

MINUTES
Organizational and Regular Meeting
Governing Board of the
Greene County Educational Service Center
Thursday, January 9, 2025 – 9:30 AM

Call to Order/Roll Call

The Meeting was called to order at 9:30 AM with the following in attendance: Mrs. Liz Betz, Mrs. Judy Lowstetter, Mr. Erik Eppers, Mrs. Rhea Young, and Mrs. Pat Phipps.

Also in attendance: Mrs. Terry Graves-Strieter, Superintendent, and Mrs. Kasey Mahaffey, Treasurer.

I. Call to Order/Roll Call for Organizational Meeting – President Pro-Temp Mr. Erik Eppers presiding

II. Oath of Office of Elected Board Members
None

III. Adoption of Agenda

2025-1

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

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

Motion carried.

IV. Election of Governing Board Officers 2025

2025-2

President - Nominations

Moved by Mrs. Lowstetter, seconded by Mrs. Young that Mr. Erik Eppers be nominated for Board President.

Vice President - Nominations

Moved by Mrs. Lowstetter, seconded by Mrs. Young that Mrs. Judy Lowstetter be nominated for Board Vice President.

Moved by Mrs. Young, seconded by Mrs. Phipps that the nominations be closed.

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

Motion carried.

2025-3

President 2025

Moved by Mrs. Betz, seconded by Mrs. Young that Mr. Erik Eppers be Board President.

Vice President 2025

Moved by Mrs. Betz, seconded by Mrs. Young that Mrs. Judy Lowstetter be Board Vice President.

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

Motion carried.

V. Establish Regular Board Meeting Dates, Times and Location for Calendar Year 2025

2025-4

After discussion, the 2025 Meeting schedule was set as follows, with all Meetings held at the Greene County ESC.

Each month at 9:30 am all Thursdays except as indicated:

January 9, 2025
February 13, 2025
March 13, 2025
April 10, 2025
May 8, 2025
June 18, 2025 (Wednesday)
July 17, 2025
August 14, 2025
September 11, 2025
October 16, 2025
November 13, 2025
December 11, 2025
January 15, 2026

Moved by Mrs. Phipps, seconded by Mrs. Lowstetter that the 2025 Meeting Dates be approved.

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

Motion carried.

VI. Establish the Governing Board of the Greene County Educational Service Center Fund at \$20,000 for calendar year 2025

2025-5

Moved by Mrs. Betz, seconded by Mrs. Young that the Service Center Fund for the Governing Board be set at \$20,000.00 for 2025 be approved.

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

Motion carried.

VII. Appoint Board Committee and Liaison Assignments for 2025

After discussion, Mr. Erik Eppers, Board President, appointed the following for 2025

- A. Policy Liaison - Mrs. Young
- B. Business Advisory Representative – Mrs. Phipps
- C. Legislative Liaison – Mrs. Betz
- D. Student Achievement Liaison – Mrs. Lowstetter
- E. Public Records Custodian – Kasey Mahaffey, Treasurer

2025-6

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the 2025 Liaison assignments be approved.

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

Motion carried.

VIII. Establish Financial /Audit Committee for 2025

- 1. Treasurer
- 2. Superintendent
- 3. Governing Board President

2025-7

Moved by Mrs. Phipps, seconded by Mrs. Betz that the 2025 Financial/Audit Committee include the Treasurer, Superintendent and Governing Board President be approved.

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

Motion carried.

IX. Approve Expenditures and Procedures for Calendar Year 2025

2025-8

The Superintendent recommended the following be approved.

- A. Permission for the Board, Superintendent, Treasurer, Administrators, and Staff Members to attend professional meetings
- B. Permission to allow Treasurer to pay bills as they are received within the limits of established appropriations;
- C. Permission to allow Treasurer to invest all available funds in a timely and effective manner;
- D. Permission to allow the Superintendent to employ and accept resignations of personnel on behalf of the Board during time when the Board is not in session subject to ratification by the Board. Upon ratification by the Board, the employment or resignation shall be deemed effective as of the date of the Superintendent's acceptance of said event.
- E. Permission to allow Treasurer to establish Special Appropriation Accounts for State, Federal, and Private Source Grants; and
- F. Permission to renew office maintenance contracts as they come due.

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Expenditures and Procedures for Calendar Year 2025 be approved.

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

Motion carried.

X. Approve Ohio School Boards Association Dues for 2025 Dues of \$4,071 + \$150 (School Management News – email delivery)

2023-9

Moved by Mrs. Young, seconded by Mrs. Phipps that the dues to the Ohio School Boards Association for 2025 in the amount of \$4,071.00, with the "Free" electronic version of the OSBA Briefcase, and the \$150.00 electronic version of the School Management News be approved.

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

Motion carried.

XI. Approve continued use of Legal Services from both Bricker & Graydon and Ennis Britton Co. for GCESC legal representation.

2025-10

Moved by Mrs. Betz, seconded by Mrs. Lowstetter that both Bricker & Graydon and Ennis Britton Co. be used for GCESC legal representation be approved.

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

Motion carried.

XII. Review Board Goals 2025

XIII. Adjourn Organizational Meeting

There being no further business to come before the Board, Mr. Eppers, President adjourned the Meeting at 10:29 AM.

XIV. Call to Order/Roll Call Regular Meeting - President Mr. Erik Eppers presiding

The Meeting was called to order at 10:30 AM with the following in attendance: Mrs. Liz Betz, Mrs. Judy Lowstetter, Mr. Erik Eppers, Mrs. Rhea Young, and Mrs. Pat Phipps.

Also in attendance: Mrs. Terry Graves-Strieter, Superintendent, and Mrs. Kasey Mahaffey, Treasurer.

XV. Approve Minutes of the December 12, 2024, Regular Board Meeting

2025-11

Moved by Mrs. Young, seconded by Mrs. Phipps that the Minutes of December 12, 2024, Regular Board Meeting be approved.

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

Motion carried.

XVI. Open Communications

A. Board Recognition Month – January 2025

XVII. Public Participation – N/A

XVIII. Superintendent's Report

A. Superintendent Update

B. Client Survey Update

The Superintendent is working with Innovate K12 to put together a client survey to go out to the district to gather feedback on the services provided.

C. Facilities Update

More discussion about foam roof application. There are different types of top coat, that come with different warranties, 10 year, 15, year and 20 year.

XIX. Financial Consent Agenda

To Approve the treasurer's report for the month ending December 31, 2024

Bills Paid December 2024

General Fund "001"	\$1,316,107.09
Local Grants "019"	\$114,133.60
Staff Development "020"	\$0.00
Agency "027"	\$2,501.75
Student Activity "200"	\$-76.00
State Grants "400"	\$24,518.45
Federal Grants "500"	\$26,727.72
Total	\$1,483,912.61

2025-12

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

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

Motion carried.

Update to the progress of the yearly audit.

XX. Personnel Consent Agenda

The Superintendent recommended the following Personnel Recommendations for approval:

Retirements

Resignations

Administrator

Additional Hours for the 2024-2025 school year

Grace Schoessow, up to 26 hours at \$59.27 per hour, payable through grant funding for ECMHC Head Start.

Certified

Professional Non-Teaching

Danielle Younge, Mental Health Therapist and Outreach Consultant, 1 Year Contract, 122 Days, Step 10, Independently Licensed Master's Degree, Credentialed Mental Health Therapist Salary Schedule, effective January 6, 2025, totaling \$41,759.33 for the 2024-2025 school year, pending ODE Licensure, payable through CHRI grant funding

Linda Richmond, Early Childhood Mental Health Consultant, 72 Days, Step 14, PHD, Professional Staff Non Teaching Salary Schedule, effective February 18, 2025, totaling \$27,520.56 for the 2024-2025 school year, pending ODE License and BCI and FCI Background Checks, payable through grant funding

Additional hours for the 2024-2025 school year

Elizabeth Smith, up to 80 hours at \$49.62 per hour payable through grant funding for ECMHC Head Start

Classified Staff

2025-13

Moved by Mrs. Betz, seconded by Mrs. Phipps that the Personnel Consent Items be approved.

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

Motion carried.

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

XXII. Business Consent Agenda

- Approve Salary Schedule Upgrade for Lindsay Cook from Non CDA to CDA
- Approve Amanda Castro, Project Manager, revision to September 12, 2024 board action - approve vendor contract to not exceed \$27,000.00 as outlined, payable through grant funding

2025-14

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Business Consent Items 1-2 be approved.

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

Motion carried.

- **Board Policies- Second Reading and Approval of the following policies:**
 - po0100 Definitions
 - po0142.1 Oath
 - po0151 Organizational Meeting
 - po0152 Officers
 - po0163 Presiding Officer
 - po0164 Notice of Meetings
 - po0165 Board Meetings
 - po0165.1 Rescind Regular Meetings
 - po0165.2 Rescind Special Meetings
 - po0166 Agendas
 - po0167.2 Renumbered Executive Session
 - po0167.7 Renumbered Use of Personal Communication Devices
 - po0173 Rescind Board Officers
 - po1130 Conflict of Interest
 - po2265 Protections of Individual Beliefs, Affiliations, Ideals, or principles of political movements and ideology
 - po3113 Conflict of Interest
 - po4113 Conflict of Interest
 - po4120.08 Employment of Personnel for Co-curricular/Extra-Curricular Activities
 - po4121 Criminal History Record Check
 - po5136 Personal Communication Devices
 - po5136.01 Electronic Equipment
 - po5200 Attendance
 - po5500 Student Conduct
 - po5780 Student/Parent Rights
 - po6110 Grant Funds
 - po6111 Internal Controls
 - po6112 Cash Management of Grants
 - po6114 Cost Principles - Spending Federal Funds
 - po6320 Purchasing and Bidding
 - po6325 Procurement - Federal Grants/Funds
 - po6460 Vendor Relations
 - po6550 Travel Payment & Reimbursement/Relocation Costs
 - po7310 Disposition of Surplus Property
 - po7450 Property Inventory
 - po7530.01 Cellular Telephone Allowance
 - po7530.02 Staff Use of Personal Communication Devices
 - po7540.03 Student Technology Acceptable Use and Safety
 - po7540.04 Staff Technology Acceptable Use and Safety
 - po7540.09 Artificial Intelligence ("AI")
 - po8310 Public Records
 - po9160 Public Attendance at School Events

2025-15

Moved by Mrs. Lowstetter, seconded by Mrs. Phipps that the Business Consent be approved.

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

Motion carried.

XXIII. Mental Health Business Consent Agenda

XXIV. Board Business Consent

- Review Goals:
 - Personnel
 - Facilities
 - Fiscal Management
 - Programs & Services
 - Marketing & Promotion
 - Collaborative Relationships & Partnerships
 - Legislative & Educational Impact Issues
- Policy Liaison Update
- Business Advisory Representative Update
- Legislative Liaison Update
- Student Achievement Liaison Update

XXV. 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> x </u>	Consider the purchase of property or sale of property, pursuant to R.C. 121.22(G)(2)
<u> </u>	Conference with an attorney to discuss pending or imminent court action, pursuant to R.C. 121.22(G)(3)
<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)

Moved by Mr. Eppers, seconded by Mrs. Betz that the Board go into Executive Session at 11:17 AM to discuss matters as determined above.

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

Motion carried.


Following a discussion Mr. Eppers the Board returned to Regular Session at 12:25 PM.

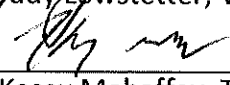
XXVI. Additions to the Agenda

XXVII. Adjourn

There being no further business to come before the Board, Mr. Eppers adjourned the Meeting at 12:25 PM.

Attest


Judy Lowstetter, Vice President


Kasey Mahaffey, Treasurer

Upcoming Events

1. Martin Luther King, Jr., Day Observance – Office and School Closed – January 20, 2025
2. Board Meeting – February 13, 2025, 9:30 AM in Board Room