



# Mercer County Educational Service Center

441 East Market Street  
Celina, Ohio 45822

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[www.mercercountyesc.org](http://www.mercercountyesc.org)

**Shelly Vaughn**  
Superintendent

**Mary Brandon**  
Treasurer

## Board Meeting Summary

### November 29, 2016

The November Mercer County ESC Governing Board Meeting was convened at 7:37 p.m. on Monday, November 28, 2016 at the Mercer County Educational Service Center located at 441 East Market Street in Celina.

#### Regular November Meeting

1. The printed agenda was amended and approved. Three of the five Board members answered roll call.
2. The Minutes from the October 24, 2016 Governing Board Regular Meeting was reviewed and approved.
3. Treasurers Report:  
The Board approved:
  - a) October 2016 cash reconciliation
  - b) October 2016 check list
  - c) October 2016 financial summary (FINSUMM)
  - d) Cash Flow Statement
  - e) Resolution to add Roth 403B feature from Voya.

Expenditures for the month totaled \$521,606.80 and revenue \$939,024.20. The current unencumbered fund balance is \$910,518.23.

4. Recognition of Guests and Visitors: Karen Rose, Curriculum Director
5. Superintendent's Report:
  - A. Job Descriptions
  - B. Psychology Intern
  - C. Guideline Updates – Sick and Personal Leave
  - D. Special Education Supervision to Allen County ESC
6. New Business
  - A. The Board approve the Teacher Affiliation Agreement between Wright State University and the Mercer County ESC.

7. The Board approved the additions to the 2016-2017 substitute teacher and aide lists.
8. Policies
  - A. The Board approve the following amended policies:
    - 0100 – Definitions
    - 0167.1– Electronic Mail/Text Messages
    - 0169.2 – Open Meeting/Sunshine Law
    - 1530 –Evaluations
    - 1619/3419/4419 – Group Health Plans
    - 1619.01/3419.01/4419.01 - Privacy Protections of Self-Funded Group Health Plans
    - 1619.02/3419.02/4419.02 – Privacy Protections off Fully Insured Group Health Plans
    - 1619.02/3419.03/4419.03 – Patient Protection and Affordable Care Act
    - 2430 – Extra Curricular
    - 2460 – Special Education
    - 3220 – Standard-Based Teacher Evaluation
    - 5830 – Student Fund Raising
    - 6605 – Crowdfunding
    - 6700 – Fair Labor Standards Act (FLSA)
    - 8330 – Student Records
    - 9700 – Relations with Special Interest Groups
    - 7540/7540.01/7540.02 - Technology
9. The Board went into executive session at 9:24 p.m. and went out at 9:53 p.m. No action taken.
10. Personnel:
  - A. The Board approve the job descriptions for: Secretary, Superintendent Secretary, Payroll Clerk/Office Manager, and EMIS/Preschool Secretary.
11. Transportation:
  - A. The Board approve the hiring of Eric Stachler as a Parkway substitute bus driver for the 2016-2017 school year.
12. Important Dates to Remember:
  - A. Board Meeting Future Dates:
    - 2016** - December 19
    - 2017**- January 23, February 27, March 27, April 24, May 22, June 26, July 24, August 28, September 25, October 23, November 27 and December 18.
  - B. Stem Challenge Final, Monday, March 13, 2017.
  - C. Franklin B. Walter County Banquet, Wednesday, March 29, 2017 at 6:30 p.m.
  - D. Franklin B. Walter State Luncheon, Wednesday, April 12, 2017 at 11:30 a.m.
13. The Regular December Meeting will be Monday, December 19, 2016 at the Mercer County Educational Service Center Boardroom, 441 E. Market Street, Celina, Ohio at 7:30 p.m.

Meeting adjourned at 9:55 p.m.