

The regular meeting of the Putnam County Educational Service Center Governing Board was held on November 7, 2022 at which time the following business was conducted:

- ❑ Approved board agenda and any addendums to agenda. Approved to pay bills as presented and approved minutes from the previous meeting.
- ❑ Financial Report was presented by Mr. Siebeneck.
- ❑ Accepted and appropriated and reviewed any appropriation modifications, any contracts, and purchase orders over \$25,000, if any.
- ❑ Administrative Report – Dr. Osborn
- ❑ Approved the following personnel actions as follows on as needed basis:  
*Leipsic 21<sup>st</sup> Century: Teacher Aide: Shelly Meyer, Wixey.*
- ❑ Approved to end supplemental contract for Michael Siebeneck and Donna Hoyt for Treasurer and Assistant Treasurer services to Miller City-New Cleveland LSD as of November 5, 2022 as the treasurer services contract and training has been completed.
- ❑ RECORDS COMMISSION MEETING
  - Attendance: Mike Ruhe, Board President; Michael Siebeneck, Board Treasurer; and Jan Osborn, Superintendent.
  - Handling of Business: None
- ❑ Approved the addendum to the substitute teacher list as presented.
- ❑ Approved the Leipsic 21<sup>st</sup> Century After School Program 22-23 Handbook.
- ❑ Miller City-New Cleveland School Board sent an appreciation and gratitude letter for the 18+ years of shared fiscal services. Special thanks was given to Mike Siebeneck and Donna Hoyt for the service and training in the transition to a new treasurer.

Moved to adjourn the regular meeting of the Putnam County ESC Governing Board. The next meeting of the ESC Board is December 12, 2022 at 9:00 AM in the ESC Board Room.