

MINUTES  
Regular Meeting  
Governing Board of the  
Greene County Educational Service Center  
Thursday, July 14, 2022 – 9:30 AM

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Call to Order/Roll Call

The Meeting was called to order at 9:35 AM with the following in attendance: Mrs. Phipps, Mrs. Young and Mrs. Lowstetter. Mrs. Betz and Mr. Eppers were away.

Also in attendance: Mrs. Terry Strieter and Superintendent, Mr. Arledge, Outgoing Treasurer and Mr. Hill, Incoming Treasurer.

Executive Session – Matters required to be kept confidential by federal law or regulations or state statutes

# 2022-82

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Board go into Executive Session at 9:37 AM to discuss a Matter required to be kept confidential by federal law or regulations or state statutes.

Vote: Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye.  
Motion carried.

Following a discussion of a Matter required to be kept confidential by federal law or regulations or state statutes, the Board returned to Regular Session at 9:43 AM.

Adoption of Agenda

# 2022-83

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Agenda be approved.

Revisions and Additions were noted.

Vote: Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye.  
Motion carried.

Approve Minutes of the June 9, 2022, Regular Board Meeting

# 2022-84

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Minutes of June 9, 2022, Regular Board Meeting be approved.

Vote: Mrs. Lowstetter, aye; Mrs. Young, aye; Mrs. Phipps, aye.  
Motion carried.

Open Communications

The Superintendent mentioned the recent passing of Bill Wright, a former Greene County ESC Superintendent.

It was recognized that this was the last Board Meeting for Treasurer, Chip Arledge, after 24 years.

Public Participation

None

Treasurer's Report

# 2022-85

The Treasurer presented the list of Bills paid for the month of June 2022 (summary below) for the Board's approval.

List of Bills Paid during June, 2022	
General Fund "001"	\$1,213,631.64
Local Grants "019"	\$103,388.99
Staff Development "020"	\$1,219.57
Agency Financial "027"	\$4,939.36
Student Activity "200"	\$0.00
State Grants "400"	\$76,671.40
Federal Grants "500"	\$56,414.43
Total	\$1,456,265.39

The Treasurer reviewed the monthly financial reports for the Board. He spent time discussing the "negative cash" status of all the "Reimbursement" style grants as of the end of June. He mentioned that all Cash Requests have been made for all Grants in negative status at the end of June. He reviewed the General Fund "cash flow" analysis through June. He discussed the Reconciliations with all Districts served during FY22 for approval later in the meeting.

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Treasurers Report be approved.

Vote: Mrs. Lowstetter, aye; Mrs. Young, aye; Mrs. Phipps, aye.  
Motion carried.

Superintendent's Report

Reviewing her Update, she discussed "Opening Day" for staff, revisions for staff salary schedules as the ESC moves forward, and staffing additions and needs. She discussed the contract for approval later in the meeting to obtain the use of "Proactive Healthcare Recruiters" to help find Speech Language Pathologists and other "hard to fill" positions still needed for next year. She spoke briefly on the Annual Summer Administrative Workshop in Oxford on August 4 and 5, which is now only for Greene County School Districts.

Mental Health Policy – Second Reading and Approval

# 2022-86

The following Mental Health Policy was presented for a Second Reading with a request for Approval.

MH-040      IECMH Consultation Services

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Mental Health Policies be approved.

Vote: Mrs. Young, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye.  
Motion carried.

Personnel Recommendations

# 2022-87

The Superintendent recommended the following Personnel Recommendations.

Administrative Staff

**Traci Womack**, Director of Preschool, **REVISED** 2-year contract from 203 days to **215** days, Masters Step 5, Director Salary Schedule at \$90,474.87 + \$1,000 for Master's +15, totaling, \$91,474.87 for the 2022-2023 school year.

**Casey Purcell**, Supervisor Mental Health, 1-year contract, 134 days, Masters Step 2, on the Supervisory Salary Schedule, totaling \$50,057.91 for the 2022-2023 school year. Requesting a reduction in contracted days from 149 days to 134 days.

**Dawn Tharp**, Supervisor Mental Health/Mental Health Therapist, 1-year contract, 76 days, Masters Step 17 on the Professional Staff Non-teaching Salary Schedule, for \$25,734.31. In addition, plus 116 Masters Step 8, Supervisory Salary Schedule, \$46,654.29 all totaling \$72,388.60 for a total of 192 days.

**Elizabeth Smith**, IECMH Supervisor, 1-year contract, 192 days, Masters Step 2, on the Supervisory Salary Schedule, totaling \$71,724.77 for the 2022-2023 school year.

**Carrie Taylor**, IECMH Coordinator, 1-year contract, 161 days, Masters Step 2, on the Supervisory Salary Schedule, totaling \$60,144.21 for the 2022-2023 school year.

Additional Days / Stipends for 2022-2023

**Brad Kayata**, Director of Learning Center, \$2,000.00 stipend to be paid in December 2022 and end of May 2023, split for SEL work with Montgomery County out of GERS Fund.

Certified Staff

**Theresa Beckman**, Speech Therapist, 1-year contract, SLP Salary Schedule, Step 4 Masters, at 183 days, \$55,638.00, for the 2022-2023 school year.

**Michaela Novotny**, Occupational Therapist, 1-year contract, 183 days, Step 2 Masters, Occupational Therapist Salary Schedule, at \$59,855.00, for the 2022-2023 school year.

**Kristen Semler**, Teacher, **REVISED** 1-year contract due to **education upgrade**, 183 days, Step 9 Bachelors +15, for \$56,006.00, for the 2022-2023 school year.

**Ruth Wells**, Intervention Specialist, 1-year contract, 183 days, Teacher Salary Schedule, Step 14 Masters, at \$68,756.00 + 1,000 for Master's +15, totaling \$69,756 for the 2022-2023 school year.

**Michael Taylor**, Interventional Specialist, as long-term substitute teacher with benefits assigned as an Intervention Specialist at the GCLC at Step 7/Master's Column of Teacher Salary Schedule at \$55,495.00, for the 2022-2023 school year. All requirements for ODE Licensure must be met by June 30, 2023, in order to maintain this level/movement on salary schedule.

Additional Days / Stipends for 2022-2023

**George Leichtenheimer**—additional 20 days for Lead Teacher duties at GCLC.

Non-Teaching Professional Staff

**Jessica Lykes**, School-based Mental Health Therapist, 1-year contract, 190 days + 9 holidays for a total of 199 days, Step 4 Masters on the Professional Staff Non-teaching Salary Schedule, totaling \$46,304.81 for the 2022-2023 school year.

**Rachel Miller**, Prevention Specialist, 1-year contract, 183 works days +9 holidays for a total of 192 days, Step 11 Masters on the Professional Staff Non-teaching Salary Schedule, totaling \$56,941.00 for the 2022-2023 school year.

**A'Maria Carter**, Prevention Specialist, 1-year contract, 183 works days +9 holidays for a total of 192 days, Step 3 Masters on the Professional Staff Non-teaching Salary Schedule, totaling \$42,995.00 for the 2022-2023 school year.

**Allivia Clement**, Prevention Specialist, 1-year contract, 183 works days +9 holidays for a total of 192 days, Step 8 Bachelors on the Professional Staff Non-teaching Salary Schedule, totaling \$45,840 for the 2022-2023 school year.

**Cassie Kooser**, Mental Health Therapist and Outreach Consultant, up to 7.5 hours a day to a maximum of 20 hours per week, through September 30, 2022, at \$32.63 per hour, pending BCI/FBI, from the CHRI Fund/Grant.

**Lindsay Green**, IECMH Consultant and Lead Trainer, contract, 1-year contract, 202 days + 9 holidays for a total of 211 days, Masters Step 12 on the Professional Staff Non-teaching Salary Schedule, totaling \$64,415.44 for the 2022-2023 school year.

**Melanie Estes**, IECMH Consultant, 1-year contract, 202 days + 9 holidays days for a total of 211 days Bachelors Step 11 on the Professional Staff Non-teaching, totaling \$55,572.13 for the 2022-2023 school year.

**Linda Richmond**, IECMH Consultant, 1-year contract, 183 days + 9 holidays days totaling 192 days, Masters Step 15 Professional Staff Non-teaching, totaling \$66,329.00 + \$3,000 for PhD. Totaling \$69,329.00 for the 2022-2023 school year.

**Elizabeth Wagner**, IECMH Consultant, 1-year contract, 126 days, Masters Step 13 Professional Staff Non-teaching, totaling \$39,659.16 for the 2022-2023 school year.

**Kelly Schumann**, IECMH Consultant, 1-year contract, 86 days, Masters Step 15 Professional Staff Non-teaching, totaling \$28,366.11 for the 2022-2023 school year.

**Kayla Hairston**, IECMH Consultant, 1-year contract, 183 days + 9 holidays, Masters Step 7 Professional Staff Non-teaching, totaling \$49,943.00 for the 2022-2023 school year.

**Melynda Nickles**, IECMH Consultant, 1-year contract, 126 days, Masters Step 12 Professional Staff Non-teaching, totaling \$38,466.09 for the 2022-2023 school year.

**Brandi Pavlansky**, Prevention Specialist, 1-year contract, 60 days, Bachelors Step 9 Professional Staff Non-teaching, totaling \$14,816.88 for the 2022-2023 school year.

Additional Days for 2022-2023 from the CHRI Grant Fund

**Tamar Totty**, School-based Mental Health Therapist, up to 4 days, payable by timesheet, for clinical training, at regular daily rate of \$305.29 or \$38.16 per hour.

**Audrey Shirk**, Mental Health Therapist, up to 4 days, payable by timesheet, for clinical training, at regular daily rate of \$269.40 or \$33.68 per hour.

**Jennifer Mills**, School-based Mental Health Therapist, up to 5 days, payable by timesheet, for clinical training, at regular daily rate of \$305.29 or \$38.16 per hour.

**Jessica Lykes**, up to 4 days, payable by timesheet, for clinical training, at regular daily rate of \$239.69 or \$29.09 per hour.

**Jenn Lawson**, School-based Mental Health Therapist, up to 6 days, payable by timesheet, for clinical training, at regular daily rate of \$305.29 or \$38.16 per hour.

**Cassie Kooser**, Mental Health Therapist and Outreach Consultant, up to 2 days payable by timesheet for clinical training, at \$32.63 per hour.

Classified Staff

**Kristin Horton**, HR Coordinator/Executive Assistant to Supt, change from up to 25 hours/week up to 30 hours/week, at Step 21, \$33.71 per hour, by timesheet.

**Todd Shuttleworth**, Classroom Aide/Job Coach at Project Life, 1-year contract, Step 15 non-degree, Classroom Aide Salary Schedule, 6.5 hours a day at \$18.38, for 183 work days +9 holidays totaling 192 days, for the 2022-2023 school year.

**Julie Lowe**, up to an additional 10 days or 80 hours, for transition support, at \$50.00 per hour.

**Melissa Raisch**, Interpreter, Bellbrook-Sugarcreek City Schools, 1-year contract, 173 days, 7 hours a day, OTA Salary Schedule, Step 12 Associate, at \$30.41 per hour, for the 2022-2023 school year.

**Jeffrey Burke**, Academy/OA Assistant, 1-year contract, Step 10 Non-degree, Classroom Aide Salary Schedule, 7 hours a day at \$17.40, for 181 work days +9 holidays totaling 190 days, for the 2022-2023 school year.

Addition Summer Custodial Work

**Terri Green**, up to 15 hours per week at \$20/hour, by timesheet

**Rosemary Baggett**, up to 15 hours per week at \$20/hour, by timesheet

**Darryl McGee**, up to 15 hours per week at \$20/hour, by timesheet

Stipends Payable Out of ODRP Funds

**Lindsay Green**, \$7,522.80 (26 days)  
**Grace Schoessow**, \$8,391.82 (20 days)  
**Kelly Schumann**, \$1,930.75 (6 days)  
**Catherine Guimaraes**, \$1,468.34 (6 days)  
**Beth Smith**, \$1,079.41 (3 days)  
**Linda Richmond**, \$3,711.58 (11 days)  
**Mindy Nickles**, \$1,787.06 (6 days)  
**Amanda Castro**, \$2,326.37 (6 days)  
**Elizabeth Wagner**, \$3,574.13 (12 days)  
**Carrie Taylor**, \$1,799.01 (5 days)

Resignations

**Stacia Musgrove**, Accountability Coach/I.S., Fairborn Digital, resigning at the end of the 2021-22 school year

**Kaitlyn Johnson**, Accountability Coach/I.S., Fairborn Digital, resigning at the end of the 2021-22 school year

**Lora Conrad**, Special Education Supervisor and Behavior Intervention Coach, resigning at the end of the 2021-22 school year

**Brandee Guice**, Occupational Therapist, resigning at the end of the 2021-22 school year

**Brandi Noe**, Truancy Interventionist, resigning at the end of the 2021-22 school year

**Arianne Koon**, Grant Manager for the Community Health & Resilience Initiative, resigning at the end of the 2021-22 school year

**Justin Adams**, FDA Guidance Counselor, resigning at the end of the 2021-22 school year

**Catherine Guimaraes**, Mental Health Consultant, resigning at the end of the 2021-2022 school year

**Andy South**, Intervention Specialist, resigning at end of 2021-22 school year

**Tamyka Evans**, Intervention Specialist, resigning at end of 2021-22 school year

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Personnel Recommendations be approved.

Vote: Mrs. Young, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye.  
Motion carried.

Approve GCESC FY23 Employee Handbook and GCESC LPDC Guidebook

# 2022-88

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the FY23 Employee Handbook and GCESC LPDC Guidebook be approved.

Vote: Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye.  
Motion carried.

Approve FY22 Reconciliation of Service Costs with Districts

# 2022-89

The Treasurer requested the Reconciliation Amounts with the Districts for Services provided during FY22 be approved.

Additional to still come our way \$240,885.49 (outside what has already been received.)

Refunds to:

Beavercreek CSD	\$95,369.75
Fairborn CSD	\$14,609.99
Xenia CSD	\$144,886.30
Cedar Cliff LSD	\$60,982.09
Bellbrook-Sugarcreek LSD	\$47,055.85

Invoiced of:

Xenia CSD	\$5,260.54
Yellow Springs EVSD	\$155,672.57
Greeneview LSD	\$219,209.09
Greene County Career Center	\$4,296.67
Dayton Public	\$78,493.47
Miamisburg CSD	\$31,845.77
Northmont CSD	\$113,740.76
Global Stem Springfield \$	531.14

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the FY22 Reconciliations be approved.

Vote: Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye.  
Motion carried.

Approve FY23 Land Lease with Yellow Springs EVSD

# 2022-90

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Land Lease, for placement of the Modular Unit, be approved in the amount of \$2,400.00 for 2022-2023 school year.

Vote: Mrs. Lowstetter, aye; Mrs. Young, aye; Mrs. Phipps, aye.  
Motion carried.

Approve "Out of County or Private School" Service Contracts for 2022-23 school year

# 2022-91

Approve Carroll HS Agreement for speech services for \$12,315 for the 2022-23 school year  
Approve Miamisburg City Schools Agreement for Project LIFE placement for 2022-23 school year  
Approve Northmont City Schools Agreement estimated for \$50,000 for INC placements for 2022-23 school year

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the "Out of County or Private School" Service Contracts for 2022-23 school year, be approved.

Vote: Mrs. Lowstetter, aye; Mrs. Young, aye; Mrs. Phipps, aye.  
Motion carried.

Approve Learning Center Food Agreement (SFA) with Yellow Springs Schools

# 2022-92

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Learning Center Food Agreement(SFA) with Yellow Springs Schools, as stated in agreement, be approved.

Vote: Mrs. Young, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye.  
Motion carried.

Approve Job Description for Educational/Special Needs Assistant for GCLC/Alternative Programs

# 2022-93

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Job Descriptions be approved.

Vote: Mrs. Young, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye.  
Motion carried.

Approve Frontline/AESOP Contract for FY23

# 2022-94

Moved by Mrs. Lowstetter, seconded by Mrs. Young that contract with Front Line in the amount of \$67,175.49 for the AESOP “sub calling service” for 2022-23 school year be approved.

Vote: Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye.  
Motion carried.

Approve Edmentum Contract for 2022-2023 school year

# 2022-95

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Contract with Edmentum for Online coursework/seats for the 2022-23 school year be approved “**up to**” \$14,000.00.

Vote: Mrs. Lowstetter, aye; Mrs. Young, aye; Mrs. Phipps, aye.  
Motion carried.

Approve WOSC 2022-23 Membership Dues of \$10,000

# 2022-96

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Dues be approved.

Vote: Mrs. Lowstetter, aye; Mrs. Young, aye; Mrs. Phipps, aye.  
Motion carried.



Accept donation of 20 class sets of Novel, 200 books, and a small, flat screen TV in the Modular from Lora Conrad to the LC for the Sensory Room

# 2020-97

Moved by Mrs. Lowstetter, seconded by Mrs. Young that the Donation be approved.

Vote: Mrs. Young, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye.  
Motion carried.

Approve Agreement with Proactive Healthcare Recruiters for recruiting services for specialized position(s)

# 2022-98

Moved by Mrs. Young, seconded by Mrs. Lowstetter that the Agreement with Proactive Healthcare Recruiters be approved based upon \$3500 initial fee + 20% of salary of any hired candidate.

Vote: Mrs. Young, aye; Mrs. Phipps, aye; Mrs. Lowstetter, aye.  
Motion carried.

Approve 2022-2023 Student/Parent Handbooks

# 2022-99

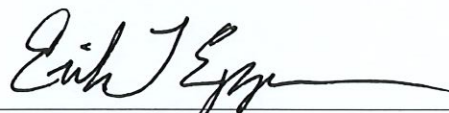
Moved by Mrs. Lowstetter, seconded by Mrs. Young that the 2022-2023 Student/Parent Handbooks for the Learning Center and Alternative Programs be approved.

Vote: Mrs. Phipps, aye; Mrs. Lowstetter, aye; Mrs. Young, aye.  
Motion carried.

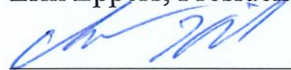
Adjourn

There being no further business to come before the Board, Mr. Eppers adjourned the Meeting at 11:10 AM.

Attest



Erik Eppers, President



Robert L. Arledge Jr., Treasurer

Chad Hill

8/11/2022

Upcoming Events

New Employee Orientation and CPI – August 8, 2022  
Regular Board Meeting – August 11, 2022 at 9:30 a.m.  
ALICE Training for New Staff in GC – August 10, 2022  
GCESC Opening Day Meeting - August 16, 2022, AM and PM Session