

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
POLICY COMMITTEE MEETING
June 2, 2020**

The Policy Committee met at 5:00 p.m. via teleconferencing with the following members present: Mr. John Depoy, Mr. Jeff Koehler, and Mr. Mony Wood. Heather Wolfe, Superintendent, Teresa McGinnis, Treasurer, and Laura Dukes also attended.

The following policies were reviewed for revision:

<u>Policy #</u>	<u>Policy Name</u>
7300	Disposition of Real Property/Personal Property (previously tabled)
8141	Mandatory Reporting of Misconduct by Licensed Employees
8142	Criminal History Record Check for Contracted School Services
8210	School Calendar
8300	Continuity of Organizational Operations Plan
8305	Information Security
8310	Public Records
8315	Information Management
8320	Personnel Files
8320.01	Personal Information Systems
8325	Receipt of Legal Documents
8330	Student Records
8340	Letters of Reference
8351	Security Breach of Confidential Databases
8390	Animals on Educational Service Center Property
8405	Environmental Health and Safety Issues
8410	Crisis Intervention (no changes to existing policy)
8420	Emergency Situations at Schools
8431	Preparedness for Toxic Hazard and Asbestos Hazard
8442	Reporting Accidents
8442.01	Workers' Compensation
8451	Pediculosis (Head Lice)
8453.02	Student Exposure to Blood-Borne Pathogens
8462	Student Abuse and Neglect
8470	Sex Offender Notification

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
POLICY COMMITTEE MEETING
June 9, 2020**

The Policy Committee met at 5:00 p.m. via teleconferencing with the following members present: Mr. John Depoy, Mr. Jeff Koehler, 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>
7540.02	Web Accessibility, Content, Apps, and Services
8451	Pediculosis (Head Lice)
8510	Wellness
8531	Free and Reduced-Price Meals
8540	Vending Machines (tabled)
8550	Competitive Food Sales
8600.04	Bus Driver Certification
8640	Transportation for Field and Other Center-Sponsored Trips
8650	Transportation by School Van
8660	Incidental Transportation of Students by Private Vehicle
8710	Insurance (tabled)
8800	Religious/Patriotic Ceremonies and Observances
8900	Anti-Fraud
9111	Telephone Communications
9120	Public Information Program (no changes to existing policy)
9130	Public Complaints
9140	Citizens' Advisory Committees (no changes to existing policy)
9141	Center – Business Advisory Council
9143	Family and Civic Engagement Team
9150	Center Visitors
9160	Public Attendance at School Events
9211	Educational Service Center Support Organizations
9270	Equivalent Education outside the Schools & Participation in Extra-Curricular for Students not Enrolled in the District
9500	Relations with Educational Institutions and Organizations (no changes to existing policy)
9555	Partnerships with Busines (no changes to existing policy)
9700	Relations with Special Interest Groups
9700.01	Advertising and Commercial Activities
9800	High School Diplomas to World War II, Korean Conflict, and Vietnam Conflict Veterans

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
REGULAR MEETING
JUNE 10, 2020**

The Governing Board of the Athens-Meigs Educational Service Center held a Regular Meeting on Wednesday, June 10, 2020, at the Chauncey Office, located at 21 Birge Drive, Chauncey, Ohio.

President John Depoy 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. Jeffrey Vogt	Present
Mr. John Depoy	Present	Mr. Steve Wheeler	Present
Mr. Gary Dicken	Present	Mr. Mony Wood	Present
Mr. Jeff Koehler	Present		

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

20-066. Mr. Dicken moved to appoint Mick Davenport to represent the Meigs Local School District. Mr. Davenport will run for reelection in the fall of 2021 for the unexpired term ending on December 31, 2023. Mr. Wood seconded the motion.

Roll call:

Mr. John G Bailey	Yes	Mr. Jeffrey Vogt	Yes
Mr. John Depoy	Yes	Mr. Steve Wheeler	Yes
Mr. Gary Dicken	Yes	Mr. Mony Wood	Yes
Mr. Jeff Koehler	Yes		

Motion carried.

The Treasurer administered the Oath of Office to Mr. Mick Davenport.

Laura Dukes reported that minutes of the Regular Governing Board Meeting held on May 13, 2020 will be presented for approval at the June 24, 2020 meeting.

Public Participation

None.

Head Start Reports and Recommendations

20-067. Mr. Bailey moved to approve the following Head Start Reports and Recommendations, as presented by Heather Wolfe:

- A. Accept the resignation of Lois Barry, Part-Time Early Head Start Teaching Assistant at Little Storm Early Learning Academy with her last day of employment being June 12, 2020.
- B. Approve a transfer of position to Debra Hill, Teaching Assistant at Tappers Plains to Teacher at Bradbury Learning Center, effective the beginning of the 2020-2021 contract year, with a salary of \$24,244.38.

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

Motion carried.

State Support Team Region 16 Director’s Reports and Recommendations

20-068. Mr. Koehler moved to approve the following State Support Team Reports and Recommendations as presented by Heather Wolfe, Superintendent:

- A. Approve a Supplemental Contract to Deborah Monnin for up to ten additional work days to perform Early Childhood PBIS duties, \$300.00 per day, with work to be completed by June 30, 2020.

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

Motion carried.

Executive Session

None.

Treasurer's Reports and Recommendations

20-069. Mr. Wood moved to approve the following Treasurer's Reports and Recommendations as presented by Teresa McGinnis, Treasurer:

- A. Approve Bills paid in May, 2020.
- B. Approve Monthly Financial Report for May.

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

Motion carried.

Superintendent's Reports and Recommendations

20-070. Mr. Depoy moved to approve the following Superintendent's Reports and Recommendations as presented by Heather Wolfe, Superintendent:

- A. Approve a Supplemental Contract to Lindsay McDaniel, Early Childhood Education Teacher (Preschool), for hosting an Ohio Teacher Candidate for clinical experience during the 2019-2020 School Year. Contract Amount: \$259.86.
- B. Approve a One Year Contract (2020-2021) to Mary Beth Musser as an Early Childhood Education Paraprofessional (Preschool) at Bradbury Learning Center, with an hourly rate of \$10.32 (Step 5 of the Teacher Aide Salary Schedule), with Board approved benefits, being contingent upon proper certification, continued funding and need.
- C. Approve a One Year Contract (2020-2021) to Gabriel Miller as an Early Childhood Education Intervention Specialist (Preschool) at the Eastern Early Learning Center, with a salary of \$34,290.00 (Step 1 of the Teachers /Master Salary Schedule), with Board approved benefits, contingent upon proper certification, continued funding and need.
- G. Approve a Service Agreement between the Athens-Meigs ESC and Athens City School District to provide Occupational Therapy Services to two ACSD students, for a maximum of 15 hours, at an hourly rate of \$58.45, during the period of June 1, 2020 - August 14, 2020.

- H. Approve a Supplemental Contract to Clarissa Hitchon, Occupational Therapist, for additional work performed after the end of the 2019-2020 School Year for two Athens City students, up to 15 hours, at her current hourly rate.
- I. Approve a One Year Contract (2020-2021) to Madison Weininger as an Early Childhood Education Intervention Specialist (Preschool) at the Bradbury Learning Center, with a salary of \$34,290.00 (Step 1 of the Teachers / Master Salary Schedule), with Board approved benefits, contingent upon proper certification, continued funding and need.
- J. Approve Katheryn Dailey as the REACH Tutor for the 2020-2021 School Year, 29 hours per week, \$20.00 per hour, no benefits, contingent upon proper certification, continued funding and need.

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

Motion carried.

20-071. Mr. Wood moved to approve the following Superintendent’s Reports and Recommendations as presented by Heather Wolfe, Superintendent:

- D. Second Reading and adoption of the Board Policies reviewed by the Policy Committee on May 12, 2020:

<u>Policy #</u>	<u>Policy Name</u>
3411	Placement on Salary Schedules
4140	Termination and Resignation
4160	Physical Examination
5200	Attendance
5230	Late Arrival and Early Dismissal
5310	Health Services
5320	Immunization
5330	Use of Medications
5336	Care of Students with Diabetes
5340	Student Accidents
5341	Emergency Medical Authorization
5350	Student Mental Health and Suicide Prevention
5460	Graduation Requirements

<u>Policy #</u>	<u>Policy Name (continued)</u>
5460.02	Students At-Risk of Not Qualifying for a High School Diploma
5500	Student Conduct
5511	Dress and Grooming
5512	Use of Tobacco
5517	Anti-Harassment
5517.01	Bullying and Other Forms of Aggressive Behavior
5517.02	Sexual Violence
5530	Drug Prevention
5540	Interrogation of Students
5605	Suspension/Expulsion of Students with Disabilities
5610.03	Emergency Removal of Students
5611	Due Process Rights
5772	Weapons
5830	Student Fund-Raising
5850	Center Social Events
8453.01	Control of Blood-Borne Pathogens
8500	Food Services

E. Second Reading and adoption of the Board Policies reviewed by the Policy Committee on May 19, 2020:

<u>Policy #</u>	<u>Policy Name</u>
5610	Removal, Suspension, Expulsion, and Permanent Exclusion of Students
7217	Weapons
7310	Disposition of Surplus Property
7410	Maintenance
7434	Use of Tobacco on School Premises
7440	Facility Security
7440.01	Video Surveillance and Electronic Monitoring
7440.03	Small Unmanned Aircraft Systems
7510	Use of Educational Service Center Premises
7530	Lending of Board-Owned Equipment
7530.01V2	Board-Owned Personal Communication Devices
7530.02	Staff Use of Personal Communication Devices
7540	Technology
7540.01	Technology Privacy
7540.03	Student Technology Acceptable Use and Safety
7540.04	Staff Technology Acceptable Use and Safety
7540.05	Educational Service Center-Issued Staff E-Mail Account
7541	Electronic Data Processing Disaster Recovery Plan
7542	Access to Center Technology Resources and/or Information from Personal Communication Devices

<u>Policy #</u>	<u>Policy Name (continued)</u>
7543	Utilization of the Center's Website and Remote Access to the Center's Network
7544	Use of Social Media
8400	School Safety

F. First Reading of the Board Policies reviewed by the Policy Committee on June 2, 2020:

<u>Policy #</u>	<u>Policy Name</u>
7300	Disposition of Real Property/Personal Property
8141	Mandatory Reporting of Misconduct by Licensed Employees
8142	Criminal History Record Check for Contracted School Services
8210	School Calendar
8300	Continuity of Organizational Operations Plan
8305	Information Security
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8451	Pediculosis (Head Lice)
8453.02	Student Exposure to Blood-Borne Pathogens
8462	Student Abuse and Neglect
8470	Sex Offender Notification

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

Motion carried.

Legislative Report

Mr. Wheeler reported on Wednesdays from 4:00 – 5:00, OSBA offers a town hall on legislative matters. The state is still trying to determine what next year will look like for schools, including how to achieve adequate social distancing on a school bus.

Tri-County Career Center Report

No report as Tri-County has not met since our last meeting.

Old Business

Mr. Dicken asked for a status on the busses. The Head Start Director will attend the next meeting and provide that status. Ms. Wolfe brought scheduled vacation conflict for the first meeting in July. Decision was made to only meet on July 22, 2020 in the month of July unless an emergency arises requiring Board action before that date.

New Business

Mr. Depoy appointed Mr. Davenport to the Policy and Curriculum Committees. Mr. Depoy also discussed the status of the open Trimble Board representative position. Interviews with candidates will take place in executive session at the next Board meeting. He also thanked the Interview Committee for meeting with Mr. Davenport.

The next regular Athens-Meigs ESC Governing Board Meeting is scheduled to be held on Wednesday, June 24, 2020 at 6:00 p.m., at the Athens-Meigs ESC, 21 Birge Drive, Chauncey, Ohio.

20-065. Time 7:14 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

Motion carried.

President

Treasurer