



# Mercer County Educational Service Center

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

**Shelly Vaughn**  
Superintendent

**Mary Brandon**  
Treasurer

## Board Meeting Summary

January 24, 2018

The Annual Governing Board Organizational Meeting was held Monday, January 22, 2018 at 7:00 p.m. in the Boardroom at the Mercer County Educational Service Center located at 441 E. Market Street, Celina, Ohio.

Annual Organizational January Meeting:

1. Oath of Office: Jeff Davis
2. Three of the four Board members answered roll call.
3. Jeff Davis acted as President Pro-tem to chair the beginning of the organizational meeting. After the election of officers, the new president will preside over the remainder of the meeting.
4. Governing Board appointed Pete Hayes to fill the vacant Board seat.
5. Oath of Office newly appointed: Pete Hayes
6. The printed agenda was amended and approved.
7. Elected Vicki Smith as President and Pete Hayes as Vice President.
8. The new president made the following appointments to the various committees of the Board.

Finance	Pete Hayes & Vicki Smith
Policy	Jeff Davis & Melissa Hoying
OSBA Legislative Liaison	Tess Mescher & Pete Hayes
Student/Staff Recognition	Tess Mescher, Melissa Hoying, Jeff Davis, Vicki Smith and Pete Hayes

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9. The Governing Board meetings will be held on the third Monday of each month at 7:00 p.m.

Dates: February 20, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19 and December 17.

10. The Board has set its compensation at maximum available, for a maximum of 14 meetings.

11. The Board approved the following yearly procedures:

- A. The Treasurer is authorized to pay all bills as presented provided there are sufficient funds appropriated and available and purchase orders have been properly issued. A monthly report shall be presented to the Governing Board.
- B. The Treasurer is authorized to invest funds as appropriate and to credit interest to the General Fund.
- C. Named the Superintendent as purchasing agent.
- D. Authorize the Bond for the Treasurer of \$100,000 and renew the other bonded positions of Board President (\$20,000), Superintendent (\$20,000), and Payroll Clerk/Office Manager (\$10,000), whose bonds are due at this time.
- E. Authorize the Superintendent to approve personnel attendance at in-state professional development meetings.
- F. Authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.
- G. Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board, provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer. Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board Policy.

- H. Appointed the Treasurer, Superintendent, and Board President as the District's Records Retention Committee.
  - I. Appointed the Treasurer as the public records designee.
12. A board member is entitled to purchase and pay 100% of the premium for health, dental, and/or life insurance. A new board member must also elect membership in either SERS, STRS, or Social Security.
13. Approved Shelly Vaughn and/or Kurt Wendel as the public records designee for the Board of Education Members.

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The January Mercer County ESC Governing Board Organizational Meeting was adjourned and the board proceeded right into the Regular January Board Meeting at the Mercer County Educational Service Center located at 441 East Market Street in Celina.