

# RECORD OF PROCEEDINGS

Minutes of Fairfield County Educational Service Center Governing Board      Regular Meeting

Held June 27, 2023, 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 June 27, 2023, with the following members answering present to roll call: Mr. Bartlett, Ms. Darling Cyphert, Ms. Parker, and Mr. Stemen. Roll Call

*A motion was made by Mr. Bartlett, seconded by Ms. Darling Cyphert to approve the following:* Approve  
Agenda

    a.) Approve the agenda  
Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Parker; yea, Mr. Stemen, yea.

    b.) Approve the minutes from May 23, 2023.  
Vote: Mr. Bartlett; abstain, Ms. Darling Cyphert, yea; Ms. Parker; yea, Mr. Stemen, yea.  
Motion Carried.

Ms. Owens arrived at 8:34 a.m.

**Public Participation:** None

**Financial Report:** Fin. Rpt.

*A motion was made by Ms. Darling Cyphert, seconded by Mr. Bartlett to approve the following financial items:*

Approve the financial report as follows (BRF 2023-6-1):

Balance in Gen. Fund as of June 1, 2023 .....	\$5,579,713.59
Balance in all other funds .....	\$131,903.21

MHJF –Opportunity Grant FY18.....	\$9.32
OCER – Local .....	\$0.01
South Central Power Operation Roundup.....	\$389.07
ADAMH Prevention Funding.....	\$29,155.50
EANS.....	\$(72,041.01)
Self-Insurance Fund – Health.....	\$31,942.47
Self-Insurance Fund – Dental .....	\$251.65
Workers Comp Self Insurance.....	\$207,170.70
Capital Projects .....	\$8,183.66
Ohio K12 School Safety.....	\$2,500.00
ELR Phase 2 .....	\$(34,418.03)
Family Engagement Liaison .....	\$(9,201.38)
ESC Structured Literacy.....	\$(330.10)
GEER II.....	\$(71,121.13)
Ohio School Safety Grant.....	\$39,412.48

Total all funds .....\$5,711,616.80

Approve the May 2023 bills as listed and totaling \$858,316.71 (BRF 2023-6-2).

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Approve the net appropriation adjustments of \$87,774.46 as attached. (BRF 2023-6-3).

Approve the fiscal year 2024 Initial Budget – Estimated Revenues and Expenditures, as listed in the attachment. (BRF 2023-6-4).

Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Owens, yea; Ms. Parker; yea, Mr. Stemen, yea.

Motion Carried

**New Business:**

*A motion was made by Mr. Bartlett, seconded by Ms. Parker to approve the following:*

Approve the payment of the following invoices for Speech Language Pathology service for Liberty Union Local Schools not processed in accordance with RC§ 5707.41(D):

Capital  
Therapy  
Services

Capital Therapy Services – Invoice for Services April/May 2023, in the amount of \$6,851.25

Approve an ADJUSTMENT of the service agreement with Cristin O’Riordan FROM not to exceed 820 hours TO not to exceed 822.25 hours (increase of 2.25 hours) for the period of August 1, 2022 through June 30, 2024 for Life Skills, SEL and Mental Health Service Coordination for the ARP ESSER Extended Learning and Recovery Grant at a rate of \$55.00.

Adjust  
Service  
Agreement

Approve the Resolution for Adoption of a Tax-Deferred Payroll Deduction Plan effective July 1, 2023 (BRF 2023-6-5)

Resolution  
of Adoption

Approve rescinding the following 2023-2024 contract due to resignation:

- Christi Eyerman** – SPED Supervisor
- Emily Jablonka** – Director of Professional Learning
- Heidi DeGrace** – Educational Aide

2023-2024  
Rescinding  
Contracts

Approve the following 2022-2023 resignations:

**Effective June 26, 2023**

**Emily Jablonka** – Director of Professional Learning

2022-2023  
Resignations

**Effective end of 2022-2023 contract**

**Linda Anson** – Bloom Carroll Aide

**Amie Horn** – Bloom Carroll Aide

**Heidi DeGrace** – Educational Aide

Approve the following resignation for the purpose of retirement:

2022-2023  
Retirement

**Effective June 30, 2023**

**Christi Eyerman** – SPED Supervisor

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**End of current year contract**

**David Michael Hammond** – Educational Aide

Approve the application for payment of severance pay as allowed in Fairfield County Educational Service Center Policy GCPA/GDPCA SEVERANCE PAY POLICY, of **David Michael Hammond, Educational Aide**.

Severance  
Pay

Approve the following 2022-2023 school year supplemental contract ADJUSTMENTS:

**Karie Stone** – Workforce Center Summer Camp Career Navigator (33 Alliance), FROM a start date of June 16, 2023 TO a start date of June 15, 2023

2022-2023  
Contract  
Adjustments

Approve the following 2022-2023 school year supplemental contracts to complete the required Dyslexia Training: Complete LETRS Early Childhood literacy training online modules by July 31, 2023, funded by the GEER II grant funds, to be paid in one lump sum on August 4, 2023 of \$500.00:

2022-2023  
Supplemental  
Contract

**Rafik Mouhali**

Approve the following 2023-2024 school year contracts; salary and benefits based on Fairfield County Educational Service Center Governing Board Policy:

2023-2024  
Contracts

**Effective August 1, 2023**

**Austin Dennis**, ESC Technology Supervisor, 1.0 FTE 12-month (252 days)

**Effective August 9, 2023**

**Alyssa Beard**, Teacher(PICK), 1.0 FTE 9-month (189 days)

**Ashli Sheider**, PICK Aide, 0.80 FTE 9-month (156 days)

**Ginger Hall**, Preschool Aide, 0.80 FTE 9-month (156 days)

**Greg Zajac**, Speech Language Pathologist (PICK), 1.0 FTE 9-month (187 days)

**Cynthia Pearsall**, School Nurse (on behalf of Lancaster City Schools at St. Mary School), hourly-as needed, up to 3 days per week, 7.5 hrs per day, at a rate of \$20.60 per hour, paid based on timesheets submitted.

**Molly Hill**, Technology Coordinator (on behalf of Lancaster City Schools at St. Mary School), set salary \$41,200.

**Jessica Thompson**, Bloom Carroll Aide, 0.96 FTE 9-month (187 days)

**Isabel LaFata**, Educational Aide, 1.0 FTE 9-month (195 days)

**Miranda Mack**, Educational Aide, 1.0 FTE 9-month (195 days)

**Callie Rohrs**, Success Center Teacher, 1.0 FTE 9-month (187 days)

**Zachary Delande**, Bloom Carroll Aide, 0.96 FTE 9-month (187 days)

**Tara Gyke**, Bloom Carroll Aide, 0.96 FTE 9-month (187 days)

**Bethany Rutter**, Pickerington 504/Help Me Grow Coordinator, 0.95 FTE of a 11-month (195 days)

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Effective September 5, 2023

**Kristen Powell**, School Nurse (Lancaster City Schools), 1.0 FTE 9.5 month (181 of 195 day contract/7 hr/day)

2023-2024  
Contracts

Approve the following 2023-2024 school year contract adjustments; salary and benefits based on Fairfield County Educational Service Center Governing Board Policy:

2023-2024  
Contract  
Adjustments

Effective August 1, 2023

**Brian Verde**, Success Center Principal, from 11-month/7-hour Admin Salary Schedule to 11-month/8-hour Admin Salary Schedule.

**Darrick Jackson**, SPED Supervisor, from 11-month/7-hour Admin Salary Schedule to 11-month/8-hour Admin Salary Schedule.

**Caitlin Hughes**, Gifted Coordinator, from 10-month, 1.0 FTE (205 days) to 10-month, 0.68 FTE (140 days).

Effective August 9, 2023

**Cathy Burden**, Preschool Aide, from 9-month, 0.80 FTE (156 days) to 9-month, 0.90 FTE (156 full days/39 half days)

**Alison Giovis**, Speech Language Pathologist (PICK), adjusted from a M.A. to a M.A.+ (>180 semester hours) salary level.

**Elizabeth Edwards**, Preschool Aide, from 9-month, 0.90 FTE (156 full days/39 half days) to 0.80 FTE (156 days)

**Kimberly Swann**, PICK Aide, from 9-month, 0.90 FTE (156 full days/39 half days) to 9-month, 1.0 FTE (195 days)

**Nicole Suttles**, Preschool Aide, from 9-month, 0.80 FTE (156 days) to 9-month, 0.90 FTE (156 full days/39 half days)

**Katie Hanna**, Educational Aide (Success Center), from 9-month, 1.0 FTE (195 days) to 9-month, 1.0 FTE (193 days)

**Pamela Bergau-Hart**, Teacher (PICK), adjusted from Step 7 to Step 9 salary level, based on confirmed experience.

**Rafik Mouhali** - adjusted from Educational Aide, 1.0FTE, 193 days to Long-Term Substitute Teacher, 1.0 FTE, 187 days

**Donson Dearth** - adjusted from Educational Aide, 1.0FTE, 193 days to Long-Term Substitute Teacher, 1.0 FTE, 187 days

Approve the following 2023-2024 supplemental contracts for the Middle Level Course Development for the Extended Learning and Recovery Grant Phase 2.:

2023-2024  
Supplemental  
Contracts

Employee	Course(s)	Amount
Arnold, Meghan	Math 7/8 Instructional Design	\$4,600
Baker, Tara	English 8 Content Expert	\$2,700
Bondy, Katie	Science 7/8 Instructional Design	\$4,600
Bope, Kristi	Math 8 Content Expert	\$2,700

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Cassady, Deb	Social Studies 7 Content Expert	\$2,700
Hacquard, Louis Trace	Health Instructional Design	\$1,000
Jaeb, Melissa	Math 7 Content Expert	\$2,700
Jarrett, Shauna	English 7 Content Expert	\$2,700
Johnson, Kate	Career Explorations Content Expert	\$1,200
Robbins, Lauren	Career Exp., Financial Lit., PE1, PE 2 Instructional Design	\$3,400
Spragg, Jennifer	ELA 7 Instructional Design	\$2,300
Thompson, Tara	Instructional Co-Lead	\$4,000
Wilcox, Carissa	Instructional Lead	\$8,000

Approve the following 2023-2024 contractors for the Middle Level Course Development for the Extended Learning and Recovery Grant Phase 2.:

Contractor  
Course  
Development

<b>Contractor</b>	<b>Course(s)</b>	<b>Amount</b>
Clair, Lyndsay	Financial Literacy Content Expert	\$1,200
Forgione, Dana	Instructional Co-Lead	\$4,000
Forgione, Dana	PE7, PE8, Health Content Expert	\$3,600
Frei, Becky	Social Studies 8 Content Expert	\$2,700
Henry, Amanda	Science 8 Content Expert	\$2,700
Hughes, Hanna	Science 7 Content Expert	\$2,700
Perry, Heidi	Social Studies 7/8 Instructional Design	\$4,600
Richards, Carissa	ELA 8 Instructional Design	\$2,300

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Approve the supplemental contract rates of mentors effective August 1, 2023, as follows:

Mentor  
Supplemental  
Contract  
Rates

Type of Mentoring	Annual Rates
Year 1 Resident Educator	\$ 750.00
Year 2 Resident Educator	\$ 500.00
Supplemental License	\$ 400.00
Extra Mentoring	\$ 400.00

Approve the following 2023-2024 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:

Scope of  
Work

Cardington-Lincoln Local School District - \$40,000 (18 days)

Approve the following 2023-2024 school year contracts 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:

Educational  
Associates

**Thomas Fry**, Educational Associate, \$16,284.10, 9 days (Cardington-Lincoln Local Schools)

**Jennifer Hensley**, Educational Associate, \$16,284.10, 9 days (Cardington-Lincoln Local Schools)

Approve Fairfield County Educational Service Center 2023-2024 memberships in the Ohio ESC Association (OESCA) and the Association of Educational Service Agencies (AESA) in the amount of \$8,968.80 and \$750, respectively

2023-2024  
OESCA/AESA  
Dues

Approve the 2023-2024 service contract between the Fairfield County Educational Service Center (FCESC) and the Martha Holden Jennings Foundation (MHJF), whereas the FCESC agrees to provide services for the planning, facilitation, coaching, etc. (providing the core framework for the Community of Practice) of teachers to use to apply towards instructional adjustments, classroom environment, professional development, or any other costs related to using what they learn to address feedback from student learning experiences, meeting expenses and engage with PERTS for the Elevate program on behalf of the MHJF in the amount of \$61,480.

2023-2024  
MHJF  
Contract

Approve entering into a service agreement with the Fairfield County Board of Developmental Disabilities for the period of August 1, 2023 through June 30, 2024 for the ESC to provide Adapted Physical Education Supervision for Forest Rose School at a rate of \$55.00 per hour not to exceed 7 hours per week.

2023-2024  
Service  
Agreement

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Approve entering into a service agreement with Angela Paluch for the period of August 1, 2023 through June 30, 2024 to provide Adapted Physical Education Supervision on behalf of the ESC for the Fairfield County Board of Developmental Disabilities at the Forest Rose School at a rate of \$50.00 per hour not to exceed 7 hours per week.

2023-2024  
Contractor  
Service  
Agreement

Approve the updated job description for the position of Paraprofessional (BRF 2023-6-6) and Coordinator of Professional Learning and Leadership (BRF 2023-6-8)

Job  
Description

Approve the 2023-2024 Pickerington Preschool Parent Handbook (BRF 2023-6-7)

Pick PS  
Handbook

Roll Call:

Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Owens, yea; Ms. Parker; yea, Mr. Stemen, yea.

Motion Carried.

A motion was made by Mr. Bartlett, seconded by Mr. Stemen, to approve changing the open enrollment period (to be listed in the employee handbook) of all insurances to begin on the second Monday of October and last twenty (20) business days.

Insurance  
Open  
Enrollment

Roll Call:

Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Owens, yea; Ms. Parker; yea, Mr. Stemen, yea.

Motion Carried.

A motion was made by Ms. Darling Cyphert, seconded by Ms. Parker, to approve a transfer of \$120,870.41 from the 001-0000 General Fund to the 070-0000 Capital Projects Fund for the purpose of building maintenance and projects as approved by the ESC Governing Board.

Capital  
Projects  
Fund

Roll Call:

Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Owens, yea; Ms. Parker; yea, Mr. Stemen, yea.

Motion Carried.

### Executive Session:

Executive  
Session

A motion was made by Ms. Darling Cyphert, seconded by Mr. Stemen, to go into executive session at 9:23 a.m. to discuss employee benefits and employee discipline in accordance with O.R.C. 121.22.

Roll Call:

Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Owens, yea; Ms. Parker; yea, Mr. Stemen, yea.

Motion Carried.

**b.** A motion was made by Mr. Bartlett, seconded by Ms. Parker, to return from executive session at 10:19 a.m.

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Roll Call:

Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Owens, yea; Ms. Parker; yea, Mr. Stemen, yea.

Motion Carried.

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

Reports

1. Superintendent's Report

- a. Application for High Performing ESC will be submitted by August 31, 2023
- b. Had meeting with Working Advantage for free perks/ discounts for staff
- c. Mid-year goal updates will be discussed with the Board at the July meeting

2. Eastland-Fairfield Career Center Report

- Two new assistant principals have been hired
- Jennifer Blackstone has been hired as the Assistant Superintendent


3.

There being no further business, a motion was made by Mr. Bartlett, seconded by Ms. Owens, and duly passed, the board adjourned at 10:32 a.m.

Adjourn

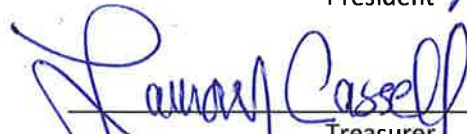
Vote: Mr. Bartlett; yea, Ms. Darling Cyphert, yea; Ms. Owens, yea; Ms. Parker; yea, Mr. Stemen, yea.

Motion Carried.




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President




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Treasurer