ADDENDUM
GEAUGA COUNTY EDUCATIONAL SERVICE CENTER
MARCH 21, 2017 7:00 P.M.

E) APPROVAL OF TREASURER'S REPORT:

4a) Additional invoices payable.

5a) Approval of donations to Geauga Achieve from the following:

Cottage Pottery	$25.00
Goodrich Orthodontics	$50.00
Chardon ATA Martial Arts & Karate for Kids	$100.00
O*Z Accounting	$50.00
Solon Orthodontics	$100.00
Susan Piazza	$60.00
John and Antonia Orecchio	$20.00
Kathryn Hanna-Stauffer	$50.00
One Hundred Women of East Geauga (additional)	$335.00

6a) Approval of donations to STARS from the following:

Wanda D. Petkosek	$100.00
Kiwanis Club of West Geauga	$300.00

H) PERSONNEL:

1a) Request for the Geauga County Educational Service Center Governing Board to recess into a fifth (5th) executive session consecutive to the four (4) listed on the agenda, for the following purpose: (5) considering the employment of a public employee. Upon conclusion of these executive sessions, the Governing Board President will gavel the Governing Board back into open session in this location. All matters discussed in all executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

6) Janet Kappen – R.C. 3319.081 Employee and Contract

a) **Requested Resolution to Approve Separation Agreement and Release:** The Superintendent requests that the Governing Board pass a resolution to approve the Separation Agreement and Release between Janet Kappen and the Geauga County Educational Service Center Governing Board, a copy of which is attached hereto and incorporated herein.

b) **Requested Resolution to Approve Resignation:** If the Governing Board passes a resolution to approve the Separation Agreement and Release between Janet Kappen and the Geauga County Educational Service Center Governing Board, then the Superintendent requests that the Governing Board pass a resolution to approve Janet Kappen's irrevocable resignation effective March 14, 2017, a copy of which is attached hereto and incorporated herein, pursuant to said separation agreement and both Governing Board Policy 4140 and Administrative Guideline 4140, as well as any other applicable laws, statutes, regulations, policies, and guidelines.

c) **Requested Resolution to Issue Immediate Notice of Intention Not to Re-Employ:** If the Governing Board does not pass a resolution to approve the Separation Agreement and Release between Janet Kappen and the Geauga County Educational Service Center Governing Board, then the Superintendent requests that the Governing Board pass a resolution causing a March 21, 2017 notice to be given to Janet Kappen of its intention not to re-employ Janet Kappen in any capacity with the Governing Board, at the expiration of her R.C. 3319.081 contract (i.e., July 31, 2017), pursuant to R.C. 3319.083, as well as any other applicable laws, statutes, regulations, policies, and guidelines.

7) Recommendations for Nonrenewal of Administrative Contracts

a) Sharon Knotek - R.C. 3319.02 Administrator and Contract

i. **Written Notice of Superintendent Recommendation:** Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Superintendent has already given written notice that, at the March 21, 2017 regular governing board meeting, the Superintendent will recommend that the Geauga County Educational Service Center Governing Board issue Sharon Knotek written notice of its intention not to reemploy Sharon Knotek in either her R.C. 3319.02 administrative contract position as Director of Operations or any position.

ii. **Right to a Meeting with the Governing Board in Executive Session:** Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Governing Board has already hereby notified Sharon Knotek that her contract expires on July 31, 2017, and that Sharon

Knotek may request a meeting with the Governing Board at the March 21, 2017 regular governing board meeting before the Governing Board takes action to renew or nonrenew the R.C. 3319.02 administrative contract of Sharon Knotek. Upon the request of Sharon Knotek, the Governing Board shall grant Sharon Knotek a meeting in executive session. In that meeting, the Governing Board shall discuss its reasons for considering renewal or nonrenewal of Sharon Knotek's contract. Sharon Knotek shall be permitted to have a representative, chosen by her, present at the meeting, which shall take place before the Governing Board takes action to renew or nonrenew your R.C. 3319.02 administrative contract at the March 21, 2017 regular governing board meeting.

iii. **Executive Session, if Requested by Sharon Knotek:** "_____ moves and _____ seconds that the Geauga County Educational Service Center Governing Board recess into executive session pursuant to R.C. 121.22(G)(1), Governing Board Policy 1520, and R.C. 3319.02 to consider the employment of Sharon Knotek and to discuss the Governing Board's reasons for considering renewal or nonrenewal of Sharon Knotek's R.C. 3319.02 administrative contract. Upon conclusion of this executive session, the Governing Board President will gavel the Governing Board back into open session at this location. All matters discussed in executive session are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business. (Roll Call Vote)"

iv. **Requested Resolution to Issue Immediate Notice of Intention Not to Re-Employ and Nonrenew R.C. 3319.02 Administrative Contract:** Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Superintendent requests that the Governing Board pass a resolution causing a March 21, 2017 written notice be issued to Sharon Knotek of its intention not to reemploy and

nonrenew Sharon Knotek in either her R.C. 3319.02 administrative contract position as Director of Operations or any position.

b) Brenda Harriss - R.C. 3319.02 Administrator and Contract

i. **Written Notice of Superintendent Recommendation:** Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Superintendent has already given written notice that, at the March 21, 2017 regular governing board meeting, the Superintendent will recommend that the Geauga County Educational Service Center Governing Board issue Brenda Harriss written notice of its intention not to reemploy Brenda Harriss in either her R.C. 3319.02 administrative contract position as Director of Innovation in Schools or any position.

ii. **Right to a Meeting with the Governing Board in Executive Session:** Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Governing Board has already hereby notified Brenda Harriss that her contract expires on July 31, 2017, and that Brenda Harriss may request a meeting with the Governing Board at the March 21, 2017 regular governing board meeting before the Governing Board takes action to renew or nonrenew the R.C. 3319.02 administrative contract of Brenda Harriss. Upon the request of Brenda Harriss, the Governing Board shall grant Brenda Harriss a meeting in executive session. In that meeting, the Governing Board shall discuss its reasons for considering renewal or nonrenewal of Brenda Harriss' contract. Brenda Harriss shall be permitted to have a representative, chosen by her, present at the meeting, which shall take place before the Governing Board takes action to renew or nonrenew your R.C. 3319.02 administrative contract at the March 21, 2017 regular governing board meeting.

iii. **Executive Session, if Requested by Brenda Harriss:** "_____ moves and _____ seconds that the Geauga County Educational Service Center Governing Board recess into executive session pursuant to R.C. 121.22(G)(1), Governing Board Policy 1520, and R.C. 3319.02 to consider the employment of Brenda

Harriss and to discuss the Governing Board's reasons for considering renewal or nonrenewal of Brenda Harriss' R.C. 3319.02 administrative contract. Upon conclusion of this executive session, the Governing Board President will gavel the Governing Board back into open session at this location. All matters discussed in executive session are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business. (Roll Call Vote)"

iv. **Requested Resolution to Issue Immediate Notice of Intention Not to Re-Employ and Nonrenew R.C. 3319.02 Administrative Contract:** Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Superintendent requests that the Governing Board pass a resolution causing a March 21, 2017 written notice be issued to Brenda Harriss of its intention not to reemploy Brenda Harriss in either her R.C. 3319.02 administrative contract position as Director of Innovation in Schools or any position.

8) Notice of the Superintendent's Recommended Reduction in the Administrative Staff, Abolishment of Administrative Positions, and Suspension of Administrative Contracts

a) **Notice of Recommended Reduction in the Administrative Staff and Abolishment of Administrative Positions:** Pursuant to Governing Board Policy 1540 and R.C. 3319.171, the Superintendent has already given written notice that, at the April 24, 2017 regular governing board meeting, the Superintendent will recommend that there must be a reduction in the administrative staff and that the following R.C. 3319.02 administrative positions must be abolished by the Geauga County Educational Service Center Governing Board, effective August 1, 2017, due to financial conditions affecting the Geauga County Educational Service Center and the reorganization and consolidation of administrative functions:

- Director of Operations, and
- Director of Innovation in Schools.

b) **Notice of Recommended Suspension of Administrative Contracts:** Pursuant to Governing Board Policy 1540 and R.C. 3319.171, the Superintendent has already given written notice that, in accordance with the Superintendent's recommendation that there must be a reduction in the administrative staff and that the R.C. 3319.02 administrative positions of (1) Director of Operations and (2) Director of Innovation in Schools must be abolished, at the April 24, 2017 regular governing board meeting, the Superintendent will recommend that the following R.C. 3319.02 administrative contract must be suspended by the Governing Board in accordance with Governing Board Policy 1540 and R.C. 3319.171 to the extent they are applicable since these R.C. 3319.02 administrative contract currently expires on July 31, 2017:

- Sharon Knotek (R.C. 3319.02 Administrative Position of Director of Operations), and
- Brenda Harriss (R.C. 3319.02 Administrative Position of Director of Innovation in Schools).

9) New Hire for Approval:

Carly Crane, Long-Term Substitute Intervention Specialist for iSTEM
Effective February 16, 2017, $90.00 per day, as needed.

Geauga County
EDUCATIONAL SERVICE CENTER
Committed to the improvement of student achievement

470 Center St., Bldg. #2
Chardon, OH 44024

Ph: 440-279-1700 **Fax:** 440-286-7106
www.gcesc.k12.oh.us

Jennifer A. Felker, Superintendent
Suzanne M. Sotkovsky, Treasurer

Board Members:

Dennis A. Battles
Kenneth C. Burnett
Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

Cottage Pottery
12480 Ravenna Road
Chardon, OH 44024

Dear Cottage Pottery,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $25.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Janice M. Koster
Steve Remias

March 22, 2017

Goodrich Orthodontics
54 Philomentian Street
Chagrin Falls, OH 44022

Dear Goodrich Orthodontics,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $50.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Janice M. Koster
Steve Remias

March 22, 2017

Chardon ATA Martial Arts & Karate for Kids
520 5th Avenue - A
Chardon, OH 44024

Dear Chardon ATA Martial Arts,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $100.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

O*Z Accounting
31130 Woodall Drive
Solon, OH 44139

Dear O*Z Accounting,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $50.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Board Members:

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Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

Solon Orthodontics
6370 SOM Center Road #101
Solon, OH 44139

Dear Solon Orthodontics,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $100.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Kenneth C. Burnett
Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

Susan Piazza
344 East Pioneer Trail
Aurora, OH 44202

Dear Susan Piazza,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $60.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Board Members:

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Kenneth C. Burnett
Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

John & Antonia Orecchio
640 Jefferson Drive
Highland Hts., OH 44143

Dear John & Antonia Orecchio,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $20.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

Kathryn Hanna-Stauffer
6362 Woodhawk Drive
Mayfield Hts., OH 44124

Dear Kathryn Hanna-Stauffer,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $50.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

100 Women of East Geauga
12480 Ravenwood Drive
Chardon, Ohio 44024

Dear 100 Women of Geauga,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County Achieve Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $3,095.00 for Geauga County Achieve program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Janice M. Koster
Steve Remias

March 22, 2017

Wanda D. Petkosek
13339 Girdled Road
Painesville, OH 44077

Dear Wanda Petkosek,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County STARS Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $100.00 for Geauga County STARS program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

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Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

March 22, 2017

Kiwanis Club of West Geauga
PO Box 553
Chesterland, OH 44026

Dear Sir,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County STARS Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $300.00 for Geauga County STARS program operations was formally accepted and entered into our Board minutes.

Please accept the thanks of the Geauga County Educational Service Center's Board of Education for you generosity. Your support of Geauga County's Special Education programs is greatly appreciated.

Sincerely,
Geauga County Educational Service Center

_____
Jennifer Felker, Superintendent

_____
Sue Sotkovsky, Treasurer

SEPARATION AGREEMENT AND RELEASE

This Separation Agreement and Release is entered into by Janet Kappen ("KAPPEN") in order to compromise, resolve, and settle the employment relationship between KAPPEN and the Geauga County Educational Service Center Governing Board ("GOVERNING BOARD"). The parties agree as follows:

1. In consideration for the promises described below, KAPPEN shall do the following:

   a. KAPPEN shall immediately submit, and the GOVERNING BOARD shall accept, an irrevocable letter resigning from any and all employment with the GOVERNING BOARD, effective at the end of the workday on March 14, 2017. The irrevocable letter of resignation, resigning from any and all employment with the GOVERNING BOARD, shall state the following: **I hereby submit my irrevocable resignation from any and all employment with the Geauga County Educational Service Center Governing Board effective at the end of the workday on March 14, 2017, for the purpose of caring for my father who recently fell ill.**

   b. KAPPEN shall provide services, pursuant to her contract with the GOVERNING BOARD, from the date of execution of this Separation Agreement and Release through the end of the workday on March 14, 2017.

   c. KAPPEN shall transition all student records and reports related to her caseload to the appropriate school district or GOVERNING BOARD personnel and ensure that she transitions her caseloads appropriately and informs the school district or GOVERNING BOARD personnel of reports needed to be completed.

   d. KAPPEN shall not apply for, or otherwise seek, any further employment with the GOVERNING BOARD, in any capacity, at any time in the future.

   e. KAPPEN waives any right that she may have under R.C. 3319.081, R.C. 3319.08, R.C. 3319.11, R.C. 3319.111, R.C. 3319.16, GOVERNING BOARD policy, collective bargaining agreements, Ohio law, Ohio administrative code, or any other applicable rule or regulation, with regard to evaluation, nonrenewal, and termination procedures. KAPPEN waives any recall rights that she may have under R.C. 3319.17, R.C. 3319.171, R.C. 3319.172, GOVERNING BOARD policy, collective bargaining agreements, Ohio law, Ohio administrative code, or any other applicable rule or regulation.

2. In consideration for the promises described above, the GOVERNING BOARD shall do the following:

   a. Accept KAPPEN's irrevocable letter of resignation.

   b. Take (1) the evaluations, rebuttals, and other records associated with the Communication Meeting (including the Complaint Resolution Plan) that took place on November 29, 2016; (2) the records for the Improvement Plan Meetings that occurred February 6, 2017 and/or February 13, 2017; (3) Director Knotek's letter of reprimand dated February 14, 2017; (4) this Separation Agreement and Release; and (5) any related records, and place them in a stale file.

      i. KAPPEN acknowledges that the above referenced documents that are to be placed in a stale file are still public records subject to R.C. 149.43.

      ii. KAPPEN may schedule a meeting with the GOVERNING BOARD's administration to review her personnel file with respect to the removal of the above referenced documents before March 14, 2017.

   c. The GOVERNING BOARD will provide a neutral letter of reference for KAPPEN which shall state the following: **"Janet Kappen was employed by the Geauga County Educational Service Center Governing Board from September 6, 2016, through March 14, 2017. During that time, she held the position of Occupational Therapist."** Nothing in this Separation Agreement and Release shall preclude any GOVERNING BOARD officers, members, employees, agents, and/or representatives from making any other written or verbal statements regarding KAPPEN.

3. KAPPEN, for KAPPEN and KAPPEN's heirs and assigns, does hereby release and discharge the GOVERNING BOARD, including its officers, members, employees, agents, and/or legal representatives, in their individual and official capacities, from any and all claims, demands, actions, causes of actions, or suits at law or equity or whatever kind of nature, whether now known or unknown and from continuing effects therefrom, including any and all claims arising out of or in any way related to KAPPEN's separation from her employment with the GOVERNING BOARD, with the exception of the enforcement of this Separation Agreement and Release.

4. KAPPEN, for KAPPEN and KAPPEN's heirs and assigns, hereby covenants not to sue, file, or pursue any lawsuit, administrative action, appeal, charge, or grievance against the GOVERNING BOARD, including its officers, members, employees, agents, and/or representatives in their individual and official

capacities, from any and all claims, demands, actions, causes of actions, or suits at law or equity or whatever kind of nature, whether now known or unknown and from continuing effects therefrom, including any and all claims arising out of or in any way related to the KAPPEN's separation from her employment with the GOVERNING BOARD, with the exception of the enforcement of this Separation Agreement and Release and any unemployment compensation claims she may have.

5. The parties acknowledge that no party makes any admission of wrongdoing through the execution of this Separation Agreement and Release.

6. Nothing in this Separation Agreement and Release shall be construed as limiting the GOVERNING BOARD's right or obligation to submit information to the Ohio Department of Education ("ODE") with respect to KAPPEN. KAPPEN understands and agrees that the GOVERNING BOARD, including its officers, members, employees, agents, and/or representatives, may submit an educator misconduct reporting form to ODE if they deem it necessary and appropriate based on issues found with KAPPEN's work product or conduct that are reportable to ODE.

7. Nothing in this Separation Agreement and Release shall be construed as limiting the GOVERNING BOARD's ability to contest an application by KAPPEN for unemployment compensation benefits under R.C. Chapter 4123, or otherwise. KAPPEN understands and agrees that the GOVERNING BOARD, including its officers, members, employees, agents, and/or representatives, may contest an application by KAPPEN for unemployment compensation benefits under R.C. Chapter 4123, or otherwise, and the GOVERNING BOARD, including its officers, members, employees, agents, and/or representatives, will not be limited in what they submit to the Ohio Department of Jobs and Family Services, the Review Commission, or any court of law or administrative agency, and will not be limited in what is said during any unemployment compensation proceeding.

8. The parties affirm that the only consideration for signing this Separation Agreement and Release are the terms stated above; that no other promises or agreements of any kind have been made to cause KAPPEN to execute this Separation Agreement and Release; that KAPPEN fully understands the meaning and intent of this Separation Agreement and Release, including, but not limited to, its final and binding effect; and that the parties have executed this Separation Agreement and Release freely and voluntarily, after the opportunity for explanation, review, and approval by legal counsel.

Both parties entered into this Separation Agreement and Release with the opportunity for and/or full discussion, disclosure, and consultation with legal counsel. As a result of a full understanding of the contents of this Separation Agreement and Release, the parties voluntarily and without duress enter this Separation Agreement and Release.

FOR JANET KAPPEN:

Janet A. Kappen 3-15-17

Janet Kappen Date

FOR THE GEAUGA COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD:

_____

Governing Board President, In His Official Capacity as President Date

_____

Treasurer, In Her Official Capacity as Treasurer Date

Authorized Pursuant to Governing Board Resolution No. _____

* This Agreement has no legal effect absent Governing Board approval

March 15, 2017

Jennifer A. Felker, Superintendent
Geauga County ESC
470 Center Street, Building #2
Chardon, OH 44024

Dear Superintendent Felker:

I hereby submit my irrevocable resignation from any and all employment with the Geauga County Educational Service Center Governing Board effective at the end of the workday on March 14, 2017, for the purpose of caring for my father who recently fell ill.

Sincerely,

Janet A. Kappen

Janet A. Kappen