

MINUTES  
Regular Meeting  
Governing Board of the  
Greene County Educational Service Center  
Thursday, December 14, 2023 – 9:30 AM

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Call to Order/Roll Call

The Meeting was called to order at 9:32 AM with the following in attendance: Mrs. Liz Betz, Mr. Erik Eppers, Mrs. Judy Lowstetter, Mrs. Pat Phipps, and Mrs. Rhea Young.

Also in attendance: Mrs. Terry Graves-Strieter, Superintendent, and Mr. Hill, Treasurer.

I. Call to Order/Roll Call for Organizational Meeting – President Erik Eppers presiding

II. Adoption of Agenda

# 2023-99

Moved by Mrs. Phipps, seconded by Mrs. Betz that the Adoption of Agenda be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

III. Approve Minutes of the November 9, 2023 Regular Board Meeting

# 2023-100

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Minutes of November 9, 2023, Regular Board Meeting be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

IV. Open Communication

- Mrs. Betz shared the Delegate update from the Capital Conference in November
- Mrs. Phipps shared she attended the Cedar Cliff Open Forum for the Superintendent Candidates

V. Public Participation – N/A

VI. Superintendent's Report

- a. Hub Horan Review – GCESC is entering into an agreement for exploratory review/assessment on GCESC healthcare costs and management.
- b. Bid Process for Facilities – Tuesday, December 12, 2023 was the bid opening for the Exterior Building improvements. There is a resolution later in the agenda to award the project.
- c. Eclipse News – April 8, 2024 will be a full eclipse in the afternoon. Districts are determining the need to close prior to the eclipse occurring.
- d. Disconnect2Connect – Article in the Xenia Gazette Tuesday, December 12, 2023
- e. B.A.C. (Business Advisory Council) – Agenda from December 6, 2023

VII. Financial Consent Agenda

- a. To Approve the treasurer's report for the month ending November 30, 2023  
Bills Paid November 2023

General Fund "001"	897,839.07
Local Grants "019's"	197,083.28
Enterprise Funds "020"	0.00
Agency Funds "027"	2,859.17
Student Activity "200"	0.00
State Grants "400's"	293,741.09
Federal Grants "500's"	26,310.50
Total	1,445,206.05

# 2023-101

Moved by Mrs. Young, seconded by Mrs. Phipps that the Financial Consent Items be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

VIII. Personnel Consent Agenda

The Superintendent recommends the following Personnel for approval:

- 1. Retirements
- 2. Resignations

**3. Administrator**

**4. Certified**

- a. Joe Bulmahn, Occupational Therapist, Revised 1 year contract, from 91 days to 105 days, Step 5 Masters+30, Occupational Therapist Salary Schedule, totaling \$41,702.79 for the 2023-24 school year

Additional hours for the 2023-2024 school year

- b. Megan Gilley, up to 23 hours, at hourly rate of \$58.79, by timesheet
- c. Allison Mundy, up to 18 hours, at hourly rate of \$32.20, by timesheet
- d. Mary Lou O'Malley, up to 22.5 hours, at hourly rate of \$61.39, by timesheet
- e. Anke Pietsch, up to 18 hours, at hourly rate of \$34.72, by timesheet

**5. Professional Non-Teaching**

- a. Christopher Peck, Prevention Specialist, 1 year contract, 132 days, Step 3, Bachelor's Degree, Professional Non-teaching Salary Schedule, totaling \$32,811.08 for the 2023-2024 school year, effective November 1, 2023, pending issuance of ODE Licensure - **Correction from November 9, 2023 meeting - name from Topher to Christopher**

Additional Days/Stipends for the 2023-2024 school year

**6. Classified**

Additional hours for the 2023-2024 school year

- a. Wendy Wooten, up to 25 additional hours, at hourly rate of \$28.49, by timesheet paid through grant funding

**7. Substitute Staff**

- a. Sue Campbell - Project Life Substitute and Driver

# 2023-102

Moved by Mrs. Lowstetter, seconded by Mrs. Betz that the Personnel Consent Items 1-7a. be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

**IX. Resolutions**

**X. Fairborn Digital Academy per Fairborn Digital Academy Board Approval**

**1. Resignations**

**2. New Contracts**

- a. Dirk Webb, Intervention Specialist/Accountability Coach for \$34,508.11 for 152 days (prorated to 86 days), effective January 16, 2024, for the 2023-2024 school year with

the option to work up to 10 additional days at \$227.03 per day to be tracked and paid via timesheet.

3. Supplemental

# 2023-103

Moved by Mrs. Phipps, seconded by Mrs. Betz that the Fairborn Digital Academy Consent Items be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

XI. Mental Health Business Consent Agenda

a. Mental Health Policies - Correction of Policy Number - MH-032 Incident Notification from MH-032 to MH-023 from November and December 2022

b. Mental Health Policies - Second Reading and Approval of the following policies:  
MH-025 Client Rights & Grievances

# 2023-104

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Mental Health Business Consent item a-b. be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

**Mental Health Policies- First Reading**

MH- 001 Purpose

MH-003 Supervision

MH-005 Staff Qualifications

MH-009 Consumer Treatment & Safety

MH-041 Succession Planning

XII. Business Consent Agenda

a. Approve Kettering City Schools INC Placement for current 2023-2024 school year

b. Approve West Carrolton Schools OA placement for current 2023-2024 school year

c. Board Policies- Second Reading and Approval of the following policies:

i. 0141.2 Conflict of Interest

ii. 2413 - Rescind Career Advising

iii. 3120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities

iv. 4120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities

v.	4121	Criminal History Record Check
vi.	5320	Immunization
vii.	5330	Use of Medications
viii.	6700	Fair Labor Standards Act (FLSA)
ix.	7440	Facility Security
x.	8120	Volunteers
xi.	8210	School Calendar
xii.	8315	Information Management

# 2023-105

Moved by Mrs. Betz, seconded by Mrs. Lowstetter that the Business Consent item a-c.xii. be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

### XIII. Board Business Consent

- a. Accepting the Lowest and Best Bid for the project titled "Exterior Improvements at Greene County ESC"

On December 12, 2023 (3) bids were received and opened for the project titled "Exterior Improvements at Greene County ESC". Contract Documents are dated 11/10/2023. The published estimate for the base bid was \$450,000 per Addendum #1. The lowest and most responsive bid was received from Quality Masonry Co. Inc, 1001 S. Prospect Street, Suite 101, Marion, Ohio 43302 as follows:

\$451,100	Base Bid
\$4,500	Alternate #A1, Painting of the Modular Classroom
<u>\$45,000</u>	Alternate #A2, Additional cost to repoint an additional 5,000 LF of masonry
\$500,600	Total including Alternate #A1 and #A2

A Scope Review meeting, via conference call, was held 12/13/2023. The general scope, personnel, and company history was reviewed and discussed. Per the meeting, it was determined that Quality Masonry Co. Inc. understands the scope of the project and is a good fit for the project as they specialize in this type of work.

It is the recommendation of VSWC Architects that the Greene County ESC accepts the Base Bid and Alternates #A1 and #A2 from Quality Masonry Co, Inc. for \$500,600.

It is also the recommendation of VSWC Architects that the Greene County ESC approves up to an additional \$50,000 for Change Order work. Change Orders may

include but are not be limited to additional required masonry repair, unforeseen conditions, additional project scope.

The Board further authorizes and directs the Superintendent or other appropriate officers of the Greene County ESC to prepare and sign all other agreements and instruments and to take any other actions as may be necessary to implement this Resolution and complete the project.

# 2023-106

Moved by Mrs. Young, seconded by Mrs. Betz that the Board Business Consent item a. be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

- b. Approve Mrs. LizBetz as President Pro-Tem through January 4, 2024  
Board/Organizational Meeting

# 2023-107

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Board Business Consent item b. be approved.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye.

Motion carried.

- c. Discussion of Regular Board Meeting dates for 2024, the second Thursday of each month:
  - January 4, 2024
  - February 8, 2024
  - March 14, 2024
  - April 11, 2024
  - May 9, 2024
  - June 13, 2024
  - July 11, 2024
  - August 8, 2024
  - September 12, 2024
  - October 10, 2024
  - November 14, 2024
  - December 12, 2024

XIV. Executive Session

A motion to enter into executive session for the purpose listed below.

WHEREAS, boards of education and other governmental bodies are required by statute "to take official action and to conduct all deliberations upon official business only in open meetings, unless the subject matter is specifically excepted by law," and  
 WHEREAS, "the minutes need only reflect the general subject matter of discussions in executive session;" and  
 WHEREAS the members of a public body may hold an executive session only at a regular or special meeting for the sole purpose of consideration of any of the matters set forth below.  
 NOW THEREFORE BE IT RESOLVED under the provisions of ORC 121.22, the board hereby enters executive session for the reason(s) herein stated:

<u>  X  </u>	Personnel matters of a public employee or public official, pursuant to R.C. 121.22(G)(1)
<u>      </u>	<u>      </u> Appointment of employee(s) (reemployment)
<u>  X  </u>	Promotion or compensation
<u>      </u>	<u>      </u> Dismissal, discipline, or demotion of employee(s) or students (s)
<u>      </u>	<u>      </u> Investigation of charges or complaints of employee(s) or students (s)
<u>      </u>	Consider the purchase of property or sale of property, pursuant to R.C. 121.22(G)(2)
<u>  X  </u>	Conference with an attorney to discuss pending or imminent court action, pursuant to R.C. 121.22(G)(3)
<u>      </u>	Preparing for, conducting, or reviewing negotiations or bargaining, pursuant to R.C. 121.22(G)(4)
<u>      </u>	Matters required to be kept confidential by federal or state law, pursuant to R.C. 121.22(G)(5)
<u>      </u>	Details related to security arrangements and emergency response where disclosure might jeopardize the security of the District, pursuant to R.C. 121.22(G)(6)

# 2023-108

Moved by Mr. Eppers, seconded by Mrs. Lowstetter that the Board enter into Executive Session at 10:41 AM to discuss matters as determined above.

Vote: Mrs. Betz, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye; Mr. Eppers, aye

Motion carried.

Following a discussion Promotion or Compensation and Conference with an attorney to discuss pending or imminent court action the Board returned to Regular Session at 11:55 AM.


#### XV. Additions to the Agenda

XVI. Adjourn

There being no further business to come before the Board, Mr. Eppers adjourned the Meeting at 11:55 AM.

Attest

  
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Erik Eppers, President

  
\_\_\_\_\_  
Chad Hill, Treasurer

Upcoming Events

1. Winter break for school programs - December 25 - January 5, 2024 (return January 6, 2024)
2. GCESC Governing Board Meeting/Organizational – January 4, 2024, 9:30 AM in Curriculum Room