

Held January 9, 2018 at 8:30 a.m.

The meeting opened with the Pledge of Allegiance followed by a moment of silence. Opening

The regular and reorganizational meeting of the Fairfield County Educational Service Center Governing Board was held at 8:30 a.m. on January 9, 2018, with the following members answering present to roll call: Mr. Bartlett, Mr. Fowler, Ms. Owens, Ms. Pierce, Mr. Stemen. Roll Call

Newly elected governing board members Mr. Stemen, Ms. Pierce, and Mr. Fowler were administered the oath of office. Oath of Office

**REORGANIZATION ITEMS**

*Ms. Pierce nominated Mr. Stemen for president.*

A motion was made by Ms. Pierce, seconded by Mr. Bartlett, to close the nominations for president and to name Mr. Stemen president. Elect President

Vote: Mr. Bartlett, yea; Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion Carried.

*Ms. Pierce nominated Ms. Owens for vice president.*

A motion was made by Ms. Pierce, seconded by Mr. Bartlett, to close the nominations for vice president and to name Ms. Owens vice president. Elect Vice President

Vote: Mr. Bartlett, yea; Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion Carried.

*Mr. Stemen, president, and Ms. Owens, vice president, were administered the officer's oath of office.* Administer Oath of Office

*The newly elected president, Mr. Stemen, assumed the chair.*

A motion was made by Mr. Bartlett, seconded by Ms. Pierce, to establish the dates and times of the Fairfield County Educational Service Center Governing Board meetings as the fourth Tuesday of each month at 1:00 p.m. until the month of April thereafter to meet the fourth Tuesday of each month at 8:30 a.m., further to meet in the ESC Governing Board Conference room at 955 Liberty Drive, Lancaster, Ohio. Establish 2018 Board Meeting Dates

Vote: Mr. Bartlett, yea; Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion Carried.

A motion was made by Mr. Bartlett, seconded by Ms. Pierce, to grant the following authorizations for the 2018 calendar year: Superintendent and

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Superintendent Authorizations:

Authorization to employ personnel essential to the operation of the Fairfield County Educational Service Center between governing board meetings, with such employees to be affirmed by the board at the next regularly scheduled meeting.

Authorization to accept resignations between governing board meetings.

Treasurer Authorizations:

Authorization to invest interim funds in compliance with Section 135, Ohio Revised Code.

Authorization to make fund to fund advances and advance returns, as well as transfers within the same fund throughout the year as needed.

Authorization to pay all bills with board approval at the next board meeting.

Superintendent and Treasurer Authorizations:

Authorization to file applications for federal, state, and any other grants as available.

Authorization to enter into contracts for services as needed.

Treasurer's Authorizations

Vote: Mr. Bartlett, yea; Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion Carried.

**REGULAR ITEMS**

*A motion was made by Ms. Pierce, seconded by Mr. Bartlett, to approve the following:*

a.) Approve the minutes of the regular meeting on December 5, 2017, in its entirety.

Approve Minutes

Vote: Mr. Bartlett, yea; Mr. Fowler, abstain; Ms. Owens, yea; Ms. Pierce; Mr. Stemen, yea.  
Motion Carried.

*A motion was made by Ms. Owens, seconded by Ms. Pierce, to approve the following:*

b.) Approve the agenda

Approve Agenda

Vote: Mr. Bartlett, yea; Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion Carried.

*A motion was made by Mr. Bartlett, seconded by Ms. Pierce, to approve the following:*

Fin. Rpt.

**Financial Report:**

Approve the financial report as follows:

Balance in Gen. Fund as of December 1, 2017 .....	\$3,488,900.39
Balance in all other funds .....	\$407,528.79
Fast Forward – Local – FY18.....	\$1,683.08
Self-Insurance Fund – Health .....	\$5,845.71
Self-Insurance Fund – Dental .....	\$0.00
Capital Projects .....	\$400,000.00
Total all funds .....	\$3,896,429.18

Approve the November 2017 bills as listed and totaling \$537,654.46 (BRF 2018-1-1).

Approve the Appropriation Adjustments as listed in the attachment. (BRF 2018-1-2).

Vote: Mr. Bartlett, yea; Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea.  
Motion Carried.

**New Business:**

*A motion was made by Mr. Bartlett, seconded by Ms. Pierce, to approve the following:*

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- Approve an additional advance amount of \$10,000 from 001 General Fund to 019-9718, Fast Forward Local Match FY18, with the same amount to be returned prior to the end of fiscal year 2018.  
A total advance of \$30,000 from 001 General Fund to 019-9718, Fast Forward Local Match FY18, has been made as of December 31, 2017 and will be returned prior to the end of fiscal year 2018.

Approve  
Advance
- Approve membership in the Ohio School Boards Association at a cost of \$2,985 for the 2018 calendar year.

OSBA  
Membership
- Approve the following resignations.

Effective December 1, 2017  
Frances Gaskill- AmeriCorps Mentor

Effective December 13, 2017  
Chiann Demus-AmeriCorps Mentor

Effective December 19, 2017  
Bridget Durham- AmeriCorps Mentor

Effective December 21, 2017  
Victoria Hartley-LPDC Member

Resignations
- Approve the following resignations for the purpose of retirement.

Effective December 21, 2017  
Victoria Hartley-Director of Innovation, Learning and Leadership Development

Effective March 1, 2018  
Gloria Oesterling-Job Trainer

Retirements
- Approve the following 2017-2018 school year contract; salary and benefits based on Fairfield County Educational Service Center Governing Board Policy:

Effective December 20, 2017  
Bridget Durham-Educational Aide, for the remainder of a 9-month contract, 106 days.

Effective January 1, 2018  
Loretta Phalen- Tutor at St. Bernadette, hourly rate of \$22.66 not to exceed 64 hours, based on time sheets submitted.

Effective January 4, 2018-May 31, 2018  
Kate Silver-Instructional Coach, at an hourly rate of \$41.04 not to exceed 17 hours per week, based on time sheets submitted

Effective January 3, 2018  
Bradley Mingus-Educational Aide, for the remainder of a 9-month contract, 99 days

New  
Contracts
- Approve the 2017-2018 contract, to serve for 450 hours during the period January 3, 2018 through May 31, 2018 for a living allowance of \$3,343 spread equally over 11 pays.

Sharday Utarte, AmeriCorps Member

AmeriCorps  
Member

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Approve the following 2017-2018 school year Supplemental Contracts for LPDC Committee Member through July 31, 2018 at a rate of \$30 per hour based on time sheets: Supplemental Contract

Effective January 1, 2018  
Brad Changet

Approve the following 2017-2018 Contract Adjustment, salary and benefits adjusted accordingly. Contract Adjustment

Effective November 6, 2017  
Candy Casey-Transportation Aide, from 0.86 FTE to 1.0 FTE

Approve the attendance of Marie Ward, Superintendent, at the Strategic Planning Session for Florida Virtual Academy in Orlando, Florida on January 17-19, 2018 at no cost to the Fairfield County ESC. FVA Invitation

Approve the substitute teacher list #6 (BRF 2018-1-3), attached. Sub List

A motion was made by Mr. Bartlett, seconded by Ms. Pierce, to table the motion to increase all salary schedules and the superintendent and treasurer salary by 2.0 percent for the 2018-2019 contract year until the special meeting on January 23, 2018 due to the need to gather more information from client districts. Salary Increase

Vote: Mr. Bartlett, yea; Mr. Fowler, yea; Ms. Owens, yea; Ms. Pierce, yea; Mr. Stemen, yea. Motion Carried.

**Additional Reports were given in relation to the following:** Reports

1. The Superintendent reported on the following:
  - a. Board Certificates of Appreciation were distributed and gratitude for service was expressed.
  - b. Schlecty Center-Access to Change conference will be hosted with the help of 11 different ESC's at the OSU Fawcett Center. This conference will take the place of the all board county dinner with the hopes that it will provide more instruction and networking resources. Hamilton County ESC is organizing registration while the Fairfield County ESC has applied for the Martha Holding Jennings Grant to help offset the cost of \$275 for attendees. Conference is open to all school districts and boards.
  - c. Success Center is closing in on thirty students and students have recently been given the opportunity to volunteer in the community.
  - d. Walnut's new Low Cognitive classroom is doing great and is now fully staffed.
  - e. Rethink Transition Services.

2. An Eastland-Fairfield Career and Technical Center update was given.
  - a. Year end, no reports

3. Additional Reports as Needed. Reports (con't)
  - b. Special Meeting to review customer service survey, salary survey and policy updates set for January 23, 2018 at 1 p.m.

Minutes of Fairfield County Educational Service Center Governing Board Regular Meeting

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There being no further business, on a motion from Mr. Bartlett and seconded by Ms. Pierce and duly passed, the board adjourned at 9:36 a.m.

Adjourn

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President

\_\_\_\_\_  
Treasurer