

**Ohio Valley Educational Service Center
Board Meeting Minutes
Thursday, January 19, 2023 – 6:00 P.M.
Lori's Restaurant, Caldwell, Ohio**

Opening ceremony with Pledge of Allegiance and Prayer

The organizational and regular meeting was called to order by President Pro-tem, Trina Jackson

Roll Call: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland

Absent: Biggs and Irvine

Public Participation: none

Mr. Burrow moved to **approve the agenda as presented**. Mr. Winland seconded the motion.

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
Nays: None. The motion carried.

Nominations were accepted for President for 2023. **Mrs. Trina Jackson was nominated.**

Mr. Ogle moved to **close nominations for President for 2023**. Mr. Burrow seconded the motion.

VOTE: Yeas: Burrow, Ingram, Kubota, Lang, Ogle, Parry, Warner and Winland
Abstained: Jackson
Nays: None. The motion carried.

Mr. Burrow moved to **elect Mrs. Trina Jackson as President for 2023**. Mr. Ogle seconded the motion.

VOTE: Yeas: Burrow, Ingram, Kubota, Lang, Ogle, Parry, Warner and Winland
Abstained: Jackson
Nays: None. The motion carried.

Nominations were accepted for Vice-President for 2023. **Mr. Bob Burrow was nominated.**

Mr. Winland moved to **close nominations for Vice-President for 2023**. Mr. Lang seconded the motion.

VOTE: Yeas: Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
Abstained: Burrow
Nays: None. The motion carried.

Mr. Lang moved to **elect Mr. Bob Burrow as Vice-President for 2023**. Mrs. Jackson seconded the motion.

VOTE: Yeas: Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
Abstained: Burrow
Nays: None. The motion carried.

Mrs. Jackson assumed the President's chair – (*SINE DIE* – 2022)

Mr. Lang moved **approval to establish the regular governing board meeting time and dates for 2023, as follows.** All meetings will be held at 6:00 pm at Lori's Restaurant, Caldwell, Ohio. Mr. Winland seconded the motion.

January 19, March 16, May 18, June 29, August 31, October 19, and December 14

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota,

Lang, Ogle, Parry, Warner and Winland
Nays: None. The motion carried.

Mr. Lang moved to **approve the following committees.** Mr. Burrow seconded the motion.

Finance/Audit Committee – Superintendent, Treasurer, Robert Burrow, Trina Jackson
Policy Committee – Superintendent, Treasurer, Karen Kubota, Jane Irvine, Lori Parry
Inventory Committee – Superintendent, Treasurer, Jo Ann Ingram, Woody Biggs, Lynn Warner
Personnel Committee – Trina Jackson, Rusty Winland, Patrick Lang, Steve Ogle

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
Nays: None. The motion carried.

Mr. Burrow moved **approval of the following annual business resolutions.** Mrs. Jackson seconded the motion.

1. To authorize the Treasurer to invest interim funds when such funds are available
2. To authorize the Treasurer to pay all bills as they are received and report those bills at the next regularly scheduled Governing board meeting
3. To authorize the Superintendent to employ such temporary personnel as needed in emergency situations. Such employees will be presented to the governing board at the next regular meeting for consideration of continued employment subject to board approval
4. Authorization to apply for all grants and/or funding for programs that the OVESC administration deems beneficial
5. To authorize the Superintendent to serve as purchasing agent for the Educational Service Center
6. To authorize the Superintendent to serve as Civil Rights Coordinator
7. The budget created in the state software (USAS) will be used for internal management use only
8. To authorize the use of blanket purchase orders as needed
9. To authorize Penny Boggs as Homeless liaison
10. To appoint Megan Atkinson as designee to attend public records training
11. To designate that the following trainings and events are for a designated public purpose and any food purchased in conjunction with corresponding event is for a public purpose:
 - Ohio Valley ESC Annual Leadership Day
 - Ohio Valley ESC Staff Opening Day
 - Ohio Valley ESC Superintendent, Cabinet, Department, Director\ and Office Meetings
 - Board Leadership Academies/Trainings/Collaboratives
 - ESC Sponsored and Collaborative Trainings
 - Staff Professional Trainings and Conferences
12. To designate McGown & Markling Co, LPA, as legal counsel to represent the Ohio Valley ESC

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
Nays: None. The motion carried.

Nominations were accepted for **OSBA Legislative Liaison and OSBA Student Achievement Liaison for 2023**. Ms. Karen Kubota was nominated as Legislative Liaison and OSBA Student Achievement Liaison.

Mrs. Jackson moved to **close nominations for OSBA Legislative Liaison and OSBA Student Achievement Liaison for 2023**. Mr. Burrow seconded the motion.

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
Nays: None. The motion carried.

Mr. Burrow moved to **elect Ms. Karen Kubota as OSBA Legislative Liaison and OSBA Student Achievement Liaison for 2023**. Mr. Lang seconded the motion.

VOTE: Yeas: Burrow, Ingram, Jackson, Lang, Ogle, Parry, Warner and Winland
Abstained: Kubota
Nays: None. The motion carried.

Ms. Kubota moved to **approve the following Treasurer's Consent Recommendations**. Mr. Burrow seconded the motion.

- **Approval** of minutes from the regular meeting on December 8, 2022
- **Approval** of the Treasurer's report and bills of \$952,906.15 for December 2022
- **Approval** to participate in the OSBA Legal Assistance fund for 2023
- **Approval** for effective the 2023-2024 school year for any district master contracts for aligned Ohio Valley ESC districts to be charged a 3% cost of doing business when the total of services provided is \$1,000,000 or above. All other contracts will be charged a 3.5% cost of doing business
- **Approval** to adjust the custodian line of the classified salary schedule from incremental steps to a flat rate of \$15 per hour effective January 16, 2023.
- **Approval** of membership with the Ohio School Board Association for 2023

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
Nays: None. The motion carried.

Mr. Winland moved to approve the following **Superintendent's Consent Recommendations**. Mrs. Parry seconded the motion.

It is recommended by the Ohio Valley ESC Superintendent that the personnel listed be employed for the term indicated and at the existing salary schedule (where applicable) pending certification (where applicable) and satisfactory BCI/FBI background check (where applicable).

PERSONNEL:

CERTIFIED:

- **Smith, Austin**....Tutor.... Oakview Juvenile Center....to be issued a one year limited contract for up to **100** days...up to 5.5 hours per day....effective the 2022-2023 school year....paid by Oakview Juvenile Center consortium districts

CERTIFIED SUBSTITUTES

Approval to hire the following **Certified Substitutes** on an as needed basis for the 2022-23 school year.... Paid as per the substitute salary schedule:

- Yoder, Doris

TEMPORARY NON-BACHELOR CERTIFIED SUBSTITUTES:

Approval to hire the following Temporary Non-Bachelor Certified Substitutes, those that have applied for the 1 Year Temporary Substitute Multi-Age PK-12 Ohio Department of Education License, on an as needed basis for the 2022-2023 school year...Paid as per the substitute salary schedule:

- Koehler, Danielle

CLASSIFIED:

- **Chandler, J. Sue**.....Paraprofessional.....OVESC Preschool....to be issued a one year limited contract for up to 96 days....up to 8 hours per day....effective 2022-2023 school year....paid by Washington County Preschool Consortium Districts
- **Conaway, Katie**.....Paraprofessional.....Noble Local....to be issued a one year limited contract for up to 103 days....up to 8 hours per day....effective 2022-2023 school year....paid by Noble Local School District
- **Farmer, Krystal**....LPN-Building Health Assistant....Mid-East CTC Buffalo....to be issued a one year limited contract for up to 100 days....up to 8 hours per day....effective 2022-2023 school year....paid by Mid-East CTC
- **Mahoney, Megan**....Paraprofessional...Warren Local....to be issued a one year limited contract for up to 110 days.... up to 8 hours per day....effective 2022-2023 school year....paid by Warren Local School District and Belpre City Schools

CLASSIFIED SUBSTITUTES

Approval to hire the following **Classified Substitutes** on an as needed basis for the 2021-2022 school year.... Paid as per the substitute salary schedule:

REASSIGNMENTS AND ADJUSTMENTS:

- **Bates, Amanda**Tutor...SOLSD....Recommendation to adjust job assignment title from Tutor to Teacher... effective January 12, 2023 for the 2022-23 school year....paid by Switzerland of Ohio Local School District

RESIGNATIONS:

- **Moore, Anne**....Recommendation to approve the resignation of **Anne Moore**...Custodian....OVESC.... effective January 6, 2023
- **Templeton, Courtney**....Recommendation to approve the resignation of **Courtney Templeton**.... ParaprofessionalWarren Local....effective December 2, 2022
- **Walsh, Lisa**....Recommendation to approve the resignation of **Lisa Walsh**....Teacher...OVESC Preschooleffective January 13, 2023

SUPPLEMENTALS:

RECOMMENDATIONS:

- **Recommendation** to approve the OVESC Preschool class at Marietta City to go on a field trip to Washington County Library on Thursday, January 12, 2023
- **Recommendation** to approve the following field students to observe in the following classrooms:
 - Alexandria Beckett – Warren Elementary Classroom (Eichinger)
 - Emma Bradley – Washington Elementary 3/4 Classroom (Casto)
 - Katrina Dunseith – Washington Elementary K Ready Classroom (Ruble)
 - Emma Egli – Phillips Elementary KReady Classroom (Allen)
 - Virginia Feidler – Washington Elementary K Ready Classroom (Ruble)

- Evelyn Fontana – Warren Elementary Classroom (Eding)
- Kaitlyn Knowles – Belpre Elementary 3/4 Classroom (Goldberg)
- Chase Lawrence – Lowell Elementary K Ready Classroom (Grose)
- Colton Lawrence – Belpre Elementary 3/4 Classroom (Goldberg)
- Abby May – Warren Elementary Classroom (Eichinger)
- Madilyn McKitrick – Lowell Elementary K Ready Classroom (Grose)
- MacKenzie Moran – Waterford Elementary 3/4 Classroom (Folden)
- Genavive Olinski – Beverly-Center Elementary Classroom (Clarke)
- Alison Pasco - Beverly-Center Elementary Classroom (Clarke)
- Marley Phillippe – Phillips Elementary 3/4 Classroom (Clemens)
- Natalie Rolfe – Warren Elementary Classroom (Eding)
- Allison Stahl – Waterford Elementary 3/4 Classroom (Folden)
- Amelia Timko - Phillips Elementary 3/4 Classroom (Clemens)
- Josh Walters – Washington Elementary 3/4 Classroom (Casto)
- Kelly Bryne - Belpre Elementary 3/4 Classroom (Goldberg)

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
 Nays: None. The motion carried.

Information of the following upcoming professional development sessions:

Dyslexia Support Laws Training– SOLSD – January 3, 17, 31, 2023 & February 14, 28, 2023–Stevens, J.
Dyslexia Support Laws Training– SOLSD – January 3, 17, 31, 2023 & February 14, 28, 2023–Byers, J.
2023 Regional School Nurse Conference – Virtual – February 10, 2023 – Hockenberry, W.
ODE 2023 Literacy Academy – Columbus, Ohio – March 1-2, 2023 – Edgell, J.
ODE 2023 Literacy Academy – Columbus, Ohio – March 1-2, 2023 – Bowen, A.
ODE 2023 Literacy Academy – Columbus, Ohio – March 1-2, 2023 – Swaney, M.
ODE 2023 Literacy Academy – Columbus, Ohio – March 1-2, 2023 – Bunt, B.
ODE 2023 Literacy Academy – Columbus, Ohio – March 1-2, 2023 – Mitchell, T.

Superintendent Reports and Updates:

- January is Board Member appreciation month – the board was recognized for their service to the board
- OVESC is welcoming two new districts that are aligning effective July 1, 2023 – Crooksville Exempted Village School District and Morgan Local School District
- Noble LSD has realigned with East Central Ohio ESC effective July 1, 2023
- OVESC is working to develop an alternative school for our districts.

Mr. Lang moved to **adjourn**. Mr. Ogle seconded the motion.

VOTE: Yeas: Burrow, Ingram, Jackson, Kubota, Lang, Ogle, Parry, Warner and Winland
 Nays: None. The motion carried.

President

Treasurer