



Administration

604 Carlton Davidson Lane • Coal Grove, OH 45638
740.532.7401 • www.lawrencedd.org

Board Meeting Minutes
September 12, 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 6:00

2. Roll Call

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

Others Present

Julie Monroe, Superintendent
Amy Brand, Business Manager
Shannon Allen, Executive Assistant
Larry Whaley IT/Finance Assistant
Christi Kerns, School Principal
Jamie Garnes, SSA Director
Shelley Clifford, Early Childhood Director

3. Adoption of Agenda

Ms. Monroe informed the Board that item E. – Salary Range Revision - was added to the agenda, as well as item F. – Finance Committee Meeting – as the Auditor’s office has requested the budget earlier this year.

Motion was made by Ms. Carte to approve the agenda as presented. Seconded by Mr. Gore

Roll call.

Ms. Carte	Yes	Mr. Huff	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Ms. Jones	Yes		

4. Public Comments - None

5. Approval of August Board Meeting Minutes

Motion was made by Mr. Gore to approve the August Board Meeting Minutes. Seconded by Mr. Smith. Roll Call.

Ms. Carte	Yes	Mr. Huff	Yes	Mr. Smith	Yes
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Mr. Gore Yes Ms. Jones Yes

6. Committee Reports - None

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

Motion was made by Mr. Gore to approve the August 2024 Finance reports. Seconded by Ms. Carte. Roll Call.

Ms. Carte Yes Mr. Huff Yes Mr. Smith Yes
 Mr. Gore Yes Ms. Jones Yes

8. Superintendent Report – Julie Monroe

Ms. Monroe submitted a written report for the month of September, 2024 prior to Board meeting and reviewed highlights.

9. Program Reports – Written reports submitted prior to meeting

10. Old Business - None

11. New Business

A. Approve Policy Update – Early Intervention 3.01

Changes were made to the policy to reflect current make-up of the EI team, as well as wording changes.

Motion was made by Mr. Gore to approve the policy as presented. Seconded by Ms. Carte. Roll call.

Ms. Carte Yes Mr. Huff Yes Mr. Smith Yes
 Mr. Gore Yes Ms. Jones Yes

B. Approve Policy Update – Sick Leave 14.05

Changes were made to this policy to reflect the language in the union contract regarding when a doctor’s excuse is needed for an absence.

Motion was made by Mr. Gore to approve the policy as presented. Seconded by Ms. Carte. Roll call.

Ms. Carte Yes Mr. Huff Yes Mr. Smith Yes
 Mr. Gore Yes Ms. Jones Yes

C. Approve Policy Update – Remote Work 6.03

This policy was updated to include an attestation form for remote workers regarding their work environment.

Motion was made by Mr. Gore to approve the policy as presented. Seconded by Ms. Carte. Roll call.

Ms. Carte Yes Mr. Huff Yes Mr. Smith Yes
 Mr. Gore Yes Ms. Jones Yes

D. Approve Union Contract Addendum

An addendum was added to the union contract to specify that floating instructional aides may be called upon to substitute in the kitchen for the cook when there are no substitutes or other staff available.

Motion was made by Mr. Smith to approve the policy as presented. Seconded by Ms. Jones. Roll call.

Ms. Carte Yes Mr. Huff Yes Mr. Smith Yes
 Mr. Gore Yes Ms. Jones Yes

E. Salary Range Revision

Ms. Monroe asked the Board to revise the salary range for the Nurse at ODS. The Nurse’s hours are being reduced to 7 hours per day, the same as other staff members, including Intervention Specialists. Reducing the Nurse’s hours by 30 minutes per day pushed her hourly rate over the range for her position. There will be no actual increase in salary – but the adjustment must be made for payroll purposes.

Motion was made by Ms. Carte to approve the policy as presented. Seconded by Mr. Gore. Roll call.

Ms. Carte	Yes	Mr. Huff	Yes	Mr. Smith	Yes
Mr. Gore	Yes	Ms. Jones	Yes		

F. Finance Committee Meeting

A finance committee meeting will need to be scheduled before the October meeting to review the 2025 CY budget. Since two of the committee members were absent, Ms. Monroe will schedule at a later time.

12. Announcements

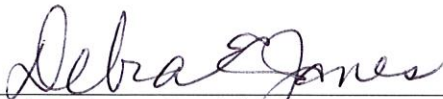
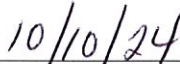

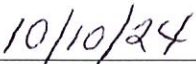
- A. Board In-Service Training – Saturday, September 28 – 10AM – 12PM
Topic: Early Intervention and Services for Children
- B. New Board Member Advertisement (Debbie Jones’ final term ends in December) – Probate Judge Appointment
- C. Mike Gore will need to be reappointed – Probate Judge Appointment

13. Next Board Meeting- October 10, 2024 @ 6 PM

14. Adjournment

Motion was made by Mr. Gore to adjourn the meeting. Seconded by Ms. Jones. Motion carried. Meeting adjourned at 6:57 p.m.

Meeting minutes prepared by: Shannon Allen, Executive Assistant

 _____ Debra Jones, President	 _____ Date
 _____ Steve Thompson, Recording Secretary	 _____ Date