

**MINUTES OF THE CLARK COUNTY EDUCATIONAL SERVICE CENTER  
GOVERNING BOARD MEETING HELD April 18, 2023**

Board President Amy Foreman called the regular meeting of the Clark County Educational Service Center Governing Board to order at 3:36 p.m. The following answered the roll call: Dr. Knapp-Baird, Mrs. Estep, and Mrs. Foreman.

ESC Staff Members present: Dan Bennett, Marcia Nichols

Guests in attendance: None

**2023-04-01: Motion by Mrs. Estep and seconded by Dr. Knapp-Baird to approve the minutes from the March 7, 2023 Board of Education Regular Meeting:**

**Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-AB**

**Board/District Communications:**

- A. Press/Media/Community - None at this time.
- B. Springfield-Clark CTC report: None at this time.

**2023-04-02: Motioned by Dr. Knapp-Baird and seconded by Mrs. Estep to approve FINANCIAL items 1-3:**

1. Approve March 2023 Financials as presented, including a cash reconciliation and check register.
2. Approve Transfers (as needed).
3. Approve the donation from Susie Riegle of a Refrigerator to be placed at the Greenon Preschool building in the amount of \$899.

**Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-AB**

**2023-04-03: Motion by Mrs. Estep and seconded by Dr. Knapp-Baird to approve ADMINISTRATIVE items 1-8:**

1. Approve the unpaid (dock) days (10 ) for Sylvia Keller.
2. Approve the unpaid (dock) day (1) for Bailey Allen.
3. Approve FMLA for Nicole Mathews, Aide.
4. Approve FMLA for Shelly Johnson, PTA.
5. Approve the use of future vacation days (1) for Greg Whitt in March.
6. Approve the 2023-24 Board Office Calendar as presented.
7. To approve support for the Springfield High School Mock Trial Team Empire competition, not to exceed **\$3,000.00** to be paid out of **City/County Funds**. The Springfield City School District will invoice the Clark County ESC for the expenses.
8. To approve support for Kenwood Elementary March Madness Book event, not to exceed \$380.00, to be paid out of **City/County Funds**. The Springfield City School District will invoice the Clark County ESC for the expenses.

**Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-AB**

**2023-04-04: Motioned by Dr. Knapp-Baird and seconded by Mrs. Estep to approve PERSONNEL items 1-11:**

1. Approve the Clark County Substitute list as presented.
2. Amend the contract for Sarah Biggs, Aide, to LT Teacher Sub for CEC, at Step 0, starting 2.14.23.
3. Approve the employment of Malachi Thebaud, SCS Bilingual Assistant, \$25/hr, as needed, NTE 40 hours a week.
4. Approve the change of assignment for Erica Burton, from Psych Asst to OT, for 23-24, at Step 5, 184 days, with Doctorate degree.
5. Amend the contract for Lauren Seitz, OT, to 147 days.
6. Approve extended time for Chelsea Thome, OT, at her hourly rate, NTE 6 hours.
7. Approve extended time for Melodie Davis, Psych, at her hourly rate, NTE 12 hours.
8. Approve extended time for Kati Schneider, SLP, for SE, **\$908.51 was paid on 2/17/23, \$931.80 was paid on 3/20/23** and any future payments for additional hours needed at her current rate. Payments were made before board approval.
9. Approve payment of lead stipends of \$500 as follows:
  - Tracey Cooper, Lead OT
  - Kristi Knight Craddock, Lead SLP
  - Deb Evans, Lead PT City
  - Heather Streiff, Lead Psych

Sarah Jergens, Lead MHT  
Nicole Reminder, Lead PT  
Lori Stemmer, Lead OT City

10. Accept the resignation from **Shelby Davy**, Aide SLP.

11. Accept the resignation due to retirement from **Neal Shambaugh**, Aide, effective 4.28.23.

Dr. Knapp-Baird asked the question What is a lead? Mr. Bennett explained that they helped with caseloads, recruitment and retention.

**Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-AB**

**2023-04-05: Motioned by Mrs. Estep and seconded by Dr. Knapp-Baird to approve ADDENDUM items 1:**

1. Approve the employment of **Eve Sturm**, Tutor for Nightingale, as needed at \$25/hr. with EANS funds.

**Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-AB**

**2023-04-06: Superintendent Update:**

- Mr. Bennett said the new SRO is Spencer Wheeler.

**2023-04-06: Motion by Dr. Knapp-Baird seconded by Mrs. Estep to adjourn the meeting.**

**Meeting adjourned at 3:59 p.m.**

ALL CONTRACTS VOTED ON BY THE BOARD OF EDUCATION ARE SUBJECT TO PROPER CERTIFICATION BEING RECEIVED FROM THE OHIO DEPARTMENT OF EDUCATION. INCLUDING IN THAT CERTIFICATION PROCESS IS AN APPROVED BCI/FBI FINGERPRINT AS REQUIRED BY LAW.

**The next regular board meeting will be held on May 9th, 2023 at 1:00 p.m. at the Board of Education Building.**

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**BOARD PRESIDENT**

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**TREASURER**