

**RECORD OF PROCEEDINGS**

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 18, 2017

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Tuesday, April 18, 2017. The meeting was called to order by Mrs. Von Gunten at 4:00 P.M.

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

HEARING FROM THE PUBLIC

None.

BOARD MEMBER REPORTS

None.

TREASURER'S REPORT

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

TREASURER'S RECOMMENDATIONS: 17-21

1. It is recommended that the Board approve:
  - a. Minutes of the regular meeting of the Board held on March 21, 2017.
  - b. Financial Report and Condition of Funds for March, 2017 as reviewed and read.
  - c. Payment of March bills as described in the computer printout sheets.
  - d. Investments as reviewed and read.

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

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

SUPERINTENDENT'S REPORT

- Personnel update
- OESCA Conference Report

SUPERINTENDENT'S RECOMMENDATIONS:

1. GENERAL: 17-22
  - a. To enter into an agreement with ChildLight Yoga to present "Supporting Diverse Learners with Yoga 4 Classroom" on May 16, 2017 at a cost not to exceed \$1,600, to be paid through 014-9011.
  - b. To purchase card decks from ChildLight Yoga for participants of "Supporting Diverse Learners with Yoga 4 Classroom" on May 16, 2017 at a cost not to exceed \$2,000, to be paid through 014-9011.
  - c. To approve an agreement with Agon Leadership for a Leadership Series facilitated by Cathie Leimbach for (4) ninety-minute sessions on June 16, 22, 27 and August 4, one of which includes a \$15 per person pre-assessment tool cost for 20 participants, at a cost of \$3,500, to be paid through 014-9011.
  - d. To approve the contract with Jim Lanese to do an external audit of the Lorain County Academy Challenge Grant in an amount not to exceed \$2,000 to be paid out of fund 463-9217.
  - e. To approve a three-year contract with Lorain County General Health District to provide nursing services to the Lorain County Academy effective August 1, 2017 thru June 30, 2020 at an amount of \$1,750 per year.

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- f. To approve a three-year contract with Lorain County General Health District to provide nursing services to the Early Learning Center effective August 1, 2017 thru June 30, 2020 at an amount of \$4,320 per year.
- g. To approve the Substitute Employment Management Service Partnership Agreement as written between the Governing Boards of the Educational Service Centers of Cuyahoga, Lorain, and Medina Counties, and Rachel Wixey and Associates.
- h. To approve the contract with Lorain Digital Academy for Dr. Katie Knapp to present "Social Studies PD and Culturally Responsive Teaching" on June 21-22, 2017 at a cost of \$3,200.
- i. To approve the donation of an AED from the Lorain County General Health District for the Lorain County Academy.

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

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

### 2. PERSONNEL: 17-23

- a. To authorize the Treasurer to send salary notices to all appropriate classified personnel for the 2017-2018 school year.
- b. To reemploy board classified staff in the positions indicated, for the contract period stipulated, as per the approved salary schedule, effective with the employees 2017-2018 contract year. All contracts are contingent upon school districts contracting with the Educational Service Center for services.

#### One-Year Contracts - August 1, 2017 through July 31, 2018

Tracy Butchko	P.T. Secretary	Step 18	hourly	
Stephanie Calhoun	P.T. Secretary to Coord. Spec. Projects		hourly	
Stephanie Calhoun	P.T. Fingerprinting	N/A	hourly, not to exceed 24 hrs/week	
Theresa Davis	P.T. Parent Mentor	N/A	hourly, not to exceed 24 hrs/week	
Ray Ellington	P.T. Aide (Academy)	Step 9	hourly, not to exceed 24 hrs/week	
Canda Papa	P.T. Parent Mentor	N/A	hourly, not to exceed 24 hrs/week	

#### Two-Year Contracts - August 1, 2017 through July 31, 2019

Emily Kinser	Educational Aide (ELC)	Step 7		9 months
Amy Muriello	Educational Aide (Academy)	Step 12		9 months
Brian Paradis	Computer Technician (Sheffield)	N/A		12 months
Elizabeth Sands	Educational Aide (Avon)	Step 1	half-days	9 months

#### One-Year Contracts - July 1, 2017 through June 30, 2018

Irene Dickerson	P.T. Treasurer's Office	N/A	hourly, not to exceed 24 hrs/week	
Dennis Dyke	P.T. Computer Tech	\$25 per/hr	not to exceed 24 hrs/week	
Christine Finkel	P.T. Custodian	N/A	hourly, not to exceed 24 hrs/week	
Lisha Nasipak	Insurance Supervisor	Step 5		25 hrs/week
Karen Thorne	P.T. DH/SS Data Clerk	N/A	hourly	

#### Continuing Contract

Amanda Lewis	Educational Aide (ELC)	Step 3		9 months
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- c. To revise resolution #16-38(p) to approve an additional \$1,000 in travel expenses for **Tracy Davis**, Parent Mentor, from fund 516-9317.
- d. To revise resolution #16-38(p) to approve an additional \$2,500 in travel expenses for **Jennifer Heim**, Assistant Director SST, from fund 516-9317.
- e. To revise resolution #16-38(p) to approve an additional \$1,844.85 in travel expenses for **Stacey Vince**, ELSR Consultant SST, from fund 587-9917.
- f. To approve FMLA/maternity leave for **Julie Bockmore**, Occupational Therapist, effective 08/31/17 through 11/10/17. All accrued sick and personal leave will be used before an unpaid leave of absence.

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- g. To approve FMLA/maternity leave for **Jillian Toccaceli**, Physical Therapist, effective 08/29/17 through 11/21/17. All accrued sick and personal leave will be used before an unpaid leave of absence.
- h. To revise resolution 17-19(i) to allow for a one percent adjustment from the board share to employees share effective July 1, 2017.

**ESC Lorain County  
Health Insurance Rates  
Effective July 1, 2017**

**Premium**

	<b>Rate</b>	<b>Bd. Share</b>	<b>Employee</b>
Medical & Prescription (S)	\$ 638.33	\$ 548.96	\$ 89.37
Medical & Prescription (F)	\$ 1,595.82	\$ 1,372.41	\$ 223.41

**Delta Dental 1/1/17**

<b>Dental (S)</b>	<b>\$ 33.20</b>	<b>\$ 28.55</b>	<b>\$ 4.65</b>
<b>Dental (F)</b>	<b>\$ 87.99</b>	<b>\$ 75.67</b>	<b>\$ 12.32</b>
Vision (S)	\$ 4.67	\$ 4.02	\$ 0.65
Vision (F)	\$ 12.38	\$ 10.65	\$ 1.73
Total (S)	\$ 676.20	\$ 581.53	\$ 94.67
Total (F)	\$ 1,696.19	\$ 1,475.68	\$ 237.47

**Minimum Value**

	<b>Rate</b>	<b>Bd. Share</b>	<b>Employee</b>
Medical & Prescription (S)	\$ 467.94	\$ 402.43	\$ 65.51
Medical & Prescription (F)	\$ 1,169.85	\$ 1,006.07	\$ 163.78
Dental (S)	\$ 40.49	\$ 34.82	\$ 5.67
Dental (F)	\$ 107.31	\$ 92.29	\$ 15.02
Vision (S)	\$ 4.67	\$ 4.02	\$ 0.65
Vision (F)	\$ 12.38	\$ 10.65	\$ 1.73
Total (S)	\$ 513.10	\$ 441.27	\$ 71.83
Total (F)	\$ 1,289.54	\$ 1,109.00	\$ 180.54

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- i. To approve the following salary schedules for the 2017-2018 contract year for the classified and certified staff.

**Salary Schedule 2017-2018  
Custodian**

<u>STEP</u>	<u>12 MOS</u>
0	\$28,799
1	\$29,663
2	\$30,553
3	\$31,469
4	\$32,413
5	\$33,386
6	\$34,387
7	\$35,419
8	\$36,481
9	\$37,576
10	\$38,703
11	\$39,671
12	\$40,662
13	\$41,679
14	\$42,721
15	\$43,789
16	\$44,665
17	\$45,558
18	\$46,469
19	\$47,399
20	\$48,346

LONGEVITY

10 YEARS WITH THE EDUCATIONAL SERVICE CENTER - \$300.00  
 15 YEARS WITH THE EDUCATIONAL SERVICE CENTER - \$400.00  
 20 YEARS WITH THE EDUCATIONAL SERVICE CENTER - \$500.00  
 25 YEARS WITH THE EDUCATIONAL SERVICE CENTER - \$750.00

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Educational Service Center of Lorain County Governing Board

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Date: April 18, 2017

**SALARY SCHEDULE A 2017-18 185 Days**  
**TEACHERS AND SPEECH/LANGUAGE PATHOLOGISTS/PSYCHOLOGISTS**  
**OCCUPATIONAL THERAPISTS/PHYSICAL THERAPISTS**  
 (Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>1 BA</u>	<u>2 BA+15</u>	<u>3 MA</u>	<u>4 MA+15</u>	<u>5 MA+30</u>
0	34,998	36,397	37,857	39,369	40,944
1	36,047	37,489	38,993	40,550	42,172
2	37,129	38,614	40,162	41,766	43,437
3	38,243	39,772	41,367	43,019	44,740
4	39,390	40,966	42,608	44,310	46,082
5	40,572	42,195	43,886	45,639	47,465
6	41,789	43,460	45,203	47,008	48,889
7	43,043	44,764	46,559	48,419	50,355
8	44,334	46,107	47,956	49,871	51,866
9	45,664	47,490	49,395	51,367	53,422
10	47,034	48,915	50,876	52,908	55,025
11	48,210	50,138	52,148	54,231	56,400
12	49,415	51,391	53,452	55,587	57,810
13	50,650	52,676	54,788	56,976	59,256
14	51,916	53,993	56,158	58,401	60,737
15	53,214	55,343	57,562	59,861	62,255
16	54,279	56,450	58,713	61,058	63,501
17	55,364	57,579	59,887	62,279	64,771
18	56,471	58,730	61,085	63,525	66,066
19	57,601	59,905	62,307	64,795	67,387
20	58,753	61,103	63,553	66,091	68,735

**LONGEVITY**

10 YEARS WITH EDUCATIONAL SERVICE CENTER - \$300.00  
 15 YEARS WITH EDUCATIONAL SERVICE CENTER - \$400.00  
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**SALARY SCHEDULE 2017-18  
SPECIAL ED SUPERVISORS  
PRE-SCHOOL SUPERVISOR  
SPEECH SUPERVISOR**

(Steps do not necessarily equal years of experience)

<b>STEP</b>	<b>10 MOS</b>	<b>12 MOS</b>
0	47,960	59,102
1	49,399	60,875
2	50,881	62,701
3	52,408	64,582
4	53,980	66,519
5	55,599	68,515
6	57,267	70,570
7	58,985	72,688
8	60,755	74,868
9	62,577	77,114
10	64,455	79,428
11	66,066	81,413
12	67,718	83,449
13	69,411	85,535
14	71,146	87,673
15	72,925	89,865
16	74,383	91,662
17	75,871	93,496
18	77,388	95,366
19	78,936	97,273
20	80,515	99,218

**LONGEVITY**

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15 YEARS WITH EDUCATIONAL SERVICE CENTER - \$400

20 YEARS WITH EDUCATIONAL SERVICE CENTER - \$500

25 YEARS WITH EDUCATIONAL SERVICE CENTER - \$750

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**SALARY SCHEDULE 2017-18****NWSUPV****GENERAL ED SUPERVISORS/COORDINATORS/PSYCHOLOGISTS****GIFTED SUPERVISOR and TRANSITION COORDINATORS****(Steps do not necessarily equal years of experience)**

<u>STEP</u>	<u>10 MOS</u>	<u>12 MOS</u>
0	44,907	55,338
1	46,254	56,998
2	47,641	58,708
3	49,071	60,470
4	50,543	62,284
5	52,059	64,152
6	53,621	66,077
7	55,229	68,059
8	56,886	70,101
9	58,593	72,204
10	60,351	74,370
11	61,859	76,229
12	63,406	78,135
13	64,991	80,088
14	66,616	82,091
15	68,281	84,143
16	69,647	85,826
17	71,040	87,542
18	72,461	89,293
19	73,910	91,079
20	75,388	92,901

**LONGEVITY**

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15 YEARS WITH EDUCATIONAL SERVICE CENTER - \$400

20 YEARS WITH EDUCATIONAL SERVICE CENTER - \$500

25 YEARS WITH EDUCATIONAL SERVICE CENTER - \$750

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\$1,000.00 FOR AN EARNED PH.D.

\$500.00 FOR AN EARNED ED.S.

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**SALARY SCHEDULE B 2017-18**  
**EXECUTIVE SECRETARY/ASST. TO THE TREASURER**  
 (Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>12 MOS.</u>
0	26,196
1	26,982
2	27,791
3	28,625
4	29,483
5	30,368
6	31,279
7	32,217
8	33,184
9	34,179
10	35,205
11	36,085
12	36,987
13	37,912
14	38,859
15	39,831
16	40,628
17	41,440
18	42,269
19	43,114
20	43,977

**LONGEVITY**

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**SALARY SCHEDULE 2017-18**  
**CLASSIFIED EMPLOYEES/SECRETARY LEVEL 1**  
 (Steps do not necessarily equal years of experience.)

<u>STEP</u>	<u>10 MOS</u>	<u>12 MOS</u>
0	18,019	22,205
1	18,560	22,871
2	19,117	23,558
3	19,690	24,264
4	20,281	24,992
5	20,889	25,742
6	21,516	26,514
7	22,161	27,310
8	22,826	28,129
9	23,511	28,973
10	24,216	29,842
11	24,822	30,588
12	25,442	31,353
13	26,078	32,137
14	26,730	32,940
15	27,399	33,763
16	27,947	34,439
17	28,506	35,127
18	29,076	35,830
19	29,657	36,547
20	30,250	37,278

Part-time		
Secretary	9.33	per hour
Clerk-Aide	8.57	per hour

**LONGEVITY**

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 25 YEARS WITH EDUCATIONAL SERVICE CENTER - \$750.00

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**EDUCATIONAL AIDE  
SALARY SCHEDULE  
2017-2018**

<u>STEP</u>	<u>HOURLY RATE</u>
0	9.25
1	9.53
2	9.81
3	10.11
4	10.41
5	10.72
6	11.05
7	11.38
8	11.72
9	12.07
10	12.43
11	12.74
12	13.06
13	13.39
14	13.72
15	14.07
16	14.35
17	14.64
18	14.93
19	15.23
20	15.53

**LONGEVITY**

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**EDUCATIONAL AIDE  
LORAIN COUNTY ACADEMY AIDE  
2017-2018**

<u>STEP</u>	<u>HOURLY RATE</u>
0	13.56
1	13.96
2	14.38
3	14.81
4	15.26
5	15.71
6	16.19
7	16.67
8	17.17
9	17.69
10	18.22
11	18.67
12	19.14
13	19.62
14	20.11
15	20.61
16	21.02
17	21.44
18	21.87
19	22.31
20	22.76

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**LONGEVITY**

10 Years with Educational Service Center - \$300.00  
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 20 Years with Educational Service Center - \$500.00  
 25 Years with Educational Service Center - \$600.00

**COMPUTER TECHNICIANS/PROJECT COORDINATOR  
 SALARY SCHEDULE  
 2017-2018**

<b>STEP</b>	<b>BACHELORS</b>	<b>ASSOCIATES</b>	<b>NON-DEGREE</b>	<b>10 MO. NON- DEGREE</b>
0	37,113	35,257	33,401	\$ 27,105
1	38,226	36,315	34,403	\$ 27,918
2	39,373	37,404	35,436	\$ 28,756
3	40,554	38,526	36,499	\$ 29,618
4	41,771	39,682	37,594	\$ 30,507
5	43,024	40,873	38,721	\$ 31,422
6	44,315	42,099	39,883	\$ 32,365
7	45,644	43,362	41,080	\$ 33,336
8	47,013	44,663	42,312	\$ 34,336
9	48,424	46,002	43,581	\$ 35,366
10	49,876	47,383	44,889	\$ 36,427
11	51,123	48,567	46,011	\$ 37,337
12	52,401	49,781	47,161	\$ 38,271
13	53,711	51,026	48,340	\$ 39,228
14	55,054	52,301	49,549	\$ 40,208
15	56,431	53,609	50,787	\$ 41,214
16	57,559	54,681	51,803	\$ 42,038
17	58,710	55,775	52,839	\$ 42,879
18	59,885	56,890	53,896	\$ 43,736
19	61,082	58,028	54,974	\$ 44,611
20	62,304	59,189	56,073	\$ 45,949

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**LERC**  
**SALARY SCHEDULE 2017-18**  
**INSURANCE AND WELLNESS COORDINATOR**  
(Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>12 MOS</u>
0	37,904
1	39,041
2	40,213
3	41,419
4	42,662
5	43,941
6	45,260
7	46,617
8	48,016
9	49,456
10	50,940
11	52,214
12	53,519
13	54,857
14	56,228
15	57,634
16	58,787
17	59,962
18	61,162
19	62,385
20	63,633

**LONGEVITY**

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20 YEARS WITH EDUCATIONAL SERVICE CENTER - \$500.00  
25 YEARS WITH EDUCATIONAL SERVICE CENTER - \$750.00

Roger Sero moved, seconded by James Barnhart that foregoing recommendations be approved.

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

3. LERC BOARD OF DIRECTORS: 17-24

- a. To approve the minutes for the meeting of January 9, 2017.
- b. To approve the Fiscal Reports for the following Consortium Programs (January/February 2017):

Insurance	Life Insurance
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- c. To approve a 2% rate increase to the medical/Rx premiums, effective July 1, 2017.
- d. To approve tabling the Spousal Rule Motion until the May 2017 Board Meeting.
- e. To employ **Lisha Nasipak** as the Health Insurance Benefits Administrator effective July 1, 2017 through June 30, 2018, for 25 hours per week at step 5 of the Insurance Coordinator Salary Schedule.
- f. To approve a supplemental contract for **Lisha Nasipak**, Health Insurance

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 Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: April 18, 2017

Benefits Administrator, effective July 1, 2017 through June 30, 2018 to be paid at her hourly rate by the submission of timesheets, not to exceed 120 hours.

- g. To approve a one month premium holiday for the month of May 2017.
- h. To approve the following language for Item B. of the Reserve Policy;  
 "Trustees will consider taking action if below 25% or greater than 35%.

Judy Maldonado moved, seconded by Ken Kalina that foregoing recommendations be approved.

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

NEW BUSINESS: 17-25

- Superintendent Evaluation

ADJOURNMENT: 17-26

James Barnhart moved, seconded by Judy Maldonado that the meeting be adjourned at 4:35 P.M.

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

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 President

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 Treasurer