

MINUTES
Regular Meeting
Governing Board of the
Greene County Educational Service Center
Thursday, September 14, 2023 – 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, Mr. Erik Eppers, Mrs. Judy Lowstetter, Mrs. Pat Phipps, and Mrs. Rhea Young (until 11:40 am).

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

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

II. Adoption of Agenda

2023-74

Moved by Mrs. Betz, seconded by Mrs. Phipps 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 August 10, 2023, Regular Board Meeting

2023-75

Moved by Mrs. Lowstetter, seconded by Mrs. Betz that the Minutes of August 10, 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 Communications

V. Public Participation – N/A

VI. Superintendent's Report

A. VSWC Architect Presentations – Jim Voorhis, architect, and Brad Neavin presented the model for GCESC Exterior Improvements Project

B. Strategic Plan Update – After reviewing the proposal from Leadership Excelleration, Superintendent recommended putting the development of the Strategic Plan on hold

until Spring/Summer. Policy 6320 (Purchasing and Bidding) needs to be referenced to determine if this service qualifies for bidding process.

- C. High Performing ESC Application – The application was submitted prior to the due date of August 31. GCESC is awaiting the review of the application.
- D. Business Advisory Council – The plan was shared with the Board. The plan was submitted on September 13 prior to the deadline of September 30.

VII. Financial Consent Agenda

- a. To Approve the treasurer's report for the month ending August 31, 2023

Bills Paid August 2023

General Fund "001"	\$1,066,385.64
Local Grants "019"	\$182,085.07
Staff Development "020"	\$1,416.03
Agency "027"	\$2,845.53
Student Activity "200"	\$0.00
State Grants "400"	\$3,143.88
Federal Grants "500"	\$61,845.30
Total	\$1,486,878.99

2023-76

Moved by Mrs. Phipps, seconded by Mrs. Lowstetter that the Financial Consent Item a be approved.

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

Motion carried.

- b. To approve FY24 Budget, Appropriations, Estimated Revenue and Salary Placements

2023-77

Moved by Mrs. Betz, seconded by Mrs. Lowstetter that the Financial Consent Item b be approved.

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

Motion carried.

- c. To approve Architect fees up to \$45,000 for non-construction costs (12% of Construction cost), includes Architect/Engineering Fees, Testing, Advertising, Permits, Insurance, Legal, Soft Costs as presented by VSWC estimate to prepare Bid Documents for Schedule as presented.

2023-78

Moved by Mrs. Betz, seconded by Mrs. Phipps that the Financial Consent Item c be approved.

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

Motion carried.

VIII. Personnel Consent Agenda

The Superintendent recommended the following Personnel Recommendations for approval.

1. Retirements

- a. Carol Coy, Vision Impairment Specialist, Retirement effective July 1, 2024

2. Resignations

- a. Linda Richmond, IECMH Consultant, Resignation effective August 11, 2023

3. Administrative Staff

Additional Days/Stipends for the 2023-2024 School Year

4. Certified Staff

- a. Brigitte Shirley, Learning Center Intervention Specialist, revised 1 Year contract, 183 days, Step 14 Master's Degree+30, Teacher Salary Schedule, totaling \$67,797.00 for 183 days for the 2023-2024 school year
- b. Victoria Tatum, Speech and Language Pathologist, 1 Year contract, 178 days, Step 11 Masters, SLP Salary Schedule, totaling \$79,083.21 for the 2023-2024 school year, pending the issuance of ODE Licensure and BCI/FBI background checks.

Additional Hours for the 2022-2023 School Year Extended School Year and PS Evaluations
Fairborn City Schools

- a. Casey Haper estimated up to 30.25 hours, payable by timesheet, at \$57.66 per hour

Xenia Community Schools

- b. Jenna Cain estimated up to 2 hours, payable by timesheet, at \$53.70 per hour

2023-2024 Hourly Contracts

- a. Patty Ryan, Speech and Language Pathologist, Step 17, Master's Degree Speech and Language Pathologist Salary Schedule, \$67.82 per hour by timesheet, from 140 hours to up to 420 hours for the 2023-2024 school year, payable by timesheet

Additional Hours 2023-2024

- a. Kraig Aukerman, up to 60 hours per semester, payable by timesheet, at \$51.85 per hour, for GOLC Coordinator for the 2023-2024 school year, payable through GOLC Account

- b. Melanie Estepp, up to 10 hours per month, payable by timesheet at \$34.75 per hour, to review Health Inventory forms, payable by School-based Mental Health program budget for the 2023-24 school year
- c. Joyce Smith, up to 100 hours, payable by timesheet, at \$56.82 per hour, for AAC consultation and evaluation services for the 2023-2024 school year

Additional Days for the 2023-2024 School Year

Stipends for 2023-2024

Mentor Stipends to be paid in May 2024 - \$500.00 per new teacher

Tanya Dodge - \$500.00

Lillian McCree - \$500.00

Kaitlin Wright - \$1,000.00

George Leightenheimer, Lead Teacher, revised stipend, to be paid \$5,956.20 in 24 equal payments for additional responsibilities as Lead Teacher

5. Non-Teaching Professional Staff

- a. Emily Magoteaux, revised 3rd Year of 3 Year contract, 183 days, Step 11, Bachelors, Professional Staff Non-Teaching Salary Schedule, totaling \$55,787.00 for the 2023-2024 school year
- b. Allison Mundy, School Based Mental Health Therapist, 1 Year contract, 76 days, Step 1, Non Independently Licensed Master's Degree, Credentialed Mental Health Therapists Salary Schedule, totaling \$18,356.28 for the 2023-2024 school year, pending ODE Licensure
- c. Mindy Nickles, IECMH, revised 1 Year contract, 183 days, Step 11 Master's, Professional Staff Non-Teaching Salary Schedule, totaling \$60,908.00 for the 2023-24 school year payable through grant funding

Additional Hours for the 2023-2024 school year

Additional Days for the 2023-2024 school year

- a. Allison Mundy, School Based Mental Health Therapist, up to 37.5 additional hours@ \$32.20 per hour, payable by timesheet

6. Classified Staff

- a. Marchelle Hopson, Nurse 1-to-1, for Beavercreek City Schools, hourly position, Step 8, Associate, COTA/PTA Salary Schedule, \$35.44 per hour, by timesheet up to 25 hours per

week or more if approved by Beavercreek Supervisor for the 2023-2024 school year assigned to the Beavercreek Preschool, effective August 15, 2023, for the 2023-2024 school year

- b. Donna Ross, Nurse 1-to-1, for Beavercreek City Schools, hourly position, Step 4, Associate, COTA/PTA Salary Schedule, \$31.93 per hour, by timesheet up to 25 hours per week or more if approved by Beavercreek Supervisor for the 2023-2024 school year assigned to the Beavercreek Preschool, effective August 21, 2023, for the 2023-2024 school year
- c. Heather Shelton, INC Aide, 1 Year contract, 5 days per week, 7 hours per day, 154 work days plus 8 holidays for a total of 162 days, Step 9 Non Degree, Classroom Aide Salary Schedule, @ \$20.81 per hour, effective September 26, 2023, for the 2023-24 school year
- d. Carmen Upton, LC Aide, 1 Year contract, 5 days per week, 7 hours per day, 183 work days plus 9 holidays for a total of 192 days, Step 9 Non Degree, Classroom Aide Salary Schedule, @ \$20.81 per hour, effective August 15, 2023, for the 2023-24 school year

Additional Days for the 2023-2024 School Year

Additional Hours for the 2023-2024 School Year

7. Stipends

8. Substitute Staff

- a. Robert Atha - Substitute Teacher and Aide - pending BCI/FBI background checks
- b. Sue Campbell - Substitute Teacher and Aide
- c. Duane Grant - Substitute Teacher and Aide
- d. Stephanie Grimes - Substitute Teacher and Aide
- e. Karen Poth - Substitute Teacher and Aide - pending BCI/FBI background checks
- f. Pennie Stouder - Substitute Aide
- g. Cat Thompson - Substitute Teacher and Aide
- h. Austin Womack - Substitute Aide

2023-79

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

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

Motion carried.

IX. Resolutions

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

1. Resignations

2. New Contracts

- a. Cynthia Summerfield as Accountability Coach to be at the rate of \$30.90 per hour not to exceed 29 hours per week, effective September 5, 2023 for the 2023-2024 school year
- b. Sarah Zecchini as Accountability Coach to be at the rate of \$30.90 per hour not to exceed 29 hours per week, effective September 5, 2023 for the 2023-2024 school year

3. Supplemental

4. Approve payment of May 11, 2023 approved stipend for Erik Tritsch, Executive Director incentive bonus reimbursement for \$10,000.00 (73% attendance (\$5,000.00 for each 5% over 60%))

5. Erik Tritsch, summer school administration, \$240.00 (12 classes at \$20.00 per class)

2023-80

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

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

Motion carried.

XI. Mental Health Business Consent Agenda

a. Board Policy - First Reading

b. MH-027 Discharge/Transition Planning

XII. Business Consent Agenda

a. Accept donation of fitness products for Project LIFE from Greene Giving: \$449.90 purchased from Dick's Sporting Goods and \$850.35 purchased from Amazon

b. Approve Friends Lease Agreement in the amount of \$3,750.00 for 2023-2024 school year

c. Approve contract with Edmentum for Reading Eggs up to \$46,660.00 for the 2023-24 school year

- d. Approval of Ron Bolender, private vendor, to perform PR/Marketing Services for the GCESC. To be paid up to 105 hours, at \$50.00 per hour between August 1, 2023 and June 30, 2024 for PR and Marketing services
- e. Superintendent recommendation to raise Substitute Teacher pay rate to \$120.00 per day, effective September 15, 2023
- f. Approve Contract Amendment with Mental Health Recovery Board for additional \$76,000.00 for Prevention Services

2023-81

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

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

Motion carried.

XIII. Board Business Consent

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> </u>	<u> </u> Promotion or compensation
<u> </u>	<u> </u> Dismissal, discipline, or demotion of employee(s) or students (s)
<u> </u>	<u> X </u> Investigation of charges or complaints of employee(s) or students (s)
<u> </u>	<u> </u> 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)

2023-82

Moved by Mrs. Betz, seconded by Mrs. Phipps that the Board go into Executive Session at 12:18 PM to discuss matters as determined above.

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

Motion carried.

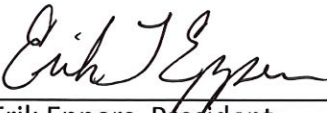
Following a discussion of the marked items above the Board returned to Regular Session at 12:25 PM.

XV. Additions to the Agenda

XVI. Adjourn

There being no further business to come before the Board, Mr. Eppers adjourned the meeting at 12:26 PM.

Attest


Erik Eppers, President


Chad Hill, Treasurer

Upcoming Events

1. GCESC Governing Board Meeting – Thursday, October 12th @ 9:30 a.m.
2. Professional Development Day—October 13th, Flu Shots
3. Business Advisory Council—full council meeting, October 11, 2023, 9-10:30 AM

Public Records Annual Meeting

To take place after the regular board meeting on September 14, 2023.

Erik Eppers, Board President

Terry Graves-Strieter, Superintendent

Chad Hill, Treasurer

12:27 PM

September 14, 2023

Discussion and Review:

1. Records Custodian – Chad Hill, Treasurer
2. Records Retention Schedule Review
3. Review Administrative Guidelines regarding Board Policies 7540.05, 8310, 8315, 8320
4. Determine if GCESC will continue to follow the **February 2020 Revision**--Records Retention Schedule as set forth by the Ohio History Connections State Archives of Ohio Local Government Records Program.
5. Use of chart to document Public Records Requests for a given school year.
6. Sign off on RC-2 part 1

