



**Minutes of the Re-Organizational Meeting
Of the Governing Board of the Midwest Regional E.S.C.
January 10, 2019 at Upper Scioto Valley Local Schools,
McGuffey, Ohio**

The Re-Organizational Meeting of the Governing Board of the Midwest Regional Educational Service Center was called to order by President Pro-Tem, Mr. Randy Sailor at 6:00 pm on Thursday, January 10, 2019.

Members Present at Roll Call: Mr. Campbell, Mr. Ditmer, Ms. Moore, Mr. Mouser, Mr. Sailor, and Mr. Woolley.

Not President: Mrs. Connie Dyer.

Visitors: Ms. Lori Dyer, USV Board Member.

RESOLUTION NUMBER 2019-001

Mr. Woolley moved, seconded by Mr. Mouser to approve the Re-Organizational meeting agenda.

ROLL CALL:

Mr. Campbell Yes
Mr. Ditmer Yes
Ms. Moore Yes
Mr. Mouser Yes
Mr. Sailor Yes
Mr. Woolley Yes

Motion carried.

RESOLUTION NUMBER 2019-002

Mr. Campbell nominated Ms. Moore for the office of President of the Governing Board of the Midwest Regional Educational Service Center for 2019. Treasurer asked if there were any additional nominations.

Mr. Ditmer moved, seconded by Mr. Woolley that the nominations be closed.

ROLL CALL:

Mr. Campbell Yes
Mr. Ditmer Yes
Ms. Moore Abstained
Mr. Mouser Yes
Mr. Sailor Yes
Mr. Woolley Yes

Motion carried.

Treasurer, Keith Thomas, administered the Oath of Office as follows:

I, Janet Moore, do solemnly swear that I will support the Constitution of the United States of America, the Constitution of the State of Ohio, and that I will faithfully and impartially perform and discharge my duties as President of the Governing Board of the Midwest Regional Educational Service Center, Logan County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance in said office and until my successor is elected and qualified.

Signed _____, President

Sworn to before us and signed in our presence this 10th day of January 2019.

Signed _____, Board Member

Signed _____, Treasurer/CFO

The new President, Ms. Moore presided over the remainder of the meeting.

RESOLUTION NUMBER 2019-003

Mr. Ditmer nominated Mr. Sailor for the office of Vice-President of the Governing Board of the Midwest Regional Educational Service Center for 2019. Treasurer asked if there were any additional nominations.

Mr. Mouser moved, seconded by Mr. Campbell that the nominations be closed.

ROLL CALL:

- Mr. Campbell Yes
- Mr. Ditmer Yes
- Ms. Moore Yes
- Mr. Mouser Yes
- Mr. Sailor Abstained
- Mr. Woolley Yes

Motion carried.

Treasurer, Keith Thomas, administered the Oath of Office for the Vice President as follows:

I, Randy Sailor, do solemnly swear that I will support the Constitution of the United States of America, the Constitution of the State of Ohio, and that I will faithfully and impartially perform and discharge my duties as Vice President of the Governing Board of the Midwest Regional Educational Service Center, Logan County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance in said office and until my successor is elected and qualified.

Signed _____, Vice-President

Sworn to before us and signed in our presence this 10th day of January 2019.

Signed _____, Board Member

Signed _____, Treasurer/CFO

The Board congratulated Ms. Moore and Mr. Sailor. The Superintendent and Treasurer congratulated each of them.

RESOLUTION NUMBER 2019-004

Mr. Woolley moved, seconded by Mr. Ditmer to adopt and/or accept items A through F as presented in the Board items of the agenda, as follows:

- A. Established the calendar year 2019 dates, times, and locations of the Regular Meeting of the Governing Board of the Midwest Regional Educational Service Center as follows:

Date	Location	Time
January 10, 2019	Upper Scioto Valley	6:30 p.m.
February 21, 2019	Indian Lake	6:30 p.m.
March 21, 2019	MRESC, Sidney office	6:30 p.m.
April 18, 2019	MRESC, Sidney office	6:30 p.m.
May 16, 2019	Indian Lake	6:30 p.m.
June 27, 2019	Kenton City	6:30 p.m.
July 18, 2019	Ridgemont	6:30 p.m.
August 22, 2019	Indian Lake	6:30 p.m.
September 26, 2019	Ada	6:30 p.m.
October 17, 2019	MRESC, Sidney office	6:30 p.m.
November 21, 2019	Indian Lake	6:30 p.m.
December 19, 2019	Annual Board Christmas Dinner Location: Helmuth's Family Home	5:30 p.m. Dinner 6:30 p.m. Meeting

Treasurer noted that one would confirm availability with the districts.

- B. Established of Board Compensation as \$125.00 per meeting (maximum allowed by ORC). No limit on the number of meetings. All compensation to be paid on a quarterly basis. (January, April, July, and October)
- C. Appointed Mrs. Dyer as the legislative liaison for the Governing Board of the Midwest Regional Educational Service Center with the Ohio School Boards Association for 2019. Superintendent noted he attends OSBA meetings nearly monthly.
- D. Established the Newspapers of Record as the Bellefontaine Examiner, Kenton Times and Sidney Daily News.

E. Established the following Board Committees and appoint two members per Committee:

<u>Finance</u>	<u>Audit</u>	<u>Record Retention</u>
Mr. Campbell	Ms. Moore	Mr. Ditmer
Mr. Sailor	Mr. Woolley	Mr. Mouser
<i>Meets quarterly</i>	<i>meets after audit</i>	<i>meets at least once a year</i>

F. Approved the updated MRESC Organizational Chart. Superintendent pointed out changes on the chart and discussed the Executive Director of Organizational Development position. Mr. Campbell asked how often there's emergencies when the Superintendent is out. Mr. Howell provided examples. Mr. Campbell asked what will the other directors think about this appointment. Superintendent responded positively. Mr. Ditmer asked whether Jamie Ross was full-time. Superintendent stated no, he is the public relations person for the ESC. Mr. Ditmer asked about the chart's color coding and Superintendent explained it was supervision.

ROLL CALL: All yes. Motion carried.

RESOLUTION NUMBER 2019-005

Mr. Woolley moved, seconded by Mr. Campbell to adopt and/or accept items A through V as presented in the Other Organizational Items, as follows:

- A. Established U.S. Bank, Huntington National Bank, Edward D Jones (Hathaway Stock), StarOhio, StarPlus, and Peoples Federal Savings Bank for investment accounts and authorize Keith Thomas, Treasurer to invest funds for calendar year 2019. Mr. Thomas stated he wanted to move the Peoples Federal Savings account to U.S. Bank for a better interest rate and to deal with one less bank. Mr. Ditmer advised to keep the funds there as it was a local Shelby County bank.
- B. Established the attorney of record for as Scott, Scriven, Wahoff, LLC. Only the Board, Superintendent, and Treasurer should make contact with the Board's attorney. The hourly rate will be \$270.00, effective January 1, 2019.
- C. Designated Scott Howell, Superintendent, as well as the Board as the purchasing agent.
- D. Authorized the Treasurer, Keith Thomas, to pay all bills for calendar year 2019.
- E. Authorized the Superintendent, Scott Howell, to accept resignations during calendar year 2019. The resignation and retirement letters are officially accepted once received by the Superintendent. Retirement and resignation letters need an effective date.
- F. Authorized the Superintendent, Scott Howell, to temporarily employ and/or terminate personnel between board meetings during calendar year 2019.
- G. Authorized Scott Howell, Superintendent, to approve all professional meetings for staff and the expense be paid from the appropriate accounts during calendar year 2019.

- H. Appointed Shawn McElroy and Sybil Truster as the Harassment/Discrimination Officers for the ESC. No compensation associated.
- I. Approved Academia Scholarship to the Shelby County districts and Lehman. Each district will receive \$300. This was no change from prior year.
- J. Approved to award two Hathaway Scholarship recipients in August of 2019 in accordance with the trust agreement. The recipients will receive \$1,000 each twice a year for four years.
- K. Approved the rate for all National WebCheck background checks as: \$35 for BCI&I, \$35 for FBI, and \$70 for both. This applies for all customers. New employees will receive their first background check free and subsequent checks are at actual cost. This was no change from prior year.
- L. Approved paraprofessional testing at \$75. This was no change from prior year.
- M. Approved copy costs as attached. (ORC 121.22F)
- N. Designated Keith Thomas, Treasurer, as the Board designee to attend public records training. (ORC 109.43)
- O. Approved the calendar year 2019 mileage reimbursement rate of \$0.50 per mile to be paid in accordance with Board policy and Employee Procedural Help Guide. Board member mileage would be paid quarterly at the same rate. This was the same rate as prior year.
- P. Approved the administrative/fiscal fee to be 5% for services and an additional 2% for unaligned districts. This was the same rate as prior year.
- Q. Authorized the Treasurer and ESC to apply and submit federal, state, local, and private grants in calendar year 2019.
- R. Approved NEOLA as the service provider for board policies and administrative guidelines.
- S. Approved the 2019-20 pay schedule with 24 pays.
- T. Accepted the calendar year 2018 credit card rewards for American Express. There were no rewards for Visa. Treasurer stated this was new due Audit Bulletin 2018-003.
- U. Approved the credit card monthly limits and transaction limits in compliance with Audit Bulletin 2018-003. Treasurer will email the credit card policy to all staff.
- V. Appointed Accounts Payable position as Compliance Officer for credit cards per Audit Bulletin 2018-003.

ROLL CALL: All yes. Motion carried.

RESOLUTION NUMBER 2019-006

Mr. Sailor moved, seconded by Mr. Mouser to adjourn the meeting.

ROLL CALL: All yes. Motion carried.

Meeting was adjourned at 6:32pm.

Date

President

Treasurer