

# RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: August 16, 2016

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Tuesday, August 16, 2016. The meeting was called to order by Mr. Sero at 4:05 P.M.

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

HEARING FROM THE PUBLIC

None.

BOARD MEMBER REPORTS

None.

TREASURER'S REPORT

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

TREASURER'S RECOMMENDATIONS - 16-36

1. It is recommended that the Board approve:

- a. Minutes of the regular meeting of the Board held on June 21, 2016.
- b. Financial report and condition of funds for June, 2016 as reviewed and read.
- c. Payment of June bills as described in the computer printout sheets.
- d. Investments as reviewed and read.
- e. To authorize the Treasurer to make the following permanent transfers:  
  
\$2,739.10 from NORT2H (001-9007) to General Fund (001-0000)  
\$60,000 from Homeless Shelter (001-9013) to Detention Home (001-9009)
- f. Adopt the 2016-2017 Revenue Projections and Appropriations for all funds listed and authorize the Treasurer to establish funds as necessary and make payments from them.

### Appropriations & Revenue Projections FY17

	Fund	Carryover	Revenue	Expenditures	Fund Totals
General	001 0000	\$ 2,012,529.28	\$ 6,812,187.29	\$ 6,830,874.30	\$ 1,993,842.27
Distance Learning	001 9007	\$ 175,477.17	\$ 280,000.00	\$ 387,822.01	\$ 67,555.16
Lorain County Academy	001 9008	\$ 74,931.86	\$ 368,000.00	\$ 442,931.86	\$ -
Detention Home	001 9009	\$ -	\$ 685,532.00	\$ 685,532.00	\$ -
ESC Building Improvement	001 9010	\$ 99,245.77	\$ -	\$ 99,245.77	\$ -
Homeless Shelter Services	001 9013	\$ 68,553.56	\$ 50,000.00	\$ 118,553.56	\$ -
ESC Marketing & Program Development	001 9014	\$ 6,285.83	\$ -	\$ 6,285.83	\$ -
Extended School Year	001 9015	\$ 2,516.29	\$ 4,000.00	\$ 6,516.29	\$ -
Project Search/Transition Coord	001 9018	\$ 54,330.38	\$ 286,500.00	\$ 340,830.38	\$ -
Elyria Preschool	001 9020	\$ 4,672.09	\$ -	\$ 4,672.09	\$ -
Curriculum Rotary	014 9011	\$ 60,948.21	\$ 120,000.00	\$ 180,948.21	\$ -
Special Ed Rotary	014 9012	\$ 39,369.32	\$ 8,000.00	\$ 47,369.32	\$ -
Supt. Rotary	014 9013	\$ 5,823.80	\$ 2,200.00	\$ 8,023.80	\$ -
Gifted	014 9096	\$ -	\$ 258,520.00	\$ 258,520.00	\$ -
ELC Activity Funds	018 9000	\$ 13,390.74	\$ 10,000.00	\$ 23,390.74	\$ -
Nord Family - NORTH Grant	019 9013	\$ 32,888.70	\$ -	\$ 32,888.70	\$ -
Transition to Teaching	019 9014	\$ 251.46	\$ 400.00	\$ 651.46	\$ -
EdCamp Cleveland	019 9015	\$ 799.84	\$ 2,000.00	\$ 2,799.84	\$ -
Prevention Connection	019 9029	\$ 3,408.08	\$ -	\$ 3,408.08	\$ -
Turning Point - Stocker Grant	019 9030	\$ 2,003.58	\$ -	\$ 2,003.58	\$ -
WEOL Scholastic Games	019 9043	\$ 449.74	\$ 15,000.00	\$ 15,449.74	\$ -
Lorain County Schools Crisis Team	019 9044	\$ 4,686.86	\$ 1,000.00	\$ 5,686.86	\$ -
REACHHigher - LCCC	019 9115	\$ 35,906.04	\$ -	\$ 35,906.04	\$ -
ESC Endowment Grants	022 9000	\$ 15,714.17	\$ 8,000.00	\$ 23,714.17	\$ -
Sunshine Fund	022 9099	\$ 182.12	\$ 200.00	\$ 382.12	\$ -
LERC	026 9039	\$12,963,686.01	\$ 28,170,000.00	\$ 28,222,987.08	\$ 12,910,698.93
Early Childhood Education 12-13	439 9051	\$ 1,254.55	\$ -	\$ 1,254.55	\$ -
Early Childhood Education 13-14	439 9052	\$ 2,177.41	\$ -	\$ 2,177.41	\$ -
Early Childhood Education 14-15	439 9053	\$ 1,380.00	\$ -	\$ 1,380.00	\$ -

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Early Childhood Education 15-16	439 9054	\$ -	\$ 10,087.42	\$ 10,087.42	\$ -
Early Childhood Education 16-17	439 9055	\$ -	\$ 68,000.00	\$ 68,000.00	\$ -
Alternative School 15-16	463 9816	\$ -	\$ 783.07	\$ 783.07	\$ -
Alternative School 16-17	463 9217	\$ -	\$ 80,510.00	\$ 80,510.00	\$ -
15-16 Early Literacy SST	499 9060	\$ -	\$ 5,680.04	\$ 5,680.04	\$ -
15-16 Parent Mentor	499 9085	\$ -	\$ 123.39	\$ 123.39	\$ -
16-17 Parent Mentor	499 9086	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -
15-16 Secondary Transition	499 9216	\$ -	\$ 3,758.04	\$ 3,758.04	\$ -
15-16 State Support Team	499 9716	\$ -	\$ 13,694.31	\$ 13,694.31	\$ -
16-17 State Support Team	499 9717	\$ -	\$ 162,751.50	\$ 162,751.50	\$ -
15-16 Local Gov't Innovation Fund	499 9816	\$ -	\$ 12,000.00	\$ 12,000.00	\$ -
Kindergarten Transition	499 9912	\$ 138.14	\$ -	\$ 138.14	\$ -
13-14 TeachOhio	506 9014	\$ 14,365.72	\$ -	\$ 14,365.72	\$ -
15-16 OMNIE	516-9016	\$ -	\$ 1,250.00	\$ 1,250.00	\$ -
16-17 OMNIE	516 9017	\$ -	\$ 31,710.00	\$ 31,710.00	\$ -
15-16 IDEA	516 9080	\$ -	\$ 186,647.37	\$ 186,647.37	\$ -
16-17 IDEA	516 9317	\$ -	\$ 1,078,793.23	\$ 1,078,793.23	\$ -
15-16 LEP	551 9716	\$ -	\$ 945.60	\$ 945.60	\$ -
15-16 Delinquent Title 1	572 9042	\$ 20.17	\$ 17,648.72	\$ 17,668.89	\$ -
16-17 Delinquent Title 1	572 9043	\$ -	\$ 134,309.88	\$ 134,309.88	\$ -
15-16 Homeless	572 9072	\$ -	\$ 4,265.39	\$ 4,265.39	\$ -
16-17 Homeless	572 9473	\$ -	\$ 75,000.00	\$ 75,000.00	\$ -
15-16 Early Childhood Spec Ed	587 9199	\$ -	\$ 1,060.10	\$ 1,060.10	\$ -
16-17 Early Childhood Spec Ed	587 9299	\$ -	\$ 38,622.21	\$ 38,622.21	\$ -
15-16 Early Learning Discretionary	587 9916	\$ -	\$ 7,162.47	\$ 7,162.47	\$ -
16-17 Early Learning Discretionary	587 9917	\$ -	\$ 47,870.00	\$ 47,870.00	\$ -
15-16 OTES State Trainer	590 9916	\$ -	\$ 8,957.75	\$ 8,957.75	\$ -
15-16 Early Learning Challenge	599-9016	\$ -	\$ 794.93	\$ 794.93	\$ -
15-16 SPDG	599 9916	\$ -	\$ 84,255.27	\$ 84,255.27	\$ -
<b>Total</b>		\$ 15,697,386.89	\$ 39,183,219.98	\$ 39,908,410.51	\$ 4,972,196.36

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

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

#### SUPERINTENDENT'S REPORT

- Draft Serving Forward 5.0
- High Performing ESC Application
- Loan Forgiveness Program

#### SUPERINTENDENT'S RECOMMENDATIONS

##### 1. GENERAL: 16-37

- a. To approve up to \$15,000 to support the character initiative program "Anti-Virus Lorain County".
- b. To approve the revised Operational Agreement between the Educational Service Center of Lorain County and NORT2H effective August 1, 2016.
- c. To approve the service agreement with Businessmap at a cost of \$2,000 to provide Erate services for fiscal year 2016-17.
- d. To approve the Ohio Department of Education Performance Agreement for Ohio's State Support Teams for 2016-17.
- e. To approve the contract with eduplanet21, effective September 2016 through August 2017, at a cost of \$6,000 to be split equally between the ESC (General Fund) and SST (VIB).
- f. To approve the proposal with LCCC for the Spitzer Conference Room rental on August 4, 2016 at a cost not to exceed \$540 for the event "Taming of the Team" in conjunction with OMLA and SST2.
- g. To approve a contract with Constellation Schools to provide Math and Science Mapping/Alignment/ELA Writing with George Viebranz and Moira Erwine on August 11-12, 2016 at a cost of \$1,950.

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- h. To enter into a contract with Social Thinking to provide the speaker, Renee Attaway, to present the workshop "Implementing Social Thinking Concepts and Vocabulary: A Day to Develop Team Creativity" on September 13, 2016 at a total cost not to exceed \$4,000 to be paid through Special Ed. Rotary.
- i. To enter into an agreement with speaker, Nicole Allison, SLP, to present the topic "SLP's Navigating Social Media to Inform Therapy" on October 19<sup>th</sup> and 26<sup>th</sup>, 2016 for the SLP group meetings at a total cost not to exceed \$500 to be paid through Special Ed. Rotary.
- j. To contract with Ideastream for professional development in the area of Math, as needed.
- k. To approve a contract with the Ohio Association of Administrations of State and Federal Education Programs (OASAFEP) in the amount of \$5,700 for office space and use of office equipment for Wilbur Bogner, effective 07/01/16 through 06/30/17.
- l. To approve the agreement with Dr. David Silverberg, Director of the Ashland University Telego Center for Educational Improvement to facilitate workshops with SST on 07/16/16, 02/21/17 and 05/30/17 at a cost of \$2,400 to be paid through Fund 516-9317.
- m. To approve a membership with the Ohio Coalition for Equity & Adequacy of School Funding for FY 2016-17 at a cost of \$1,000 to be paid through General Fund.
- n. To approve a membership with Ideastream/SMART Consortium for the 2016-17 school year at a cost of \$2,000 to be paid through General Fund.
- o. To contract with Dr. Lori Wilfong, Creative Literacy Consulting, Inc., for English Language Arts/Literacy Professional Development, as needed.

James Barnhart moved, seconded by Lois Von Gunten that foregoing recommendations be approved.

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

### 2. PERSONNEL: 16-38

- a. To employ Kristen Koenig as a Project SEARCH Teacher, on a 9-month contract, at Step 4 (MA) of the Teachers Salary Schedule, effective 08/17/16 through 07/31/17.
- b. To employ Heather Barr as an Intervention Specialist assigned to St. Mary's (Avon), on a 9-month contract, at Step 1 (BA+15) of the Teachers Salary Schedule, effective 08/17/16 through 07/31/17
- c. To employ Pamela Goswick, OTES Trainer, at a daily rate of \$300, effective August 16, 2016 through June 30, 2017, to be paid by submission of timesheets. All costs to be paid out of General Fund.
- d. To employ Dr. James Chapple, Curriculum Consultant, at a daily rate of \$675, not to exceed 30 days, effective August 1, 2016 through June 30, 2017, to be paid by submission of timesheets. All costs to be paid out of General Fund.
- e. To employ George Viebranz, Curriculum Consultant, at a daily rate of \$350, not to exceed 15 days, effective August 1, 2016 through June 30, 2017, to be paid by submission of timesheets. All costs to be paid out of General Fund.

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- f. To employ Larry Carpenter as a Substitute Teacher assigned to the Lorain County Academy, on an as needed basis, effective 08/24/16 through 06/01/17. Substitute Teacher Salary will be paid at the usual daily rate of \$100.
- g. To employ the following personnel as Title 1 Delinquent Education and/or Title 1 Homeless Tutors and Substitute Teachers on an as needed basis at the Lorain County Juvenile Court Residential Facilities (Detention Home, Stepping Stone, Pathways & Turning Point) and/or various Homeless Tutoring sites (Boys/Girls Clubs & homeless shelters in Lorain & Elyria). Effective dates are August 19, 2016 through June 1, 2017. Tutor salary will be paid at the usual hourly rate of \$18 and Substitute Teacher Salary will be paid at the usual daily rate of \$100.

John Berglund	Jim Burgett	Catherine Cunningham
Melissa Folk	Dawn Gibson	Mike Hancock
Chris Howell	Dan Palisin	Clarence Thornton
Jessica Thornton	Yvonne Tinney	William Topoly
Kay Tucker	Dorothea Wishart	Edward Wishart
Debra Yanks		

- h. To approve supplemental contracts for the following:

For additional work hours outside of the regular school day for Avon Preschool Staff: Mary Abfall, Jennifer Arnold, Stephanie Beck, Christine Boosinger, JoAnne Doran, Jody Friedman, Linda Greene, Maria Greszler, Kathryn Hall, Elizabeth Koscho, Linda Mangan, Kristen Ott, Donna Pickett, Debbie Poprocki, Sheila Shermak, Jessica Talbott, Stacy Vrbancic and Julie Wilmer effective for the 2016-2017 school year. Additional hours will be paid at their hourly rate through the submission of timesheets, not to exceed 24 hours per staff member. All costs to be paid by Avon Local Schools.

Tracy Butchko, Secretary, to assist with the Pupil Transportation Banquet on October 13, 2016, to be paid at her hourly rate through the submission of timesheets, not to exceed 6 hours.

Dave Miller, Director of Technology, in the amount of \$1,177.81 for incentive pay to be paid out NORTH salary account in the second pay of September, 2016.

Polly Onderko, Computer Technician, in the amount of \$547.82 for incentive pay to be paid out NORTH salary account in the second pay of September, 2016.

Brian Paradis, Computer Technician (Sheffield Schools), cell phone stipend in the amount of \$1,200 to be paid quarterly. All costs to be billed to Sheffield-Sheffield Lake City Schools.

Brandi Rush, Teacher (Avon Schools), effective 08/01/16 through 06/30/2017, not to exceed 25 additional days at her daily rate, to be paid by submission of timesheets and all costs to be paid by Avon Local Schools.

Julie Short, Marketing Specialist, cell phone stipend in the amount of \$40 per month. All costs to be split between Avon Lake, Avon Local and the ESC.

Mary Teitelbaum, Psychologist (Amherst Exempted Village Schools), effective 08/01/16 through 06/30/17, not to exceed 10 additional days at her daily rate, to be paid by submission of timesheets and all costs to be paid by Amherst Exempted Village Schools.

Mike Triska, Technology Trainer, in the amount of \$1,013.47 for incentive pay to be paid out of NORTH salary account in the second pay of September, 2016.

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- i. To amend resolution #15-31(b) Karen Foreman not to exceed 107 days.
- j. To amend resolution #16-23(b) to include Daniel Murdock on a three-year contract August 1, 2016 through July 31, 2019.
- k. To amend resolution #16-28(n) to include Catherine Cunningham and Mike Hancock as summer tutors.
- l. To amend resolution #16-28(p) Daniel Murdock in the amount of \$8,902.13.
- m. To accept the resignation of Catherine Barmann, Intervention Specialist assigned to St. Mary's (Avon), effective July 31, 2016.
- n. To accept the resignation of Victoria Fisher, Curriculum Consultant assigned to Montessori Children's School, effective July 12, 2016.
- o. To approve out of state travel for Jennifer Heim, to attend "Closing the Gap Conference" in Minneapolis, Minnesota on October 18-21, 2016 at an estimated cost of \$2,435. All costs to be paid through Fund 516-9317.
- p. To approve travel allowance for the Educational Service Center staff for the 2016-2017 school year.

Educational Service Center of Lorain County  
TRAVEL ALLOWANCES FOR 2016-2017

Name	Position	Mileage
Bockmore, Julie	Occupational Therapist	\$ 1,200.00
Carter, Kristan	Occupational Therapist	\$ 1,200.00
Closen, Kyle	Transition Coordinator	\$ 1,000.00
Conley, Darren	PBIS Consultant	\$ 9,000.00
Conrad, Barbara	Speech Supervisor	\$ 3,500.00
Conrad, Barbara	SST Work	\$ 1,000.00
Davis, Therese	Parent Mentor	\$ 2,500.00
Detention Home/Stepping Stone	Staff	\$ 6,000.00
Early Childhood	Speech/Language Pathologist	\$ 2,000.00
Early Childhood	Teachers	\$ 3,000.00
Early Childhood	Psychologists	\$ 500.00
Erwine, Moira	Sr. Dir Prof Develop/Curriculum	\$ 3,000.00
Finkel, Christine	Custodian	\$ 800.00
Fischer, Cathy	Gifted Coordinator	\$ 1,200.00
Fisher, Wesley	Project Search Teacher	\$ 800.00
Fleming, Elizabeth	Supv Early Childhood	\$ 1,000.00
Foreman, Kari	Transition Specialist	\$ 3,000.00
Gamble, Pam	Secretary	\$ 200.00
Gibbs, Tracy	Sr. Dir SST Region 2	\$ 9,000.00
Greiner, Linda	Assistant to the Treasurer	\$ 350.00
Guggenbiffer, Victoria	Occupational Therapist	\$ 1,200.00
Hawks, Jane	Sped Supervisor Avon Lake	\$ 500.00
Heim, Jennifer	Assistant Director SST Region 2	\$ 9,000.00
Henderson, Graham	Supv Lorain Acad/Delinquent	\$ 2,000.00
Hunt, Debbie	Special Projects Coordinator	\$ 1,000.00
Imbrogno, Jessica	Transition Coordinator	\$ 1,800.00
Jackson-Ausperk, Jennifer	SST Consultant	\$ 9,000.00
Jenkins, William	ELC Custodian	\$ 200.00

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Johnson, Molly	Occupational Therapist	\$ 1,200.00
Kaminski, Chelsea	Occupational Therapist	\$ 1,200.00
Khandekar, Megan	Occupational Therapist	\$ 1,200.00
Koenig, Kristin	Project Search Teacher	\$ 1,000.00
Lepi, Carol	Audiologist	\$ 2,650.00
Maassen, Jamie	Dir of Special Ed Services	\$ 3,000.00
McClintic, Michelle	Transition Coordinator	\$ 800.00
McGlugritch, Janet	OIP Consultant	\$ 7,000.00
Millar, Mark	Gifted Supervisor	\$ 1,200.00
Miller, Dave	Sr. Dir Technology/Innovation	\$ 5,000.00
Murdock, Dan	Special Ed Supervisor	\$ 500.00
Onderko, Polly	Computer Technician	\$ 2,000.00
Orseno, Jill	Treasurer	\$ 2,000.00
Osko, Nancy	Early Literacy Consultant	\$ 9,000.00
Papa, Canda	Parent Mentor	\$ 2,500.00
Paradis, Brian	Computer Technician - Sheffield	\$ 600.00
Phillips, Joseph	Computer Technician-Keystone	\$ 250.00
Preece, Josh	SST Consultant	\$ 9,000.00
Rinehart, Monique	Assistant to the Superintendent	\$ 100.00
Ring, Greg	Superintendent	\$ 3,500.00
Shannon, Debbie	Secretary	\$ 200.00
Short, Julie	Marketing Specialist	\$ 100.00
Smith, Dan	ESC Custodian	\$ 1,500.00
Stillwagon, Jackie	SST Executive Assistant	\$ 500.00
Tisher, Jamie	Transition Coordinator	\$ 7,000.00
Toccaceli, Jillian	Physical Therapist	\$ 1,200.00
Torres, January	Assistant to the Treasurer	\$ 100.00
Triska, Mike	Technology Integration Trainer	\$ 5,000.00
Vince, Stacey	ELSR Consultant	\$ 7,000.00
Weidrick, Marijo	Program Coordinator	\$ 2,000.00
Wilson, Barb	Early Childhood Secretary	\$ 200.00
		\$ 153,450.00

Lois Von Gunten moved, seconded by James Barnhart that foregoing recommendations be approved.

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

### 3. EMPLOYMENT 16-39

- a. To employ **Andrea Kalina**, ESC representative on the Children's Continuum of Care Committee, effective 08/01/16 through 07/31/17. Reimbursement for services will be at the rate of \$30 per hour and not to exceed a maximum of 150 hours.

Judy Maldonado moved, seconded by Lois Von Gunten that foregoing recommendations be approved.

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

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NEW BUSINESS: 16-40

James Barnhart will represent the community and ESC to welcome Midview's Superintendent at the Midview BOE August board meeting.

ADJOURNMENT - 16-41

James Barnhart moved, seconded by Ken Kalina that the meeting be adjourned at 4:47 p.m.

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

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer