

**RECORD OF PROCEEDINGS**

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Wednesday, April 21, 2021. The meeting was called to order by Mrs. Maldonado at 2:31 P.M.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
 Absent: None  
 Motion Carried

HEARING FROM THE PUBLIC:

None.

BOARD MEMBER REPORTS:

None.

TREASURER'S REPORT

Ms. Dotson updated the board on the condition of funds, receipts versus expenditures and investments.

TREASURER'S RECOMMENDATIONS: 21-19

1. It is recommended that the Board approve:
  - a. Minutes of the regular meeting of the Board held on March 17, 2021.
  - b. Financial Report and Condition of Funds for March, 2021 as reviewed and read.
  - c. To accept Title III Activities Grant (551-9121) and approve Treasurer to appropriate and expend \$3,872.02 following the Ohio Department of Education guidelines as of the substantially approved date.

Roger Sero moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
 Motion Carried

SUPERINTENDENT'S REPORT:

- Multi-agreements
- Staffing increase

SUPERINTENDENT'S RECOMMENDATIONS:1. BOARD POLICY: 21-20

To adopt the following new and revised Board Policies:

Revised Policy 1422	- Nondiscrimination and Equal Employment Opportunity
Revised Policy 1520	- Employment of Administrators
Revised Policy 1623	- Section 504/ADA Prohibition Against Disability Discrimination in Employment
Revised Policy 1662	- Anti-Harassment
Revised Policy 2240	- Controversial Issues
Revised Policy 2260	- Nondiscrimination and Access to Equal Education Opportunity
Revised Policy 2260.01	- Section 504/ADA Prohibition Against Discrimination Based on Disability
Revised Policy 2266	- Nondiscrimination on the Basis of Sex in Education Programs or Activities
Revised Policy 3122	- Nondiscrimination and Equal Employment Opportunity
Revised Policy 3123	- Section 504/ADA Prohibition Against Disability Discrimination in Employment

**RECORD OF PROCEEDINGS**

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

Revised Policy 3362	- Anti-Harassment
Revised Policy 4122	- Nondiscrimination and Equal Employment Opportunity
Revised Policy 4123	- Section 504/ADA Prohibition Against Disability Discrimination in Employment
Revised Policy 4362	- Anti-Harassment
Revised Policy 5517	- Anti-Harassment
Revised Policy 6600	- Deposit of Public Funds: Cash Collection Points
New Policy 7440.01	- Video Surveillance and Electronic Monitoring
Revised Policy 7450	- Property Inventory
Revised Policy 7455	- Accounting System for Capital Assets
Revised Polity 7540.02	- Web Accessibility, Content, Apps and Services

Roger Sero moved, seconded by Deborah Melda that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

SUPERINTENDENT'S RECOMMENDATIONS:2. GENERAL: 21-21

- a. To approve the Agreement for Training with QPR Institute to provide a Certified Gatekeeper Instructor's Course on May 18, 2021 at a cost of \$10,249. (Prevention Grant/\$2.50 funds)
- b. To approve the Service Agreement for Professional Development Services with Xcite Learning to provide 4 full days of professional development on Project-Based Learning from September - November, 2021 at a cost of \$4,800. (21-22 \$2.50 funds)
- c. To approve the agreement with Marie Ireland to provide virtual modules for SLP professional development, accessible from May 15 - August 16, 2021 at a cost of \$700. (Special Ed Rotary)
- d. To approve the purchase agreement with Solution Tree, Inc. to provide the following customized virtual professional development services: "Take Time for You" (2 sessions) on August 9, 2021 and February 8, 2022 at a cost of \$3,800 each; "Cultural Responsiveness" (2 sessions) on August 10, and November 1, 2021 at a cost of \$4,200 each; "School Culture" (2 sessions) on August 10, 2021 and February 15, 2022 at a cost of \$3,800 each. Total cost for all 6 sessions \$23,600. (516-9321)
- e. To approve the service agreement with Brooklyn City Schools to provide PD and coaching with NORT<sup>2</sup>H for 15 days from August 1, 2021 - June 30, 2022 at a cost of \$13,509.45. (2022-001)
- f. To approve the service agreement with Cuyahoga Heights Local Schools to provide 15 days of job embedded Technology Integration Support with NORT<sup>2</sup>H from August 1, 2021 - June 30, 2022 at a cost of \$13,509.45. (2022-002)
- g. To approve the service agreement with Cuyahoga Valley Career Center to provide 35 days of job embedded Technology Integration Support with NORT<sup>2</sup>H from August 1, 2021 - June 30, 2022 at a cost of \$31,430. (2022-003)
- h. To approve the service agreement with Bay Village City Schools to provide Gifted consultation services for 36 weeks from August 5, 2021 - May 31, 2022 at a cost of \$400 per half day, to be invoiced monthly.
- i. To approve the service agreement with North Ridgeville City Schools to extend the substitute school psychologist (Catherine Kiewel) to work up to 25 hours per week through June 5, 2021.

**RECORD OF PROCEEDINGS**

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

- j. To approve the service agreement with North Ridgeville City Schools to extend the substitute school psychologist (Kiera Naples) to work up to 30 hours per week through June 5, 2021.
- k. To approve the contract with Chagrin Valley Paving, Inc. as the successful bidder for the resurfacing, sealing and restriping of the parking lot at 1885 Lake, Avenue, Elyria at a cost of \$67,192.
- l. To approve the 2020-21 Pathways to Success school calendar. (Exhibit "A")

**EXHIBIT "A"**

**Pathways To Success  
Staff School Year Calendar  
2021-2022**

JULY 2021				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

AUGUST 2021				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

SEPTEMBER 2021				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

OCTOBER 2021				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

NOVEMBER 2021				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

DECEMBER 2020				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JANUARY 2022				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

FEBRUARY 2022				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

MARCH 2022				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

APRIL 2022				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY 2022				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JUNE 2022				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

08/30-10/29: 1st Qrt	42
11/02-01/14: 2nd Qrt	41
01/18-03/11: 3rd Qrt	42
03/14-05/27 4th Qrt	42
<b>167</b>	

students first/last day  
185 no students/ teachers days  
= Closed

Ken Kalina moved, seconded by Deborah Melda that foregoing recommendations be approved.

Roll Call: Barnhart=yes; Kalina=yes; Maldonado=yes; Melda=yes; Sero=yes  
Motion Carried

**RECORD OF PROCEEDINGS**

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

3. REDUCTION IN FORCE (CERTIFIED): 21-22

**WHEREAS**, ORC Section 3319.17 and Board Policy 3131 provides that a Governing Board of Educational Service Center may make a reduction in force of its teaching staff for "financial reasons",

**NOW THEREFORE**, the Governing Board voting in the affirmative hereby adopts the following:

1. That pursuant to ORC 3319.17 it is necessary to reorganize the teaching staff.
2. That the Superintendent is directed to make a recall list for the teacher being reduced-in-force, if the teacher has continuing contract status with the Educational Service Center.
3. That the Treasurer is hereby directed to notify the teacher to be reduced of the Governing Board's action and to also provide said suspended teacher with the appropriate COBRA notice.

Effective July 31, 2021, **Kate Dillon** and **Larry Pearson** are reduced in force.

Roger Sero moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

4. REDUCTION IN FORCE (CLASSIFIED): 21-23

**WHEREAS**, Board Policy 4131 and ORC Section 3319.172 provides that a Governing Board of Educational Service Center may make a reduction in force of its nonteaching staff for "staff reorganization" and "financial reasons" and

**WHEREAS**, it is necessary for the board of Education to reduce the number of nonteaching staff in its employ for the 2021-22 school year pursuant to Board Policy 4131 and ORC Section 3319.172.

**NOW THEREFORE**, the Governing Board voting in the affirmative hereby adopts the following:

1. That pursuant to Board Policy 4131 and ORC Section 3319.172 it is necessary to reduce the total number of nonteaching staff for the 2021-22 school year by two full time positions and one part time position because of "staff reorganization" and "financial reasons" and said reduction is to take effect June 30, 2021 (Barbaro) and July 31, 2021 (Kuhn and Sawicki);
2. That the Superintendent is hereby directed to reduce and suspend two (2) full time and one (1) part time secretarial positions by giving preference first to continuing contract and then to employees on the basis of seniority;
3. Continuing contract employees whose contract is suspended shall have a right to restoration of employment in order of seniority of service in the Center if a non-teaching position for which the employee is qualified becomes vacant or is created. Such continuing contract employees will not forfeit such right to restoration by reason of having declined recall to a position with fewer hours;

## RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

4. That the Treasurer is hereby directed to notify the non-teaching employees to be reduced of the Governing Board's action and to also provide said employees with the appropriate COBRA notices.

Effective June 30, 2021, **Vicki Barbaro**, and effective July 31, 2021 **Nancy Kuhn** and **Deborah Sawicki** are reduced in force.

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

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

### 5. PERSONNEL: 21-24

- a. To authorize the Treasurer to send salary notices to all appropriate classified personnel for the 2021-22 school year.
- b. To reemploy board classified staff in the position indicated, for the contract period stipulated, as per the approved salary schedule, effective with the employees 2021-22 contract year. All contracts are contingent upon school districts contracting with the Educational Service Center for services.

#### One-Year Contract - August 1, 2021 through July 31, 2022

<b>Katelyn Benzel</b>	Educational Aide (ELC) Col 2/Step 10	7.5 hrs/day-9 mo
<b>Paula Drummer</b>	P.T. Parent Mentor N/A hrly, not to exceed 24 hrs/week	
<b>Sarah Qualkinbush</b>	Educational Aide (ELC) Col 2/Step 1	4.25 hrs/day-9 mo
<b>Maranda Sherrill</b>	Educational Aide (ELC) Col 2/Step 0	4.25 hrs/day-9 mo

#### Year 2 of Two-Year Contract - August 1, 2020 through July 31, 2022

<b>Bethany Bayus</b>	Educational Aide (ELC) Col 2/Step 17	7.5 hrs/day-9 mo
<b>Alexandria Cyrus</b>	Educational Aide (ELC) Col 2/Step 2	4.5hrs/day- 9 mo
<b>Linda Moore</b>	Educational Aide (ELC) Col 2/Step 2	6.75 hrs/day-9 mo
<b>Monica Newsome</b>	Educational Aide (ELC) Col 2/Step 2	4.25 hrs/day-9 mo
<b>Savannah Smith</b>	Educational Aide (ELC) Col 2/Step 2	7.5 hrs/day-9 mo
<b>Katy Tansey</b>	Educational Aide (ELC) Col 2/Step 2	7.5 hrs/day-9 mo
<b>Amanda Tuttle</b>	Educational Aide (ELC) Col 2/Step 2	7.5 hrs/day-9 mo

#### Two-Year Contract - August 1, 2021 through July 31, 2023

<b>Kendis Bender</b>	P.T. Parent Mentor N/A hrly, not to exceed 24 hrs/week	
<b>Paula Drummer</b>	P.T. Parent Mentor N/A hrly, not to exceed 24 hrs/week	
<b>Haley Garza</b>	Educational Aide (ELC) Col 2/Step 2	4.25hrs/week-9 mo
<b>Traci Krone</b>	Educational Aide (ELC) Col 2/Step 2	5.75 hrs/day-9 mo

#### One-Year Contract - July 1, 2021 through June 30, 2022

<b>Irene Dickerson</b>	P.T. Treasurer's Office N/A hrly, not to exceed 24 hrs/week	
<b>Lisha Nasipak</b>	Insurance Supervisor Col 9/Step 9	30 hrs/week

#### Continuing Contract

NEW	<b>Tracy Butchko</b>	Gifted Secretary Col 4/Step 17	10 months
NEW	<b>Stephanie Calhoun</b>	Secretary (ELC) Col 4/Step 6	10 months
	<b>Jana Fehlan</b>	Educational Aide (ELC) Col 2/Step 8	7.5 hrs/day-9 mo
	<b>Beverly Griggs</b>	Educational Aide (ELC) Col 2/Step 10	7.5 hrs/day-9 mo
NEW	<b>Debbie Hunt</b>	Project Coordinator Col 6/Step 13	10 mo
	<b>Mariana Kalo</b>	Educational Aide (ELC) Col 2/Step 8	7.5 hrs/day-9 mo
	<b>Jeanetta Newton</b>	Educational Aide (ELC) Col 2/Step 11	7.5 hrs/day-9 mo
NEW	<b>Karen Thorne</b>	Secretary DH/Pathways Col 4/Step 4	9 mo

- c. To employ **Kathleen Nagel**, Substitute Educational Aide assigned to the Avon Early Learning Center, at an hourly rate of \$12.78, effective April 12-June 3, 2021, to be paid by submission of timesheets.

## RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

- d. To employ **Natalie Robson**, Speech Language Pathologist assigned to the Early Learning Center, on a 9 month teacher contract at Class III/Step 3 of the 2021-22 Certified Salary Schedule (4 days/week), effective August 19, 2021 - July 31, 2022.
- e. To employ **Colleen Szesze**, Educational Consultant SST2, on a 10 month admin contract at Class VIII/Step 9 of the 2021-22 Certified Salary Schedule, effective August 5, 2021 - July 31, 2022.
- f. To employ **Jessica Klump**, Literacy Specialist, on a 10 month teacher contract at Class 6/Step 12 of the 2021-22 Certified Salary Schedule, effective August 5, 2021 - July 31, 2022.
- g. To employ **Kate Dillon**, Early Literacy Consultant SST2, on a 10 month admin contract at Class 8/Step 14 of the 2021-22 Certified Salary Schedule, effective August 5, 2021 - July 31, 2022.
- h. To approve a supplemental contract for **Julie Wilmer**, Preschool Teacher at Avon Early Learning Center, for 3 hours of extended service for literacy curriculum work at an hourly rate of \$27, to be paid by submission of timesheets. All costs to be paid by Avon Local Schools.
- i. To approve an additional 40 hours for **Debbie Sawicki**, at her current hourly rate, from May 1 - June 15, 2021 as needed.
- j. To approve an unpaid leave of absence for **Jessica Rogge**, SLP assigned to Avon Lake City Schools, for maternity leave, effective August 1, 2021-June 30, 2022. (Exhibit "B")
- k. To approve FMLA for **Nicole Weaver**, Transition Coordinator assigned to Lorain City Schools, for maternity leave, effective August 5-September 30, 2021. All accrued sick and personal leave will be used before an unpaid leave. (Exhibit "C")
- l. To revise resolution 20-51 (b) extend employment of **Catherine Kiewel** up to 25 hours per week to June 5, 2021.
- m. To revise resolution 21-11 (e) extend employment of **Kiera Naples** to June 5, 2021.
- n. To revise resolution 20-38 (nn) travel allowance for **Samantha Hess**, an additional \$500 for the 2021-21 school year.
- o. To revise resolution 20-38 (nn) travel allowance for **Graham Henderson**, an additional \$500 for the 2021-21 school year.
- p. To accept the resignation of **Colleen Verhiley**, Interpreter for the Hearing Impaired assigned to North Ridgeville City Schools, effective July 31, 2021. (Exhibit "D")
- q. To approve the following insurance rates for the Educational Service Center of Lorain County, effective July 1, 2021 - June 30, - 2022:

Premium	Rate	85%		84%		16%	
		Bd. Share	Employee	Bd. Share	Employee	Bd. Share	Employee
Med & Prescription (S)	\$ 756.68	\$ 643.18	\$ 113.50	\$ 635.61	\$ 121.07		
Med& Prescription (F)	\$ 1,891.71	\$ 1,607.95	\$ 283.76	\$ 1,589.03	\$ 302.67		
Dental (S)	\$ 35.91	\$ 30.52	\$ 5.39	\$ 30.17	\$ 5.75		
Dental (F)	\$ 95.17	\$ 80.89	\$ 14.28	\$ 79.94	\$ 15.23		
Vision (S)	\$ 4.67	\$ 3.97	\$ 0.70	\$ 3.92	\$ 0.75		
Vision (F)	\$ 12.38	\$ 10.52	\$ 1.86	\$ 10.40	\$ 1.98		

**RECORD OF PROCEEDINGS**

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

Total (S)	\$ 797.26	\$ 677.67	\$ 119.59	\$ 669.70	\$ 127.56
Total (F)	\$ 1,999.26	\$ 1,699.37	\$ 299.89	\$ 1,679.38	\$ 319.88
<b>Annual (S)</b>	<b>\$ 9,567.15</b>	<b>\$ 8,132.07</b>	<b>\$ 1,435.07</b>	<b>\$ 8,036.40</b>	<b>\$ 1,530.74</b>
<b>Annual (F)</b>	<b>\$23,991.10</b>	<b>\$20,392.43</b>	<b>\$ 3,598.66</b>	<b>\$20,152.52</b>	<b>\$ 3,838.58</b>

Minimum Value	Rate	85%	15%	84%	16%
		Bd. Share	Employee	Bd. Share	Employee
Med & Prescription (S)	\$ 552.25	\$ 469.41	\$ 82.84	\$ 463.89	\$ 88.36
Med & Prescription (F)	\$ 1,380.62	\$ 1,173.53	\$ 207.09	\$ 1,159.72	\$ 220.90
Dental (S)	\$ 35.91	\$ 30.52	\$ 5.39	\$ 30.16	\$ 5.75
Dental (F)	\$ 95.17	\$ 80.89	\$ 14.28	\$ 79.94	\$ 15.23
Vision (S)	\$ 4.67	\$ 3.97	\$ 0.70	\$ 3.92	\$ 0.75
Vision (F)	\$ 12.38	\$ 10.52	\$ 1.86	\$ 10.40	\$ 1.98
Total (S)	\$ 592.83	\$ 503.91	\$ 88.92	\$ 497.98	\$ 94.85
Total (F)	\$ 1,488.17	\$ 1,264.94	\$ 223.23	\$ 1,250.06	\$ 238.11
<b>Annual (S)</b>	<b>\$ 7,113.96</b>	<b>\$ 6,046.87</b>	<b>\$ 1,067.09</b>	<b>\$ 5,975.73</b>	<b>\$ 1,138.23</b>
<b>Annual (F)</b>	<b>\$17,858.04</b>	<b>\$15,179.33</b>	<b>\$ 2,678.71</b>	<b>\$15,000.75</b>	<b>\$ 2,857.29</b>

James Barnhart moved, seconded by Deborah Melda that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

6 LERC BOARD OF DIRECTORS: 21-25

- a. To approve the minutes for the meeting of January 11, 2021.
- b. To approve the fiscal reports for the Consortium Insurance Program (January and February 2021).
- c. To approve the following rate increases effective July 1, 2021:

Medical/Rx = +6%

Dental = 0%

Self-funded vision = 0%

EyeMed = Fully insured so not a development by Findley/USI but the rate action was 0%

Roger Sero moved, seconded by James Barnhart that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

**RECORD OF PROCEEDINGS**

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 21, 2021

NEW BUSINESS:

None.

ADJOURNMENT: 21-26

Ken Kalina moved, seconded by James Barnhart that the meeting be adjourned at 3:14 P.M.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer