

MINUTES
Regular Meeting
Governing Board of the Greene County Educational Service Center
Thursday, April 8, 2021 – 9:30 AM

Call to Order/Roll Call

Mr. Eppers called the Meeting to order at 9:33 AM with the following in attendance: Mrs. Canty, Mrs. Phipps, Mrs. Wiseman, Mr. Snell and Mr. Eppers.

Also in attendance: Mrs. Terry Strieter, Superintendent, Mr. Arledge, Treasurer.

Adoption of Agenda

2021-31

Moved by Mr. Snell, seconded by Mrs. Phipps that the Revised Agenda be approved.

Revisions and Additions were noted.

Vote: Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye.
Motion carried.

Approve Minutes of the March 11, 2021 Regular Board Meeting

2021-32

Moved by Mrs. Wiseman, seconded by Mrs. Canty that the Minutes of the March 11, 2021 Regular Board Meeting be approved.

Vote: Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye.
Motion carried.

Open Communications

The Superintendent shared a “thank you” note from Anne Stewart, former Speech Language Pathologist, regarding the retirement gift she received last summer. Mr. Snell spoke about his granddaughter upcoming graduation from Greeneview HS and the scholarship she received. Mrs. Phipps inquired as to the recent OSBA memo on Redistricting of ESC Territory and Governance.

Treasurer’s Report

2021-33

The Treasurer presented the list of Bills paid for the month of March 2021 (summary below) for the Board’s approval.

List of Bills Paid March 2021 – summary by Fund Group

General Fund “001”	\$1,139,588.82
Local Grants “019”	120,153.59
Staff Development “020”	53.38
Agency Fund “027”	6,044.12
INC Student Activity “200”	13.00
State Grants “400”	47,984.70
Federal Grants “500”	0.00
Total	\$1,313,837.61

The Treasurer reviewed the monthly financial reports for the Board. He mentioned that he and his office had received the Auditor of State Award for FY20, now making it four years in a row of receiving the Award. He spoke about the Annual Allocation Request – AAR – for the FY22 Funding year from the MHRB of Clark Greene and Madison Counties. He spoke about additional rounds of COVID related support funds coming from the State. Some will be for supporting the Districts we serve and some to support the “non-public” schools in Greene County. The “non-public” funding has all ESC Treasurers concerned as they will be Federal dollars, with the concern being any issues regarding spending having an effect on the cleanliness of their respective ESC’s audits. A clean audit is one of the three core requirements for any ESC to be considered “Highly Qualified”. Any ESC not considered “Highly Qualified” will result in their member districts being required to “bid” the services they receive from their ESC.

Moved by Mrs. Phipps, seconded by Mrs. Wiseman, that the Treasurers Report be approved.

Vote: Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye.
Motion carried.

Superintendent’s Report

The Superintendent touched upon the Calendars and Handbooks for approval later in the meeting. She discussed the current state of all District Contracts for FY22. She detailed the continued challenges with the Xenia Community Schools Contract for next year. There was discussion on whether or not the Board should go into Executive Session to involve the Board’s attorney on how to proceed. She discussed with the Board her recommendation to give a “1% Base Increase” to all salary schedules for next year and to move all staff “up one step” as allowable. She also discussed with the Board the Retire/Rehire proposal for Amy Baldrige at the end of this year. There was much discussion by the Board Members.

Personnel Recommendations

2021-34

The Superintendent recommended the following Personnel Recommendations be approved.

Classified Staff

Courier Services @ \$15.43 per hour plus mileage for 2021-22 school year, payable by timesheet.

Steve Harris

Darrell Doyle

Kristin Horton - HR Coordinator/Supt.Office Mgr/Exec Assistant, \$32.04 per hour for up to 20 hours a week starting April 12, 2021

Professional Non-Teaching Staff

Disaster Recovery Grant and S.O.R. 2.0 ECMH hires, 6 months (April 1, 2021- September 29, 2021)

Kayla Hairston - ECMH Consultant, Step 6 Masters, \$30.29 per hour up to 520 hours

Catharine Guimareas - ECMH Consultant, Step 6 Bach+15, \$28.59 up to 400 hours

Brandi Pavlansky - ECMH Consultant, Step 8 Bachelors, \$28.83 per hour up to 1032 hours

Melanie Estes - ECMH Consultant, Step 10 Bachelors, \$30.81 per hour up to 416 hours

Additional Hours for Current Contracted Staff for Administrative Support and Daily Oversight of Disaster Recovery Grant and S.O.R. Grant programs payable by timesheet

Tim Callahan – 3 days to a maximum of \$1,367.00

Amanda Castro – 20 days to a maximum of \$7,582.00

Grace Schoessow – 19.77 days to a maximum of \$7,500.00

Anya Senetra – 17.14 days to a maximum of \$8,000.00

Emily Magoteaux – 12 days to a maximum of \$3,048.00

Resignation

Denise Davis - Speech Therapist, resignation at the end of this school year per letter dated April 5, 2021

Retirement

Wendy Kline - OT, retirement at the end of this school year per letter dated March 25, 2021

Substitute Teachers/Aides for 2021-22 – the following substitute teachers/aides will be eligible for rehire as subs for 2021-22 school year pending fingerprinting, recertification/ licensure for those that expire June 30, 2021:

Brittany Blevins, Jeff Burke, Alison Corry, Geraldine Grant, Jonna Grant, Marcia Griffin
Steve Harris, George Hoyt, Eric Hutton, Alan Jones, Velda Martin, Solomon Mullikin,
Tony Paglione, Tracy Perkins-Schmittler, Jennifer Randlett, John Sara, Judy Sara, Chris Stacy

Moved by Mr. Snell, seconded by Mrs. Wiseman that the Personnel Recommendations be approved.

Vote: Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye.
Motion carried.

Approve FY22 District Service Contracts

2021-35

Fairborn City Schools	\$2,400,000.00
Bellbrook-Sugarcreek Local	\$1,800,000.00
Greeneview Local	\$900,000.00
CedarCliff Local	\$700,000.00

Moved by Mrs. Phipps, seconded by Mrs. Canty that the Service Contracts be approved

Vote: Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye.
Motion carried.

Mental Health Policies – Second Reading and Approval

2021-36

All are “HIPAA/Privacy”

MH-043 Permitted Use and Disclosures of Protected Health Information “PHI”

MH-044 Notice of Privacy Practices

MH-045 Authorizations

MH-046 Access to PHI

MH-047 Accounting of Disclosures of PHI

MH-048 Verification of Identity and Authorization of PHI

MH-049 Notification of Breach of PHI

MH-050 Mitigation and Sanctions

MH-051 Complaints

MH-052 Restrictions to Permitted Uses and Disclosure of PHI

MH-053 Amendment of PHI

MH-054 Opportunity to Agree or Object to Use/Disclosure of PHI

MH-055 De-Identification of PHI

MH-056 Personal Representative

MH-057 Disclosures of PHI for Law Enforcement

MH-058 Business Associates

MH-059 Retention of PHI

MH-060 Destruction of PHI

MH-061 Use and Disclosure of PHI for Research

MH-062 Use and Disclosure of PHI for Government Functions

Moved by Mrs. Wiseman, seconded by Mr. Eppers, that the Second Reading be recognized and Approval be made for the above Mental Health Policies.

Vote: Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye.
Motion carried.

Approve Special Education Supervisor Job Description

2021-37

Moved by Mr. Snell, seconded by Mrs. Canty that the Special Education Supervisor Job Description be approved.

Vote: Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye.
Motion carried.

Change May 2021 Meeting Date

2021-38

Moved by Mr. Eppers, seconded by Mrs. Canty, that the May Regular Board Meeting be moved from May 13, 2021 to May 20, 2021, with the time still being 9:30 AM.

Vote: Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye.
Motion carried.

Hearing for Rehiring of Retiring Staff – Amy Baldrige

2021-39

Moved by Mr. Eppers, seconded by Mrs. Canty, that the Board direct the Treasurer to give public notice, in accordance with R.C. 3307.53 that Amy Baldrige is intending to retire, effective June 23, 2021, and is seeking re-employment following her retirement in the position of Director of GCESC Academy/OA/INC/Alternative Programs. The board will conduct a public meeting on the issue of Amy Baldrige's re-employment at its regular meeting on May 20, 2021 at 9:30 AM.

Vote: Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye.
Motion carried.

Approve 2021-2022 Calendars

2021-40

GCESC 12 month
Learning Center/Project LIFE
Academy/OA/INC (Educ. Ctr.)
Preschool
TCC

Moved by Mr. Snell, seconded by Mrs. Phipps that the 2021-2022 Calendars be approved.

Vote: Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye.
Motion carried.

Approve Preschool Handbooks for 2021-2022 School Year

2021-41

- Friends Preschool Handbook
- Greeneview Preschool Handbook
- Bellbrook Preschool Handbook
- Itinerant Preschool Handbook

Moved by Mr. Snell, seconded by Mrs. Wiseman that the 2021-2022 Preschool Handbooks be approved.

Vote: Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye. Motion carried.

Approve Group Enrollment for Workers Comp

2021-42

The Treasurer requested the Board approve the CY 2022 Enrollment with SOEPC, Hunter Consulting as TPA, for the purpose of Workers Compensation Group Rating at a cost of \$1,395.00.

- Estimated 2022 BWC Premium (outside of pool) \$45,225.84
- Estimated 2022 BWC Premium (inside of pool) \$36,424.00
- Estimated Savings \$8,801.84
- Calculated Service Fee \$1,395.00

Moved by Mrs. Phipps, seconded by Mrs. Canty that the Group Enrollment Fee be approved.

Vote: Mrs. Phipps, aye; Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye. Motion carried.

Approve Contract with St. Joseph Orphanage/Care Logic

2021-43

Moved by Mr. Eppers, seconded by Mrs. Canty that the “Three-Year” Contract with St. Joseph Orphanage, to utilize Care Logic “Qualifacts” Behavior Health Enterprise Management Software for the purpose of billing Medicaid be approved.

- Year 1 consists of:
 - System Administration (monthly) \$1,200.00
 - Monthly Software fee per named user \$69.51
- Year 2 consists of:
 - System Administration (monthly) \$1,200.00
 - Monthly Software fee per named user \$72.29

Year 3 consists of:
 System Administration (monthly) \$1,200.00
 Monthly Software fee per named user \$75.18

EDI Setup fee (per MCO) \$800.00
 Billing Consultation \$110.00 hour
 Customization of Forms \$110.00 hour
 AD-hoc Training \$110.00 hour
 Report Writing \$130.00 hour

Vote: Mrs. Wiseman, aye; Mr. Snell, aye; Mr. Eppers, aye; Mrs. Canty, aye; Mrs. Phipps, aye.
 Motion carried.

Approve Salary Increase for FY22

2021-44

At the recommendation of the Superintendent, it was moved by Mrs. Phipps, seconded by Mrs. Wiseman that the Board approve a 1% increase on the Base of all current salary schedules and that staff move “one” step on their respective salary schedules for the 2021-2022 School Year.

Vote: Mr. Snell, aye; Mr. Eppers, abstain; Mrs. Canty, aye; Mrs. Phipps, aye; Mrs. Wiseman, aye.
 Motion carried 4-0-1.

Adjourn

There being no further business to come before the Board, Mr. Eppers adjourned the Meeting at 11:56 AM.

Attest

 Erik Eppers, President

 Robert L. Arledge Jr., Treasurer

Upcoming Events

Governing Board meeting – May 20, 2021 at 9:30 a.m.
 Retirement and Awards Recognition – TBD