

UNOFFICIAL SUMMARY OF THE MADISON CHAMPAIGN EDUCATIONAL SERVICE CENTER  
GOVERNING BOARD REGULAR BOARD MEETING

Urbana Board Office

Monday, July 22, 2019

6:00 p.m.

- I. The meeting was called to order by Governing Board President Mary Lee Gecowets at 6:03 PM
- II. The Oath of Office was administered to Kim Crumley by Treasurer, Matthew Ketcham.
- III. Along with Superintendent Kaffenbarger and Treasurer Ketcham, Monika Aune, School Psychologist Coordinator, was recognized as a visitor for the meeting.
- IV. The Board approved the agenda with an addendum as prepared by the Treasurer.
- V. The Board approved the minutes of the following meetings: June 17, 2019 – Regular Meeting and June 26, 2019 – Special Meeting.
- VI. The Board approved the Treasurer’s Report for the month ending June, 2019 as follows:
  - A. Summary of Accounts
  - B. Financial Report by Fund
  - C. Revenue Account Summary
  - D. Reduction of Expenditures
  - E. Checks for the Month
  - F. Fiscal Bar Graph Views
  - G. General Fund Revenue & Expenditures by Month – FY19 & FY18
  - H. Accounts Receivable Aging Report

The Board approved the following Treasurer’s Recommendations:

- A. Approved the following purchased service contracts.
  1. Bellefontaine City Schools, Food Service Agreement; \$1.65 per meal for breakfast and \$4.60 per meal for lunch.
  2. Keys to Literacy, LLC, Professional Development; \$7,909.00.
  3. London City Schools, Food Service Agreement; \$3.00 per meal for breakfast and \$5.00 per meal for lunch.
  4. Midwest Regional ESC, Orientation and Mobility Services; \$1,796.00.
  5. Midwest Regional ESC, Vision Impaired Services; \$3,581.00.
  6. Midwest Regional ESC, Vision Impaired Services; \$3,581.00.
  7. Midwest Regional ESC, Vision Impaired Services; \$10,941.00.
  8. Midwest Regional ESC, Orientation and Mobility Services; \$2,816.00.
  9. Searle Enterprises, Inc., Professional Development; \$4,250.00.
- B. Selected Sheakley Uniservice as the Third Party Administrator (TPA) for Workers Compensation Claims for the plan year January 1, 2020 to December 31, 2020.

VII. Resolutions

- A. The Board approved the minutes of the June 26, 2019 meeting of the Champaign County Business Advisory Council.
- B. The Board approved the minutes of the July 10, 2019 meeting of the Madison County Business Advisory Council.

VIII. The Board approved the following Superintendent's recommendations as part of a consent agenda:

A. Employed the following individual(s) for the 2018-2019 school year pending proper licensure and appropriate background check(s).

1. Tracy Merica                      Science Curriculum Specialist  
    1-year contract                  June 17, 2019
2. Melissa Scoville                Math Curriculum Specialist  
    1-year contract                  June 17, 2019

B. Accepted the following resignations effective the end of the 2018-19 school year unless otherwise noted.

1. Kelly Branham, EC Intervention Specialist.
2. Taylor Freshour, EC Intervention Specialist.
3. Jennifer Harvey, Literacy Foundation Coordinator.
4. Marissa Imondi, Grant Assistant.

C. Approved the following program Handbooks for the 2019-2020 school year.

1. Mac-a-Cheek Learning Center
2. Mac-a-Cheek South
3. Madison County Preschool Program
4. Madison County MD/ED Program

D. Amended the following contracts beginning with the 2019-2020 school year.

1. Jennifer Doherty; from Paraprofessional – As-Needed to Paraprofessional – ED/Autism.
2. Melissa Fortney; from Paraprofessional – ED/Autism
3. Christopher Stacy; from Paraprofessional – ED/Autism to Paraprofessional – ED/Autism – As-Needed with employee's approval.

E. Employed the following individual(s) for the 2019-2020 school year pending proper licensure and appropriate background check(s).

1. Alexandra Bellingar              Paraprofessional – ED/Autism  
    1-year contract                  August 7, 2019
2. Debra Bowen                      Paraprofessional  
    1-year contract                  August 1, 2019
3. Vicky Culp                        Paraprofessional – ED/Autism – As-Needed  
    1-year contract                  August 7, 2019
4. Mallory Hicks                    Paraprofessional – As-Needed  
    1-year contract                  August 7, 2019
5. Joni Holycross                    Paraprofessional – ED/Autism – As-Needed  
    1-year contract                  August 1, 2019
6. Brenda Kirkpatrick              Intervention Specialist  
    1-year contract                  August 7, 2019
7. Douglas Knee                    Interpreter  
    1-year contract                  August 7, 2019
8. Cherie Knight                    MD/ED Intervention Specialist  
    1-year contract                  August 7, 2019
9. Ashlea Leandro                  Paraprofessional – As-Needed  
    1-year contract                  August 7, 2019
10. Connie Lollo                    Program Assistant  
    1-year contract                  August 1, 2019
11. Connie Lollo                    Job Coach

	1-year contract	August 1, 2019
12.	Barry McNeeley	Paraprofessional – ED/Autism – As-Needed
	1-year contract	August 1, 2019
13.	Jessica Nieman	MD/ED Intervention Specialist
	1-year contract	August 9, 2019
14.	Kelsi Noel	Paraprofessional – As-Needed
	1-year contract	August 1, 2019
15.	Amy Oakes	Paraprofessional – As-Needed
	1-year contract	August 7, 2019
16.	McKenzie Palmer	Paraprofessional – As-Needed
	1-year contract	August 7, 2019
17.	Melissa Peterman-Cutlip	Paraprofessional
	1-year contract	August 1, 2019
18.	Margaret Ray	Paraprofessional – As-Needed
	1-year contract	August 1, 2019
19.	Kim Rowland	Paraprofessional – As-Needed
	1-year contract	August 7, 2019
20.	Brianna Sindledecker	Paraprofessional – As-Needed
	1-year contract	August 7, 2019
21.	Julie Slaybaugh	Paraprofessional – ED/Autism – As-Needed
	1-year contract	August 1, 2019
22.	Donna Stelzer	Administrative Specialist
	1-year contract	August 1, 2019
23.	Angie Thomas	EC Intervention Specialist
	1-year contract	August 7, 2019
24.	Amanda Wilson	MD/ED Intervention Specialist
	1-year contract	August 7, 2019

#### IX. President’s Recommendation

A. Amended the following contracts beginning with the 2019-2020 school year.

1. Richard Kaffenbarger, Custodian; from 20 hrs./week to 24 hrs./wk.

X. Ohio Hi-Point Career Center update was presented by Board Vice President, Jeff Burroughs. His update focused on the new construction project at Ohio Hi Point which will begin in 2020. He briefly discussed the sale of 30 million dollars’ worth of bonds on a lease purchase agreement.

#### XI. Superintendent Discussion Items:

- A. Superintendent Kaffenbarger presented final report on the progress toward meeting the five agency goals which were established last July.
- B. Kaffenbarger presented draft goals for the 2019-2020 school year. Board members were encouraged to review and make suggestions in the next couple of weeks as these goals will be rolled out to the administrative team and the staff in early August.
- C. Kaffenbarger reported that there were 10 positions yet to fill before the start of the 2019-2020 school year. These position will bring the total of employees to 292.
- D. Kaffenbarger discussed the meeting he and Treasurer Ketcham had with Congressman Jim Jordan. Craig Burfrd, Executive Director of OESCA and Chris Fox, Treasurer of Montgomery County ESC were also present at this meeting. The purpose of the meeting was to ask Congressman Jordan to address the procurement issues that is forcing client districts to competitively bid work currently being done by ESCs in cooperative arrangements. They were able to explain to the congressman that this issue was created by inconsistent answers to ODE and the Auditor of State’s office from the US Department of Education.

- E. Kaffenbarger mentioned that the official kick-off to the 19-20 school year will occur next week at the annual administrative retreat, scheduled for Tuesday and Wednesday.
- F. Kaffenbarger also mentioned OSBA's Capital Conference in November.

XII. The Board entered into an executive session at 7:23 PM to consider the employment and/or compensation of employees. The Board exited the session at 8:30 PM and took the following action related to this session:

- A. Recommendation to approve a pay increase of 2% for Superintendent Kaffenbarger and Treasurer Ketcham beginning with the 2019-2020 school year.

XIII. Being no further business to come before the Board the meeting was adjourned.

Next Meetings:      August 19, 2019 at 6:00 p.m. at the London Elementary School in London  
                                 September 16, 2019 at 6:00 p.m. at the ESC Board Office in Urbana  
                                 October 21, 2019 at 6:00 p.m. at the London Elementary School in London