

RECORD OF PROCEEDINGS

Minutes of Fairfield County Educational Service Center Governing Board Regular Meeting

Held July 25, 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 July 25, 2023, with the following members answering present to roll call: Mr. Bartlett, Ms. Darling Cyphert, Ms. Owens, 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
b.) Approve the minutes from June 27, 2023

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

Public Participation: None

Financial Report: Fin. Rpt.
A motion was made by Mr. Bartlett, seconded by Ms. Owens to approve the following financial items:

Approve the financial report as follows (BRF 2023-7-1):

Balance in Gen. Fund as of July 1, 2023 \$5,850,828.72
Balance in all other funds \$238,428.54

MHJF –Opportunity Grant FY18..... \$9.32
OCER – Local \$0.01
South Central Power..... \$389.07
ADAMH Prevention Funding..... \$29,155.50
EANS \$(104,245.56)*
EANS – ST. B \$(2,956.00)*
Self-Insurance Fund – Health..... \$34,826.94
Self-Insurance Fund – Dental \$251.65
Workers Comp Self Insurance..... \$207,170.70
Capital Projects \$129,054.07
Ohio K12 School Safety Grant..... \$2,500.00
ELR Grant Phase 2 \$(97,139.64)*
Safety Security Grant \$39,412.48

*Project Cash Requests (PCRs) were submitted by June 30, 2023 for negative grant balances.

Total all funds\$6,089,257.26

Approve the July 2023 bills as listed and totaling \$820,830.17 (BRF 2023-7-2).

Approve the fiscal year 2023 Final Budget, as listed in the attachment. (BRF 2023-7-3).

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Motion Carried.

New Business:

A motion was made by Ms. Darling Cyphert, seconded by Mr. Stemen to approve the following:

Approve the group registration of ESC Staff and Board Members for the OSBA Capital Conference and Trade Show, November 12-14, 2023 at a group rate of \$2,400. Capital Conference

Approve the Ohio School Plan Liability Insurance premium of \$10,798 for the coverage period 7/1/2023-6/30/2024. Liability Insurance

Approve rescinding the following 2023-2024 contract due to resignation: 2022-2023 Resignations

Daniel Shirey – MS Monitor (LU)
Emily Baker – Preschool Teacher (PICK)
Althea Tadena-Cabotage – Preschool Aide (PICK)
Jessica Hurdzan – Preschool Teacher
Shaylie Rivers – Paraprofessional
Victoria Young – Paraprofessional

Approve the following resignations:

Effective June 29, 2023

Daniel Shirey – MS Monitor (LU)

Effective June 30, 2023

Emily Baker – Preschool Teacher (PICK)

Effective July 10, 2023

Althea Tadena-Cabotage – Preschool Aide (PICK)

Effective end of 2022-2023 contract

Jessica Hurdzan – Preschool Teacher

Shaylie Rivers – Paraprofessional

Kelli Nelson – Preschool Aide

Victoria Young – Paraprofessional

Kathleen Smith – Preschool Aide (PICK)

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

Alexa Long, ELR Technology Specialist, 1.0 FTE, 12-month (252 days).

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James Mark Fullen, SPED Supervisor (Walnut Township), 0.80 FTE of 11-month (180 days)
Staci Peters, Coordinator of Professional Learning & Leadership, 1.0 FTE, 11-month (225 days)

Effective August 9, 2023

Rachael Davis, Title I Tutor (at Fairfield Christian Academy for LCS), 1.0 FTE 9-month, set salary \$35,000.
Cristin O’Riordan, ELR Mental Health and CBE Coordinator, .95 FTE of 9-month (180 days).
Annette Knuutila, Registered Behavior Technician - LANC, 1.0 FTE of 9-month (201 days/8hrs).
Ashlee Crabill, Teacher (PICK), 1.0 FTE, 9-month (189 days)
Hayden Wojciechowski, Teacher (PICK), 1.0 FTE, 9-month (189 days)
Darlin Abreu, Preschool Aide (PICK), 0.8 FTE, 9-month (156 days)
Audree Sager, Educational Aide, 1.0FTE, 9-month (195 days)
Nikki Smith, Speech Language Pathologist, 1.0 FTE, 9-month (189 days)

Approve the following 2023-2024 Hourly As-Needed school year contracts. Based on timesheets received.

2023-2024
Hourly As-
Needed
Contracts

Amanda Collier, Title I Tutor (at St. Bernadette for LCS), up to 471.00 hours at a rate of \$30.60 per hour
Amanda Collier, Title IV Tutor (at St. Bernadette for LCS), up to 49.50 hours at a rate of \$30.60 per hour
Robert Hart, PICK preschool building substitute teacher, up to 2.5 days per week at a rate of \$125 per day, paid based on timesheets received.
Mary Boucher, Title I Tutor (at St. Mary for LCS), up to 182.50 hours at a rate of \$30.60 per hour

Approve the following 2023-2024 contract adjustment (salary and benefits adjusted accordingly) for the position of Career Navigator on behalf of the 33 Alliance:

2023-2024
Contract
Adjustments

Effective August 14, 2023

Crista Blower, 33 Alliance Career Navigator, FROM set salary \$46,350 TO \$46,341, FROM 9-month contract (182 days/4.5 hours per day) TO 9-month contract (190 days/6 hours per day)

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:

Service
Agreements

Heath City School District (#1) - \$46,044 (42 days)
 Heath City School District (#2) - \$25,000 (18 days)
 Northridge Local School District - \$42,000 (20 days)
 Mansfield City School District - \$42,500 (22 days)

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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:

2023-2024
Educational
Associate
Employment
Contracts

Thomas Fry, Educational Associate, \$18,744.63, 21 days (Heath City Schools #1)
Thomas Fry, Educational Associate, \$10,177.57, 9 days (Heath City Schools #2)
Thomas Fry, Educational Associate, \$17,098.30, 10 days (Northridge Local Schools)
Thomas Fry, Educational Associate, \$17,301.85, 11 days (Mansfield City Schools)
Thomas Fry, Educational Associate, \$9,770.46, 10 days (Martha Holden Jennings Foundation*)

Jennifer Hensley, Educational Associate, \$18,744.63, 21 days (Heath City Schools #1)
Jennifer Hensley, Educational Associate, \$10,177.57, 9 days (Heath City Schools #2)
Jennifer Hensley, Educational Associate, \$17,098.30, 10 days (Northridge Local Schools)
Jennifer Hensley, Educational Associate, \$17,301.85, 11 days (Mansfield City Schools)
Jennifer Hensley, Educational Associate, \$9,770.46, 10 days (Martha Holden Jennings Foundation*)

*The service agreement for the Martha Holden Jennifers Foundation was approved at the June 27, 2023 Governing Board meeting.

Approve the substitute teacher/aide substitute list #1(BRF 2023-7-4)

2023-2024
Substitutes

Approve the following 2023-2024 employment contracts for the position of Career Navigator on behalf of Lancaster City Schools (LANC):

2023-2024
District
Employment
Contracts

Effective August 14, 2023

Crista Blower, LANC Career Navigator, set salary \$15,447.00, 9-month contract (190 days/2 hours per day).

Approve the service contract with Ohio Schools Council for Bonefish Systems (eVAS/ePAS monitoring solutions) for a period of five (5) years at a rate of \$3,539 annually effective 7/1/2023.

FY24 Service
Contract

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 Mr. Bartlett to approve the following:

Approve longevity bonuses effective August 1, 2023 as detailed below:

Longevity
Bonus

In the year following completion of the milestone year and returning for the following year, a one-time longevity bonus shall be paid at the Opening Day Meeting as follows:

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Milestone Year	Longevity Bonus
3	\$ 300
5	\$ 500
7	\$ 700
10	\$ 1,000
15	\$ 1,500
20	\$ 2,000
25	\$ 2,500

If an employee does not return, they shall forfeit the bonus. If the employee resigns prior to completing their contract following the payment of the longevity bonus the amount paid shall be deducted from the employee's final paycheck.

In the event that an employee has completed their 25th year of employment with the ESC prior to the 2022-2023 school year, that employee will receive the one-time longevity bonus of \$2,500 at the 2023-2024 Opening Day Meeting.

Roll Call:

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

Motion Carried.

ADDITIONAL ITEMS AS NEEDED:

DISCUSSION of the award program for Outstanding Champion of Children and Outstanding Ambassador of the ESC.

Award
Program
Discussion

Review of proposed changes to the following board policies:

- a. AC
- b. ACA/ACAA-E
- c. ACAA
- d. BCA
- e. BDC
- f. BDDA
- g. CBC
- h. DH
- i. DM
- j. EB

Review
Proposed
Changed to
Board
Policies

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- k. EDE
- l. EFH
- m. EHA
- n. EHA-R
- o. GCD
- p. GCPD
- q. GDPD
- r. JFCF
- s. JFCF-R
- t. JFE
- u. JG
- v. JGDA
- w. JHG
- x. KLD
- y. KLD-R

Executive Session:

A motion was made by Mr. Bartlett, seconded by Ms. Owens, to go into executive session at 9:04 a.m. to discuss employee discipline in accordance with O.R.C. 121.22.

Executive
Session

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. Darling Cyphert, to return from executive session at 9:11 a.m.

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. Midyear update on goals
 - b. BAC- 2 Star award
2. Eastland-Fairfield Career Center Report
 - a. New superintendent
 - b. EFCTC Board is reviewing program offerings
 - c. Fairfield County Engineers Office- requesting easements around building

There being no further business, a motion was made by Mr. Bartlett, seconded by Ms. Owens, and duly passed, the board adjourned at 10:05 a.m.


Adjourn

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Motion Carried.



President



Treasurer