

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
POLICY COMMITTEE MEETING
March 24, 2021**

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 and Ms. Connie Dugan. Heather Wolfe, Superintendent, and Teresa McGinnis, Treasurer, also attended.

The following policies were reviewed for revision:

<u>Policy #</u>	<u>Policy Name</u>
0165.1	REGULAR MEETINGS
1422	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY
1520	Vol. 39, No. 2 - January 2021 Revised EMPLOYMENT OF ADMINISTRATORS
1623	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT
1662	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised ANTI-HARASSMENT
2240	Vol. 39, No. 2 - January 2021 Revised CONTROVERSIAL ISSUES
2260	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
2260.01	Vol. 39, No. 2 - January 2021 Revised SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY
2266	Vol. 39, No. 2 - January 2021 Revised NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES
3122	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY
3123	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT
3362	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised ANTI-HARASSMENT

4122	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY
4123	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised SECTION 504/ADA PROHIBI- TION AGAINST DISABILITY DISCRIMINATION IN EM- PLOYMENT
4362	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised ANTI-HARASSMENT
4430	LEAVES OF ABSENCE
5517	Nondiscrimination/Anti-Harassment Policies Update - January 2021 Revised ANTI-HARASSMENT
6600	Vol. 39, No. 2 - January 2021 Revised DEPOSIT OF PUBLIC FUNDS: CASH COLLECTION POINTS
7440.01	VIDEO SURVEILLANCE AND ELECTRONIC MONITOR- ING
7450	EDGAR Revisions - January 2021 Revised PROPERTY INVENTORY
7455	EDGAR Revisions - January 2021 Revised ACCOUNT- ING SYSTEM FOR CAPITAL ASSETS
8450.01	Vol. 39, No. 2 - January 2021 Revised PROTECTIVE FA- CIAL COVERINGS DURING PANDEMIC/EPIDEMIC EVENTS
8500	FOOD SERVICES
8510	WELLNESS

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
REGULAR MEETING
MARCH 24, 2021**

The Governing Board of the Athens-Meigs Educational Service Center held a Regular Meeting on Wednesday, March 24, 2021, at the Chauncey Office, located at 21 Birge Drive, Chauncey, Ohio.

President Gary Dicken 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 Absent

21-031. Mr. Wood moved to approve the minutes of the Regular Governing Board Meeting held on March 10, 2021. 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	Yes		

Motion carried.

Ex-officio Member, Mr. Grippa, arrived.

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:

March – Other Grants (Parent Mentor, Project RISE, Early Childhood Education, Family & Community Partnerships Liaison).

Parent Mentor – Karen Smith.

Parent Mentor is a project that works with students with disabilities and their schools. The Parent Mentor attends evaluation team meetings, IEP meetings,

and assists overwhelmed parents. The mini-grant the project was awarded was used on decodable books for first-time readers. The project also organized and held three Parent Café meetings via Zoom for parents and grandparents to network.

Early Childhood Education (ECE) – Julie Metzler

The ECE department oversees the Athens County grant which is state-funded. The grant has a total of 112 student positions at \$4,000 per student of funding. If all slots are filled, the grant is \$448,000. To keep the allocation of 112 students year-over-year for the Athens County grant, 75% (or 84) of the positions must be filled. Meigs Local and Southern Perry oversee their own grants while Athens-Meigs ESC assists with compliance.

Project RISE – Hannah Killbride, Medea Loibl, and Amity Wilkin

Project RISE is working with Rural Action on internships where students are working 50 hours a week. The project is also offering virtual job shadowing and career coaching to students from 6th grade to 12th grade. Virtual events are being conducted in which 721 students have been impacted so far this year; there are still 2 more events scheduled. Project RISE also holds monthly career panels, with a different career focused on each month, in which local professionals talk to students.

Family & Community Partnerships Liaison – Randy Smith

The Family & Community Partnerships Liaison is funded from the CARES Act. The rollout of direction for the position from ODE has been slow. The purpose of the Liaison position is to build a capacity of professionals to meet needs of vulnerable populations who have been affected by COVID-19. The Liaison also works closely with Parent Café.

Public Participation

None

Head Start Reports and Recommendations

21-032. Mr. Koehler moved to approve the following Head Start Reports and Recommendations as presented by Dawn Hall, Head Start Director:

- A. Approve the Collaborative Contract between the Gallia County Local School District and the AMESC for the period of August 1, 2020 through June 30, 2022.

- B. Approve the Head Start Enrollment Selection Criteria for 2021-2022.
- C. Approved the Program Goals for 2021-2022.
- D. Approve the Annual Report for FY20.
- E. Approve the Self-Assessment and Improvement Plan for 2020-2021.
- F. Approve the Head Start Grant Application and Budget for 2021-2022.
- G. Approve Monthly Financial Reports.

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.

Dawn Hall, Head Start Director, reported that the neediest children will be enrolled first. Neediness is determined by the point scale provided to the Board Members. Furthermore, the Step Up To Quality assessment of the daycare was done when the daycare had been opened less than a year. Therefore, the ratings of the daycare should increase following the next assessment. Finally, Ms. Hall will change the address for the Athens-Meigs ESC fiscal office with Head Start which currently states the office is in Middleport.

State Support Team Region 16 Director's Reports and Recommendations

21-033. Mr. Wheeler moved to approve the following State Support Team Region 16 Reports and Recommendations as presented by Angie Gibbs, Director:

- A. Approve a Service Contract with LeDerick Horne to provide two hours of professional development virtually on May 25, 2021. Contract amount: \$5,000.00.
- B. Approve Melissa (Missy) Baker as an Executive Administrative Assistant, at Step 5 of the Executive Administrative Assistant Salary Schedule (\$15.95 per hour), with Board approved benefits, being contingent upon

proper certification, continued funding and need. Contract length: March 29, 2021 through June 30, 2021.

Mr. Wood 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.

Angie Gibbs, SST Director, reported LeDerick Horne is a National Speaker, Author, and Activist. His services will be paid for from a grant specifically for transition services from high school to career/college. The target audience for his motivational speeches are primarily Intervention Specialist Teachers. Ms. Gibbs also reported that Melissa Baker will remain on a step 5 for the upcoming 2021-2022 contract.

Angie Gibbs introduced a possible pay scale to the Governing Board for the Executive Administrative Assistant position. Ms. Gibbs feels the current pay scale for the position is no longer fair and equitable because the position has evolved to include a need of technological knowledge. The proposed scale was created using an average of the current pay scale and a pay scale for a Computer Technician. The Board chose to enact the pay scale immediately for the new employee previously approved and the vote occurred during new business.

Executive Session

None

Treasurer's Reports and Recommendations

21-034. Mr. Depoy moved to approve the following Treasurer's Reports and Recommendations as presented by Teresa McGinnis, Treasurer:

- A. Approve changes to Permanent Appropriations.

FUND NO.	FUND DESCRIPTION	REVISED AP-PROP 2/24/21	APPROP CHANGES 3/24/21	REVISED AP-PROP 3/24/21
001	General	\$3,900,000.00		\$3,900,000.00
006	Food Service	\$104,100.00		\$104,100.00
007	Expendable Trusts	\$1,500.00		\$1,500.00
011	Rotary-Special Services	\$190,000.00		\$190,000.00
014	Rotary - Internal Services	\$52,200.00		\$52,200.00
018	Public School Support	\$0.00		\$0.00
019	Other Local Grants	\$511,871.26		\$511,871.26
026	Employee Benefits	\$71,000.00		\$71,000.00
414	ABLE Ohio Works First	\$0.00		\$0.00
416	Local Professional Devel	\$0.00		\$0.00
439	Public School Preschool	\$448,000.00		\$448,000.00
440	Entry Year Teacher	\$0.00		\$0.00
451	OneNet Connectivity	\$1,800.00		\$1,800.00
459	Ohio Reads	\$0.00		\$0.00
499	Misc State Grants	\$492,513.25		\$492,513.25
501	ABLE	\$0.00		\$0.00
507	Family Engagement Liaison	\$58,800.00		\$58,800.00
508	GEER CARES	\$109,350.00		\$109,350.00
516	IDEA Part B Grants	\$1,067,557.41		\$1,067,557.41
524	Equity in STW Mini Grant	\$0.00		\$0.00
525	Project Head Start	\$2,811,649.00	\$125,937.00	\$2,937,586.00
572	SST Priority School Support	\$13,560.60		\$13,560.60
584	Safe & Drug Free Schools	\$0.00		\$0.00
587	IDEA Preschool-Handicapped	\$95,690.73		\$95,690.73
590	Resident Educator	\$0.00		\$0.00
599	Misc Federal Grants	\$0.00		\$0.00
TOTAL		\$9,929,592.25	\$125,937.00	\$10,055,529.25

3/24/2021				
	525	Increase	\$125,937.00	- Head Start COLA FY21
		TOTAL	\$125,937.00	

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	Yes		

Motion carried.

Teresa McGinnis, Treasurer, reported the FY20 Financial Audit is near completion. She has received the draft from the Auditors for review. The approval is scheduled to be completed on March 30, 2021.

Superintendent's Reports and Recommendations

21-035. Mr. Bailey moved to approve the following Superintendent's Reports and Recommendations as presented by Heather Wolfe, Superintendent:

- A. Accept the resignation of Lauren Dailey, REACH Tutor, with her last day of employment being March 26, 2021.

Revised:

- Accept the resignation of Lauren Dailey, REACH Tutor, with her last day of employment being April 2, 2021.
- B. Accept the resignation of Brooke Kimes, Paraprofessional at Beacon School, with her last day of employment being March 26, 2021.
- C. Accept the resignation of Hannah Tukesbrey Kilbride, Career Pathways Specialist / Project RISE Coordinator, with her last day of employment being April 2, 2021.
- D. Approve a transfer of position to Medea Loibl, Career Pathways Specialist, from part time to full time with a prorated salary of \$40,000.00 with Board approved benefits, being effective March 22, 2021 through July 31, 2021. This is a grant funded position.
- E. Approve Jennifer Orion as the REACH Tutor for the remainder of the 2020-2021 School Year, 29 hours per week, \$20.00 per hour, no benefits, being contingent upon proper certification and continued funding, with an effective date of March 22, 2021.

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.

Legislative Report

Mr. Vogt reported that Governor DeWine signed HB67 into law. HB67 is emergency legislation regarding COVID-19 which provides for flexibility for testing and graduation requirements. Additionally, HB133 was passed which reduces property valuation without districts losing funding as a result.

Tri-County Career Center Report

The Superintendent of the Tri-County Career Center was granted a five-year contract. Mr. Dicken and Mr. Depoy also reported the extraordinary students at Tri-County Career Center were recognized for passing their certification assessments. Furthermore, a new HVAC program will be started during the 2021-2022 school year per Mr. Wheeler.

Old Business

The Regular Board Meeting scheduled for April 28, 2021 will be held at Meigs Early Learning Center in the gymnasium at 5:00.

New Business.

21-036. Ms. Dugan moved to approve the following regarding SST:

- A. Approve the SST Executive Administrative Assistant pay scale as proposed by Angie Gibbs, SST Director.
- B. Increase the pay of Melissa (Missy) Baker (previously approved as the Executive Administrative Assistant) to Step 5 of the proposed Executive Administrative Assistant Salary Schedule (\$19.48 per hour), with Board approved benefits, being contingent upon proper certification, continued funding and need. Contract length: March 29, 2021 through June 30, 2021. Melissa Baker will remain on Step 5 for the 2021-2022 contract year and will not receive a 2% raise at the beginning of the 2021-2022 contract as the raise is built into the proposed salary schedule.

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.

Prior to the next Regular Board Meeting, the Audit Committee will meet at 5:00 to review the FY20 Financial Audit.

The next Regular Athens-Meigs ESC Governing Board Meeting is scheduled to be held on Wednesday, April 14, 2021 at 6:00 p.m., at the Athens-Meigs ESC, 21 Birge Drive, Chauncey, Ohio.

21-037. Time 7:35 p.m. Mr. Koehler moved to adjourn the meeting. 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.

President

Treasurer