

**MINUTES OF THE CLARK COUNTY EDUCATIONAL SERVICE CENTER
GOVERNING ORGANIZATIONAL BOARD MEETING HELD JANUARY 9, 2024**

President Pro-Tempore Dr. Knapp-Baird called the organizational meeting of the Clark County Educational Service Center Governing Board to order at 1:00 pm. Following the Pledge of Allegiance. The following answered the roll call: Dr. Knapp-Baird, Mrs. Estep, and Mr. Wenclewicz.

ESC Staff Members present: Marcia Nichols, Susie Riegle, and Karlyn Clark

There were no guests present.

2024-01-01 Treasurer administered Oath of Office – Dr. John Crankshaw (sworn in on 1/8/24)
Mrs. Amy Foreman

Roll Call: Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-Yes

2024-01-02 Election of President

Mr. Wenclewicz nominated Amy Foreman for President. Motion seconded by Mrs. Estep.

Motion by Mr. Wenclewicz and seconded by Dr. Knapp-Baird to close nominations and appoint by acclamation.

Roll Call: Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-Yes

2024-01-03 Election of Vice-President

Mr. Wenclewicz nominated Dr. Knapp-Baird for Vice-President. Motion seconded by Mrs. Foreman.

Motion by Mr. Wenclewicz and seconded by Mrs. Foreman to close nominations and appoint by acclamation.

Roll Call: Estep-Yes Crankshaw-ABs Foreman-Yes Knapp-Baird-Yes Wenclewicz-Yes

2024-01-04 Motion by Mrs. Foreman to establish the dates, time and location of regular Board meetings. Motion seconded by Mrs. Estep

Notices will be published on the website and monthly dates posted in the Springfield-News Sun in January. Clark County ESC will hold the regular board meetings on the following dates at 1:00 PM unless stated. The dates are: February 13th, March 12th, April 9th, May 14th, June 11th, July 9th, August 13th, September 17th, October 8th, November 19th, December 10th, January 14th, 2025.

Roll Call: Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-Yes

2024-01-05: Motion by Mrs. Foreman and seconded by Mr. Wenclewicz to approve ADMINISTRATIVE items 1-17:

Roll Call: Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-Yes

1. Set the pay for board members and the amount for travel expenses to and from board meetings. Salary is set at the maximum allowable by law and travel to and from meetings at the rate determined by the Internal Revenue Service. Establish a Service Fund for \$7,500 for other travel and meeting expenses.
2. Authorize the payment of bills in advance of the board meeting if sufficient funds are available within appropriation limits.
3. Establish that the Federal per diem rate will be used for reimbursement for meals at approved professional meetings/travel.
4. Set the rate for mileage reimbursement @ 67 cents per mile based on the January 2024 IRS standard mileage rate.
5. Authorize the Superintendent's approval or disapproval of applications for professional meetings that conform to establish board policy and that are within the amount appropriated for such activities.
6. Authorize the President to waive the reading of the minutes of the previous meeting provided they have been submitted to the members in advance.

7. Selection of a Board member to serve as the legislative liaison with OSBA. **Dr. John Crankshaw**
8. Selection of a Board member and alternate to serve as a delegate for the OSBA Annual Business Meeting. **Mrs. Foreman and Mr. Stan Wenclewicz (Alternative).**
9. Selection of a Board member to serve as treasurer pro-tempore in the absence of the treasurer. **Dr. Cindy Knapp-Baird**
10. Selection of purchase agent for 2024 **Mr. Dan Bennett**
11. Selection of Title IX Compliance Officer for 2024 **Ms. Susie Riegle**
12. Recommendation to authorize the treasurer to invest per board policy.
13. Recommendation for Treasurer to attend Public Records access training required of Board members.
14. Recommendation to authorize the Superintendent and Treasurer working in collaboration with ESC staff to determine special education and district contract costs.
15. To authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided, however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the board or who has not satisfied any other prerequisite to employment created by law or Board policy.

The authorization provided by this resolution shall commence on January 1, 2024, and remain in effect through January 31, 2025.

16. Approve the annual membership to OSBA \$3,870.00
17. Selection of a Board member to serve as the Student Achievement Liaison with OSBA
Mrs. Kathy Estep

2024-01-06 Motion by Mrs. Foreman that the President adjourns the meeting. Motion seconded by Mr. Wenclewicz.

Roll Call: **Estep-Yes Crankshaw-AB Foreman-Yes Knapp-Baird-Yes Wenclewicz-Yes**

Meeting adjourned at 1:13 pm

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.

BOARD PRESIDENT

TREASURER