

UNOFFICIAL MINUTES OF THE MADISON-CHAMPAIGN EDUCATIONAL SERVICE CENTER
GOVERNING BOARD

REGULAR BOARD MEETING

London Elementary School

Monday, May 28, 2024

6:00 p.m.

- I. Call to Order: President Jeff Burroughs Time: 6:02
- II. Roll Call: All Board members were present
- III. Pledge of Allegiance
- IV. Recognition of Visitors – Sheila Roberts, Director
- V. Presentation(s): Sheila Roberts
 - Sheila Roberts, Director, shared information regarding HR data for the 2023-24 school year, information about the Teacher Apprenticeship Program, and the Sub IS Plan.
- VI. The Agenda was approved.
- VII. Previous Meeting Minutes were approved:
 - A. April 22, 2024 – Regular Meeting
 - B. May 20, 2024 – Special Meeting
- VIII. The Treasurer’s Report for the month ending April 30, 2024 was approved:
 - A. Summary of Accounts
 - B. Cash Position Report
 - C. Summary Expenditure Status Report for General Fund
 - D. Revenue Account Summary
 - E. Checks for the Month
 - F. Fiscal Bar Graph Views
 - G. General Fund Revenue & Expenditures by Month – FY24 & FY23
 - H. Accounts Receivable Aging Report
- I. Recommendation to approve the following purchased service contracts.
 - 1. Jefferson County ESC, VirtualClassroom; \$2.75 per student with a minimum of \$2,500.
 - 2. Julian & Grube, Cash-Basis Financial Statement preparation; \$2,600/yr for 3 years.
 - 3. Strategic Management Solutions; E-Rate preparation and filing; \$2,000.
- IX. The Board approved the Superintendent’s Recommendations: Consent Agenda
 - A. The Board approved updates to the Substitute Teacher, Paraprofessional and Nurse lists for the 2023-2024 school year as presented.
 - B. The Board approved the recommendation to amend the following contracts for the 2023-24 school year.
 - 1. Barbara Bailes; amended from Sub Intervention Specialist to MD/ED Intervention Specialist effective April 23, 2024.

2. Carlie Powell, Latchkey Aide; effective May 28, 2024.
- C. Recommendation to employ the following individual(s) for the 2023-2024 school year pending proper licensure and appropriate background check(s).
1. Cynthia Bussey Administrative Assistant – As-Needed
1 year contract May 28, 2024
 2. Lauren Holbert Latchkey Aide
1 year contract May 1, 2024
 3. Laney Lambert Latchkey Aide
1 year contract May 20, 2024
 4. Christian Walton Paraprofessional – As-Needed
1 year contract May 7, 2024
- D. Recommendation to approve the 2024-2025 tuition rates for the following program(s):
1. Madison County Preschool Full Pay \$186.00/month
 Reduced Pay \$ 96.00/month
 2. Champaign County Preschool Full Pay \$200.00/month
 Reduced Pay \$100.00/month
 3. Fairhaven Early Learning Academy \$150.00/month
- E. Recommendation to approve the following program calendars for the 2024-25 school year.
1. Fairhaven Early Learning Academy
- F. Recommendation to approve an unpaid medical leave of absence for Charidy Murphy, Paraprofessional, beginning February 13, 2023 for a period of two years unless able to return sooner.
- G. Recommendation to terminate the contract of Andrea Hart, Paraprofessional – As-Needed, effective March 31, 2024. Ms. Hart has been granted 2 years of unpaid medical leave which was exhausted on March 30, 2024 and is currently absent from work without leave.
- H. Recommendation to accept the following resignations effective the end of the 2023-24 school year unless otherwise noted.
1. Jamie Bohm, Sub Intervention Specialist.
 2. Angela Browning, EC Intervention Specialist.
 3. Heather Burris, Administrative Assistant; effective June 21, 2024.
 4. Paige Class, Nurse.
 5. Melissa Clerico, Substitute Intervention Specialist.
 6. Sarah Downey, COTA.
 7. Gail Friend, Sub Intervention Specialist.
 8. Maggie Gates, MD/ED Intervention Specialist.
 9. Molly Green, Paraprofessional.
 10. Alisha Hale, Nurse.
 11. Amanda Howerton, EC Intervention Specialist.
 12. Maureen Howard, Speech Language Pathologist.
 13. Ann McGlaughlin, School Psychologist Intern.
 14. Deb Orecchio, OAPSA Virtual Assistant; effective June 30, 2024.
 15. Michele Roberts, Consultant.
 16. Ericka Schultz, Interpreter.

17. Lorraine Townsley, School Nurse.

18. Sara Whitt, Substitute Teacher.

I. Recommendation to employ the following individual(s) for the 2024-2025 school year pending proper licensure and appropriate background check(s).

1. Shelby Haffner Paraprofessional – As-Needed
1 year contract August 1, 2024
2. Alexis Hoeffel EC Intervention Specialist
1 year contract August 1, 2024
3. Patricia Johnson Occupational Therapist
1 year contract August 1, 2024
4. Ann McGlaughlin School Psychologist
1 year contract August 1, 2024

J. Recommendation to amend the following contracts for the 2024-25 school year.

1. Patricia Kauffman, Occupational Therapist; from 157 days to 163 days.

K. Recommendation to employ the following individual(s) on administrative contracts for the 2024-2025 school year pending proper certification and mandated background check(s).

<u>Employee</u>	<u>Position</u>	<u>Days</u>	<u>Length</u>
Bachman, Joe	Supervisor - Special Education	225	5 Year
Flowers, Christina	Business School Liaison	205	5 Year
Jones, Denise	Special Education Curriculum Specialist	205	2 Year
Kaffenbarger, Dan	Superintendent Services-As Needed	As-Needed	1 Year
Williams, Cynthia	Principal	225	2 Year

L. Recommendation to employ the following individual(s) on certified contracts for the 2024-2025 school year pending proper certification and mandated background check(s).

<u>Employee</u>	<u>Position</u>	<u>Days</u>	<u>Length</u>
Bailes, Barbara	Intervention Specialist	184	1st-1 Year
Barnes, Ashley	Intervention Specialist	184	2 Year
Beck, Sharon	School Psychologist - As Needed	As-Needed	1 Year
Benavides, Alicia	Program Float	As-Needed	1 Year
Boucher, Gabby	Intervention Specialist	184	1 Year
Brown, Sarah	Occupational Therapist-As Needed	As-Needed	1 Year
Buckey, Wendy	EL Teacher	As-Needed	1 Year
Burkhamer, Nikki	Substitute Intervention Specialist	As-Needed	1 Year
Converse, Erin	Sub EC Intervention Specialist	As-Needed	1 Year
Culp, Vicky	Program Float	As-Needed	1 Year
Fecher, Ashley	EC Intervention Specialist	184	1 Year
Fernander, Allison	School Psychologist	204	2 Year
Freeh, Kelly	Intervention Specialist	184	5 Year
Gargac, Monica	EL Teacher	As-Needed	1 Year

Gates, Bryan	Intervention Specialist	184	5 Year
Harvey, Chelsea	Intervention Specialist	184	1 Year
Henry, Elizabeth	Substitute Intervention Specialist	As-Needed	1 Year
Heyder, Mallory	EC Intervention Specialist	184	2nd-1 Year
Hill, Cortney	Teacher Supporting School Psychologists	184	2 Year
Hinshaw, Chrissie	School Psychologist - As Needed	As-Needed	1 Year
Hixon, Mindy	Intervention Specialist	184	1 Year
Jacomet, Sandra	School Psychologist - As Needed	As-Needed	1 Year
Kegley, Erin	School Psychologist	190	2nd-1 Year
Kirkpatrick, Brenda	Intervention Specialist	As-Needed	1 Year
Kister, Janet	School Psychologist	122	2nd-1 Year
Knight, Cherie	Intervention Specialist	184	5 Year
Leher, Phyllis	Speech Language Pathologist-As Needed	As-Needed	1 Year
Longshore, Stacey	Sub EC Intervention Specialist	As-Needed	1 Year
McIntosh, Megan	Substitute Intervention Specialist	As-Needed	1 Year
Montgomery, Stephanie	School Psychologist	160	5 Year
Moses, Chelsea	Intervention Specialist	184	2 Year
Mounce, Amanda	Sub Intervention Specialist	As-Needed	1 Year
Noel, Kelsi	Intervention Specialist	184	1st-1 Year
Pankewicz, Tricia	Speech Language Pathologist-As Needed	As-Needed	1 Year
Pence, Kaitlynn	Program Float	As-Needed	1 Year
Prohaska, Danielle	School Comparison Services	As-Needed	1 Year
Quimby, Ashley	Substitute Intervention Specialist	As-Needed	1 Year
Reeder, Terry	Program Float	As-Needed	1 Year
Robbins, Shelley	EC Intervention Specialist	184	2nd-1 Year
Ross, Cassandra	Program/Classroom Support	As-Needed	1 Year
Schaeffer, Johnna	Instructional Coach	As-Needed	1 Year
Sells, Emily	Substitute APE Teacher	As-Needed	1 Year
Shingler, Tony	Program Float	As-Needed	1 Year
Sindledecker, Brianna	Sub EC Intervention Specialist	As-Needed	1 Year
Storer, Olivia	EC Education Teacher	184	2 Year
Thomas, Angie	EC Intervention Specialist	184	5 Year
Torres, Robyn	EC Intervention Specialist	184	1 Year
Veskauf, Allison	Program Float	As-Needed	1 Year
Wallace-Anderson, Kelsey	Intervention Specialist	184	5 Year
Walsh, Karis	School Psychologist	205	2 Year
Wehner, Margaret	Speech Language Pathologist-As Needed	As-Needed	1 Year
Wilson-Goldman, Natalie	Teacher Supporting School Psychologists	146	2 Year
Winrod, Dallas	School Psychologist	120	2 Year
Yoder, Emilie	School Psychologist	188	2nd-1 Year
Yost, Cortney	EC Education Teacher	184	2nd-1 Year
Syrena Padilla	Sub EC Intervention Specialist	As-Needed	1 Year

M. Recommendation to employ the following individual(s) on classified contracts for the 2024-2025 school year pending proper certification and mandated background check(s).

Employee	Position	Days	Length
Ankrom, Tammy	Paraprofessional - As Needed	As-Needed	1 Year
Baker, Rebecca	Paraprofessional - As Needed	As-Needed	1 Year
Bell, Cynthia	Paraprofessional	188	2nd-2 Year
Bilotta, Destinee	In-School Suspension Monitor	As-Needed	1 Year
Bowen, Debra	Paraprofessional	188	3rd-2 Year
Boyd, Robin	Paraprofessional - As Needed	As-Needed	1 Year
Brown, Emily	Paraprofessional - As Needed	As-Needed	1 Year
Brugler, Morgan	Paraprofessional - As Needed	As-Needed	1 Year
Burris, Heather	Administrative Assistant	260	3rd-2 Year
Bussey, Cynthia	Administrative Assistant	205	1st-2 Year
Caldwell, Rachel	Paraprofessional	188	1st-2 Year
Caldwell, Rachel	Paraprofessional - As Needed	As-Needed	1 Year
Carey, Ashley	Executive Administrative Assistant	260	Continuing
Carmichael, Rebecca	Paraprofessional - As Needed	As-Needed	1 Year
Clay, Opal	Food Services	As-Needed	1 Year
Closson, Ronny	Administrative Assistant	As-Needed	1 Year
Conley, Brittany	Paraprofessional - As Needed	As-Needed	1 Year
Copas, Kaelan	Paraprofessional - As Needed	As-Needed	1 Year
Cox, Zachary	Paraprofessional - As Needed	As-Needed	1 Year
Crace, Sydney	Paraprofessional - As Needed	As-Needed	1 Year
Davie, April	Latchkey Aide	As-Needed	1 Year
Dennen, Kristin	Paraprofessional - As Needed	As-Needed	1 Year
Detwiler, Kathy	Paraprofessional - As Needed	As-Needed	1 Year
Dixon, Emily	Paraprofessional - As Needed	As-Needed	1 Year
Dixon, Madison	Paraprofessional - As Needed	As-Needed	1 Year
Dixon, Taylor	Paraprofessional - As Needed	As-Needed	1 Year
Doherty, Jennifer	Paraprofessional - As Needed	As-Needed	1 Year
DuVall, Justin	Paraprofessional - As Needed	As-Needed	1 Year
Eckart, Kelly	Paraprofessional	188	1st-2 Year
Eckart, Stephanie	Paraprofessional - As Needed	As-Needed	1 Year
Engle, Kendall	Paraprofessional	188	1st-2 Year
Ewing, Jeanette	Occupational Therapy Assistant	As-Needed	1 Year
Fay, Sheila	Paraprofessional - As Needed	As-Needed	1 Year
Felver, Salina	Paraprofessional - As Needed	As-Needed	1 Year
Folden, Joy	Mental Health Therapist	188	Continuing
Frey, Amber	Latchkey Aide	As-Needed	1 Year
Gargac, Mitchell	Attendance Officer-As Needed	As-Needed	1 Year
Gerber, Nancy	Paraprofessional - As Needed	As-Needed	1 Year
Givens, Hugh	LPN	188	1st-2 Year
Greenhill, Jamie	Paraprofessional - As Needed	As-Needed	1 Year

Gribben, Molly	Paraprofessional	154	1st-2 Year
Groom, Erin	Paraprofessional - As Needed	As-Needed	1 Year
Groom, Erin	Bus Aide	As-Needed	1 Year
Haerr, Michelle	Paraprofessional - As Needed	As-Needed	1 Year
Haffner, Amy	Paraprofessional - As Needed	As-Needed	1 Year
Hahn, Ashley	Paraprofessional - As Needed	As-Needed	1 Year
Hahn, Rhonda	Paraprofessional - As Needed	As-Needed	1 Year
Hall, Jennifer	Paraprofessional - As Needed	As-Needed	1 Year
Helton, Keyairra	Latchkey Assistant Coordinator	As-Needed	1 Year
Henry, Jillian	Paraprofessional - As Needed	As-Needed	1 Year
Hetzer, Danielle	Paraprofessional - As Needed	As-Needed	1 Year
Hicks, Mallory	Paraprofessional	188	2nd-2 Year
Holbert, Lauren	Latchkey Aide	As-Needed	1 Year
Hostetler, Heather	LPN	As-Needed	1 Year
Hostetler, Kim	Paraprofessional - As Needed	As-Needed	1 Year
Hostetler, Pam	1:1 Nurse	As-Needed	1 Year
Hunsicker, Katie	Nurse	188	1st-2 Year
Jacks, Amanda	Paraprofessional - As Needed	As-Needed	1 Year
Johnson, Lisa	Paraprofessional - As Needed	As-Needed	1 Year
Kaster, Catherine	Paraprofessional - As Needed	As-Needed	1 Year
Klingelhofer, Melissa	Paraprofessional - As Needed	As-Needed	1 Year
Knee, Douglas	Interpreter	As-Needed	1 Year
Lambert, Laney	Paraprofessional - As Needed	As-Needed	1 Year
Lang, Martha	Paraprofessional - As Needed	As-Needed	1 Year
Lehmann, Melissa	LPN	188	1st-2 Year
Leis, Sherry	Paraprofessional Float	As-Needed	1 Year
Locker, Theresa	Paraprofessional - As Needed	As-Needed	1 Year
Lollo, Connie	Program Assistant	200	3rd-2 Year
Martin, Leslie	Detention Monitor	As-Needed	1 Year
Massie, Jaime	Paraprofessional - As Needed	As-Needed	1 Year
Maytas, Bethany	Paraprofessional - As Needed	As-Needed	1 Year
McCoy, Kennedy	Paraprofessional - As Needed	As-Needed	1 Year
McKenzie, Nicole	Paraprofessional	188	1st-2 Year
McPherson, Micaela	Latchkey Aide	As-Needed	1 Year
Miller, Baylie	Latchkey Aide	As-Needed	1 Year
Miller, Baylie	Paraprofessional - As Needed	As-Needed	1 Year
Miller, Delila	Paraprofessional - As Needed	As-Needed	1 Year
Miller-Brown, Kassydi	Paraprofessional - As Needed	As-Needed	1 Year
Mills, Brittnay	Paraprofessional	188	1st-2 Year
Molen, Hayley	Paraprofessional - As Needed	As-Needed	1 Year
Monteith, Melinda	Clerical Support	As-Needed	1 Year
Montgomery, Jodi	Nurse	188	1 Year
Morris, Crystal	Latchkey Aide	As-Needed	1 Year

Morris, Macy	Latchkey Aide	As-Needed	1 Year
Murphy, Charidy	Paraprofessional	154	2nd-2 Year
Murphy-Larson, Tara	Detention Monitor	As-Needed	1 Year
Neely, Rebecca	Latchkey Aide	As-Needed	1 Year
Nulph, Laura	Paraprofessional - As Needed	As-Needed	1 Year
Nunamaker, Josie	Paraprofessional - As Needed	As-Needed	1 Year
O'Neal, Carolyn	NCI/TCI Trainer	As-Needed	1 Year
O'Neill, Melissa	Paraprofessional - As Needed	As-Needed	1 Year
Orndorf, Kip	Paraprofessional - As Needed	As-Needed	1 Year
Packer, Jessica	Paraprofessional	188	1st-2 Year
Parsley, Brooke	Paraprofessional - As Needed	As-Needed	1 Year
Partin, Adena	Paraprofessional - As Needed	As-Needed	1 Year
Pease, Ciara	Interpreter	As-Needed	1 Year
Pease, Elizabeth	Paraprofessional - As Needed	As-Needed	1 Year
Penn, Rob	Building Maintenance/Custodian	260	1st-2 Year
Peterman-Cutlip, Melissa	Paraprofessional	188	3rd-2 Year
Powell, Carlie	Paraprofessional - As Needed	As-Needed	1 Year
Powell, Carlie	Latchkey Aide	As-Needed	1 Year
Ratliff, Caryn	Paraprofessional	154	1st-2 Year
Reames, Susan	Detention Monitor	As-Needed	1 Year
Rieckhoff-Roberts, Ziek	Paraprofessional - As Needed	As-Needed	1 Year
Riegel, Taylor	Paraprofessional Float	As-Needed	1 Year
Roberts-Gray, Pamela	Paraprofessional - As Needed	As-Needed	1 Year
Robertson, Madison	Paraprofessional - As Needed	As-Needed	1 Year
Schmidt, Nathaniel	Paraprofessional - As Needed	As-Needed	1 Year
Schmidt, Reece	Paraprofessional - As Needed	As-Needed	1 Year
Schramm, Christina	On-Bus Instructor	As-Needed	1 Year
Schurter, Diane	Paraprofessional - As Needed	As-Needed	1 Year
Shambaugh, Neal	Paraprofessional - As Needed	As-Needed	1 Year
Shields, Preston	Paraprofessional - As Needed	As-Needed	1 Year
Shockey, Charlene	On-Bus Instructor	As-Needed	1 Year
Short, Leah	Paraprofessional	188	1 Year
Shuey, Shelby	Paraprofessional	188	1st-2 Year
Shunk, Jamie	Latchkey Aide	As-Needed	1 Year
Shunk, Jamie	Paraprofessional - As Needed	As-Needed	1 Year
Smith, Caitlin	Latchkey Aide	As-Needed	1 Year
Smith, Payton	Paraprofessional – As-Needed	As-Needed	1 Year
Smith, Stephanie	Paraprofessional - As Needed	As-Needed	1 Year
Steider, Amy	Mental Health Therapist	188	1 Year
Suchland, Kristie	Payroll/Benefit Specialist	260	1st-2 Year
Sweeney, Jessica	Paraprofessional	188	2nd-2 Year
Tingley, Jacqueline	Paraprofessional - As Needed	As-Needed	1 Year
Toops, Marlene	Paraprofessional - As Needed	As-Needed	1 Year

Trathowen, Timothy	Paraprofessional	188	3rd-2 Year
Van Horn, Penny	Paraprofessional - As Needed	As-Needed	1 Year
Wagner, Stephanie	Nurse - As Needed	As-Needed	1 Year
Walbright, Sheri	Occupational Therapy Assistant-As Needed	As-Needed	1 Year
Walton, Christian	Paraprofessional - As Needed	As-Needed	1 Year
Warner, Amy	Paraprofessional - As Needed	As-Needed	1 Year
Weldon, Chantal	Paraprofessional - As Needed	As-Needed	1 Year
Wells, Holly	Paraprofessional - As Needed	As-Needed	1 Year
Wertz, Deborah	Paraprofessional	154	1st-2 Year
Whitney, Jessica	Paraprofessional - As Needed	As-Needed	1 Year
Wilcox, Faith	Paraprofessional - As Needed	As-Needed	1 Year
Yocom, Michelle	Detention Monitor	As-Needed	1 Year
Heidi Gregory	Paraprofessional	154 days	1 Year
Haley Green	Paraprofessional	154 days	1 Year

N. Recommendation to award the following one-year supplemental contracts for the 2024-2025 school year.

Employee	Position
Andrews, Laura	Speech Language Pathologist-As Needed
Barnes, Ashley	Home Instructor
Brouhard, Angela	Speech Language Pathologist-As Needed
Brouhard, Angela	SLP Coordinator - Up to 52.5 Hours
Brouhard, Angela	Program Coordinator
Campbell, Jason	Detention Monitor
Campbell, Jason	NCI/TCI Trainer
Campbell, Jason	PBIS Team
Cutlip-Savage, James	PBIS Team
Ferryman, Lori	Home Instructor
Gates, Bryan	Detention Monitor
Gates, Bryan	Home Instructor
Hall-Heminger, Jennifer	Home Instructor
Honeycutt, Tricia	PT Coordinator
Honeycutt, Tricia	Physical Therapist - As Needed
Honeycutt, Tricia	PBIS Team
James, Adrienne	Speech Language Pathologist-As Needed
Karam, Kristi	Occupational Therapist-As Needed
Karam, Kristi	Program Coordinator
MacDonald, Terri	NCI/TCI Trainer
McGehee, Trey	Detention Monitor
Ober, Dayna	Speech Language Pathologist-As Needed
Petry Brisley, April	Home Instructor
Reeder, Terry	LPDC Chairperson

Roberts, Sheila	NCI/TCI Trainer
Roberts, Sheila	PBIS Team
Skala, Danielle	School Psychologist - As Needed
Ward, Mark	NCI/TCI Trainer
Ward, Mark	Wellness Program Coordinator
Willis, Rachel	Latchkey Coordinator Position Supplemental
Yost, Cortney	ECIS - Itinerant

X. Recommendation to approve the following payments for mentoring services for the 2023-24 school year.

1. Ayers, Alicia	\$1,050	Lauck, Mandy	\$150
2. Bachman, Joseph	\$150	McGehee, Trey	\$900
3. Belcher, Leanna	\$450	Mentzer, Nannette	\$1,800
4. Browning, Angela	\$900	Petry Brisley, April	\$900
5. Campbell, Jason	\$900	Ross, Cassandra	\$900
6. Class, Paige	\$150	Wemyss, Emily	\$900
7. Davis, Emily	\$900	Wilson, Tracey	\$150
8. Gargac, Monica	\$750	Yost, Cortney	\$900
9. Heyder, Mallory	\$450	Lauck, Mandy	\$150

XI. Recommendation to approve the following reimbursements for employees attending the HQIM Literacy Curriculum Workshop.

1. Ayers, Alicia	\$103.50
2. MacDonald, Terri	\$276.00
3. Richards, Sade	\$103.50
4. Williams, Cynthia	\$103.50

XII. Ohio Hi-Point Career Center update: Mr. Charles Buck

XIII. Superintendent Discussion Items:

- A. The Superintendent shared information about the EMA tabletop emergency drill she participated in with local agencies.
- B. The Superintendent shared information about end of the year activities in ESC including the Staff Recognition Breakfast on May 31st.

XIV. The meeting was adjourned at 7:40 PM

Next Meeting: June 24, 2024 at 6:00 p.m. at the ESC Board Office in Urbana
 July 22, 2024 at 6:00 p.m. at the London Elementary School in London
 August 26, 2024 at 6:00 p.m. at the ESC Board Office in Urbana