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

The Geauga County Educational Service Center board met on March 21, 2017, at 7:00 p.m., at the West Geauga Board of Education, 8611 Cedar Road, Chesterland, 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: Michael Abraham and Joan Benedejcic.

MOTION: 52-2017
Mr. Burnett moved and Mrs. Koster seconded the motion to approve the agenda and addendum as written. Vote: Mr. Burnett, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

MOTION: 53-2017
Mr. Remias moved and Mrs. Koster seconded the motion to approve the regular meeting minutes from February 28, 2017 as written. Vote: Mr. Remias, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Burnett, yes; and Mr. Battles, yes. Motion carried.

MOTION: 54-2017
Mr. Burnett moved and Mrs. Cavanaugh seconded the motion to approve the Treasurer's report as listed below:

1) February financial statement.
2) February warrants written.
3) February investments.
4) March invoices payable.
5) Approval of donations to Geauga Achieve from the following:

Don Rice	$50.00
McCaskey Landscape & Design	$50.00
One Hundred Women of East Geauga	$2,760.00
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

6) Approval of donations to STARS from the following:

Geauga Mechanical Co., Inc.	$100.00
Junction Auto	$100.00
Brunner Funeral Home, Inc.	$100.00
Wanda D. Petkosek	$100.00
Kiwanis Club of West Geauga	$300.00

Sue Sotkovsky reviewed the general fund account since Fiscal Year 2012 and shared general fund projections. There was discussion to follow.

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

Mrs. Felker discussed the following topics:

1) Presentation by Michael Abraham, Carrington Supervisor.
2) Office move and shared services.
3) Newbury visit.
4) Reduction in Force Policies.
5) Update of District Agreements.
6) Geauga, Lake and Summit ESC's Administrative Retreat in August.
7) District consolidation.

MOTION: 55-2017
Mrs. Cavanaugh moved and Mr. Burnett seconded the motion for the Geauga County Educational Service Center Governing Board to recess into five (5) consecutive executive sessions for the following purposes: (1) considering the employment of a public employee; (2) considering the employment of a public employee; (3) considering the employment of a public employee; (4) considering the employment of a public employee; and (5) considering the employment of a public employee. Upon conclusion of these executive sessions, the Governing Board President Battles gaveled the Governing Board back into open session at 8:56 p.m. 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 the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business. Vote: Mrs. Cavanaugh, yes; Mr. Burnett, yes; Mr. Remias, yes; Mrs. Koster, yes; and Mr. Battles, yes. Motion carried.

MOTION: 56-2017
Mr. Burnett moved and Mrs. Koster seconded the motion to approve the following personnel items:

1) Professional meeting requests for attendance:

   Karen Lackey, Teen Pregnancy Prevention/Youth Led Prevention Director to attend 2017 Ready by 21 National Convention, Austin, TX, March 29-31, total approx. cost: $1,613.79. Paid for by a Drug Free Action Alliance Scholarship.

2) Employee retirement:

   Cathy Manning, Assistant Treasurer, effective June 30, 2017. Letter attached.

3) Approval of Contract Non-Renewal of Patricia Randall to be effective at the end of the 2016-2017 school year. Resolution attached.

4) Contract Renewal:

Patricia Randall, Half-time Preschool Teacher
One year limited contract, effective from August 1, 2017 through July 31, 2018
185 half days, salary - $24,880.00. No benefits.

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

MOTION: 57-2017
Mrs. Cavanaugh moved and Mr. Burnett seconded the motion 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. Vote: Mrs. Cavanaugh, yes; Mr. Burnett, yes; Mr. Remias, yes; Mrs. Koster, yes; and Mr. Battles, yes. Motion carried.

MOTION: 58-2017
Mrs. Koster moved and Mrs. Cavanaugh seconded the motion 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. Vote: Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Burnett, yes; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

MOTION: 59-2017
Mr. Burnett moved and Mrs. Cavanaugh seconded the following motion:
Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Governing Board took action not to reemploy and nonrenew Sharon Knotek in either her R.C. 3319.02 administrative contract position as Director of Operations or any position; and directed that written notice be issued to Sharon Knotek of the Governing Board's 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. As a result, Sharon Knotek's employment with the Governing Board shall end July 31, 2017.

1) 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.
2) 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.

No executive session was requested by Sharon Knotek at this time.

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

MOTION: 60-2017
Mrs. Cavanaugh moved and Mr. Burnett seconded the following motion:
Pursuant to Governing Board Policy 1520 and R.C. 3319.02, the Governing Board took action not to reemploy and nonrenew Brenda Harriss in either her R.C. 3319.02 administrative contract position as Director of Innovation in Schools or any position; and directed that written notice be issued to Brenda Harriss of the Governing Board's intention not to reemploy and nonrenew Brenda Harriss in either her R.C. 3319.02 administrative contract position as Director of Innovation in Schools or any position. As a result, Brenda Harriss' employment with the Governing Board shall end July 31, 2017.

1) 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.
2) 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's 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.

No executive session was requested by Brenda Harriss at this time.

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

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

1) **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.

2) **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 contracts 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 contracts currently expire 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).

MOTION: 61-2017
Mr. Burnett moved and Mr. Remias seconded the motion to approve the following new hire:

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

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

MOTION: 62-2017
Mrs. Cavanaugh moved and Mrs. Koster seconded the motion to approve the second reading of the following policies with corrections:

Revised Policy 0100 Bylaws	Definitions
New Policy 0160 Bylaws	Meetings
Revised Policy 1530 Administration	Evaluation of Administrators
New Policy 1619 Administration	Group Health Plans
New Policy 1619.03 Administration	Patient Protection and Affordable Care Act
Revised Policy 3419.03 Professional Staff	Patient Protection and Affordable Care Act
Revised Policy 4419.03 Professional Staff	Patient Protection and Affordable Care Act
New Policy 5830 Students	Student Fund-Raising
New Policy 6605 Finances	Crowdfunding
Revised Policy 8330 Operations	Student Records
Revised Policy 9700 Relations	Relations with Special Interest Groups

There were questions and discussion about several of the policies. Jennifer and Sue would follow up on these at the April board meeting.

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

MOTION: 63-2017
Mrs. Koster moved and Mr. Remias seconded the motion to approve the first and final reading of the following policy with revision to the April 24th date to be March 21st and with revision to the recall list language in the last paragraph:

Revised Policy 1540 Administration Suspension of Administrative Contracts

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

MOTION: 64-2017
Mr. Burnett moved and Mrs. Koster seconded the motion to approve the following substitutes to work in the Geauga County schools:

Signe Comfort	Educational Aide – ESEA
Elizabeth Loveman	Short-Term Sub. General Education
Todd Smaretsky	Short-Term Sub. General Education
Nicole Strauchon	Short-Term Sub. General Education

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

MOTION: 65-2017
Mr. Remias moved and Mrs. Cavanaugh seconded the motion to approve the Cooperative Agreement between Exousia Rehabilitation Services, Inc. and the Geauga County ESC to provide OT and COTA Services to Kenston Local School District, as needed, for the remainder of the 2016-2017 school year. The OT hourly rate is $67.00 and the COTA hourly rate is $57.00. Cooperative Agreement attached.
Vote: Mr. Remias, yes; Mrs. Cavanaugh, yes; Mr. Burnett, yes; Mrs. Koster, yes; and Mr. Battles, yes. Motion carried.

MOTION: 66-2017
Mr. Burnett moved and Mr. Remias seconded the motion to approve the Participation Agreement between the Jefferson County ESC and the Geauga County ESC to allow for students to participate in alternative educational opportunities through the Virtual Learning Academy. Twenty-four month contract effective beginning July 1, 2017 through June 30, 2019. Participation Agreement attached.
Vote: Mr. Burnett, yes; Mr. Remias, yes; Mrs. Cavanaugh, yes; Mrs. Koster, yes; and Mr. Battles, yes. Motion carried.

MOTION: 67-2017
Mrs. Cavanaugh moved and Mrs. Koster seconded the motion to give Superintendent Felker the authority to approve ESC staff professional development, up to $1,000.00, prior to the board meeting.
Vote: Mrs. Cavanaugh, yes; Mrs. Koster, yes; Mr. Burnett, yes; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

Informational Items:

1) Next board meeting date – April 24, 2017 at the Newbury Board of Education.
2) Second Community Forum with Jennifer Felker, May 3, 2017, 4:00 - 6:00 p.m., at Cardinal High School. Flyer attached.
3) All Boards Dinner - May 3, 2017, 6:00 - 8:00 p.m., LaMalfa.
4) Ohio School Boards Association Northeast Region Spring Conference, March 22, 2017, 5:00 – 8:30 p.m., at Springvale Golf Course and Ballroom in North Olmsted.
5) STARS Fundraiser – April 8, 2017, 11 a.m. – 3 p.m. at Fowler's Mill Banquet Center. Flyer attached.

MOTION: 68-2017
Mrs. Cavanaugh moved and Mr. Burnett seconded the motion to adjourn the meeting at 10:08 p.m. Unanimous approval. Motion carried.

Geauga County
EDUCATIONAL SERVICE CENTER

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

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

Committed to the improvement of student achievement

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

Donald Rice
15815 Arbor Trail
Newbury, Ohio 44065

Dear Mr. Rice,

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 A. Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

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Steve Remias

March 22, 2017

McCaskey Landscape & Design
12377 Taylor Wells Rd.
Chardon, Ohio 44024

Dear Sir,

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,
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Jennifer A. Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

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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 A Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

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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,
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Jennifer A Felker

Jennifer Felker, Superintendent

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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 A. Felker

Jennifer Felker, Superintendent

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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 A. Felker

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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,
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Jennifer A Felker

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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,
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Jennifer A. Felker

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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 A. Felker

Jennifer Felker, Superintendent

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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,
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Jennifer A Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

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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 A Felker

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Suzanne M. Sotkovsky, Treasurer

Board Members:

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

March 22, 2017

Geauga Mechanical Co.
12585 Chardon Windsor Rd.
Chardon, Ohio 44024

Dear Sir,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County "S.T.A.R.S" Autism Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $100.00 for S.T.A.R.S. 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 A Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

Geauga County
EDUCATIONAL SERVICE CENTER

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

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

Committed to the improvement of student achievement

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

Junction Auto
12423 Mayfield Rd.
Chardon, Ohio 44024

Dear Sir,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County "S.T.A.R.S" Autism Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $100.00 for S.T.A.R.S. 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 A. Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

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Board Members:

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

March 22, 2017

Brunner Funeral Home, Inc.
8466 Mentor Ave.
Mentor, Ohio 44060

Dear Sir,

The Geauga County Educational Service Center's Board of Education would like to formally acknowledge your donation to the Geauga County "S.T.A.R.S" Autism Program. At the Board of Education meeting held on March 21, 2017, your financial contribution of $100.00 for S.T.A.R.S. 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 A Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

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Committed to the improvement of student achievement

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

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 A Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

Geauga County
EDUCATIONAL SERVICE CENTER

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Committed to the improvement of student achievement

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

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 A. Felker

Jennifer Felker, Superintendent

Suzanne Sotkovsky

Sue Sotkovsky, Treasurer

March 13, 2017

Dear Geauga County ESC Board of Education:

After nearly 17 years working in the Treasurer's Office for GCESC, I have made the decision to retire effective June 30, 2017.

My job has been enjoyable and also provided a chance for me to learn and grow with the job.

I thank the Board for the opportunity of working with a great group of individuals especially the treasury and support staff employees.

Thank you,

Cathy Manning

Cathy Manning

RESOLUTION FOR CONTRACT NON-RENEWAL

WHEREAS, R.C. 3319.11 provides for the non-renewal of limited teaching contracts; and

WHEREAS, R.C. 3319.11 provides, in pertinent part, that the holder of a limited teaching contract must receive written notice on or before June 1st of the Governing Board's intention not to re-employ such teacher for the upcoming school year; and

WHEREAS, the Governing Board complied with the evaluation requirements of R.C. 3319.11 and R.C. 3319.111; and

WHEREAS, the Superintendent has given the Governing Board a written recommendation that the teacher not be reemployed at the expiration of the teacher's limited contract.

THEREFORE, BE IT RESOLVED, that under R.C. 3319.11, the teaching contract of Patricia Randall is hereby non-renewed; and

BE IT FURTHER RESOLVED that the Governing Board authorizes and directs the Superintendent to give such teacher written notice that the Governing Board, acting upon the superintendent's written recommendation, resolved that the teacher shall not be reemployed at the expiration of the teacher's limited contract.

Board Member Mrs. Koster seconded the motion.

Upon roll call on the adoption of the Resolution, the vote was as follows:

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:

Dennis A. Battles — 3/21/17

Governing Board President, In His Official Capacity as President — Date

Suzanne Sullivan — 3/21/17

Treasurer, In Her Official Capacity as Treasurer — Date

Authorized Pursuant to Governing Board Resolution No. 57-2017

* 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

COOPERATIVE AGREEMENT
(Geauga County Educational Service Center contracting on behalf of Kenston Local Schools)
WITH
EXOUSIA REHABILITATIVE SERVICES, INC.

THIS 21st day of March 2017, the parties hereto being the Geauga County Educational Service Center (herein referred to as GCESC and Exousia Rehabilitative Services, Inc. (herein referred to as Exousia)

WHEREAS, the Geauga County Educational Service Center needs a Licensed Occupational Therapist to perform specific professional responsibilities, and

WHEREAS, Exousia Rehabilitative Services, Inc. will make available a Licensed Occupational Therapist in accordance with this Agreement, and as required by Ohio Laws and Rules Regulating the Practice of Occupational Therapy, and Ohio Department of Education, and

NOW, THEREFORE, and for valuable consideration passing by and between the parties hereto, said parties intend to be legally bound hereby agree to the following considerations:

1. The duration of this contract is from its date of initiation, March 15, 2017, through the end of the 2016-2017 school year. This Agreement may be terminated sooner as provided herein.

2. EXOUSIA will provide a competent, qualified and Licensed Occupational Therapist(s) and Occupational Therapy Assistant(s) to work at **KENSTON school locations** selected by Geauga County Educational Service Center.

3. The Licensed Occupational Therapist(s) will be at all times regarded as an employee(s) of Exousia Rehabilitation Services, Inc., and subject to the leave policies and procedures of EXOUSIA. EXOUSIA will give notice of planned leave(s) extending longer than three (3) days to GCESC within fourteen days of planned leave or vacation, excluding sick time, emergencies or acts of nature. EXOUSIA will fulfill contract obligations per available staff during the interim for such planned absence(s).

4. Employee(s) of EXOUSIA shall be responsible for providing their own transportation to diagnostic sites and **KENSTON school locations** as indicated by GCESC.

5. EXOUSIA shall be reimbursed for documented travel at current federal reimbursement rates, if required to travel in between KENSTON LOCAL SCHOOLS locations. Travel rates may be adjusted quarterly. Current federal rates are at fifty three and one half cents (53.5) per mile. Travel to be included to and from first site.

6. EXOUSIA fees for services rendered shall be sixty seven dollars ($67.00) per hour for Occupational Therapist and $57.00 per hour for Occupational Therapy Assistant.

7. EXOUSIA will submit to GCESC a statement for services rendered on a monthly basis.

8. GCESC agrees to make payment for EXOUSIA's services within fifteen (15) calendar days following receipt of EXOUSIA's statement to ensure continuation of services.

9. It is understood that in the event GCESC refuses or is unable to pay for services received by EXOUSIA within a reasonable time allotted, after GCESC has receipt of EXOUSIA statement, EXOUSIA has the right to temporarily stop services, without jeopardizing this agreement, breach of services or any payments. GCESC agrees to hold harmless EXOUSIA for any and all services, not rendered during such time.

10. GCESC further agrees that if collection procedures need to be implemented in appropriation of the monies due under this agreement, that the GCESC will be responsible for payment of all reasonable costs of collection, including, but not limited to attorneys fees; court costs, collection fees, and damages.

11. Monies due EXOUSIA shall be forwarded to EXOUSIA's representative or, directed to the address of record; Exousia Rehabilitative Services, PO Box 3445, Boardman, Ohio 44513-3445.

12. While working in **KENSTON school locations**, employee(s) of EXOUSIA may have shared supervision under a duly authorized and qualified GCESC director, supervisor or therapist.

13. GCESC may terminate this Agreement within thirty (30) days in the event that the EXOUSIA breaches any of its obligations to GCESC by engaging in any conduct which is significantly injurious to the business, reputation or student care of GCESC, and if EXOUSIA fails to cure such default within thirty (30) days after receipt of written notice.

14. EXOUSIA may terminate this Agreement within thirty (30) days in the event that GCESC breaches any of its obligations to EXOUSIA by engaging in conduct which could be injurious to the business, reputation or the delivery of student services, or defaults in the performance of or compliance with any of its other duties or obligations to EXOUSIA, and fails to cure such default within thirty (30) days after receipt of written notice thereof.

All provisions hereof shall apply to each of the undersigned, if the foregoing terms contained herein confirms the understanding and agreement between GCESC, and EXOUSIA, each shall so indicate by placing their signature on the space(s) provided below:

This agreement was executed at Chesterland, Ohio, on this 21st day of March, 2017.

Signatures by duly authorized representatives of GCESC and EXOUSIA:

Tarone Claybrook, MA, OTR/L Exousia Rehabilitative Services, Inc.	Date
Geauga County Educational Service Center	3/21/17 Date
Geauga County Educational Service Center	3/21/17 Date

PARTICIPATION AGREEMENT

This Agreement is entered into between the Governing Board of the Jefferson County Educational Service Center (JCESC) and the ***Geauga County Educational Service Center*** Board of Education (District) for a period of **24 months beginning July 1, 2017 and ending June 30, 2019.** The provision for the summer school program applies for the term beginning June 1, 2017 – August 31, 2017 and June 1, 2018 – August 31, 2018.

WHEREAS, the JCESC has developed a Virtual Learning Academy (VLA), an internet-based educational curriculum and delivery system designed for grades K-12 which provides alternative educational opportunities for credit deficiencies; alternative programs; summer school programs, including but not limited to gifted, special needs and home schooled students; and

WHEREAS, the District desires to contract with the JCESC to enable its students to participate in the VLA when appropriate;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, it is understood and agreed by the parties as follows:

1. JCESC shall provide the following services:
   a) curriculum and delivery system
   b) development and maintenance of the school district VLA database, including registration of students and faculty
   c) professional development and system training
   d) daily on-line VLA technical support
   e) marketing consultation
   f) treasurer's office/EMIS support
   g) intervention support

2. The District agrees to provide an administrator to serve as a "point of contact" between the District and the JCESC for coordination and administration of the VLA program.

3. Students enrolled in the VLA shall remain part of the districts ADM.

4. Fees for Service:
   a) The District shall pay the sum of $1000 per year to the JCESC for a two year VLA contract, payable as arranged by the parties.
   b) The District may obtain a customized login page for a one-time fee of $2000, payable as arranged by the parties.
   c) Student License Fees are the responsibility of the District. The License Fee is $185 which enables a student to enroll in an unlimited number of courses for a period of 365 days, within the dates of the agreement. The Student License Fee for the Summer School session is $85. Fees are payable. Additional fees are required for the following courses:
      $40 for Math 120 and Math 110
      $60 for Chemistry, Aviation, AP Physics and OGT Science
      $75 for any Microsoft® courses, AP Calculus and ACT Preparation; and

$150 for AP World History

5. Teacher Stipends: Teacher stipends are the responsibility of the District. If the JCESC provides the teacher, the rate is $250 for a full year course, $125 for a semester course and $63 for a nine week course. The stipend is payable to the JCESC. If the District provides the teacher, payment arrangement shall be between the District and teacher.

6. Independent Contractor Status: Each party hereto shall be deemed an independent contractor, and neither party is nor shall be considered an agent, employee, or representative of the other.

7. Cooperation: Upon either party's request, the other party shall provide, without charge, copies of all information, data, records, and/or reports which the requesting party deems necessary to the provision of the Staffing Services. Appropriate conferences shall also be scheduled at convenient times with essential administrative personnel of both parties for the purpose of discussing necessary information.

8. Limitation on Warranties: This Agreement is a service contract. Accordingly, JCESC disclaims all expressed, implied, and/or statutory warranties, including but not limited to warranties of merchantability and fitness for a particular purpose.

9. Compliance with Law: Both parties shall comply with all applicable Federal, State, and Local laws, ordinances, codes, regulations, and policies, including but not limited to those governing the disclosure of confidential information regarding students and/or their family members, such as the Family Educational Rights and Privacy Act (20 U.S.C.§1232g).

10. Confidentiality: During the course of this Agreement the District and its students and employees may have access to curriculum and materials developed by the VLA which may be considered proprietary and confidential. The District agrees to maintain the confidentiality of this information and to take all reasonable steps to insure that its employees, agents, students and like entities will do the same. Specifically except as otherwise required by law the District, its students, employees, and agents will not copy or use the curriculum and materials for reproduction or its own purposes. Nor will the District make such information available to third parties for any purpose without the express written consent of the JCESC. This obligation to maintain confidentiality shall survive the termination of this Agreement.

11. Amendment: This Agreement may not be reformed, altered, or modified in any way by any practice or course of dealing, but may be modified or amended only by an instrument in writing duly executed by both parties.

12. Assignment: Neither party may assign or otherwise transfer, voluntarily or by operation of law, this Agreement without the prior written consent of the other party.

13. Entirety: This Agreement contains the entire agreement between the parties, and there are no oral promises or other representations inducing its execution or qualifying its terms. Any prior service contract or similar type of agreement between the parties, oral or written, is hereby superseded and terminated.

14. Governing Law: The laws of the State of Ohio shall govern the validity, performance, and enforcement of this Agreement.

15. Severability: Each article, paragraph, provision, term, and condition of this Agreement, and any portions thereof, shall be considered severable. If, for any reason, any portion of this Agreement is determined to be invalid or contrary to any applicable law, rule, or regulation, the remaining portions of this Agreement shall be unimpaired, remain binding on the parties, and continue to be given full force and effect.

16. Section Headings: The section headings contained in this Agreement are for convenience of reference only and shall not affect the meaning or interpretation of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

BOARD OF EDUCATION OF GEAUGA COUNTY EDUCATIONAL SERVICE CENTER	GOVERNING BOARD OF THE JEFFERSON COUNTY EDUCATIONAL SERVICE CENTER
By: Dennis A. Battle Board President	By: _____ Board President
By: Suzanne Sattler Fiscal Officer	By: _____ Treasurer
By: _____ Superintendent	By: _____ Superintendent
Date: 3/21/17	Date: _____

COMMUNITY FORUM

You are invited to attend our 2nd Community Forum hosted by Geauga County Superintendent, Jennifer Felker and Cardinal Local Schools

"Program and Services Update" will take place

Wednesday, May 3, 2017 ▪ 4:00-6:00

at Cardinal High School, 1475 Thompson Ave, Middlefield

Please take the opportunity to join in the discussion of community programs that currently provide services to students in all Geauga County Schools.

The agenda for the evening will include:

4:00-4:30	Meet local agency providers-who we are and what we do in the schools
4:30-4:45	Presentation of program outcomes for 2016-17
4:45-5:30	Discussion of new ideas, student needs, barriers and opportunities
5:30-6:00	Q & A for parents and community members

Light refreshments will be served
Please RSVP by April 27th to
tammy.kuhn@geaugaesc.org or 440-279-1700 if you plan to attend

Committed to engaging the community in service to students

Please Save The Date!

and help us build

A PROGRAM OF CHAMPIONS!

Saturday, April 8, 2017

S.T.A.R.S. Autism Program

GEAUGA COUNTY EDUCATIONAL SERIVCE CENTER

CHINESE AUCTION • LUNCH • ART WORK • SILENT AUCTION

FOWLER'S MILL BANQUET CENTER
13095 ROCKHAVEN ROAD
CHESTERLAND OH 44026

11am ~ 3pm

Lunch will be served at noon.

2 Chinese auction tickets and chance to win Brand NEW iPad
All proceeds benefit the STARS Autism Progam!

TICKETS ON SALE NOW!!!
$35

10th Annual Luncheon Fundraiser