

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
POLICY COMMITTEE MEETING
FEBRUARY 23, 2022**

The Policy Committee met at 5:00 p.m. at the Chauncey Office, located at 21 Birge Drive, Chauncey, Ohio with the following members present: Mr. Mick Davenport, Ms. Connie Dugan, and Mr. Mony Wood. Heather Wolfe, Superintendent, and Teresa McGinnis, Treasurer, also attended.

The following policies were reviewed for revision:

<u>Policy #</u>	<u>Policy Name</u>
1616	Vol. 40, No. 2 - January 2022 New STAFF DRESS AND GROOMING
2370.01	Vol. 40, No. 2 - January 2022 Revised BLENDED LEARNING
3216	STAFF DRESS AND GROOMING
4216	STAFF DRESS AND GROOMING
5511	Vol. 40, No. 2 - January 2022 Revised DRESS AND GROOMING
5772	WEAPONS
7217	Vol. 40, No. 2 - January 2022 Revised WEAPONS
8500	FOOD SERVICES
6110	Vol. 40, No. 2 - January 2022 Revised GRANT FUNDS
6114	Vol. 40, No. 2 - January 2022 Revised COST PRINCIPLES - SPENDING FEDERAL FUNDS
6325	Vol. 40, No. 2 - January 2022 Revised PROCUREMENT - FEDERAL GRANTS/FUNDS
6423	Vol. 40, No. 2 - January 2022 Revised USE OF CREDIT CARDS

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
REGULAR MEETING
FEBRUARY 23, 2022**

The Governing Board of the Athens-Meigs Educational Service Center held a Regular Meeting on Wednesday, February 23, 2022, at the Chauncey Office, located at 21 Birge Drive, Chauncey, Ohio.

President Mony Wood called the meeting to order at 6:00 p.m.

A moment of silent reflection was held and the Pledge of Allegiance recited.

Roll call:

Mr. John G Bailey	Present	Mr. Jeff Koehler	Present
Mr. Mick Davenport	Present	Mr. Jeffrey Vogt	Present
Mr. John Depoy	Present	Mr. Steve Wheeler	Present
Mr. Gary Dicken	Present	Mr. Mony Wood	Present
Ms. Connie Dugan	Present		

Ex-officio Members: Mr. Covert Absent Mr. Grippa Present

22-020. Mr. Dicken moved to approve the minutes of the Regular Governing Board Meeting held on February 9, 2022. Mr. Davenport seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Abstain		

Motion carried.

Goal 1 - The AMESC Governing Board will maintain well-informed members by holding monthly question and answer sessions on a variety of AMESC-related topics, including:

February: Head Start - Presented by Dawn Hall, Director

Dawn Hall, Head Start Director, provided the Governing Board with a packet that included the policies pertaining to the Board for administering the Head Start program, enrollment slots by school, and an organizational chart. Ms. Hall further described that Head Start leadership consists of three areas that are intended to work cohesively. The three areas are the Management Team, the Policy Council, and the Governing Body. The ESC is legally and fiscally responsible for the Head Start program.

Public Participation

None

Head Start Reports and Recommendations

22-021. Mr. Bailey moved to approve the following Head Start Director's Reports and Recommendations as presented by Dawn Hall, Head Start Director:

- A. Approve out of state travel for Marcie Nash to attend the Child Nutrition Conference in New Orleans, LA, April 18 to April 22, 2022.
- B. Approve out of state travel for Dawn Hall to attend the National Head Start Conference in Baltimore, Maryland, May 2 to May 5, 2022.
- C. Approve Monthly Financial Reports.

Mr. Vogt seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

State Support Team Region 16 Director's Reports and Recommendations

22-022. Mr. Koehler moved to approve the following Head Start Director's Reports and Recommendations as presented by Heather Wolfe, Superintendent:

- A. Approve out of state travel for Jenny Lang to attend the Education Value Added Assessment System Training for SST Staff, in Cary, North Carolina, April 25 to April 29, 2022.

Mr. Wheeler seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

Heather Wolfe, Superintendent, informed the Board Members that the amount of time the SST Consultants spend as a participant in training has decreased while technical assistance, professional, and coaching provided have all increased.

Executive Session

22-023. Mr. Wood moved to enter into executive session for the consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, official, or student. Heather Wolfe, Superintendent, and Teresa McGinnis, Treasurer were invited to attend the Executive Session.

Mr. Koehler seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

Time into Executive Session: 6:26 p.m.

Time out of Executive Session: 6:33 p.m.

Treasurer's Reports and Recommendations

22-024. Mr. Wheeler moved to approve the following Treasurer's Reports and Recommendations as presented by Teresa McGinnis, Treasurer:

- A. Approve American Fidelity to create Section 125 Plan Documents, ensure IRS compliance, offer Flexible Spending Accounts and Health Savings Accounts to employees, offer various voluntary benefit coverage to employees, and provide any additional offerings and services as approved by the Superintendent and Treasurer.

Mr. Dicken seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

Teresa McGinnis, Treasurer, reported that the districts in the insurance consortium, as well as many other districts, use American Fidelity for various services. The services provided by American Fidelity are offered at no charge to the ESC.

Superintendent's Reports and Recommendations

22-025. Mr. Depoy moved to approve the following Superintendent's Reports and Recommendations as presented by Heather Wolfe, Superintendent:

- A. Approve the Business Advisory Council Joint Statement for Academic Year 2021-2022.
- B. Approve the following Job Descriptions:
 1. Preschool Transition Consultant
 2. Teaching and Learning Consultant
 3. Whole Child Consultant
- C. Approve the Service Agreement between the Muskingum Valley ESC and Athens-Meigs ESC to provide Speech Language Pathologist mentoring services with effective dates of February 1, 2022 through February 1, 2023, in the amount of \$3,000.00 plus a 5% fiscal fee.

Head Start

- D. Approve additional days being added to the current contracts of the individuals listed below with all other terms of said contracts remaining the same:
 - 1. Debra Mora, Cook at EELC - 8 days
 - 2. Susan Morris, Parent Engagement Coordinator - 20 days
 - 3. Dawn Romines, Center Assistant at EELC - 13 days
 - 4. Cynthia Spires, Cook at MELA - 8 days
 - 5. Davina Willis, Center Assistant at MELC - 13 days

- E. Amend Board Action # 21-108 of the October 13, 2021 Regular Governing Board Meeting to reflect a revision in the rate of pay for April Burnem, Head Start Secretary, to be \$14.17 per hour retroactive to her start date of October 4, 2021 (previously approved as \$14.00 per hour).

- F. See below.

- G. Approve the following Job Descriptions:
 - 1. Literacy Job Coach
 - 2. McKinney-Vento Homeless Liaison

Nelsonville-York

- H. Approve a transfer of position to Jessica Cotterill, from a Paraprofessional at Beacon School, to a One-on-One Paraprofessional for a Nelsonville-York student at Beacon School, effective February 22, 2022 through the end of the 2021-2022 School Year, at the rate of \$17.95 per hour, with Board approved benefits. Terms and conditions of employment, including salary, are determined by Nelsonville-York.

Mr. Vogt seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

22-026. Mr. Wood moved to approve the following Superintendent's Reports and Recommendations as presented by Heather Wolfe, Superintendent:

F. Approve the Second Reading of Board Policy:

<u>Policy #</u>	<u>Policy Name</u>
7440.01	VIDEO SURVEILLANCE AND ELECTRONIC MONITORING

Mr. Dicken seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

Legislative Report

Mr. Wheeler reported HB51 has been signed, which gives Boards authorization to hold meetings remotely through June 2022. Furthermore, the revisions to the state report card have been approved and will be presented to the State Board of Education.

Tri-County Career Center Report

The Board Meeting was held on February 22, 2022 and the Board approved a new three-year contract for the Treasurer.

Old Business

None.

New Business.

22-027. Ms. Dugan moved to recognize Mr. Wheeler for ten years of service as a Board Member as presented by Mr. Wood and the Ohio School Boards Association.

Mr. Davenport seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Abstain
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

The next Regular Athens-Meigs ESC Governing Board Meeting is scheduled to be held on Wednesday, March 9, 2022 at 6:00 p.m., at the Athens-Meigs ESC, 21 Birge Drive, Chauncey, Ohio.

22-028. Time 6:59 p.m. Mr. Dicken moved to adjourn the meeting. Ms. Dugan seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeff Koehler	Yes
Mr. Mick Davenport	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Ms. Connie Dugan	Yes		

Motion carried.

President

Treasurer