

Held July 27, 2021, at 8:30 a.m.

The meeting opened with the Pledge of Allegiance followed by a moment of silence. Opening

The regular meeting of the Fairfield County Educational Service Center Governing Board was held at 8:30 a.m. on July 27, 2021, with the following members answering present to roll call: Mr. Bartlett, Ms. Owens, Ms. Pierce, and Mr. Stemen. Roll Call

A motion was made by Ms. Pierce, seconded by Mr. Fowler to approve the following: Approve Agenda
a.) Approve the agenda
b.) Approve the minutes from June 22, 2021

Vote: Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea. Motion carried.

Financial Report: Fin. Rpt.

A motion was made by Mr. Fowler, seconded by Ms. Pierce to approve the following financial items:

Approve the financial report as follows (BRF 2021-7-1):

Table with 2 columns: Description, Amount. Balance in Gen. Fund as of July 1, 2021 \$5,393,433.66; Balance in all other funds \$785,387.53

Table with 2 columns: Description, Amount. MHJF - Opportunity Grant FY18 \$9.32; OCER - Local \$18,553.01; MHJF-PBL Matters \$28,452.95; ADAMH Prevention Funding \$42,875.50; Self-Insurance Fund - Health \$37,726.98; Self-Insurance Fund - Dental \$204.87; Workers Comp Self Insurance \$310,638.98; Capital Projects \$400,000.00; OTES 2.0 \$(10,000.00); OCER - Federal Match \$(4,000.00); ESSER ESC Family Liaison \$(9,620.88); GEER FY21 \$(29,453.20)

\*Project cash requests (PCR) were submitted before 6/30/2021 for all negative grant funds.

Total all funds \$6,178,821.19

Approve the June 2021 bills as listed and totaling \$721,677.13 (BRF 2021-7-2).

Approve the fiscal year 2021 Final Budget, as listed in the attachment. (BRF 2021-7-3).

Vote: Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea. Motion carried.

New Business:

A motion was made by Ms. Pierce, seconded by Mr. Fowler, to approve the following:

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Approve the following resignations:

Resignations

**Effective July 7, 2021:**

**Donson Dearth** - Educational Aide

**Effective July 31, 2021:**

**Dawn Jackson** - Educational Aide

**Effective end of 2020-2021 contract:**

**Melissa Foote** - Educational Aide

**Jennifer Goss** - Educational Aide

**Amie Horn** - Transportation Aide - Bloom Carroll

**Seth Martin** - Teacher

**Aimee Mettle** - Teacher PICK

**Matthew Newcomer** - Teacher

**Keri Parker** - Teacher

Approve rescinding the following 2021-2022 contract due to resignation:

Rescind

**Aimee Mettle**-Teacher PICK

**Dawn Jackson**-Educational Aide

Approve the job description for the Director of Applied Technology, as listed in the attachment. (BRF 2021-7-4).

Job Description

Approve the job description for the EMIS Secretary, as listed in the attachment. (BRF 2021-7-7)

Approve the following 2021-2022 school year contracts; salary and benefits based on Fairfield County Educational Service Center Governing Board Policy:

21-22 New School Contracts

**Elizabeth Edwards** - Aide - PICK Preschool - .80 FTE 9-month (154 days)

**Erica Fowler** - Educational Aide - 1.0 FTE 9-month (193 days)

**Amie Horn** - Educational Aide - Bloom Carroll, .96 FTE 9-month (186 days)

**Rita Hurdzan** - Teacher - 1.0 FTE 9-month (187 days)

**Chelsie Lee** – Teacher – PICK Preschool – 1.0 FTE 9-month (187 days)

**Jennifer Sayre** – Director of Applied Technology (ESC) - .49 FTE 11-month (110 days)

Approve the following 2021-2022 school year contract adjustments, salary and benefits adjusted accordingly:

21-22 Contract Adjustments

**Janet Adcock**-Preschool Secretary, adjusted title/salary schedule to EMIS Secretary

**Tina Baltazar**- Aide – PICK Preschool, adjusted from a .80 FTE (154 full day) to a .40 FTE (154 half day)

**James Freeman, III, Ph.D.**, Director of Operations, adjusted salary schedule from a 7-hour day to an 8-hour day (225 day) Director.

**Jamie Kilbarger**, Occupational Therapist, adjust from 1.0 FTE (195 days) to .86 FTE (167 days)

**Lisa Rookard** –Registered Nurse-Lancaster City Schools, adjusted from a B.A. to a B.A.+ (>150 semester hours) salary level.

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**Adjust the following Educational Aides from a .8 FTE (154 full days) to a .9 FTE (154 full days and 39 half days):**

21-22  
Contract  
Adjustments

- Tammy Adams
- Kim Barnes
- Errin Cramer
- Sara Loel
- Deidre Rusterholz
- Kim Swann
- Shelley Wilson
- Karen Young

Approve the following 2021-2022 school year supplemental contracts:

21-22  
Supplemental  
Contracts

Effective August 1, 2021-July 31, 2022

**Darrick Jackson**, Dean of Students at the Success Center, stipend of \$5,000.

**Jami Reid**, Registered Behavior Technician, stipend of \$2,500.

Approve the following 2021-2022 service agreement with I Am Boundless, Inc. to employ a Jennifer Sayre, Director of Applied Technology to develop, implement and support technology solutions as outlined in the service agreement at a rate of \$138,000 for 115 days/8 hours per day. (BRF 2021-7-5)

Service  
Agreement

Approve the 2021-2022 school year contract for the position of Director of Applied Technology - I Am Boundless, Inc, contingent upon receipt of signed agreement:

21-22  
Contract

**Jennifer Sayre**, Director of Applied Technology (I Am Boundless, Inc), \$107,579.05, 115 days/8 hours per day

Approve the following 2021-2022 agreements for the Scope of Work for designing, providing and facilitating professional development, data analysis and project management services to be provided by Dr. Tom Fry and Dr. Jennifer Hensley:

21-22 Scope  
of Work  
Agreements

- Heath City School District #1- \$18,000 (18 days)
- Heath City School District #2 - \$46,044 (46 days)
- Grandview Heights Local School District - \$37,500 (16 days)
- Buckeye Valley Local School District - \$50,000 (26 days)
- Marion City School District - \$37,500 (26 days)
- Northridge Local School District - \$37,500 (20 days)

Approve the following 2021-2022 school year contract for the position of Educational Associate for Designing, Providing and Facilitating Professional Development, Data Analysis and Project Management Services, contingent upon receipt of signed agreements:

21-22  
Educational  
Associates

- Thomas Fry**, Educational Associate, \$7,327.85, 9 days (Heath City Schools #1)
- Thomas Fry**, Educational Associate, \$18,744.63, 23 days (Heath City Schools #2)
- Thomas Fry**, Educational Associate, \$15,266.35, 8 days (Grandview Heights Local Schools)

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**Thomas Fry**, Educational Associate, \$20,355.13, 13 days (Buckeye Valley Local Schools)

**Thomas Fry**, Educational Associate, \$15,266.35, 13 days (Marion City Schools)

**Thomas Fry**, Educational Associate, \$15,266.35, 10 days (Northridge Local Schools)

**Jennifer Hensley**, Educational Associate, \$7,327.85, 9 days (Heath City Schools #1)

**Jennifer Hensley**, Educational Associate, \$18,744.63, 23 days (Heath City Schools #2)

**Jennifer Hensley**, Educational Associate, \$15,266.35, 8 days (Grandview Heights Local Schools)

**Jennifer Hensley**, Educational Associate, \$20,355.13, 13 days (Buckeye Valley Local Schools)

**Jennifer Hensley**, Educational Associate, \$15,266.35, 13 days (Marion City Schools)

**Jennifer Hensley**, Educational Associate, \$15,266.35, 10 days (Northridge Local Schools)

Approve out of state travel as follows:

Out of State  
Travel

Caitlin Hughes, Gifted Coordinator, November 8-12, 2021, Cary, North Carolina to attend the EVAAS (Education Value-added Assessment System) University in-person sessions at an estimated cost of travel, meals, transportation, hotel of \$1,500.00. The cost of registration is paid for by the Ohio Department of Education (ODE).

Marie Ward, Superintendent, December 1-4, 2021, Houston, Texas to attend the AESA (Association of Educational Service Agencies) 2021 Annual Conference at an estimated cost of conference registration, travel, meals, transportation, hotel of \$2,500.

Approve Fairfield County Educational Service Center 2021-2022 memberships in the Ohio ESC Association (OESCA) and the Association of Educational Service Agencies (AESA) in the amount of \$8,968.80 and \$430, respectively.

OESCA &  
AESAs  
Memberships

Approve the substitute teacher/aide list #1. (BRF 2021-7-6)

Sub List

Approve the group registration of ESC Staff and Board Members for the OSBA Capital Conference and Trade Show, November 7-9, 2021, at a group rate of \$1,975.

Capital  
Conference  
Registration

Approve the donation of an Epson Bright Link Projector from the Village of Lithopolis.

Donation

Approve the following 2021-2022 Hourly As-Needed school year contracts. Based on timesheets received.

Hourly As-  
Needed

**Amanda Collier**, Title I and IV Tutor (at St. Bernadette for LCS), up to 602 hours at a rate of \$24.00 per hour

Approve the application for payment of severance pay as allowed in Fairfield County Educational Service Center Policy GCPA/GDPCA SEVERANCE PAY POLICY, of Twila Rieser, Preschool Aide.

Severance  
Pay

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Approve entering into service agreements with Soliant Health, LLC and Presence Learning for the 2021-2022 school year for School Psychologist services based on the needs of the ESC and Client Districts.

Service Agreement

Vote: Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion carried.

**Additional Items as Needed:**

a. A motion was made by Mr. Stemen seconded by Mr. Fowler to appoint Ms. Pierce as delegate for the OSBA Annual Business Meeting on November 8<sup>th</sup>.

OSBA delegate

Vote: Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion carried.

b. A motion was made by Mr. Stemen seconded by Mr. Fowler to appoint Ms. Owens as alternate for the OSBA Annual Business Meeting on November 8<sup>th</sup>.

OSBA alternative

Vote: Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion carried.

Review the suggested updates and revisions of the following policies in the Fairfield County ESC Policy Manual. (BRF 2021-7-8)

Policy

DJH – Credit Cards

**Additional Reports were given in relation to the following:**

Reports

1. Superintendent’s Report
  - a. Beginning of School Year, busy. Filling positions.
  - b. Continuing search for more School Psychologists
2. Eastland-Fairfield Career Center Report
  - a. August 16<sup>th</sup> will be the first day.
  - b. Approved and hired Business Operations Manager who then declined.
  - c. Technology Building final inspection
  - d. Evaluation of the Treasurer completed.

3. Additional Reports as Needed  
N/A

There being no further business, a motion was made by Mr. Fowler, seconded by Ms. Pierce, and duly passed, the board adjourned at 8:59 a.m.

Adjourn

Vote: Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion Carried.

Minutes of Fairfield County Educational Service Center Governing Board Regular Meeting

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President

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Treasurer