MINUTES
GEAUGA COUNTY EDUCATIONAL SERVICE CENTER
AUGUST 29, 2017 7:00 P.M.

The Geauga County Educational Service Center board met on August 29, 2017, at 7:00 p.m., 470 Center St., Bldg. 2, Chardon, Ohio, for the purpose of conducting their regular business meeting.
Members present: Mrs. Cavanaugh, Mr. Burnett, Mr. Remias, Mrs. Koster and Mr. Battles.
Also present: Joan Benedejcic, Ann Wishart, Sally Gillmore and Robin Ludwig.

The Pledge of Allegiance was recited.

MOTION: 116-2017
Mr. Burnett moved and Mrs. Koster seconded the motion to approve the agenda and addendum.
Vote: Mr. Burnett, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles, yes.
Motion carried.

MOTION: 117-2017
Mrs. Koster moved and Mrs. Cavanaugh seconded the motion to approve the regular meeting minutes from July 24, 2017 as written.
Vote: Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Burnett, yes; Mr. Remias, yes; and Mr. Battles, yes.
Motion carried.

MOTION: 118-2017
Mr. Burnett moved and Mrs. Cavanaugh seconded the motion to approve the Treasurer's report as listed below:

1) July financial statement.
2) July warrants written.
3) July investments.
4) August invoices payable.
5) Approval of funds:
   Fund #001-9850 – United Way Preschool Grant - $20,000.00
   Fund #439-9918 – Early Childhood Education - $64,000.00
   Fund #499-9925 – Youth Led Prevention Evidence Based Program Expansion Grant - $29,990.48
   Fund #499-9932 – Social Media Awareness E-Risk Grant - $32,032.00
   Fund #516-9935 – Parent Mentor Grant - $25,000.00
   Fund #572-9117 – Title 1-D Neglected Grant - $17,516.28
   Fund #587-9321 – Preschool Consolidated IDEA Grant - $45,547.91
6) Insurance savings.
7) Office space – rent deductions.

Vote: Mr. Burnett, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; Mrs. Koster, yes; and Mr. Battles, yes.
Motion carried.

Hearing of the Public:

Sally Gillmore introduced herself.
Robin Ludwig, ESC Director, introduced herself and shared her role with the ESC.

SUPERINTENDENT REPORT:

1) Grant awards.
2) Healthcare update and OSBC.
3) Opening Day. Agenda attached.
4) Board meetings and ESC staff.
5) County and offices.
6) Middlefield Rotary Presentation.
7) Pepple & Waggoner Legal Update. Agenda attached.
8) Vision Services and Human Resources Services.

MOTION: 119-2017
Mr. Burnett moved and Mrs. Koster seconded the motion to approve the following personnel items:

1) Professional meeting requests for attendance:

Crystal King-Morrison, Payroll/Benefits Coordinator, to attend State Teachers Retirement System Reporting Basics, Mentor, September 19, total approx. cost: $55.51.

Board Member Steve Remias, Superintendent Jennifer Felker and Treasurer Sue Sotkovsky to attend Pepple & Waggoner School Law Update Seminar, Independence, October 11, total approx. cost: $350.00.

Jennifer Felker, Superintendent, to attend Buckeye Association of School Administrators Fall Conference, Columbus, October 2-4, total approx. cost: $755.00.

Jennifer Felker, Superintendent, to attend 2017 Ohio Association of Administrators of State and Federal Education Programs Fall Coordinators Conference, Columbus, October 23-25, total approx. cost - $990.00.

Robin Ludwig, Director, to attend Lifting Leaders Series, Cuyahoga Falls, Aug. 22, Oct. 9, Nov. 29, Jan. 24, 2018, March 1, 2018 and April 5, 2018, total approx. cost: $50.00.

Donna Fischer and Jill Maiorca, Social Workers, to attend Art Therapy Processing, Chardon, September 15, total approx. cost: $50.00

2) Contract resignations:

Kelly Chambers, Certified Occupational Therapist Assistant, effective July 31, 2017. Letter attached.
Stephen Young, Higher Education Liaison, effective August 15, 2017.
John Renwick, District Tech Support, effective August 31, 2017.

3) New employees:

Rhonda Luce, Occupational Therapy Assistant,
One year limited contract effective August 1, 2017 through July 31, 2018.
Salary - $25,900.00, 148 days. Pro-rated benefits offered.

Alexi Emerick, Occupational Therapist,
One year limited contract effective August 1, 2017 through July 31, 2018.
Salary - $44,080.00, 152 days. Pro-rated benefits offered.

Natalie Kreuz, Occupational Therapist,
One year limited contract effective August 1, 2017 through July 31, 2018.
Salary - $19,760.00, 76 days. No benefits offered.

Chris Gardner, School Nurse for Notre Dame Elementary,
One year limited contract effective August 1, 2017 through July 31, 2018.
Salary - $35,000.00, 180 days. All benefits offered. 100% paid by Notre Dame.

Vanessa Cook, Teacher of the Visually Impaired,
One year limited contract effective August 1, 2017 through July 31, 2018.
Salary $23,435.28, 88 days, no benefits offered.

Michelle Pokorny, Adapted Physical Education Teacher,
One year limited contract effective August 1, 2017 through July 31, 2018.
Based on BA Step 0, pro-rated salary $12,692.40, 70 days, no benefits offered.

4) Request for approval of change in contract days:

Susan Ferrazza, Preschool Teacher,
employee request to decrease contract from 185 full-time days to 185 half-time days.
Letter attached.

Judy Tvergyak, Certified Occupational Therapy Assistant,
employee request to decrease contract from 148 days to 120 days.
Letter attached.

Donna Zoldak-Cook, Director of Special Services and Accountability,
additional 10 days to support Gaitway High School transition,
Total additional salary - $3,860.80.

Vote: Mr. Burnett, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles, yes.
Motion carried.

MOTION: 120-2017
Mrs. Cavanaugh moved and Mr. Remias seconded the motion to approve a second 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

There was discussion on wording in Policy 5630.01. The Board decided to table this discussion until next meeting after receiving advisement from NEOLA.

Vote: Mrs. Cavanaugh, yes; Mr. Remias, yes; Mr. Burnett, yes; Mrs. Koster, yes; and Mr. Battles, yes. Motion carried.

Ann Wishart and Joan Benedejcic left at 8:36 p.m.

MOTION: 121-2017
Mrs. Koster moved and Mr. Burnett seconded the motion to approve the following new business:

1) Approval of substitutes to work in the Geauga County schools. List attached.

2) Approval of Independent Contractors:

Jessica Gaia, E Risk Coordinator and Classroom Instructor,
Effective September 1, 2017 through June 30, 2018.
Compensation not to exceed $15,000.00. Paid for by the E Risk Grant.

Jessica Gaia, TPP Trainee and Classroom Instructor,
Effective September 1, 2017 through June 30, 2018.
Up to $100.00 per day, compensation not to exceed $15,000.00.

Jennie Canganelli, TPP Instructor,
Effective September 1, 2017 through May 30, 2018.
Up to $100.00 per day, maximum not to exceed $15,000.00.

John Brady, Research Assistant and Social Media/Website Developer,
Effective September 1, 2017 through June 30, 2018.
$20.00 per hour, maximum not to exceed $10,000.00.

Stephanie Weemhoff, TPP Instructor,
Effective September 1, 2017 through June 30, 2018.
Up to $110.00 per day, maximum not to exceed $6,000.00.

Kelly Brannon, LPN for Orange City Schools,
Effective August 22, 2017 through June 5, 2018.
$25.00 per hour, maximum not to exceed $42,750.00.

3) Approval of the New Member Agreement between the Ohio School Benefits Cooperative and the Geauga County ESC for consortium pricing of benefits. One-time fee: $500.00. Agreement attached.

4) Approval of School District Service Agreement between the Geauga County ESC and Hudson City School District Board of Education for GCESC to provide the requested services for the 2017-2018 school year. Agreement attached.

5) Approval of School District Service Agreement between the Geauga County ESC and Orange City Schools Board of Education for GCESC to provide the requested services for the 2017-2018 school year. Agreement attached.

6) Approval of Subscriber Agreement between Discovery Education, Inc. and the Geauga County ESC for educational licenses for Carrington. Total cost for the 2017-2018 school year: $2,445.00. Agreement attached.

7) Approval of agreement between Edmentum and the Geauga County ESC for educational licenses for Carrington Youth Academy. Total cost for the 2017-2018 school year: $5,705.00. Agreement attached.

8) Approval of customer service agreement between Shred-it and the Geauga County ESC for on-site shredding services for Carrington Youth Academy. $35.00 per stop, up to a maximum of $280.00. Agreement attached.

9) Approval of cooperative agreement between Exousia Rehabilitation Services, Inc. and iSTEM Geauga Early College High School for Occupational Services, as needed, at an hourly rate of $67.00 for an Occupational Therapist and $57.00 for an Occupational Therapy Assistant. Agreement attached.

10) Approval of Contract between Lake County ESC and Geauga County ESC for Human Resource Consulting Services at an hourly rate of $80.00 per hour. Total contract amount not to exceed $6,400.00 for the 2017-2018 school year. Contract attached.

11) Approval of contract between the Lake County ESC and the Geauga County ESC. Lake County ESC will provide Visually Impaired teaching services at an hourly rate of $84.74. Maximum amount not to exceed $16,948.00.

12) Approval of Student Affiliation Agreement between Kent State University and the Geauga County ESC to allow a Kent State Occupational Therapy Assistant student to do fieldwork with a Geauga County ESC Occupational Therapist. No cost associated. Agreement attached.

The Board requested to remove the language from contracts that independent contractors will be paid after the board meeting on the third Tuesday of each month and make it more general.

Vote: Mrs. Koster, yes; Mr. Burnett, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles yes. Motion carried.

INFORMATION ITEMS:

1) Cancel Records Retention Committee meeting – September 8, 2017.
2) Policy work session with Tim Compan – September 19, 2017 at 6:00 p.m.
3) Next Board Meeting – September 19, 2017 at 7:00 p.m.
4) Board Policy Review Meeting – October 10, 2017 at 6:15 p.m.
5) Pepple & Waggoner School Law Seminar – October 11, 2017.

MOTION: 122-2017
Mrs. Koster moved and Mr. Burnett seconded the motion to adjourn the meeting at 8:54 p.m.
Vote: Unanimous approval. Motion carried.