

MINUTES  
Organizational and Regular Meeting  
Governing Board of the  
Greene County Educational Service Center  
Thursday, February 8, 2024 – 9:30 AM

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Call to Order/Roll Call

The Meeting was called to order at 9:31 AM with the following in attendance: Mrs. Liz Betz, Mrs. Judy Lowstetter, Mrs. Pat Phipps, and Mrs. Rhea Young. Mr. Erik Eppers were away.

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

I. Call to Order/Roll Call for Organizational Meeting – President Pat Phipps presiding

II. Oath of Office of Appointed Board Members

The Treasurer administered the Oath of Office to newly appointed, by Greene County Probate Court on February 5, 2024, Board member Mrs. Rhea Young. Mr. Erik Eppers is not in attendance, he will take the Oath of Office pursuant to RC 3313.10 at his earliest availability before a witness.

III. Adoption of Agenda

# 2024-15

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

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

Motion carried.

IV. Approve Minutes of the January 4, 2024, Regular Board Meeting

# 2024-15

Moved by Mrs. Young, seconded by Mrs. Betz that the Minutes of January 4, 2024, Regular Board Meeting be approved.

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

Motion carried.

V. Open Communications

A. Policy Liaison Update

B. Business Advisory Representative Update – Mrs. Phipps attended the BAC meeting on February 7, 2024. The Collaboration within the County and all members is amazing. Chad Mason is now a part of the BAC leadership and is a good addition.

C. Legislative Liaison Update – 76 Bills are currently in works  
HB 344 – Property Tax Reform  
Dyslexia Screening  
HB 33 – Science of Reading  
Roberts Rule of Order

D. Student Achievement Liaison Update

VI. Public Participation – N/A

VII. Superintendent's Report

A. Superintendent Update

- a. Program Directors will be scheduled to speak at future Board meetings
- b. Strategic Planning quotes will be brought to the Board in March

B. Upcoming District Contract Meetings and Updates - February 2024

- a. Scheduled for February 12-21 and GCCC March 4

C. Evaluation instruments - Superintendent, Treasurer, Administrative Assistant

- a. Superintendent Evaluation Instruments will be forwarded to the board
- b. Treasurer Standards updated by OASBO recently. OASBO is in the process of creating an evaluation instrument aligned to the Treasurer Standards.

D. Facilities Update

- a. Quality Masonry has begun the work and has been communicative and responsive.

E. Eclipse Day - April 8, 2024

- a. Greene County Districts are currently determining if they will be in session.
- b. GCESC will use a calamity day

F. BAC Joint Statement

- a. Will be posted on the website by March 1.

VIII. Financial Consent Agenda

1. To Approve the treasurer's report for the month ending January 31, 2024  
Bills Paid January 2024

General Fund "001"	1,145,456.34
Local Grants "019's"	149,559.03
Enterprise Funds "020"	0.00
Agency Funds "027"	5,561.46
Student Activity "200"	0.00
State Grants "400's"	139,691.53
Federal Grants "500's"	27,620.46
Total	1,494,799.71

#### Approve Treasurer Report

2. Approve Then and Now for Invoice #1193 from Parent Powered dated 9/1/2023 for \$4,004.00 for Annual Ready4K Core & Trauma Informed Program Licenses for 700 families from 11/1/2023-10/31/24 through the Family Engagement Liaison program/ESSER grant. Requisition received January 30, 2024 with PO #240566 created January 30, 2024

# 2024-16

Moved by Mrs. Lowstetter, seconded by Mrs. Betz that the Financial Consent Items 1 be approved.

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

Motion carried.

3. Update to the progress of the yearly audit.
4. Ohio Ethics Commission Financial Disclosure Filing – May 15, 2024

#### IX. Personnel Consent Agenda

The Superintendent recommended the following Personnel Recommendations for approval.

1. Retirements
2. Resignations
3. Administrator
4. Certified Staff

- a. Melinda Gelhausen, Preschool Itinerant Teacher, Revised 1 year contract, from 146 to 163 days, Step 18 Master's Degree, Teacher Salary Schedule, totaling \$62,910.87 for the 2023-2024 school year.

#### Additional Hours 2023-2024 school year

- b. Mary Lou O'Malley, up to 125 hours, at hourly rate of \$61.39, payable by timesheet
- c. Joseph Bulmahn, up to 75 hours, at hourly rate of \$52.95, payable by timesheet
- d. Megan Gilley, up to 38 hours, at hourly rate of \$58.79, payable by timesheet

**5. Professional Non-Teaching**

- a. Tyla Young, IECMH Consultant, 1 year contract, 108 days, Step 9 Master's, Professional Staff Non-Teaching Salary Schedule, totaling \$34,286.16 for the 2023-24 school year payable through grant funding, pending ODE License and BCI FBI background check

Additional Days for the 2023-2024 school year

Supplemental

**6. Classified Staff**

Additional Hours for the 2023-2024 school year

- a. Mary Talmadge, Administrative Assistant, up to 10 hours @ \$27.64 per hour payable by timesheet for the 2023-2024 school year

**7. Substitute Staff**

- a. Kathryn Warling - pending ODE License
- b. Zy'on Olinger- pending ODE License
- c. Rosemary Baggett - pending ODE License and BCI FBI background check

# 2024-17

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

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

Motion carried.

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

1. Resignations
2. New Contracts
3. Supplemental

XI. Business Consent Agenda

1. Approve Administrative Assistant evaluation tool – Tabled after a discussion on Performance Level language
2. Approve 2024-2025 General GCESC Calendar

# 2024-18

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Business Consent Items 2. be approved.

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

Motion carried.

XII. Mental Health Business Consent Agenda

**Mental Health Policies- First Reading**

MH-026 Billing

MH-028 Health & Safety

MH-034 Seclusion & Restraint

XIII. Board Business Consent

1. To designate Mr. Chad Hill, Treasurer, as the Board's Designee to receive the required training related to public records and Sunshine Law

# 2024-19

Moved by Mrs. Betz, seconded by Mrs. Young that the Board Business Consent Items 1. be approved.

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

Motion carried.

2. Appoint Board Committee and Liaison Assignments for 2024

After discussion, Mrs. Phipps, Board President, appointed the following for 2024

- a. Policy Liaison – Tabled until March
  - b. Business Advisory Representative – Mrs. Pat Phipps
  - c. Legislative Liaison – Mrs. Liz Betz
  - d. Student Achievement Liaison – Mrs. Judy Lowstetter
  - e. Public Records Custodian – Chad Hill, Treasurer (appointed January 4, 2024)
3. Review Goals:
1. Personnel
  2. Facilities
  3. Fiscal Management
  4. Programs & Services
  5. Marketing & Promotion
  6. Collaborative Relationships & Partnerships
  7. Legislative & Educational Impact Issues

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:

<input checked="" type="checkbox"/>	Personnel matters of a public employee or public official, pursuant to R.C. 121.22(G)(1)
<input type="checkbox"/>	<input checked="" type="checkbox"/> Appointment of employee(s) (reemployment)
	<input type="checkbox"/> Promotion or compensation
	<input type="checkbox"/> Dismissal, discipline, or demotion of employee(s) or students (s)
<input checked="" type="checkbox"/>	Investigation of charges or complaints of employee(s) or students (s)
	Consider the purchase of property or sale of property, pursuant to R.C. 121.22(G)(2)
	Conference with an attorney to discuss pending or imminent court action, pursuant to R.C. 121.22(G)(3)
	Preparing for, conducting, or reviewing negotiations or bargaining, pursuant to R.C. 121.22(G)(4)
	Matters required to be kept confidential by federal or state law, pursuant to R.C. 121.22(G)(5)
	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)

# 2024-20

Moved by Mrs. Phipps, seconded by Mrs. Young that the Board go into Executive Session at 10:36 AM to discuss matters as determined above.

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

Motion carried.

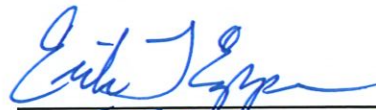

Following a discussion of personnel matters the Board returned to Regular Session at 11:39 AM.

XV. Additions to the Agenda

XVI. Adjourn

There being no further business to come before the Board, Mrs. Phipps adjourned the Meeting at 11:39 AM.

Attest

  
\_\_\_\_\_  
Patricia Phipps, President  
  
\_\_\_\_\_  
Chad Hill, Treasurer

Upcoming Events

1. Presidents Day Observance – Office and School Closed – February 19, 2024
2. Board Meeting – March 14, 2024, 9:30 AM in Curriculum Room