffman, Soccer, Head Varsity, Girls  
Shad Adams, Soccer, Assistant Varsity  
Morgan E. Dunleavy, Swimming, Assistant Varsity  
Hope E. Boes, Volleyball, Head Varsity  
Brooke T. Stover, Volleyball, Eighth Grade Girls  
Michelle A. DeBusman, Volleyball, Seventh Grade Girls  
Travis J. Salyer, Wrestling, Head Varsity  
Eric A. Gibson, Wrestling, Assistant Varsity  
Lonnie S. Fitch, Spring Musical, Technical Director  
Lindsey L. Stine, Spring Musical, Assistant Director

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

**Tiffin City School District**

- The Emergency Fund of The Tiffin Community Foundation, Inc. granted \$5,000.00 toward the purchase of Chromebooks for students in need of a device at home during school closure.
- The Rotary Foundation donated \$5,000.00 toward the purchase of Chromebooks for students in need of a device during school closure.
- The Webster Foundation donated \$5,000.00 toward the purchase of Chromebooks for students in need of a device during school closure.
- Domino's Pizza of Tiffin donated 152 small, 1-item pizzas for the Student Feeding Program, valued at \$1214.48.
- Ballreich's Snack Food Co. donated 432 bags of cheese popcorn for the Student Feeding Program, valued at \$859.68.
- VCA Dog and Cat Hospital of Tiffin donated care for Kennedy, valued at \$175.94.

**Columbian**

- The Tiffin Columbian Alumni Association Academic Enrichment Fund of The Tiffin Community Foundation granted \$610.50 for the purchase of graduation yard signs for seniors.
- Jennifer and Bob Hillis donated \$1,000.00 for the 2020 Robert G. Friedman Scholarship.
- Direct Supply Foundation donated \$1,000.00 for the 2020 Robert G. Friedman Scholarship.

**Washington K-1**

- The Asaoka Family donated eight Japanese language books, valued at \$120.00.

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

## ACTION ITEMS

- (20-064) Dr. Gase moved, seconded by Mr. Widman, the Tiffin City Board of Education approve the Tiffin Columbian Graduating Class of 2020, as exhibited on pages 31 through 38 of the agenda.
- The Vice President called for the vote. Voting yes: Dr. Gase, Mr. Widman, Dr. McBride, Dr. Hoyda and Mr. Perez. Motion carried.
- (20-065) Dr. Gase moved, seconded by Mr. Widman, the Tiffin City Board of Education award the contract for Stadium Repair to Quality Masonry Company, as exhibited on pages 39-40 of the agenda.
- The Vice President called for the vote. Voting yes: Dr. Gase, Mr. Widman, Dr. McBride, Dr. Hoyda, and Mr. Perez. Motion carried.
- (20-066) Dr. Gase moved, seconded by Mr. Widman, the Tiffin City Board of Education authorize the Treasurer to execute an Amendment to Section 125 Flexible Benefit Plan to include changes in the definition of medical expenses related to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act); effective April 15, 2020, as exhibited on pages 41-42 of the agenda.
- The Vice President called for the vote. Voting yes: Dr. Gase, Mr. Widman, Dr. McBride, Dr. Hoyda and Mr. Perez. Motion carried.
- (20-067) Mr. Perez moved, seconded by Dr. Gase, the Tiffin City Board of Education, pursuant to Ohio Revised Code Section 5715.19 (B), file a complaint objecting to the amount of alleged overvaluation stated in a previously filed complaint for the following parcel:
- Q53031205200000.
- The Vice President called for the vote. Voting yes: Mr. Perez, Dr. Gase, Dr. McBride, Mr. Widman, and Dr. Hoyda. Motion carried.
- (20-068) Dr. Gase moved, seconded by Mr. Widman, the Tiffin City Board of Education enter into a Farm Lease Agreement with Dylan H. Smith and Gerald A. Smith DBA GD Century Farms, as exhibited on pages 43-47 of the agenda.
- The Vice President called for the vote. Voting yes: Dr. Gase, Mr. Widman, Dr. McBride, Dr. Hoyda and Mr. Perez. Motion carried.
- (20-069) Mr. Widman moved, seconded by Mr. Perez, the Tiffin City Board of Education enter into a Second Amended and Restated Athletic Services Agreement with Mercy Health-Tiffin Hospital LLC, as exhibited on pages 48-54 of the agenda.
- Approve Tiffin Columbian Graduating Class of 2020**
- Award Stadium Repair Contract**
- Amend Section 125 Flexible Benefit Plan**
- File Complaint Objecting to Amount of Alleged Overvaluation**
- Award Farm Lease**
- Approve Second Amended/Restated Athletic Services Agreement**

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

(20-070)

Dr. Gase moved, seconded by Mr. Widman, the Tiffin City Board of Education enter into a Jobs for the Future Agreement for technical assistance and professional development, to be paid from the Innovative Strategies Transitions Grant Funds, as exhibited on pages 55-60 of the agenda.

**Approve Jobs for the Future Agreement**

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

(20-071)

Mr. Widman moved, seconded by Dr. Gase, the Tiffin City Board of Education enter into a Services Agreement with NOACSC (Northwest Ohio Area Computer Services Cooperative) for services from July 1, 2020 thru June 30, 2023, as exhibited on pages 61-65 of the agenda.

**Approve NOACSC Services Agreement**

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

(20-072)

Mr. Widman moved, seconded by Mr. Perez, the Tiffin City Board of Education enter into a School Nurse Services Agreement with Mercy Health-Tiffin and Willard Hospitals for school nurse services for 2020-2021, as exhibited on pages 66-73 of the agenda.

**Approve School Nurse Services Agreement**

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

(20-073)

Mr. Perez moved, seconded by Mr. Widman, the Tiffin City Board of Education withdraw a Complaint Against the Valuation of Real Property for tax year 2019 on the following (28) parcel numbers:

**Withdraw Complaint Against the Valuation of Real Property**

Q53-01-105892-00-00, Q53-01-108836-00-00,  
Q53-01-104816-00-00, Q53-01-104820-00-00,  
Q53-01-104824-00-00, Q53-01-104828-00-00,  
Q53-01-104832-00-00, Q53-01-104840-00-00,  
Q53-01-104844-00-00, Q53-01-104848-00-00,  
Q53-01-104852-00-00, Q53-01-104856-00-00,  
Q53-01-104859-00-00, Q53-01-104860-00-00,  
Q53-01-104864-00-00, Q53-01-104868-00-00,  
Q53-01-104872-00-00, Q53-01-104876-00-00,  
Q53-01-104880-00-00, Q53-01-104884-00-00,  
Q53-01-104888-00-00, Q53-01-104892-00-00,  
Q53-01-104896-00-00, Q53-01-104900-00-00,  
Q53-01-104904-00-00, Q53-01-105756-00-00,  
Q53-01-106444-01-00, Q53-01-110200-00-00.



The Vice President called for the vote. Voting yes: Mr. Perez, Mr. Widman, and Dr. McBride. Voting no: Dr. Gase. Dr. Hoyda abstained. Motion carried.

(20-074)

Dr. McBride moved, seconded by Mr. Perez, the Tiffin City Board of Education adopt the Resolution Regarding Distance Learning for the 2019-2020 School Year, as exhibited on pages 74-77 of the agenda.

**Adopt Resolution  
Regarding Distance  
Learning**

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

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

None.

**Public Dialogue**

#### BOARD DISCUSSION

Topic: Superintendent Search

Dr. McBride and Dr. Hoyda spoke about considering candidates for interviews in order to place a recommendation on the May board agenda for an interim superintendent to start July 1, 2020.

**Board Discussion**

Mr. Widman spoke about Vanguard-Sentinel's graduation considerations, their hands-on coursework and assessment difficulties, cancelation of the skills competitions, and 2020-2021 enrollment increases.

(20-075)

Mr. Perez moved, seconded by Mr. Widman, the Tiffin City Board of Education hold an executive session to consider the employment and/or compensation of the Treasurer and a Superintendent; and to prepare for negotiations with its public employees.

**Executive Session**

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

Time in: 7:14 PM

Time out: 8:22 PM

The Board returned to open session.

Mr. Widman, Dr. Hoyda and Mr. Perez spoke about planning a retreat with the board's legal counsel and next interim superintendent.

**Additional Discussion**

(20-076)

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

**Adjournment**

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

Meeting started: 6:00 PM

Meeting ended: 8:25 PM

**Next Meeting**

The next regular meeting will be on May 26, 2020 at 6:00 PM in the Tiffin Middle School Cafetorium.

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President

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Treasurer