

**RECORD OF PROCEEDINGS**

Minutes of

Organizational Meeting  
Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: January 16, 2018

The Educational Service Center of Lorain County Governing Board held its Organizational Meeting on Tuesday, January 16, 2018. The meeting was called to order by President pro tem Lois Von Gunten at 4:00 p.m.

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

SUPERINTENDENT'S RECOMMENDATIONS:1. GENERAL 18-01

- a. I, Roger Sero, wish to nominate and elect **Lois Von Gunten**, as President of the Educational Service Center of Lorain County Governing Board for the 2018 year.
- b. I, Ken Kalina, wish to nominate and elect **James Barnhart**, as Vice-President of the Educational Service Center of Lorain County Governing Board for the 2018 year.
- c. Establishment of Time and Date for Holding Regular Meetings of the Educational Service Center of Lorain County Governing Board During 2018 (ORC 3313.15).

Time: 4:00 p.m.

Typically, the 3<sup>rd</sup> Tuesday of the Month with the following exception:  
February meeting changed to the 13th  
No meeting in July

Judy Maldonado moved, seconded by Roger Sero that foregoing recommendations be approved.

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

2. STANDING AUTHORIZATION: 18-02

- a. To authorize the Treasurer to establish a Service Fund of \$20,000 as stipulated by law.
- b. The Board should give consideration to, and nominate its members to fill the standing committee assignments for the 2018 year.
 

OSBA Liaison	Roger Sero
Policy Development	Judy Maldonado & Lois Von Gunten
Endowment	Greg Ring
- c. In case of the Treasurer's absence from a meeting, the Governing Board will choose one of its members as Treasurer Pro-Tempore as prescribed by law.
- d. To authorize the Treasurer to perform the following functions in order to proceed with prompt transactions of fiscal affairs in 2018:
  1. Establish appropriations within the revenue projections.
  2. Pay bills insofar as they fall due, providing there is money in the appropriations.
  3. Invest active, interim and inactive funds in accordance with Board policy and the Ohio Revised Code.
- e. That the Governing Board waive the official formal reading of minutes at Board meetings and authorize approval by motion for all 2018 Board meetings.
- f. To authorize the Superintendent to make use of the following law firms outside of the County Prosecuting Attorney as prescribed by ORC 305.14 for some matters of legal concern:

O'Toole, McLaughlin, Dooley & Pecora Co., LPA  
Walter Haverfield LLP

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- g. To grant permission to the Educational Service Center of Lorain County Superintendent to attend all required state and organizational meetings and meetings which shall increase the effective operation of the Educational Service Center of Lorain County, and to pay for all normal expenses incurred while representing the Board at the same for the year 2018.
- h. Grant permission to the Educational Service Center of Lorain County Treasurer to attend all required state and organizational meetings and meetings which shall increase the effective operation of the Educational Service Center of Lorain County, and to pay for all normal expenses incurred while representing the Board at the same for the year 2018.
- i. For the terms commencing after the date of this resolution, members of the Educational Service Center of Lorain County Governing Board shall be compensated for all meetings at the maximum rate permitted by law.
- j. Approve the following out-of-state conferences for board members, superintendent and treasurer for the 2018-2019 school year: AASA, AESA, NSBA, and ASBO.

Roger Sero 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

ADJOURNMENT - 18-03

James Barnhart moved, seconded by Roger Sero that the meeting be adjourned at 4:04 p.m.

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

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer

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Regular Meeting

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CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Tuesday, January 16, 2018. The meeting was called to order by Mrs. Von Gunten at 4:05 P.M.

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

HEARING FROM THE PUBLIC

None.

BOARD MEMBER REPORTS: 18-04

Presentation of OESCA Distinguished Service Award

- Judy Maldonado
- Roger Sero

TREASURER'S REPORT

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

TREASURER'S RECOMMENDATIONS: 18-051. It is recommended that the Board approve:

- a. Minutes of the regular meeting of the Board held on December 19, 2017.
- b. Financial Report and Condition of Funds for December, 2017 as reviewed and read.
- c. Payment of December bills as described in the computer printout sheets.
- d. Investments as reviewed and read.
- e. To authorize the Treasurer to create fund 024-0000 for Flexible Spending Account.

Roger Sero 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

SUPERINTENDENT'S REPORT

- Mid-year Serving Forward 6.0 Action Plan  
Maira Erwine, Curriculum & Instruction  
Jamie Maassen, Special Education  
Dave Miller, NORT2H  
Jody Weidrick, Academic Services & Programs  
Tracy Gibbs, SST2

SUPERINTENDENT'S RECOMMENDATIONS:1. GENERAL: 18-06

- a. To enter into a contract with Desmos to present "Build Student Interaction with the Desmos Classroom Activities" on March 16, 2018 at a total cost not to exceed \$2,000, to be paid through Curr. Rotary.
- b. To enter into a contract with Stocker Arts Center/LCCC to provide a venue for the Young Authors Conference on May 16, 2018 at a cost not to exceed \$3,459, to be paid through Curr. Rotary.

Roger Sero moved, seconded by Judy Maldonado that foregoing recommendations be approved.

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

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2. PERSONNEL: 18-07

- a. To employ **Lindsey Whitacre**, Educational Aide assigned to Elyria City Schools, on a 9-month contract, 6.5 hours per day at Step 3 of the Educational Aide salary schedule, effective 01/09/18 through 07/31/18.
- b. To employ **Tracy Butchko**, Gifted Secretary, on a 10-month contract, at Step 17 of the Classified Employee/Secretary Level 1 salary schedule, effective 01/22/18 through 07/31/18.
- c. To approve supplemental contracts for the following:
 

**Tracy Butchko**, Gifted Secretary, for additional hours, effective 01/02/18 through 01/19/18, to be paid at her hourly rate by submission of timesheets.

**Julie Coughlin**, Gifted Secretary, for additional hours effective 12/21/17 through 01/14/18, to be paid at her hourly rate by submission of timesheets.
- d. To accept the resignation of **Julie Coughlin**, Gifted Secretary, effective January 8, 2018.
- e. To accept the resignation of **Tracy Butchko**, part-time Speech-Language Therapy Services Secretary, effective January 22, 2018.
- f. To approve out-of-state travel expenses for **Cathy Bauer**, Educational Consultant SST2, and **Stacey Vince**, ELSR Consultant, SST2 to attend the 2018 National Early Childhood Inclusion Conference in Chapel Hill, North Carolina on May 8-10, 2018 at an estimated cost of \$800 for Bauer and \$2,322 for Vince. All costs to be paid through 587-9918.
- g. To approve out-of-state travel expenses for **Tracy Gibbs**, Senior Director SST2, and **Nancy Osko**, Early Literacy Consultant SST2 to attend AMI's 6<sup>th</sup> Annual Research to Practice Symposium in Conshohocken, PA on March 12, 2018 at an estimated total cost of \$960 for Gibbs and \$225 for Osko. All costs to be paid through 516-9318.
- h. To approve out-of-state travel expenses for **Jennifer Jackson-Ausperk**, Educational Consultant SST2, to attend the ASCD Empower 18 Conference in Boston, MA from March 21-26, 2018 at an estimated cost of \$4,787. All costs to be paid through 516-9318.
- i. To approve out-of-state travel for **Nancy Osko**, Early Literacy Consultant SST2, to attend Plain Talk About Literacy and Learning in New Orleans, LA from February 26-28, 2018 at an estimated cost of \$4,370. All costs to be paid through 516-9318.

Roger Sero 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

NEW BUSINESS:

None.

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ADJOURNMENT: 18-08

Judy Maldonado moved, seconded by Roger Sero that the meeting be adjourned at 5:10 P.M.

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

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer