AGENDA
GEAUGA COUNTY EDUCATIONAL SERVICE CENTER
SEPTEMBER 19, 2017 7:00 P.M.

A) ROLL CALL.

B) PLEDGE OF ALLEGIANCE.

C) APPROVAL OF AGENDA AND ADDENDUM.

D) APPROVAL OF MINUTES FROM AUGUST 29, 2017, AS WRITTEN.

E) APPROVAL OF TREASURER'S REPORT AS LISTED BELOW:

1) August financial statement.
2) August warrants written.
3) August investments.
4) September invoices payable.

F) HEARING OF THE PUBLIC.

G) SUPERINTENDENT REPORT:

1) Donna Zoldak-Cook, Director of Special Services.
2) House Bill 410. Handout attached.
3) Board Member biographies for website.
4) County transportation meeting – September 8, 2017.
5) County opiate meeting – September 21, 2017 at 8:00 a.m. Flier attached.
6) OSBA Board dinner and events.
7) Required ESC audit and legislation.
8) County and offices.

H) PERSONNEL:

1) Professional meeting requests for attendance:

Tina DeMattia and Tammy Kuhn, Administrative Assistants, to attend Fall Educational Office Professionals of Ohio, Independence, October 26 – 27, total approx. cost: $326.80.

Sarah Drewlo, Transition Coordinator, to attend Benefits and Employment in 2017, Mayfield Heights, October 20, total approx. cost: $99.00.

Stacy Heatwole, Speech Language Pathologist, to attend Ohio School Speech Pathology Educational Audiology Coalition 2017 Fall Conference, Columbus, October 8 – 10, total approx. cost: $595.50.

Suzanne Fletcher, Psychologist, to attend Ohio School Psychologists Association Fall Conference, Columbus, November 8 – 10, total approx. cost: $692.00.

2) FMLA request for approval:

Crystal King-Morrison, Payroll/Benefits Coordinator, 12 weeks effective on or about October 19, 2017.

3) Request for approval of change in contract days:

Karen Lackey, Youth Led Prevention Director,
additional 17 days for reporting requirements and sustainability activities required by the Evidence Based Program Expansion Grant through June 30, 2018.
Total additional salary - $5,084.21.
Salary plus benefits will be 100% paid for by the Evidence Based Program Expansion Grant.

I) OLD BUSINESS.

1) Approval of the final reading of the following policies:

Revised Policy 2623 Program	Student Assessment and Academic Intervention Services
Revised Policy 3120.08 Professional	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
Revised Policy 5200 Students	Attendance
Revised Policy 5610 Students	Removal, Suspension, Expulsion, and Permanent Exclusion of Students
Revised Policy 5630.01 Students	Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion
Revised Policy 6320 Finances	Purchases
Revised Policy 6325 Finances	Procurement – Federal Grants/Funds
New Policy 6423 Finances	Use of Credit Cards
Revised Policy 6700 Finances	Fair Labor Standards Act (FLSA)
Revised Policy 8210 Operations	School Calendar
Revised Policy 8310 Operations	Public Records
Revised Policy 8320 Operations	Personnel Files
Revised Policy 8330 Operations	Student Records
Revised Policy 8452 Operations	Automated External Defibrillators
Revised Policy 8510 Operations	Wellness

J) NEW BUSINESS:

1) Approval of Independent Contractor:

Holly Jacobson, Evidence Based Program Expansion Grant Coordinator,
Effective September 1, 2017 through June 30, 2018.
Compensation not to exceed $15,000.00.
100% paid for by the Evidence Based Program Expansion Grant.

2) Approval of contract with Lake County Educational Service Center and iSTEM Geauga Early College High School to provide administrative services for up to 20 days at $311.66 per day from September 1, 2017 through July 31, 2018, as needed.

K) INFORMATIONAL ITEMS:

1) County Opiate Meeting – September 21, 2017.
2) Board Policy Review Meeting – October 10, 2017 at 6:15 p.m.
3) Pepple & Waggoner School Law Seminar – October 11, 2017.
4) Next Board Meeting – October 17, 2017 at 7:00 p.m.
5) OSBA Capital Conference – November 12-14, 2017.

L) ADJOURNMENT.

HB 410 Fact Sheet:
Education Stakeholders – 2017-2018 School Year
Source: Juvenile Justice Coalition and Revised by BASA

Beginning in the 2017-2018 school year, HB 410 will go fully into effect. HB 410 was passed by the General Assembly and signed by Governor Kasich in December 2016. This fact sheet supplements an earlier fact sheet issued in April regarding other sections of the bill; that fact sheet is available here [LINK].

Background:

HB 410's truancy provisions bring Ohio law in compliance with federal law and reduce the number of students referred for formal juvenile court processing for missing school. HB 410 is based on the premise that schools and other community entities – such as mental health and substance abuse, child welfare, and developmental disability agencies, providers, or local non-profits – can begin to intervene with students in a holistic, collaborative way that addresses students' underlying reasons for absence, such as substance abuse, family needs or conflict, a lack of resources (i.e. no access to laundry), transportation, or other issues, that may not require court intervention.

2017-2018 School Year Changes:

#1: No suspension, expulsion, or removal for missing school.

After July 1, 2017, HB 410 states that students cannot be suspended, expelled or otherwise removed from school solely because they have been absent, even for unexcused absences. [ORC §§ 3313.668 and 3321.191(F)]

#2: New student absentee policy.

Beginning with the 2017-2018 school year, the board of education or governing board must adopt a new or amended policy to address and ameliorate student absences and consult with the juvenile court, parents/guardians, and state and local agencies. [ORC § 3321.191]

#3: Creating an absence intervention team (AIT).

Districts with a 5% or more chronic absenteeism rate on their prior year report card must establish AITs (see flow chart on second page). AITs can be created either by 1) a school's principal or chief administrator [(C)(2)(d)], or 2) a district's superintendent or designee for schools that do not create their own team [(C)(2)(c)].

AIT membership varies based on youth's needs, but must include 1) the child, 2) a school or district representative, 3) a second school or district representative who knows the child, and 4) the child's parent, designee, guardian, custodian, GAL, or temporary custodian. The AIT also can include school psychologist, a school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences.

#4: New truancy intervention process.

The chart on the next page outlines the process for districts/schools before a youth can be formally referred to juvenile court for truancy. For brevity, the term "guardian" is used to refer to the student's "parent, guardian, custodian, guardian ad litem, or temporary custodian." At any point, the school/district may consult or partner with public and nonprofit agencies to help students and families reduce absences. [(D)]

Student absent **with or without** excuse for 38+ hours in one school month or 65+ hours in school year.

7 DAYS: Attendance officer must notify guardian in writing and school can begin intervention strategies listed in their absence policy. [(C)(1)] – **DATA [(E)(1)]**

Student habitually truant [absent **without** excuse]: 30+ consecutive school hours, 42+ hours in one school month, and 72+ hours in a school year.- **DATA [(E)(2)]****

District has **less than 5%** chronic absenteeism rate on prior year report

District has **5% or more** chronic absenteeism rate on prior year report card.

7 SCHOOL DAYS: District superintendent/designee or school principal/chief administrator selects AIT members & makes 3 meaningful, good faith efforts to have student's guardian/designee participate. [If guardian does not participate, school must investigate whether mandatory reporting is triggered and develop the plan with the child. [(e)] The AIT shall use the State Board of Education FERPA form. [(C)(3)]

District/school uses intervention policies outlined in absence policy to reengage student.

14 SCHOOL DAYS: AIT develops intervention plan [(C)(2)(a)], including a juvenile court alternative adjudication if school/district has written policy with court. [(C)(2)(b)] – **DATA [(E)(4)]**

Intervention plan implemented to reengage student.

An attendance officer cannot file truancy charges in juvenile court until [ORC § 3321.16(B)]:

- ☐ The student **has been absent unexcused** for 30+ consecutive hours, 42+ hours in a one month, or 72+ hours in a school year.
- ☐ The school district or school made **meaningful attempts to re-engage** the student through the absence intervention plan, other intervention strategies, and any offered alternatives to adjudication.
- ☐ It is the **61st day** after the absence intervention plan under which the student has either 1) refused to participate or 2) the absence intervention team determines the during the 60 days the student failed to make either:
  - **Satisfactory** progress if the student **has not** met the habitual truancy threshold level [(B)(1)(c)]; or
  - **Substantial** progress if the student **has** met the habitual truancy threshold. [(B)(2)]

  If the 61st day falls in the summer, the absence intervention team or attendance officer can extend the plan's implementation and delay the court filing until 30 days after the first day of instruction in the next year.

**If habitual truancy met 21 days before the last day of instruction in a year, district/school can either 1) assign one school official to work with the child and guardian to develop an absence intervention plan during the summer and implement the plan within 7 days of the next year, OR 2) reconvene the absence intervention process the first day of the next school year. [(C)(f)]

It should be noted that if a student successfully remains in school at any point, the district/school does not have to move to the next step in the process.

Join us at this FREE EVENT!

8 am—Registration

8:30 am—Overview of treatment in Geauga County, including a look at our local system of care, best practice models and moving testimonials

10:45 am—Effects of Opiates on the brain and the hope in recovery

SEATING IS LIMITED!

Click HERE to RSVP!

Counselor, Social Worker, Marriage and Family Therapy, and Chemical Dependency CEUs and RCHs available.

Discover the HOPE:

Opiate Treatment & Recovery

With special guest: Dr. Ted Parran, nationally recognized addiction specialist

September 21, 2017

8:00 am—12:00 pm

(CONTINENTAL BREAKFAST INCLUDED)

St. Mary Banquet Center

401 North Street
Chardon, OH 44024

Discover the HOPE presented by:

Geauga County Board of Mental Health and Recovery Services
Geauga County Educational Service Center
Geauga County Family First Council
Geauga County Job and Family Services
Lake Geauga Recovery Centers
Ravenwood Health
United Way Services of Geauga County

Sotkovsky Sue

From: King Crystal
Sent: Monday, August 28, 2017 10:42 AM
To: Sotkovsky Sue
Subject: Maternity leave

August 28, 2017

Dear Geauga County ESC Board,

This letter is to request maternity leave for the birth of my second child. This leave would begin on or around October 19th. I am requesting up to 12 weeks total. I would like to use up to 40 sick days, as I am having a cesarean, my 3 personal days and any vacation time I have available. Any remaining leave would be unpaid.

Thank you for your time.

Sincerely,

Crystal King-Morrison

TPP

Teen Pregnancy Prevention
TPP Consultant Contract

Contractor Name: Holly Jacobson16450 Stagecoach Dr. Garretsville, OH 44231

Position: Evidence Based Prevention Expansion Grant Coordinator

Responsibilities:

Primary responsibility for implementing the four objectives of the EBP expansion grant from the Ohio Mental Health and Addiction Services Department.
Objectives include:
1) Provision of Youth Led Prevention consultation services to local school districts, advisors and current youth led groups;
2) Organize, plan and perform leadership training experiences for youth leaders in Geauga County;
3) Produce Strategic Planning Frameworks for 3 leadership groups in accordance with OhioMHAS standards of practice;
4) Evaluate progress and outcomes for youth led activities, assess the impact of participation on individual youth leaders, and monitor program expansion and changes to advisor capabilities utilizing multiple instruments.

Administrative duties include reporting program and outcome data, and SPF planning process to program director. Expansion of recruiting procedures and related forms for Youth Advisory Council (YAC). Community contacts, meetings and input that promotes youth participation on collaborative groups.

Parameters: Contract runs September 1, 2017 through June 30, 2018. No mileage or benefits apply to contractual workers. This is a one-year capacity building grant that will not be funded past June 2018. Contract will be paid in 10 equal installments of $1500/month.

Invoice Procedure
Invoice will be submitted to the ESC Treasurer by the first day of each month. Checks are mailed after approval of the board, typically the third Tuesday of each month.

Total Contract: $15,000.00

Instructor Signature_____ **Date**_____

Director Signature _____ **Date**_____

LCESC
LAKE COUNTY EDUCATIONAL SERVICE CENTER

8221 AUBURN ROAD
PAINESVILLE, OHIO 44077
PH | 440.350.2563
www.esc-lc.org

Brian Bontempo, Ed.D., Superintendent

CONTRACT FOR ADMINISTRATIVE SERVICES

This Agreement, authorized by Ohio Revised Code Section 3313.171, is made by and between the Lake County Educational Service Center with its principal place of business at 8221 Auburn Rd., Painesville, Ohio 44077 (herein "Lake ESC") and iSTEM Early College High School (herein "iSTEM") 8140 Auburn Rd, Painesville, Ohio 44077.

1. Terms of Contract

   A. This agreement will be effective from September 1, 2017 through July 31, 2018 or until earlier terminated as provided in this Agreement below.
   B. Lake ESC agrees to provide iSTEM with administrative services for up to 20 days at $311.66 per day to be billed in half or full day increments. This rate does not include mileage for travel, if applicable, which will be reimbursed to Lake ESC upon receipt of payment documentation.
   C. Monthly, Lake ESC will submit to iSTEM a statement of services rendered for the prior month. iSTEM agrees to pay the amount due to Lake ESC within 30 days of the statement date.

2. Termination of Agreement

   A. Notwithstanding any other provision of this Agreement, either party may terminate this Agreement at any time by giving 30 days written notice to the other party via regular U.S. mail, addressed to the locations listed above. Should such a termination occur, iSTEM shall remain obligated to pay for all consultant services provided from the notice to the effective date of the termination of the Agreement.
   B. If Lake ESC defaults in the performance of this Agreement or materially breaches any of its provision, iSTEM, at its option, may terminate this Agreement immediately by giving written notice to Lake ESC, via regular U.S. mail, sent to 8221 Auburn Rd, Painesville, Oh 44077 address listed above.

3. General Provisions

   This Agreement is the entire agreement between the parties, and it supersedes any and all agreements, both oral and written, between the parties with respect to the rendering of service by either party, and contains all of the covenants and agreements between the parties with respect to the rendering of these services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in the writing and signed by both parties.

Entered into this _____day of _____, 20___.

_____
Lake ESC Governing Board President

_____
Lake ESC Treasurer

Board Approval Date: _____

Entered into this _____day of _____, 20___.

_____
iSTEM Governing Board President

_____
iSTEM Treasurer

Board Approval Date:_____

MISSION STATEMENT

To excel in providing innovative programs and quality services that add value to our educational community.