

UNOFFICIAL SUMMARY OF MADISON CHAMPAIGN EDUCATIONAL SERVICE CENTER
GOVERNING BOARD

ORGANIZATIONAL/REGULAR BOARD MEETING

London Elementary School

Monday, January 16, 2023

6:00 p.m.

- I. President Pro-Tem Jeff Burroughs called the meeting to order. Mr. Burroughs, Mrs. Crumley, Mrs. Fowler and Mrs. Shoaf were present.
- II. Cathy Pappas, Preschool Supervisor, presented to the Board. Cathy shared information regarding preschool programming in Champaign County and Madison County. She shared that all these programs have a 5 Star Rating for Step Up to Quality. She recognized and thanked Tracey Wilson and all the preschool staff for their work.

January is School Board Recognition Month; Matthew Ketcham and Mary Mitchell thanked the Board for their work on behalf of students and presented Board members with OSBA School Board Recognition Certificates.
- III. Jeff Burroughs was elected Board President for 2023.
- IV. Karen Fowler was elected Vice- President for 2023
- V. The Board established the date, time, and place for Regular Monthly Meetings.
Date: 4th Monday of the month
Time: 6:00 PM
Place: Location of Meetings will alternate between Champaign County (ESC Building) and Madison County (London Elementary)
- VI. The Board approved the recommendation that the Board President/Superintendent utilize a consent agenda compatible with Policy 0165.1 whenever necessary and/or appropriate. The agenda will include, but not limited to:
 - A. Hiring of personnel
 - B. Resolutions that require annual adoption, such as bank signatures, association memberships, etc.
 - C. Resignations and leaves
- VII. President Recommendations: Consent Agenda
 - A. The Board designated the Superintendent and/or the Treasurer as Board's representative(s) dealing with all federal or state programs and agencies with the authority to submit approval.
 - B. The Board authorized the Treasurer
 1. To issue warrants against any account provided that an appropriation has been made, funds are available, and upon proper verification by the Treasurer of the amount due. The Treasurer shall report to the board monthly either verbally or in writing all warrants paid.
 2. To invest any monies of the board at the best possible interest rates
 3. To borrow money at the best possible rate when necessary
 4. To make advances and intra-fund transfers as needed
 5. To transfer funds within and across fund allocations
 - C. The Board authorized the Superintendent
 1. To approve attendance to all professional meetings

2. To act as purchasing agent
 3. To represent the board at county, state and national conferences/meetings
 4. To employ such temporary personnel as needed for emergency situations. Employment to be presented for approval by the Board at the next regular meeting.
 5. To accept resignations which have been submitted by employees during times when the Board is not in session. Resignations to be presented for approval by the Board at the next regular meeting.
 6. To delegate, at the Superintendent's discretion, any of these authorizations so as to ensure the efficient operation of the Madison-Champaign Educational Service Center.
- D. The Board approved the recommendation that the Board agree to waive the reading of all board minutes with the understanding that such minutes will be distributed to members prior to the date of each meeting.
- E. The Board appointed the following committees:
1. Audit: Karen Flower, Jeff Burroughs
 2. Policy: Sharie Shoaf, Kim Crumley
 3. Evaluation: Jeff Burroughs, Chuck Buck
- F. The Board appointed Matthew Ketcham as the Public Records Designee to attend training on behalf of the Board.

VIII. The Board approved Previous Meeting Minutes: of December 19, 2022 – Regular Meeting

IX. The Board approved the Treasurer's Report for the month ending December, 2022:

- A. Summary of Accounts
- B. Cash Position Report
- C. Summary Expenditure Status Report for General Fund
- D. Revenue Account Summary
- E. Checks for the Month
- F. Fiscal Bar Graph Views
- G. General Fund Revenue & Expenditures by Month – FY23 & FY22
- H. Accounts Receivable Aging Report

I. The Board approved the following purchased service contracts.

1. Waibel Energy Solutions, HVAC Preventative Maintenance; \$ 6390.00 per year.

X. The Board entered into executive session to consider the employment and/or compensation of employees at 7:32 and exited the executive session at 8:14.

XI. The Board approved the Superintendent's Recommendations: Consent Agenda

- A. Recommendation to accept updates to the Substitute Teacher, Paraprofessional and Nurse lists for the 2022-2023 school year as presented.

- B. Recommendation to approve an unpaid leave of absence for Andrea Hart, Paraprofessional, from December 29, 2022 to February 9, 2023.
- C. Recommendation to employ the following individual(s) for the 2022-2023 school year pending proper licensure and appropriate background check(s).
 - 1. Rachel Caldwell Paraprofessional – As-Needed
1 year contract January 3, 2023
 - 2. Allison Cox Paraprofessional – As-Needed
1 year contract January 3, 2023
 - 3. Pamela Roberts-Gray Paraprofessional – As-Needed
1 year contract January 3, 2023
 - 4. Samantha Walker Paraprofessional – As-Needed
1 year contract January 3, 2023

XII. The Board approved the Resolution to terminate the employment of Brandy Huff.

XIII. Ohio Hi-Point Career Center update: Mr. Jeff Burroughs

XIV. Superintendent Discussion Items:

- A. The Superintendent discussed the strategic planning process for the 2023-24 school year.
- B. The Superintendent shared information about Employee Assistance Plans with the Board and discussed two potential programs that would provide support to Madison Champaign ESC employees and their families. The Board will review this information and discuss it at the February 2023 meeting.

XV. The meeting adjourned at 8:45.

Next Meeting: February 27, 2023 at 6:00 PM at Madison Champaign ESC.