

# MOESC Regular Board Meeting

## MOESC Board Meeting

Mid-Ohio ESC , 890 West Fourth Street, Mansfield OH, 44906

Wednesday, April 16, 2025

12:00pm - 1:00pm

**Present:** William McFarland, Board Vice President; Mr. William Hope, Board Member ; Linda Schumacher, Board Member ; Brenda Miller, CFO/Treasurer; Kevin Kimmel, Superintendent; Brad Geissman, Board Member; Mrs. Glenna Plotts, Board Member; Mr. Kyle Swigart, Board Member; Doug Theaker, Board President

## 1 Call to Order

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President Theaker will call the April 16, 2025 meeting to order.

### Attachments:

### 1.1 Roll Call

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Treasurer Miller will call the roll.

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

### Attachments:

### 1.2 Pledge of Allegiance

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President Theaker will lead the Pledge of Allegiance.

### Attachments:

### 1.3 Moment of Personal Reflection

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### Attachments:

## 2 Recognition of Guest(s)

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Jennifer Crum, Director of Student Services

Kate Anderson, SLP Grad Development Program Graduate

Kevin Fourman, SLP Mentorship Program Coordinator

**Attachments:**

## 3 Presentation

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Student Services

**Attachments:**

## 4 Approval of Minutes

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The President will call for corrections and a motion to approve the March 19, 2025 Regular Meeting minutes.

**Result:** Approved

**Motioned:** William McFarland

**Seconded:** Mr. William Hope

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

[March 19 2025 Regular Board Meeting Minutes.pdf](#)

## 5 Approval of Adjustments/Adoptions of the Agenda

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**Result:** Approved

**Motioned:** Mr. Kyle Swigart

**Seconded:** Mrs. Glenna Plotts

Voter	Yes	No	Abstaining
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William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

## 6 Reports

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**Attachments:**

### 6.1 Superintendent

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Mid-Ohio ESC Updates  
Community School Updates

**Attachments:**

[March 2025-Newsletter.pdf](#)

### 6.2 Board Members

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**Attachments:**

### 6.3 Executive Director of Achievement & Leadership, Dr. Mark Burke

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Please see attached written report.

**Attachments:**

[April Board Report 2025.pdf](#)

### 6.4 Director of Literacy, Carrie Wood

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Please see attached written report.

**Attachments:**

[April Report-Mid-Ohio Board of Governors.pdf](#)

### 6.5 Director of Student Services, Jennifer Crum

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Please see attached written report.

**Attachments:**

## 6.6 Director of Grants & Special Projects, Amy Wood

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Please see attached written report.

**Attachments:**

[BOG Update 4.10.25.pdf](#)

## 6.7 Director of Human Resources, Jennifer Reed

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Please see attached written report.

**Attachments:**

[HR Director Board Update - April 2025.pdf](#)

## 6.8 Director of Leadership and Learning, Amber Clay-Mowry

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Please see attached written report.

**Attachments:**

[Leadership Learning April25.pdf](#)

## 7 Financial Report

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A. March 2025 Financial Report (attachment)

B. Transfer: From General Fund(001-9303) To Facilities Maintenance Fund(001-9708) \$59,454.58  
From General Fund(001-9000) To Facilities Maintenance Fund(001-9708) \$151,315.42

C. Approval of "Then & Now" payment - Insight Public Sector - January 2025 Invoice date (attachment)

**Result:** Approved

**Motioned:** Mrs. Glenna Plotts

**Seconded:** William McFarland

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

## 8 Establish Public Meeting

That the Governing Board of Mid-Ohio Educational Service Center (MOESC), establishes May 21, 2025 (May Regular meeting 12:00 p.m.) as the date for a public meeting for the issue of considering the request of a current employee, Jennifer Arnold, to be retired from MOESC and rehired with MOESC. This public meeting is in fulfillment of the directives specified in the ORC 3307.353 and 3309.345 respectively.

**Result:** Approved

**Motioned:** Mr. William Hope

**Seconded:** Brad Geissman

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

## 9 Superintendent Recommendations - Operational Action

**Minutes:**

9.1 - 9.13

**Result:** Approved

**Motioned:** Linda Schumacher

**Seconded:** Mr. Kyle Swigart

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		

Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

## 9.1 Annual Membership

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That the Board approve the following annual membership:  
NWOERC (Northwestern Ohio Educational Research Council, Inc.)

**Attachments:**

## 9.2 Amended Agreement for Service - North Central Ohio ESC, Madison Local Schools & St. Mary of the Snows Schools (attachment)

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That the Board approve the multi-organization amended agreement for service between North Central Ohio ESC (Client A), Madison Local Schools (Client B), St. Mary of the Snows Schools (Client C) and Mid-Ohio ESC, to provide Learning Loss Intervention and Assistance and Intervention Specialist services, to be provided by Tiffany Stout, Intervention Specialist, effective beginning July 1, 2024, and ending June 30, 2025.

**Attachments:**

[AMENDED Service Agreement - NCOESC-St. Mary of the Snow - Madison Local - Tiffany Stout - SY2425 - Intervention - March 2025.pdf](#)

## 9.3 Amended Staffing Agreement - Plymouth - Shiloh School District

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That the Board approve the amended staffing agreement between Plymouth - Shiloh School District and Mid-Ohio ESC to provide staffing services for the 2024 - 2025 school year.

**Attachments:**

[Plymouth Shiloh City Schools Staffing Agreement FY25 rev3.pdf](#)

## 9.4 Agreement Appointing Business Advisory Council (BAC) - Buckeye Central Local School District (attachment)

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That the Board approve the Mid-Ohio Educational Service Center's Business Advisory Council (BAC) to represent Buckeye Central Local School District

**Attachments:**

[Signed BAC Mid-Ohio ESC Buckeye Central 2025-2026.pdf](#)

## 9.5 Agreement for Service - Bucyrus City Schools and Galion St. Joseph's School (attachment)

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That the Board approve the agreement between Bucyrus City Schools, Galion St. Joseph's School, and Mid-Ohio ESC, to provide Title I tutoring services on an as-needed basis, effective July 1, 2024 through

June 30, 2025.

**Attachments:**

[Bucyrus Galion St Joseph and MOESC 2024-2025.pdf](#)

## 9.6 Agreement for Service - Fredericktown Local Schools (attachment)

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That the Board approve the agreement between Fredericktown Local Schools and Mid-Ohio ESC, to provide Board Certified Behavior Analyst (BCBA) services, effective beginning July 1, 2025, and ending June 30, 2026.

**Attachments:**

[FREDERICKTOWN SERVICE AGREEMENT- BCBA - April 2025 for SY25-26.pdf](#)

## 9.7 Agreement for Service - Galion City School District (attachment)

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That the Board approve the agreement between Galion City School District and Mid-Ohio ESC, to provide 5 days for Leadership & Learning services to be administered at Galion Saint Joseph School, effective beginning January 1, 2025 through May 31, 2025.

**Attachments:**

[Galion St Joes and Galion City Schools - L L - 2024 2025.pdf](#)

## 9.8 Agreement for Service - Wynford Local Schools (attachment)

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That the Board approve the agreement with Wynford Local Schools and Mid-Ohio ESC to provide credentialed substitute teacher listing for the 2025-2026 school year.

**Attachments:**

[Wynford Sub List 2025 2025.pdf](#)

## 9.9 Renewal Community School Sponsorship Contract - The Tomorrow Center (attachment)

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That the Board approve the Renewal Community School Sponsorship Contract for The Tomorrow Center (July 1, 2025 - June 30, 2030)

**Attachments:**

[Tomorrow Center Renewal 2025 Complete.pdf](#)

## 9.10 District Contract True-Ups (attachments)

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That the Board approve the following contract True-Ups with Mid-Ohio ESC for the 2024-2025 school year.

Bucyrus City Schools

Clear Fork Valley Local Schools

Highland Local Schools

Lucas Local Schools  
Madison Local Schools (Revised)  
Mount Gilead Exempted Village Schools\*

**Attachments:**

[Highland True-Up.pdf](#)  
[Bucyrus True-Up.pdf](#)  
[Madison Revised True-Up.pdf](#)  
[Clear Fork True-Up.pdf](#)  
[Lucas True-Up.pdf](#)

## 9.11 Review Policy & Approve Policy (attachments)

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That the Board reviews and approves the revised policies that list the Mid-Ohio Educational Service Center's Compliance Officers and that the Board designates the following individuals to serve as the Center's "Compliance Officers" (also known as "Civil Rights Coordinators"):

Mark Burke, Executive Director  
Jennifer Reed, Director of Human Resources

**Attachments:**

[Neola Policies Compliance Officers Update 4 16 2025.pdf](#)

## 9.12 Purchased Services Agreement (attachments)

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That the Board approve the following purchased services agreements:

AttendanceK12, not to exceed \$18,775.80, to provide attendance tracking software for the 2025-2026 school year.

Be A Change, LLC, Daryl Michel, PhD, not to exceed \$4,500.00, to be a presenter at the Mid-Ohio ESC Fall Administrator Conference, August 5, 2025.

DRM Productions, Inc., not to exceed \$6,000.00, to provide media collateral services, to be funded through Richland County Connections Grant, beginning March 1, 2025 and ending September 30, 2025.

SC Strategic Solutions, to provide software enhancements: Hiring Module \$3,500.00 per year, Mileage/Expense Tracking Module \$1,600.00 per year, HR Onboarding Module \$3,500 per year.

**Attachments:**

[Be a Change Daryl Michel Contract.pdf](#)  
[AttendanceK12 2025 2026.pdf](#)  
[Purchase Service Agreement - DRM - Mentorship - April 2025 .pdf](#)  
[SCView Enhancements.pdf](#)

## 9.13 Updated Substitute/Tutor List 2024-2025 (available for review)

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That the Board approves the updated Substitute/Tutor list for the 2024-2025 school year for F.I.R.S.T. and Abraxas.

**Attachments:**

# 10 Superintendent Recommendations - Personnel Action

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**Minutes:**

10.1 - 10.3

**Result:** Approved**Motioned:** Mr. William Hope**Seconded:** Brad Geissman

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

## 10.1 Resignations (attachments)

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That the Board approve the following resignations.

Megan Brown, Title 1 Tutor (Mansfield Christian School), Individual Service, effective April 11, 2025

Morgan Klenk, Speech & Language Pathologist, Limited Teaching, effective end of 2024 - 2025 contract year

Dusty Perry, Office Manager, Individual Service, effective end of the 2024 - 2025 contract year \*

William Roll, Teacher - Abraxas, Limited Teaching, effective June 30, 2025

**Attachments:**

[Resignation - M. Brown.pdf](#)

[Resignation - M. Klenk.pdf](#)

[Resignation - W. Roll.pdf](#)

## 10.2 Amended Contracts

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That the Board approve the following amended contracts.

Carla Handshoe, Educational Aide (Plymouth-Shiloh), 183 days to 171 days (Limited Non-Teaching)

Wendy Henige, Educational Consultant (DEW Funded), 214 days to 206 days (Administrative)

Carley Morgan, Educational Aide (Plymouth-Shiloh), 82 days to 78 days (Limited Non-Teaching)

**Attachments:**

## 10.3 Employment Contracts

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That the following personnel contracts be approved effective the 2024-2025 contract year (\*contingent upon client service agreement, administrative/fiscal agent agreements and/or on the receipt of grant funds, proper certification/licensure and completed background checks.)

NAME. POSITION, CONTRACT TYPE, LENGTH

(2024 - 2025)

Caitria Karna, Speech & Language Pathologist, Individual Service, \$52.96 / hr., As-needed time sheet

(2025 - 2026)

Haley Bryant, Educational Consultant (DEW Funded), Administrative, 1 yr / 214 days

Lisa Cook, Educational Consultant (DEW Funded), Administrative, 1 yr / 185 days

Adriann Finkler, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Ashley Grueshaber, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Whitney Imhoff, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Julie Kemper, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Leah Kelley, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Sarah Klenk, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Kyrie Lee, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Tiffany Lloyd, Educational Consultant (DEW Funded), Administrative, 1 yr / 214 days

Madelynn Long, Occupational Therapist, Limited Teaching, 1 yr / 194 days

Tiffany O'Neil, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Hannah Sheetz, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

Molly Taylor, Educational Consultant (DEW Funded), Administrative, 1 yr / 190 days

#### **Attachments:**

## **11 Discussion**

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### **Minutes:**

11.1

### **Attachments:**

### **11.1 Job Description (attachments)**

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That the Board review the following job descriptions.

Assistant Treasurer

CFO/Treasurer

Director of Community Schools

Educational Aide

English Language (EL) Tutor

Intervention Specialist - Abraxas and F.I.R.S.T.

Long-Term Substitute Teacher

Parent Mentor

Payroll Manager

Principal - Abraxas  
Principal - F.I.R.S.T. School  
School Social Worker  
Special Education Consultant - SLPC  
Teacher - Abraxas  
Teacher - F.I.R.S.T. School

**Result:** Approved

**Motioned:** Linda Schumacher

**Seconded:** Mr. William Hope

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

[Director of Community Schools Job Description 4 2025.pdf](#)  
[Assistant Treasurer Job Description 4 2025.pdf](#)  
[Payroll Manager Job Description 4 2025.pdf](#)  
[CFO Treasurer Job Description 4 2025.pdf](#)  
[Principal F.I.R.S.T. School Job Description 4 2025.pdf](#)  
[Principal Abraxas Job Description 4 2025.pdf](#)  
[F.I.R.S.T. Teacher Job Description 4 2025.pdf](#)  
[Abraxas Teacher Job Description 4 2025.pdf](#)  
[Abraxas F.I.R.S.T. Intervention Specialist Job Description 4 2025.pdf](#)  
[Educational Aide Job Description 4 2025.pdf](#)  
[English Language EL Tutor Job Description 4 2025.pdf](#)  
[School Social Worker Job Description 4 2025.pdf](#)  
[Special Education Consultant Job Description - SLPC 4 2025.pdf](#)  
[Substitute Teacher - Long Term Job Description 4 2025.pdf](#)  
[Parent Mentor Job Description 4 2025.pdf](#)

## 11.2 Abraxas and F.I.R.S.T. 2025-2026 School Calendar

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That the Board approve the 2025-2026 School Calendars for Abraxas and F.I.R.S.T.

**Attachments:**

[F.I.R.S.T. and Abraxas School Calendar 2025-2026.pdf](#)

## 11.3 Board Policy - Special Update - March 2025

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That the Board review the following policies:

**ADMINISTRATION**

1613 - Student Supervision and Welfare (Revised)

**PROFESSIONAL STAFF**

3213 - Student Supervision and Welfare (Revised)

**CLASSIFIED STAFF**

4213 - Student Supervision and Welfare (Revised)

**STUDENTS**

5223 - Released Time for Religious Instruction During the School Day (Rejected)

**Attachments:**

[Board Policy Special Update March 2025.pdf](#)

## 12 Adjournment

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Time: \_\_\_\_\_ p.m.

**Result:** Approved

**Motioned:** Mrs. Glenna Plotts

**Seconded:** Mr. William Hope

Voter	Yes	No	Abstaining
William McFarland, Board Vice President	X		
Mr. William Hope, Board Member	X		
Linda Schumacher, Board Member	X		
Brad Geissman, Board Member	X		
Mrs. Glenna Plotts, Board Member	X		
Mr. Kyle Swigart, Board Member	X		
Doug Theaker, Board President	X		

**Attachments:**

This meeting is a meeting of the Governing Board in public for the purpose of conducting the Educational Service Center's business and is not to be considered a public community meeting. Public participation is governed by Board Bylaw 0169.1 - Public Participation at Board Meetings.