

**Ohio Valley Educational Service Center
Board Meeting Minutes
Thursday, January 16, 2025 – 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, Bob Burrow

Roll Call: Burrow, Hess, Irvine, Jackson, Lang, Ogle and Winland

Absent: Biggs, Parry and Warner

Public Participation: none

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

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle and Winland
Nays: None. The motion carried.

Mrs. Hess moved to **appoint Randy Shrider to fill board vacancy**. Mrs. Irvine seconded the motion.

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle and Winland
Nays: None. The motion carried.

The Oath of Office was administered to Randy Shrider by Megan Atkinson, Treasurer.

Nominations were accepted for President for 2025. **Mrs. Jane Irvine was nominated.**

Mrs. Jackson moved to **close nominations for President for 2025**. Mr. Ogle seconded the motion.

VOTE: Yeas: Burrow, Hess, Jackson, Lang, Ogle, Shrider and Winland
Abstained: Irvine
Nays: None. The motion carried.

Mr. Winland moved to **elect Mrs. Jane Irvine as President for 2025**. Mrs. Hess seconded the motion.

VOTE: Yeas: Burrow, Hess, Jackson, Lang, Ogle, Shrider and Winland
Abstained: Irvine
Nays: None. The motion carried.

Nominations were accepted for Vice-President for 2025. **Mr. Rusty Winland was nominated.**

Mrs. Jackson moved to **close nominations for Vice-President for 2025**. Mrs. Irvine seconded the motion.

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle and Shrider
Abstained: Winland
Nays: None. The motion carried.

Mr. Ogle moved to **elect Mr. Rusty Winland as Vice-President for 2025**. Mrs. Irvine seconded the motion.

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle and Shrider
Abstained: Winland
Nays: None. The motion carried.

Mrs. Irvine assumed the President's chair – (*SINE DIE* – 2024)

Mr. Burrow moved **approval to establish the regular governing board meeting time and dates for 2025, as follows.** All meetings will be held at 6:00 pm at Lori's Restaurant, Caldwell, Ohio. Mr. Winland seconded the motion.

January 16, March 20, May 15, June 26, August 28, October 16, and December 18

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Nays: None. The motion carried.

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

Finance/Audit Committee – Superintendent, Treasurer, Robert Burrow, Trina Jackson
Policy Committee – Superintendent, Treasurer, Shelly Hess, Jane Irvine, Lori Parry
Inventory Committee – Superintendent, Treasurer, Woody Biggs, Randy Shrider, Lynn Warner
Personnel Committee – Trina Jackson, Rusty Winland, Patrick Lang, Steve Ogle
Records Commission Committee: Superintendent, Treasurer, Board President (Jane Irvine)

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Nays: None. The motion carried.

Mr. Burrow moved **approval of the following annual business resolutions.** Mr. Winland 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 Tonya Buchanan 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:
 - a. Ohio Valley ESC Common PD Day
 - b. Ohio Valley ESC Staff Opening Day
 - c. Ohio Valley ESC Superintendent, Cabinet, Department, Director\ and Office Meetings
 - d. Board Leadership Academies/Trainings/Collaboratives
 - e. ESC Sponsored and Collaborative Trainings
 - f. Staff Professional Trainings and Conferences

12. To designate McGown & Markling Co, LPA, as legal counsel to represent the Ohio Valley ESC
13. To designate that the reimbursed mileage rate for travel will follow the IRS rate for 2025

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Nays: None. The motion carried.

Nominations were accepted for **OSBA Legislative Liaison and OSBA Student Achievement Liaison for 2025**. **Mrs. Shelly Hess was nominated as Legislative Liaison and OSBA Student Achievement Liason.**

Mr. Burrow moved to **close nominations for OSBA Legislative Liaison and OSBA Student Achievement Liaison for 2025**. Mrs. Irvine seconded the motion.

VOTE: Yeas: Burrow, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Abstained: Hess
Nays: None. The motion carried.

Mrs. Jackson moved to **elect Mrs. Shelly Hess as OSBA Legislative Liaison and OSBA Student Achievement Liaison for 2025**. Mr. Burrow seconded the motion.

VOTE: Yeas: Burrow, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Abstained: Hess
Nays: None. The motion carried.

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

- **Approval** of minutes from the regular meeting on December 19, 2024
- **Approval** of the Treasurer's report and bills of \$1,297,053.80 for December 2024
- **Approval** to participate in the OSBA Legal Assistance fund for 2025
- **Approval** of membership with the Ohio School Board Association for 2025
- **Approval** of a contract with the Ohio Auditor of State for completion of the single audit for the Ohio Valley ESC for the fiscal year ending June 30, 2024.

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Nays: None. The motion carried.

Mrs. Jackson moved to approve the following **Superintendent's Consent Recommendations**. Mrs. Hess 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:

- **Lantz, Cynthia**....Full Time Substitute Teacher....OVESC Preschool....to be issued a one year limited contract for up to 100 days....effective 2024-2025 school year....paid by Crooksville EVSD
- **Reusser, Anna**....Tutor....SOLSD....to be issued a one year limited contract for up to 100 days....effective 2024-2025 school year....paid by Switzerland of Ohio Local School District
- **Schuerman, Teresa**....McKinney Vento Technology/Marketing Specialist....OVESC....to be issued a one year limited contract for up to 25 days....effective January 1, 2025 for the 2024-2025 school year....paid by McKinney Vento Homeless Grant funds

CERTIFIED SUBSTITUTES

Approval to hire the following **Certified Substitutes** on an as needed basis for the 2024-2025 school year.... Paid as per the substitute salary schedule:

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 2024-2025 school year...Paid as per the substitute salary schedule:

CLASSIFIED:

- **Campos, Grace**...Educational Data Analyst....OVESC....to be issued a one year limited contract for up to 580 hours...effective 2024-2025 school year....paid by OVESC Consortium Districts
- **Kerns, Elizabeth**...Paraprofessional....OVESC Preschool....to be issued a one year limited contract for up to 100 days...effective 2024-2025 school year....paid by OVESC Consortium Districts
- **Tisher, Emily**....Paraprofessional.....SOLSD....to be issued a one year limited contract for up to 100 days....up to 8 hours per day....effective 2024-2025 school year....paid by SOLSD

CLASSIFIED SUBSTITUTES

Approval to hire the following **Classified Substitutes** on an as needed basis for the 2024-2025 school year.... Paid as per the substitute salary schedule:

REASSIGNMENTS AND ADJUSTMENTS:

RESIGNATIONS AND RETIREMENTS:

- **Cottrell, Adam**....Recommendation to approve the resignation of **Adam Cottrell**...Paraprofessional OVESC Preschool....effective January 14, 2025
- **Hilverding, Hannah**....Recommendation to approve the resignation of **Hannah Hilverding**...Paraprofessional OVESC Preschool....effective January 23, 2025
- **Reusser, Anna**....Recommendation to approve the resignation of **Anna Reusser**....Paraprofessional....OVESC Preschool....effective January 20, 2025

SUPPLEMENTALS:

- **Approval** for insurance opt out stipend grandfathered from ECOESC for **Caila Rogers**...Teacher...at the rate of \$2,375....effective 2024-2025 school year....paid by Rolling Hills Local School District

RECOMMENDATIONS:

- **Recommendation** to approve OTA Student, Bailey Roseberry, to observe Lea Bentley, OT, at Switzerland of Ohio Local School District from approximately January 6, 2025 to March 7, 2025
- **Recommendation** to approve extended leave for **Rebecca Morris**...Paraprofessional....SOLSD...until February 10, 2025...unpaid leave once paid leave is exhausted
- **Recommendation** to approve contract with ProCare Therapy for School Psychologist services for Wolf Creek Local School District
- **Recommendation** to approve Educational Data Analyst Job Description

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Nays: None. The motion carried.

Mrs. Hess moved to approve **Resolution #011625-01**. Mr. Winland seconded the motion.

Resolution to Abolish Position in Whole and Suspend Employment Contract in Part – Reduction in the Teaching Staff - Abolishing Position – Wolf Creek Local School District Educator on Assignment

WHEREAS Governing Board Policy 3131, R.C. 3319.17, and applicable laws permit the Governing Board to proceed in achieving a reduction in the teaching staff by abolishing positions – in whole or in part – in accordance with the recommendation of the Superintendent due to financial reasons, the reduction in the total number of pupils the Governing Board is required to provide with particular pupil directed services under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts, and the reduction in the total level of particular non-pupil directed services the governing board is required to provide under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts.

WHEREAS, pursuant to Governing Board Policy 3131, R.C. 3319.17, and applicable laws, the Superintendent recommends that the Governing Board proceed in achieving a reduction in the teaching staff by abolishing the Wolf Creek Local School District Educator on Assignment position in whole by one hundred percent (100%) due to financial reasons, the reduction in the total number of pupils the Governing Board is required to provide with particular pupil directed services under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts, and the reduction in the total level of particular non-pupil directed services the governing board is required to provide under all interdistrict contracts as a result of the termination of one or more of these interdistrict contracts effective January 16, 2025.

Suspending Contract – Terry Parmer

WHEREAS Governing Board Policy 3131, R.C. 3319.17, and applicable laws permit the Governing Board to proceed in achieving a reduction in the teaching staff by suspending employment contracts – in whole or in part – in accordance with the recommendation of the Superintendent (who shall, within each teaching field affected, give preference to teachers on continuing contracts and shall not give preference to any teacher based on seniority, except when making a decision between teachers who have comparable evaluations) due to financial reasons, the reduction in the total number of pupils the Governing Board is required to provide with particular pupil directed services under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts, and the reduction in the total level of particular non-pupil directed services the governing board is required to provide under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts.

WHEREAS, for the remainder of the 2024-2025 school year, Terry Parmer is currently employed in the following positions by the Governing Board under a one-year limited teaching contract expiring on June 30, 2025:

Belpre City School District Educator on Assignment 52 remaining workdays
Wolf Creek Local School District Educator on Assignment 51 remaining workdays

WHEREAS, pursuant to Governing Board Policy 3131, R.C. 3319.17, and applicable laws, the Superintendent (who has, within each teaching field affected, given preference to teachers on continuing contracts and has not given preference to any teacher based on seniority, except when making a decision between teachers who have comparable evaluations) recommends that the Governing Board proceed in achieving a reduction in the teaching staff by suspending the employment contract of Terry Parmer in part by the fifty-one (51) remaining workdays assigned to the Wolf Creek Local School District Educator on Assignment position due to financial reasons, the reduction in the total number of pupils the Governing Board is required to provide with particular pupil directed services under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts, and the reduction in the total level of particular non-pupil directed services the governing board is required to provide under all interdistrict contracts as a result of the termination of one or more of these interdistrict contracts effective January 16, 2025.

WHEREAS the Superintendent provided Terry Parmer with notice that Terry Parmer shall cease being assigned to the Wolf Creek Local School District Educator on Assignment position effective January 1, 2025.

WHEREAS the notice requirements of R.C. 121.22, R.C. 3313.16, and applicable laws were complied with for this governing board meeting of January 16, 2025.

WHEREAS all formal actions of the Governing Board concerning and relating to the adoption of the instant resolution were taken in an open meeting of the Governing Board and all deliberations of the Governing Board that resulted in such formal action were in meetings open to the public in compliance with the law.

NOW THEREFORE BE IT RESOLVED THAT, pursuant to Governing Board Policy 3131, R.C. 3319.17, and applicable laws, the Governing Board accepts the Superintendent's recommendation and hereby proceeds in achieving a reduction in the teaching staff by abolishing the Wolf Creek Local School District Educator on Assignment position in whole by one hundred percent (100%) due to financial reasons, the reduction in the total number of pupils the Governing Board is required to provide with particular pupil directed services under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts, and the reduction in the total level of particular non-pupil directed services the governing board is required to provide under all interdistrict contracts as a result of the termination of one or more of these interdistrict contracts effective January 16, 2025.

NOW THEREFORE BE IT FURTHER RESOLVED THAT, pursuant to Governing Board Policy 3131, R.C. 3319.17, and applicable laws and after given preference to teachers on continuing contracts within each teaching field affected and not based on seniority except when making a decision between teachers who have comparable evaluations, the Governing Board accepts the Superintendent's recommendation and hereby proceeds in achieving a reduction in the teaching staff by suspending the employment contract of Terry Parmer in part by the fifty-one (51) remaining workdays assigned to the Wolf Creek Local School District Educator on Assignment position due to financial reasons, the reduction in the total number of pupils the Governing Board is required to provide with particular pupil directed services under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts, and the reduction in the total level of particular non-pupil directed services the governing board is required to provide under all interdistrict contracts as a result of the termination of one or more of these interdistrict contracts effective January 16, 2025.

NOW THEREFORE BE IT FURTHER RESOLVED THAT this resolution shall be in full force and effect from and immediately upon its adoption by the Governing Board.

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Nays: None. The motion carried.

Information of the following upcoming professional development sessions:

Train the Trainer Model for Explicit Instruction – Cincinnati, Ohio – July 21-25, 2025 – L. Lynn

Superintendent Reports and Updates:

- January is Board Member appreciation month – ESC thanks and appreciates the service of our board
- OVESC is conducting Superintendent searches for Frontier LSD and Wolf Creek LSD and a Treasurer search for Frontier LSD

Mrs. Hess moved to **adjourn**. Mrs. Jackson seconded the motion.

VOTE: Yeas: Burrow, Hess, Irvine, Jackson, Lang, Ogle, Shrider and Winland
Nays: None. The motion carried.

President

Treasurer