



**Administration**

604 Carlton Davidson Lane • Coal Grove, OH 45638  
740.532.7401 • [www.lawrencedd.org](http://www.lawrencedd.org)

Board Meeting Minutes  
October 10, 2024 – 6 PM  
Open Door School Cafeteria  
606 Carlton Davidson Lane, Coal Grove, OH 45638

1. Call to Order

Meeting was called to order by Debra Jones, President at 6:11

2. Roll Call

Amanda Carte	Present
Mike Gore	Present
Tanner Huff	Remote
Debra Jones	Present
Sara Marks	Present
Brandan Smith	Present
Steve Thompson	Present

Others Present

Julie Monroe, Superintendent  
Amy Brand, Business Manager  
Shannon Allen, Executive Assistant  
Larry Whaley, IT/Finance Assistant  
Jamie Garnes, SSA Director  
Jeff Townsend, Director of Operations  
Monica Schwab, Community Outreach

3. Adoption of Agenda

There were no changes to the agenda.

Motion was made by Mr. Gore to approve the agenda as presented. Seconded by Mrs. Marks.

Roll call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

4. Public Comments

There were no public comments.

5. Approval of September 12, 2024 Board Meeting Minutes

Motion was made by Ms. Carte to approve the September 12, 2024 Board Meeting Minutes. Seconded by Mr. Smith.

Roll Call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

6. Committee Reports - Mr. Thompson, Finance Committee Chair, reported that the committee met prior to the Board meeting on 10/11/24 and are making the following recommendations (see Finance Committee minutes for detailed overview):

A. General Fund Transfers to:

- i. Motion was made by Mr. Gore to approve the Finance Committee recommendation to transfer \$250,000 to the capital fund and expend funds for capital improvement projects as presented. Seconded by Mr. Carte.

Roll Call

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

- ii. Motion was made by Mr. Thompson to approve the recommendation of the Finance Committee to transfer \$100,000 to the Family Support Services fund for the 2025 budget allocation. Seconded by Ms. Jones.

Roll Call

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

- iii. Motion was made by Ms. Jones to approve the recommendation of the Finance Committee to transfer \$200,000 to the Contingency (Medicaid Reserve Fund). Seconded by Mr. Gore.

Roll Call

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

B. CY 2025 Budget Review & Approval

Motion was made by Ms. Carte to approve the Finance Committee recommendation to approve the calendar year 2025 budget as presented.

Seconded by Mr. Thompson.

Roll Call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

7. Finance and Expense Reports - September, 2024 - Amy Brand

Mrs. Brand submitted a report prior to the meeting and gave an overview of her report.

Motion was made by Mr. Thompson to approve the September 2024 Finance reports.

Seconded by Mr. Smith.

Roll Call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

8. Superintendent Report – Julie Monroe

Ms. Monroe submitted a written report for the month of October, 2024 prior to the Board meeting. As part of her report, Ms. Monroe also distributed and reviewed the quarterly SOCOG MUI report.

9. Program Reports – Written reports submitted prior to meeting

10. Old Business - None

11. New Business

A. Award of Roof Bid (to be presented at Board meeting)

Motion was made by Mr. Thompson to accept the roof bid from River Cities Roofing for \$76,950, pending the receipt of qualifying documentation. If the documentation is not received by the end of next week, the project will be readvertised. Seconded by Mrs. Marks.

Roll call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

B. Approve the recommendation for the OACB Delegate Assembly – December 4, 2024

Motion was made by Mr. Gore to approve Mandy Carte to represent the Board at the 2024 OACB Delegate Assembly. Seconded by Mr. Thompson.

Roll call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

C. Approve Privacy & Security Policies 20.13, 20.14, 20.15 & 20.16 for Adoption - Additional policies as recommend by Eagle Consulting for privacy and security that apply to all staff.

Motion was made by Mr. Gore to approve the policies 20.13, 20.14, 20.15 & 20.16 as presented. Seconded by Ms. Carte.

Roll call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

D. Approve General Board Policy Revision - # 3.05 Family Support Services

Policy was revised to add parameters around eligibility, increase the hourly rate of respite providers, and to stipulate that families served by Early Intervention were also eligible to apply for FSS.

Motion was made by Mrs. Marks to approve the policy as presented. Seconded by Mr. Gore.

Roll call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

E. Approve Personnel Policy Revision - #19.01 Volunteers

Policy was revised to include language from the new DODD Accreditation tool that pertains to training and background check requirements of certain volunteers.

Motion was made by Ms. Jones to approve the policy as presented. Seconded by Mrs. Marks.

Roll call.

Ms. Carte Yes	Mr. Huff Yes	Mrs. Marks Yes	Mr. Thompson Yes
Mr. Gore Yes	Ms. Jones Yes	Mr. Smith Yes	

12. Announcements



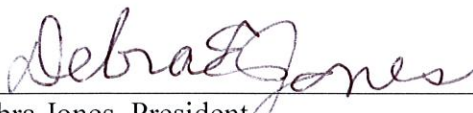
- A. Staff appreciation in-service – November 5, 2024 – 8AM – 3PM
- B. Debbie Jones' reception – December 12, 2024 at 5:30 –  
ODS Cafeteria

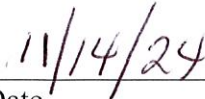
13. Next Board Meeting- November 14, 2024 @ 6 PM

14. Adjournment

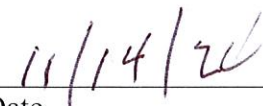
Motion was made by Mr. Thompson to adjourn the meeting. Seconded by Mrs. Marks.  
Motion carried. Meeting adjourned at 7:12 p.m.

Meeting minutes prepared by: Shannon Allen, Executive Assistant

  
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Debra Jones, President

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Steve Thompson, Recording Secretary

  
\_\_\_\_\_  
Date

*Growing Possibilities*

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