

The regular meeting of the Putnam County Educational Service Center Governing Board was held on February 12, 2024, at 9:00 AM in the Putnam County Educational Service Center Office.

- Mr. Goecke, Vice President, assumed the role of President for the meeting.
- Approved the board agenda and any addendum(s) to the agenda as presented, minutes from the previous meeting, contracts, appropriations, and payment of the bills for the month.

#### Administrative Report – Dr. Jan Osborn

1. The committee met for the upcoming Resource Fair for Individuals with Disabilities and their families. The Resource fair will be held at the ESC from 3:30 – 6:30 pm on March 7<sup>th</sup>.
  2. On Friday, February 16<sup>th</sup> over 425 educators from seven local districts and the ESC will participate in a professional staff development day held at Ottawa-Glandorf High School.
  3. We received our new van on February 6<sup>th</sup>. The funding for the van purchase is through the federal ESSER grant.
  4. The Project MORE second session for after school reading is serving 69 students. The third nine-week session will start in March.
  5. Our local schools have been working with Director Brian Hilvers, Putnam County EMA. Our schools are finalizing their plan for April 8<sup>th</sup>, Eclipse Day.
  6. Update the ESC Board regarding staffing needs for the rest of this school year.
  7. We appreciate our opportunity to attend the recent Annual Apollo Board Dinner held on February 1<sup>st</sup>. Superintendent Horner and his staff did an excellent job hosting the event.
  8. The Putnam County Science Fair was held February 3<sup>rd</sup> at Ft. Jennings Local School. Over fifty projects were displayed. Our thanks to the administration and teachers from Jennings for hosting as well as our thanks to ESC Coordinators Melissa Basinger and Gary Herman and Katelyn Gerding for their ongoing work to make the fair a success.
  9. Another successful event facilitated by the ESC was the quarterly Business Advisory Council Meeting. The meeting was hosted By Shannon Shartel, HR Director and her colleagues at ProTec Coating in Leipsic. The BAC is coordinated by Gary Herman, with support from Melissa Basinger and Katelyn Gerding.
  10. Additional conversations and the sharing of information is ongoing among local school superintendents and our ESC.
- Approved the addendum to the substitute teacher list for all local districts, as presented.
  - Approved a resolution in honor of the All County Science Fair.
  - Approved the following personnel actions. PCEF: ARP ESSER After School-Project MORE:
    - Teacher Mentor: Pam Retcher./Wixey retroactive to January 17, 2024.
    - Mentor: Kim Trehan, Wixey. Maternity Leave – Accept maternity leave for Melanie Kohls, effective May 2, 2024 until the end of the 23-24 school year.
    - Resignation – Accept resignation, for retirement, from Ann Niese, last day of service 6/30/24. The Board expressed appreciation for her years of service to the Putnam County ESC.
  - Approved the sliding fee scale for the 2024-2025 Early Discovery Preschool Programs.
  - The Board discussed a bill about paying parents for student attendance and homework.
  - The OSBA Spring Conference is March 21, 2024 at Penta Career Center.

Meeting adjourned at 10:15 am. The next meeting is March 11, 2024 at the ESC.