

Lawrence County Developmental Disabilities
Board Meeting Minutes
August 15, 2024 6:00 pm

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 (remotely)
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
Jeff Townsend, Facilities Operation
Christina Kerns, School Principal
Jamie Garnes, SSA Director

3. Adoption of Agenda

Motion was made by Mrs. Marks to approve the agenda 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		

4. Proclamation honoring Lecia Menshouse

Debbie to read the proclamation –

Motion was made by Mr. Gore to approve the proclamation for Lecia Menshouse. 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		

5. Introduction of new Executive Assistant – Shannon Allen

Ms. Monroe introduced Shannon Allen as the new Executive Assistant.

6. Public Comments - None

7. Approval of June Board Meeting Minutes

Motion was made by Mr. Gore to approve the June Board Meeting Minutes.

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		

8. Committee Reports – None

9. Finance Reports – June and July 2024 – Amy Brand

Mrs. Brand submitted written reports for June and July, 2024 prior to the Board meeting, and presented an overview.

Motion was made by Mrs. Marks to approve the June and July, 2024

Finance reports as submitted by Mrs. Brand. 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		

10. Superintendent Report – Julie Monroe

Ms. Monroe submitted a written report for the months of July and August, 2024 prior to Board meeting and reviewed highlights.

11. Program Reports – Written reports submitted prior to meeting.

12. Old Business – None

13. New Business

A. Approve ODE Cell Phone Policy 3.07 - Julie Monroe

This is a new policy developed by the Ohio Department of Education to limited students' cell phone use during school hours.

Motion was made by Mr. Gore 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		

B. Board Policy Revisions – Julie Monroe

Revised policies were presented at the meeting for approval. The policies were updated based on rule or process changes. Policy 3.04, Policy 3.08, Policy 4.03 and Policy 4.07.

Motion was made by Ms. Jones to approve the revisions as presented. 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		

C. Personnel Policies regarding Privacy & Security - Julie Monroe

New policies were presented as part of the LCDD's agreement with Eagle Consulting, and their standards for privacy and security – including HIPPA and confidentiality laws. These policies will be included in the Personnel Policy Manual – Section 20. Ms. Monroe also explained that due to the new privacy and security policies, and to avoid redundancy, the following LCDD

policies could be abolished: Policy 3.04 - Social Media, Policy 9.05 - Confidentiality and Sensitive Information, and Policy 12.02 - Use of Electronic Devices.

Motion was made by Mr. Gore to approve and abolish the policies reviewed. 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. Food bid for lunch program – Amy

Mr. Townsend informed the Board this was the only bid that was received.

Motion was made by Ms. Carte to approve the food bid provided submitted by Valley foods.

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		

E. Kiwanis Membership for Monica Schwab – Julie Monroe

Ms. Monroe requested that the board pay for membership of employee Monica Schwab.

The Kiwanis is organizing a fundraising project to expand the playground at Open Door School.

Motion was made by Mr. Thompson to approve Resolution # 08-01-2024. 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		

F. Bright Start Contract

Julie Monroe

Ms. Monroe requested approval for this contract so that requested home modifications, as part of a waiver service, can be obtained per Medicaid requirements.

Motion was made by Ms. Carte to approve the Bright Start contract for home evaluations.

Seconded by Ms. Jones. Roll call.

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

G. CCIP Funds – Amy Brand

This is a grant through ODE to supplement the cost of the ODS Instructional Aides.

Motion was made by Mr. Gore to approve the CCIP fund allocation as presented. Seconded by Mr. Thompson. Roll call.

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

14. Announcements

Board in-service training – Saturday, September 28, 2024 – 10 AM – 12PM

15. Next Board Meeting – Thursday, September 12, 2024 @ 6:00 PM at the ODS Cafeteria

16. Adjournment

Motion was made by Mr. Smith to adjourn the meeting. Seconded by Mr. Gore. Motion carried.
Meeting adjourned at 7:11 p.m.

Meeting minutes prepared by: Shannon Allen, Executive Assistant

Approved: September 12, 2024