

RECORD OF PROCEEDINGS

Minutes of
Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio Date: June 21, 2016

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Tuesday, June 21, 2016. The meeting was called to order by Mr. Sero at 4:00 P.M.

Roll Call: Barnhart-yes; Kalina-yes; Sero-yes; Von Gunten-yes
 Absent: Maldonado
 Motion Carried

HEARING FROM THE PUBLIC

None.

BOARD MEMBERS REPORTS

None.

TREASURER'S REPORT

Mrs. Orseno updated the board on the condition of funds, receipts versus expenditures and investments.

TREASURER'S RECOMMENDATIONS: 16-30

1. It is recommended that the Board approve:

- a. Minutes of the regular meeting of the Board held on May 17, 2016.
- b. Financial report and condition of funds for May, 2016 as reviewed and read.
- c. Payment of May bills as described in the computer printout sheets.
- d. Investments as reviewed and read.
- e. To adopt Temporary Appropriations and Revenue Projections for the 2016-2017 fiscal year in the amount of 25% of initial fiscal year 2016 Appropriations (Permanent appropriation and revenue amounts will be adopted at the August meeting).
- f. To authorize the Treasurer to re-appropriate and adjust revenue and expense amounts as necessary prior to the end of the current fiscal year. (June 30, 2016)

**Final Revenue Adjustments
 ESC of Lorain County**

Fund	Amount
001 0000	\$ (229,028.15)
001 9007	\$ (62,139.61)
001 9008	\$ (22,662.02)
001 9009	\$ (74,646.93)
001 9013	\$ (8,926.90)
001 9015	\$ 2,754.13
001 9018	\$ 3,713.08
001 9019	\$ 35,340.83
001 9020	\$ (56,908.90)
014 9011	\$ 66,096.66
014 9012	\$ 6,744.00
014 9013	\$ 200.00
014 9096	\$ (40,931.05)
018 9000	\$ (1,042.79)
019 9013	\$ 40,000.00
019 9015	\$ 900.00
019 9043	\$ 800.00
019 9044	\$ 4,050.00

**Final Appropriation Adjustments
 ESC of Lorain County**

Fund	Change
001 0000	\$ (352,857.93)
001 9007	\$ (98,290.48)
001 9008	\$ (93,827.15)
001 9009	\$ (73,146.93)
001 9010	\$ (99,245.77)
001 9013	\$ (77,480.46)
001 9014	\$ (6,285.83)
001 9015	\$ 237.84
001 9018	\$ (47,347.18)
001 9019	\$ 35,340.83
001 9020	\$ (61,580.99)
014 9011	\$ 6,815.34
014 9012	\$ (32,462.08)
014 9013	\$ (5,613.16)
014 9096	\$ (40,831.05)
018 9000	\$ (14,433.53)
019 9013	\$ 7,432.45
019 9014	\$ (251.46)

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019 9115	\$ 1,150.00	019 9015	\$ 100.16
022 9000	\$ (4,601.00)	019 9029	\$ (2,908.08)
022 9099	\$ (7.50)	019 9030	\$ (2,003.58)
026 9039	\$ 1,784,558.90	019 9043	\$ 375.26
439 9054	\$ 4,807.88	019 9044	\$ (236.86)
463 9815	\$ (1,360.30)	019 9115	\$ (34,756.04)
463 9816	\$ 2,479.86	022 9000	\$ (20,315.17)
499 9060	\$ (2,077.78)	022 9099	\$ (189.62)
499 9085	\$ 9,460.10	026 9039	\$ (3,255,182.95)
499 9216	\$ 3,816.54	439 9051	\$ (1,254.55)
499 9716	\$ (4,851.16)	439 9052	\$ (2,177.41)
499 9816	\$ (9,283.75)	439 9053	\$ (1,380.00)
516 9015	\$ (684.79)	439 9054	\$ 4,535.05
516 9016	\$ 154.52	463 9816	\$ 2,479.86
516 9079	\$ 47,612.16	499 9060	\$ (2,077.78)
516 9080	\$ 45,113.70	499 9085	\$ 9,460.10
551 9716	\$ (4,772.82)	499 9216	\$ (11.46)
572 9041	\$ 74,297.30	499 9716	\$ (4,851.16)
572 9042	\$ (28,677.27)	499 9816	\$ (9,283.75)
572 9071	\$ 6,026.04	499 9912	\$ (138.14)
572 9072	\$ 5,207.05	506 9014	\$ (14,365.72)
587 9099	\$ (1,261.35)	516 9015	\$ 392.34
587 9199	\$ (8,875.99)	516 9016	\$ 154.52
587 9915	\$ 369.77	516 9079	\$ 53,899.27
587 9916	\$ (1,072.06)	516 9080	\$ (287,975.71)
590 9915	\$ (153.17)	551 9716	\$ (4,772.82)
590 9916	\$ 557.75	572 9041	\$ 74,414.56
599 9015	\$ 130.09	572 9042	\$ (28,697.44)
599 9016	\$ (5,021.53)	572 9071	\$ 6,026.04
599 9915	\$ 9,298.96	572 9072	\$ (4,265.39)
599 9916	\$ 65,060.84	587 9099	\$ (29.35)
Grand Total	\$ 1,651,713.34	587 9199	\$ (8,875.99)
		587 9915	\$ 3,140.39
		587 9916	\$ (7,095.05)
		590 9915	\$ 193.66
		590 9916	\$ 557.75
		599 9015	\$ 1,901.69
		599 9016	\$ (7,214.84)
		599 9915	\$ 11,538.96
		599 9916	\$ (43,530.22)
		Grand Total	\$ (4,528,247.01)

Final Revenue Adjustments

LERC	Change
Total 020 9030	\$ 1,784,558.90
Grand Total	\$ 1,784,558.90

Final Appropriation Adjustments

LERC	Change
020 9030 Totals	\$ (3,511,182.95)
Grand Total	\$ (3,511,182.95)

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- g. To authorize the Treasurer to make the following Permanent Transfers:

\$ 9,460.10 from General Fund (001-0000) to Parent Mentor (499-9085)

- h. To authorize the Treasurer to make advances from the General Fund (001-0000) to the following funds over the fiscal year end. (All to be re-paid in July/August 2016):

Lorain Co. Detention Home	001-9009	\$ 8,220.72
Gifted	014-9096	\$ 6,718.01
Early Childhood Education	439-9054	\$ 4,807.88
Alternative Education	463-9819	\$ 783.07
Early Literacy	499-9090	\$ 5,680.04
Secondary Transition	499-9216	\$ 3,816.54
Local Gov't Innovation Fund	499-9816	\$ 2,716.25
OMNIE	516-9016	\$ 1,250.00
IDEA VI-B	516-9080	\$118,030.34
LEP	551-9716	\$ 945.60
Early Childhood Special Ed	587-9199	\$ 409.35
Early Learning Discretionary	587-9916	\$ 5,881.71
OTES State Trainer	590-9916	\$ 8,957.75
Early Learning Challenge	599-9016	\$ 90.51
SPDG	599-9916	\$ 44,429.52

Lois Von Gunten moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Sero-yes; Von Gunten-yes

Absent: Maldonado

Motion Carried

SUPERINTENDENT'S REPORT

- Final review Serving Forward 4.0
- Year-end report

SUPERINTENDENT'S RECOMMENDATIONS

1. GENERAL: 16-31

- a. To approve an addendum to the contract with Lorain City Schools Third Grade Reading Guarantee to increase total hours of service to 475 and total cost not to exceed \$28,500.
- b. To approve the service agreement with Perkins Local Schools to provide a Special Education Compliance Coach effective June 1, 2016 through June 30, 2017, at \$836 per day, not to exceed \$12,540. Perkins Local Schools agrees to pay all costs associated with the Compliance Coach.
- c. To approve the service agreement with Midview Local Schools for an aide to work the Extended School Year Program at the Early Learning Center from June 13-23 and July 25-August 4, 2016. Midview Local Schools agrees to pay \$36.20 per day for a maximum of 16 days.
- d. To approve the Service Contract between the Educational Service Center of Lorain County and CONNECT, effective July 1, 2016 and ending on June 30, 2019.
- e. To approve the agreement with Positive Education Program (PEP) in the amount of \$27,810. All costs to be reimbursed by participating districts.
- f. To approve the Memorandum of Understanding between Lorain County Alcohol and Drug Abuse Services, Inc.(LCADA) and the Educational Service Center of Lorain County, to formalize referral services.

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- g. To enter into a contract with Lorain County General Health District for nursing services at the Lorain County Academy not to exceed \$1,575 and at the Early Learning Center not to exceed \$3,870.
- h. To approve an agreement with McGown & Markling Co., L.P.A. to provide a School Law Hotline for the 2016-2017 school year with 5 pro bono hours of legal services and additional hours billed at a blended rate.
- i. To approve a membership for the superintendent with OESCA/AESA for the 2016-2017 school year at a cost of \$9,135.95 to be paid through General Fund.
- j. To approve the revised Lorain County Early Learning Center Parent Handbook
- k. To approve the revised Avon Early Learning Center Parent Handbook.
- l. To approve the resolution previously approved by the Columbia Local Schools determining impracticality of transporting students to private schools.
- m. To approve an agreement to facilitate a Treasurer's Search for Wellington Exempted Village Schools at a rate of actual incurred costs, not to exceed \$500.

James Barnhart moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Sero-yes; Von Gunten-yes

Absent: Maldonado

Motion Carried

2. PERSONNEL: 16-32

- a. To employ **Connie Ericson** as a Special Education Compliance Coach assigned to Perkins Local Schools, effective June 1, 2016 through June 30, 2017 at a daily rate of \$700 which includes travel. To be paid by submission of timesheets, not to exceed 27 days (15 days to be paid out of General Fund and 12 days to be paid out of SST IDEA funds).
- b. To employ **Amy Muriello** as an Academy Aide, effective August 17, 2016 through July 31, 2017 at Step 11 of the Academy Aide salary schedule. To be paid by submission of timesheets, not to exceed 24 hours per week.
- c. To employ **Jillian Toccaceli** as a Physical Therapist assigned to Midview/Oberlin/Wellington schools, on a 9-month contract, at Step 10 MA+30 of the Teachers/SLP/Psychologists salary schedule plus \$1,000 for PhD, effective August 17, 2016 through July 31, 2017, to be pro-rated to 115 days (\$34,504).
- d. To employ **Victoria Guggenbiller** as an Occupational Therapist assigned to Amherst/Keystone/Vermilion schools, on a 9-month contract, at Step 3 MA of the Teachers/SLP/Psychologists salary schedule, effective August 17, 2016 through July 31, 2017.
- e. To employ **Mark Millar** as Gifted Supervisor on a 10-month contract, at Step 11 of the NWSUPV salary schedule, effective August 2, 2016 through July 31, 2017.
- f. To employ **Michelle McClintic** as Transition Coordinator assigned to Amherst and Midview, on a 10-month contract, at Step 7 of the NWSUPV salary schedule, effective August 2, 2016 through July 31, 2017.

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- g. To employ **Cathy Bauer**, Educational Consultant SST, at an hourly rate of \$87.50, effective July 1, 2016 through June 30, 2017, not to exceed 50 days, to be paid by submission of timesheets out of Fund 516.
- h. To employ **Vickie Fisher**, Curriculum Consultant, at an hourly rate of \$32, effective July 1, 2016 through June 30, 2017, not to exceed 10 hours per week, to be paid by submission of timesheets. All costs to be reimbursed by Montessori Children's School.
- i. To employ **Kari Foreman**, Post Secondary Transition Consultant SST, at an hourly rate of \$68.67, effective July 1, 2016 through June 30, 2017, not to exceed 25 days, to be paid by submission of timesheets out of Fund 516.
- j. To employ **Dr. Katie Knapp**, Curriculum Consultant, at a daily rate of \$1,000, effective July 1, 2016 through June 30, 2017, not to exceed 20 days, to be paid by submission of timesheets out of General Fund.
- k. To employ **George Viebranz**, Curriculum Consultant, at a daily rate of \$350, effective July 1-31, 2016, not to exceed 5 days, to be paid by submission of timesheets. All costs to be reimbursed by Lorain City School.
- l. To employ **Emily Kinser** as an Educational Aide at the Early Learning Center at Step 6 of the Educational Aide salary schedule, effective August 19, 2016 through July 31, 2017, pro-rated to 25 hours per week.
- m. To approve supplemental contracts for the following:
 - Julie Coughlin**, Secretary, on an as needed basis, effective July 1, 2016 through June 30, 2017, to be paid at her current daily rate by submission of timesheets, not to exceed 10 days. All costs to be paid by SST, fund 516.
 - Cathy Fischer**, Staff Mentor to new Gifted Supervisor, to be paid \$1,500; \$750 to be paid in December, 2016 and \$750 to be paid in June, 2017.
 - Kaitlyn Gray** and **Gina DiNardo-Rose**, School Psychologists assigned to Avon Lake City Schools, for 6 additional days each, effective August 2, 2016 through July 31, 2017 to be paid by submission of timesheets.
- n. To approve a maternity leave of absence for **Elizabeth Fleming Krall**, Supervisor of Early Childhood Program, effective August 2 through September 11, 2016. All accumulated sick and personal leave will be used before any unpaid leave.
- o. To revise resolution #15-31(a) **Carol Lepi**, Audiologist, not to exceed 134 days.
- p. To revise resolution #15-41(ii) to approve an additional \$100 in travel expenses for **Debbie Shannon**, Administrative Assistant.
- q. To revise resolution #15-54(c) **Dr. James Chapple**, Curriculum Consultant, not to exceed 15 days.
- r. To revise resolution #16-10(c) **Rene Banal**, Speech Pathologist, not to exceed 76 additional hours.
- s. To revise resolution #16-10(f) to approve an additional \$1,500 in travel expenses for **Darren Conley**, PBIS Consultant SST.
- t. To revise resolution #16-23(c) adding **Amanda Lewis**, Educational Aide, two-year contract effective August 1, 2016 through July 31, 2017 at Step 2 of the Educational Aide salary schedule.

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- u. To accept the resignation of **Michelle McClintic**, Project Search Instructor, effective July 31, 2016.
- v. To accept the resignation of **Patty Miller**, OIP Consultant SST, effective July 31, 2016.
- w. To establish salaries for staff members that are not on the salary schedules for the 2016-2017 contract year:

2016-2017

NAME		EFF DATE	POSITION
CALHOUN STEPHANIE	\$12.49	7/1	P.T. Project Secretary
CALHOUN STEPHANIE	\$11.56	7/1	P.T. Fingerprint Specialist
DAVIS, THERESA	\$13.76	8/1	9mo Parent Mentor
DENNIS, DEBORA	\$95,642.00	8/1	Special Ed Director Avon 210 days
DICKERSON, IRENE	\$23.92	7/1	Payroll Consultant
DYKE, DENNIS	\$25.00	7/1	ESC Computer Technician
**ERWINE, MOIRA	\$90,297.00	8/1	Sr Dir School Improve/Prof. Develop.
FAZIO, JENNIFER	\$42,213.52	8/1	10mo Presch. Supv Av.Lk.
FINKLE, CHRISTINE	\$12.36	7/1	Custodian
***GIBBS, TRACEY	\$92,259.00	8/1	Sr. Direct SST Region 2
**GILLIAM, MIKE	\$39,923.00	8/1	Supv Bldg/Ground/On-line Learning Amherst
GRESZLER, DEBRA	\$40.00	8/1	Resident Educator Coordinator
HEIM, JENNIFER	\$98,227.00	8/1	Asst. Director - SST2
HENDERSON, GRAHAM	\$75,813.00	8/1	Lorain County Academy Director
KIEWEL, CATHERINE	\$76,412.70	8/1	Psychologist - Elyria
**MILLER, KENDALL	\$85,252.00	8/1	Senior Director of Tech and Innovation
****MURDOCK, DAN	\$86,811.00	8/1	Senior Dir of Special Ed/Family Service
**ORSENO, JILL	\$104,000.00	8/1	12mo Treasurer
PAPA, CANDA	\$13.76	8/1	9mo Parent Mentor
PARADIS, BRIAN	\$25,709.00	7/1	Computer Technician Sheffield
*RING, GREG	\$122,920.00	8/1	12mo Superintendent
SHANNON, DEB	\$50,078.60	7/1	12mo Executive Secretary
SHORT, JULIE	\$41,200.00	7/1	Market Specialist
SHUMATE, KIM	\$24,315.00	8/1	Nurse Open door 180 days 6 hrs per day
TEITELBAUM, MARIANNE	\$71,074.00	8/1	Psychologist - Amherst
THORNE, KAREN	\$12.74	7/1	P.T. DH Data Clerk
TRISKA, MIKE	\$76,000.00	8/1	Technology Integration Trainer
WOTOWIEC, JAMES	\$31.93	8/1	Transition Coordinator - Wellington
****WUENSCH, SCOTT	\$103,934.00	7/1	12mo Techn. Systems Admin - Av. Lk

** 10% Retirement Board Paid

***7.5% Retirement Board Paid

****2.5% Retirement Bd Paid

* Superintendent 100% board paid pick-up

Lois Von Gunten moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Sero-yes; Von Gunten-yes

Absent: Maldonado

Motion Carried

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3. LERC BOARD OF DIRECTORS 16-33

- a. To approve the minutes for the meeting of March 14, 2016.
- b. To approve the Fiscal Reports for the following Consortium Programs (March/April 2016):

Insurance	Life Insurance
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- c. To approve a three year contract with Costin and Company for GAAP look-alike conversion assistance for years 2016 thru 2018, not to exceed \$5,000 per year.
- d. To establish the following Fiscal Agency Fee for FY17: Insurance .003 of Expenditures.
- e. To authorize the Fiscal Agent Treasurer to adjust appropriations and revenue projections and make transfers as necessary to balance accounts prior to the fiscal year end.
- f. To revise **Lisha Nasipak's** supplemental contract of 100 additional hours to 120 additional hours for fiscal year 2015-2016. All hours to be paid by submission of timesheets.
- g. To approve a contract for **Lisha Nasipak**, Health Insurance Benefits Administrator, effective July 1, 2016 thru June 30, 2017 at Step 4 of the Health Insurance Benefits Administrator salary schedule (pro-rated to 25 hours per week).
- h. To approve a supplemental contract for **Lisha Nasipak**, Health Insurance Benefits Administrator, effective July 1, 2016 thru June 30, 2017 to be paid at her hourly rate by the submission of timesheets, not to exceed 120 hours.
- i. To elect the following three members to a two year term on the Executive Board: Cory Thompson, Nikki Spriggs, and Suzanne Wilson with terms expiring June 30, 2018. Current members Jill Orseno and Greg Ring expiring on June 30, 2017.
- j. To nominate Cory Thompson as Chairperson and Greg Ring as Vice-Chairperson for Fiscal Year 2017 and appoint Lisha Nasipak as Recording Secretary for the Fiscal Year 2017.
- k. To approve/renew the contract with Medical Mutual effective July 1, 2016 through June 30, 2019 to include \$250,000 Stop Loss and Wellness Funds of \$50,000.

James Barnhart moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Sero-yes; Von Gunten-yes
 Absent: Maldonado
 Motion Carried

NEW BUSINESS: 16-34

None.

ADJOURNMENT: 16-35

James Barnhart moved, seconded by Lois Von Gunten that the meeting be adjourned at 4:38 p.m.

Roll Call: Barnhart-yes; Kalina-yes; Sero-yes; Von Gunten-yes
 Absent: Maldonado
 Motion Carried

President

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Treasurer