Tipton Community School Corporation
Personnel Report
November 10, 2026

Certified Staff

Medical Leave Request:

- **Ashley Roberts,** requesting Maternity Leave approximately December 14, 2026 through February 26, 2027.

Classified Staff

Retirement:

- **Mark Webster,** Maintenance/Assistant Bus Mechanic, *effective December 31, 2026*

Recommendations:

- **Andrew Emery,** Food Service Staff, Tipton Middle/Elementary School, *effective October 28, 2026, pay rate: 13.50/hr*
- **Tessa Miller,** Bus Driver John Hinds Route, Tipton Community School Corporation, *effective November 1, 2026, pay rate: $131.50 for 4.5 hours*

Reassignment of Duties:

- **Scotlyn Moore,** Key Holder MS/ES Cafeteria, *effective August 4, 2026, pay rate: $14.27/hr*

ECA Staff

Resignations:

- **Shaley Davis,** Majoretts, Tipton High School

Volunteer:

- **Mike Drury,** Volunteer Coach 8th Grade Boys Basketball, Tipton Middle School
- **Brandon Jones,** Volunteer Coach 8th Grade Boys Basketball, Tipton Middle School
- **Rick Phifer,** Volunteer Coach 7th Grade Boys Basketball, Tipton Middle School
- **Jeff Ogden,** Volunteer Coach 6th Grade Girls Basketball, Tipton Middle School
- **Mallory Newcom,** Volunteer Coach 6th Grade Girls Basketball, Tipton Middle School
- **Andy Boyland,** Volunteer Assistant Softball Coach, Tipton High School
- **Jeff Rodibaugh,** Volunteer FFA Livestock Coach, Tipton High School

TCSC

Dawn Benefiel <dbenefiel@tcsc.k12.in.us>

Maternity Leave Request

1 message

ashley roberts <aroberts@tcsc.k12.in.us> Tue, Oct 13, 2026 at 3:03 PM
To: Dawn Benefiel <dbenefiel@tcsc.k12.in.us>

Dear School Board Members,

I am writing to formally request approval for maternity leave roughly from December 14, 2026, through February 26, 2027, subject to change. Thank you for your time and consideration of my request.

Sincerely,
Ashley Roberts

Is there anything else I need to include in this?

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Ashley Roberts
Tipton High School
Biology/Anatomy & Physiology
765-675-7431 ext. 1117
aroberts@tcsc.k12.in.us

October 18, 2026

Tipton Community School Corporation

Dear Administration,

Please accept this letter as formal notice of my resignation from Tipton Community School Corporation, effective Thursday, December 31, 2026. This will be my last day of employment.

I would like to thank you for the opportunity to work for Tipton Community School Corporation. I appreciate the experience and the time I have spent working with the school. I wish the school corporation, its staff, and its students continued success in the future.

Sincerely,

Mark A. Webster

Mark Webster

10/26/2026

Tipton Community Schools

817 S. Main St.

Tipton, IN 46072

To the Tipton Community School Board Members,

I am formally requesting permission to hire Andrew Emery into the regular food service staff employee list. He would be filling one of our open positions and her hours would be 10:30AM-2PM on the MS/ES side. We would be happy to have her join the full-time team. Her hourly rate would be the corporate default of $13.50, and he would start work on October 28th 2026.

Sincerely,

Adam Proulx

ARAMARK Food Service Director

Tipton Community School Corporation
Inter-Office Memorandum

To: Dr. Glaze and the Board of School Trustees
From: Laura Crawford
Date: 10/15/26

I am recommending Tess Miller for the John Hinds route. The start date for this is November 1, 2026. Pay rate for this route is $131.50 for 4.5 hours.

Sincerely,

Laura Crawford

11/3/2026

Tipton Community Schools

817 S. Main St.

Tipton, IN 46072

To the Tipton Community School Board Members,

I am formally requesting permission to hire Scotlyn Moore into the regular food service staff employee list. She would be filling the role of Key Holder and her hours would be 630AM-230PM on the MS/ES side. Her hourly rate would be $14.27, and has already started this role.

Sincerely,

Adam Proulx

ARAMARK Food Service Director

Dear Tipton Community Schools,

I, Scotlyn Moore, would like the new key holder/operations leader position in the Elementary & Middle School Cafeteria.

Thank you, Scotlyn Moore

TCSC

Dawn Benefiel <dbenefiel@tcsc.k12.in.us>

Color Guard ECA Position

1 message

Lisa Wallyn <lwallyn@tcsc.k12.in.us> Tue, Oct 27, 2026 at 4:17 PM
To: Dawn Benefiel <dbenefiel@tcsc.k12.in.us>
Cc: Craig Leach <cleach@tcsc.k12.in.us>

Hello Dawn & Craig,

Our color guard director, Shaley Davis, resigned from her position via phone this afternoon. I've asked her to put her resignation in writing and arrange a time to return her keys and any other equipment.

Dawn, I believe we've been able to split this position before. She's completed the summer half of her work, so should be paid $800 of the $1,600 stipend. She should not receive the whole amount as she is not continuing with us through the winter season.

Let me know if you have any questions or concerns,

Lisa Wallyn

Music Teacher
Auditorium Director
Tipton High School
619 S Main St
Tipton, IN 46072
765-675-7431 x.1128

Mikey Drury Coaching Recommendation

To whom it may concern,

I am recommending Mikey Drury as a volunteer coach for the 26-27 8th grade boys basketball season. Mikey will bring meaningful knowledge and experience to the program.

Sincerely,
Sam Phillips

Brandon Jones Coaching Recommendation

To whom it may concern,

I am recommending Brandon Jones as a volunteer coach for the 26-27 8th grade boys basketball season. Brandon will bring meaningful knowledge and experience to the program.

Sincerely,
Sam Phillips

Rick Phifer Coaching Recommendation

To whom it may concern,

I am recommending Rick Phifer as a volunteer coach for the 26-27 7th grade boys basketball season. Rick will bring meaningful knowledge and experience to the program.

Sincerely,
Sam Phillips

Jeff Ogden Coaching Recommendation

To whom it may concern,

I am recommending Jeff Ogden as a volunteer coach for the 26-27 6th grade girls basketball season. Jeff will bring meaningful knowledge and experience to the program.

Sincerely,
Sam Phillips

Mallory Newcom Coaching Recommendation

To whom it may concern,

I am recommending Mallory Newcom as a volunteer coach for the 26-27 6th grade girls basketball season. Mallory will bring meaningful knowledge and experience to the program.

Sincerely,
Sam Phillips

Tipton Community School Athletics

619 S. Main St.
Tipton, IN 46072
A.D. Phone: 765-860-9786
A.D. E-Mail: cquin@tcsc.k12.in.us
Colin Quin, A.D.

Dear TCSC Board,

I am recommending Andy Boyland for appointment as a Volunteer Assistant Softball Coach at Tipton High School for the 2026–2027 school year.

Having additional volunteer coaching support within our athletic programs allows us to provide our student-athletes with more individualized instruction, skill development, and positive mentorship. Andy's willingness to volunteer his time and assist with our softball program will be a valuable addition to our coaching staff.

This position will provide additional support to our student-athletes while helping reinforce the expectations, values, and goals of Tipton High School Athletics. We appreciate Andy's willingness to give back to our school community and contribute to the continued growth and success of our softball program.

I respectfully recommend approval of Andy Boyland as a Volunteer Assistant Softball Coach for the 2026–2027 school year, pending completion of all required school corporation procedures and clearances.

Submitted by:
Colin Quin
Athletic Director
Tipton Community Schools

TCSC

Dawn Benefiel <dbenefiel@tcsc.k12.in.us>

Volunteer Coach School Board Approval Request

1 message

Stacey Hartley <shartley@tcsc.k12.in.us> Mon, Nov 2, 2026 at 3:46 PM
To: Dawn Benefiel <dbenefiel@tcsc.k12.in.us>, Craig Leach <cleach@tcsc.k12.in.us>, John Ayars <jayars@tcsc.k12.in.us>
Cc: Jessica Nichols <jnichols@tcsc.k12.in.us>

Hello! We are excited to have a volunteer Livestock Evaluation coach join our team this year and would like to make sure they get school board approved. We would also like to have him minibus certified. Here is Jeff's bio. Thanks!

Jeff Rodibaugh
Livestock Judging Coach Bio

Jeff Rodibaugh has volunteered to serve as the FFA Livestock Judging Coach. He and his wife (Amber) reside in Tipton County and have two children currently enrolled at THS (Lincoln - sophomore, Caroline - freshman) and two children who have graduated from THS (Clark - 2023, Cora - 2025).

He is the Chief Lending Officer at First Farmers Bank & Trust and serves as the President of Friends of Tipton FFA and attends Oasis Community Church.

Jeff is a 1995 graduate of Rensselaer Central High School and a 1999 graduate of Purdue University, holding a degree in Agricultural & Biological Engineering.

FFA and 4-H Livestock Judging were key building blocks for Jeff's career. He achieved notable successes in livestock judging, including membership on the Indiana State Champion team (3 times) and Indiana State High Individual (2 times). His high school experience was highlighted by his team winning the 1994 National 4-H Livestock Judging Championship and earning Third Individual Overall.

Thanks! Please let me know what questions you have!

Stacey Hartley
Agriculture Teacher & FFA Advisor
Tipton Community School Corporation
shartley@tcsc.k12.in.us

