

**RECORD OF PROCEEDINGS**

Minutes of

Educational Service Center of Lorain County Governing Board

Regular Meeting

Held: Elyria, Ohio

Date: August 20, 2019

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Tuesday, August 20, 2019. The meeting was called to order by Mr. Barnhart at 4:03 P.M.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-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 - 19-471. It is recommended that the Board approve:

- a. Minutes of the regular meeting of the Board held on June 18, 2019 and the special meeting on July 2, 2019.
- b. Financial report and condition of funds for June, 2019 as reviewed and read.
- c. Payment of June bills as described in the computer printout sheets.
- d. Investments as reviewed and read.
- e. Adopt the 2019-2020 Appropriations and Revenue Projections for all funds listed and authorize the Treasurer to establish funds as necessary and make payments from them.

**Appropriations & Revenue Projections  
FY20**

	Fund	Carryover	Revenue	Expenditures	Fund Totals
General	001 0000	\$ 2,715,166.39	\$ 7,749,000.00	\$ 8,221,561.49	\$ 2,242,604.90
NORT2H	001 9007	\$ 128,431.99	\$ 290,000.00	\$ 314,055.04	\$ 104,376.95
Lorain County Academy	001 9008		\$ 355,010.00	\$ 355,010.00	\$ -
Detention Home	001 9009	\$ -	\$ 669,741.00	\$ 669,741.00	\$ -
ESC Building Improvement	001 9010	\$ 91,785.77	\$ -	\$ 91,785.77	\$ -
ESC Marketing & Program Development	001 9014	\$ 6,285.83	\$ -	\$ 6,285.83	\$ -
Extended School Year	001 9015	\$ 4,464.90	\$ 13,000.00	\$ 17,464.90	\$ -
Project Search	001 9018	\$ 154,521.48	\$ 189,000.00	\$ 343,521.48	\$ -
Transition Coordinator	001 9019	\$ -	\$ 189,200.00	\$ 189,200.00	\$ -
Extended Care	001 9020	\$ -	\$ 24,014.00	\$ 24,014.00	\$ -
Curriculum Rotary	014 9011	\$ 85,405.00	\$ 100,000.00	\$ 185,405.00	\$ -
Special Ed Rotary	014 9012	\$ 35,877.07	\$ 18,000.00	\$ 53,877.07	\$ -
Supt. Rotary	014 9013	\$ 10,695.83	\$ 3,000.00	\$ 13,695.83	\$ -
Gifted	014 9096	\$ 7,113.00	\$ 396,339.00	\$ 403,452.00	\$ -
ELC Activity Funds	018 9000	\$ 2,228.54	\$ 20,000.00	\$ 22,228.54	\$ -
EdCamp Cleveland	019 9015	\$ 1,551.46	\$ 2,000.00	\$ 3,551.46	\$ -
Prevention Connection	019 9029	\$ 3,408.08	\$ -	\$ 3,408.08	\$ -
Turning Point - Stocker Grant	019 9030	\$ 2,003.58	\$ -	\$ 2,003.58	\$ -
WEOL Scholastic Games	019 9043	\$ -	\$ 16,160.00	\$ 16,160.00	\$ -
Lorain County Schools Crisis Team	019 9044	\$ 5,027.77	\$ -	\$ 5,027.77	\$ -
Business Advisory Council	019 9115	\$ 9,452.76	\$ -	\$ 9,452.76	\$ -
ESC Endowmnt Grants	022 9000	\$ 929.94	\$ 8,200.00	\$ 9,129.94	\$ -
SST Sunshine Fund	022 9080	\$ -	\$ 296.00	\$ 296.00	\$ -
Sunshine Fund	022 9099	\$ 57.32	\$ 225.00	\$ 282.32	\$ -
Flexible Spending Account	024 0000	\$ 530.95	\$ 37,800.00	\$ 38,330.95	\$ -
LERC	026 9039	\$ 22,270,033.25	\$ 41,700,000.00	\$ 41,702,469.69	\$ 22,267,563.56
18-19 Early Childhood Education	439 9057		\$ 3,610.80	\$ 3,610.80	\$ -

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19-20 Early Childhood Education	439 9058	\$ 68,000.00	\$ 68,000.00	\$ -
19-20 Parent Mentor	499 9089	\$ 25,000.00	\$ 25,000.00	\$ -
18-19 Regional Early Lit Specialist	499 9119	\$ 6,244.62	\$ 6,244.62	\$ -
19-20 Regional Early Lit specialist	499 9120	\$ 132,447.51	\$ 132,447.51	\$ -
18-19 SST Transition	499 9219	\$ 720.00	\$ 720.00	\$ -
18-19 Student Assessment	499 9419	\$ 1,387.44	\$ 1,387.44	\$ -
19-20 Student Assessment	499 9420	\$ 21,875.00	\$ 21,875.00	\$ -
18-19 State Support Team	499 9719	\$ 11,581.63	\$ 11,581.63	\$ -
19-20 State Support Team	499 9720	\$ 162,751.50	\$ 162,751.50	\$ -
18-19 IDEA	516 9319	\$ 42,513.49	\$ 42,513.49	\$ -
19-20 IDEA	516 9320	\$ 1,048,793.23	\$ 1,048,793.23	\$ -
18-19 LEP	551 9719	\$ 3,644.49	\$ 3,644.49	\$ -
18-19 Delinquent Title 1	572 9045	\$ 6,456.93	\$ 6,456.93	\$ -
19-20 Delinquent Title 1	572 9046	\$ 144,652.81	\$ 144,652.81	\$ -
18-19 Priority School Supports	572 9219	\$ 5,805.09	\$ 5,805.09	\$ -
19-20 Priority School Supports	572-9220	\$ 39,242.42	\$ 39,242.42	\$ -
18-19 Early Childhood Spec Ed	587 9499	\$ 9,961.39	\$ 9,961.39	\$ -
19-20 Early Childhood Spec Ed	587 9599	\$ 58,957.84	\$ 58,957.84	\$ -
18-19 Early Learning Discretionary	587-9919	\$ 4,600.52	\$ 4,600.52	\$ -
19-20 Early Learning Discretionary	587 9920	\$ 67,903.50	\$ 67,903.50	\$ -
18-19 SPDG	599-9819	\$ 1,838.84	\$ 1,838.84	\$ -
19-20 SPDG	599 9820	\$ 12,000.00	\$ 12,000.00	\$ -
<b>Total</b>		<b>\$ 25,534,970.91</b>	<b>\$ 53,660,974.05</b>	<b>\$ 24,614,545.41</b>

f. To authorize the Treasurer to make the following funds transfer:

\$50,000.00 from Project SEARCH (001-9018) to General Fund (001-0000)  
 \$20,000.00 from Project SEARCH (001-9018) to Transition Coor (001-0019)

Roger Sero moved, seconded by Ken Kalina that foregoing recommendations be approved.

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

SUPERINTENDENT'S REPORT

- Capital Conference
- Miscellaneous updates

SUPERINTENDENT'S RECOMMENDATIONS1. GENERAL: 19-48

- To approve the service agreement with Lorain City Schools for a Director of Student Services from August 1 - September 19, 2019 at an estimated cost of \$19,519.
- To approve the service agreement with Oberlin City Schools for a Part-time Operations Manager effective August 1, 2019 - July 31, 2020 at an estimated cost of \$76,130.
- To approve the service agreement with Edison Local Schools for a Literacy Consultant to provide 5 days of service during the 2019-20 school year at a cost of \$3,750.
- To approve the service agreement with Firelands Local Schools for a Literacy Consultant to provide 12 days of service during the 2019-20 school year at a cost of \$6,600.
- To approve the service agreement with Lorain Prep Academy for a Literacy Consultant to provide 4 days of service during the 2019-20 school year at a cost of \$2,200.
- To approve the service agreement with Wellington Exempted Village Schools for a Literacy Consultant to provide 18 days of service during the 2019-20 school year at a cost of \$9,900.

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- g. To approve the service agreement with Firelands Local Schools for a School Psychologist effective August 1, 2019 - July 31, 2020, 4 days per week at an estimated cost of \$90,397.
- h. To approve the independent service contract with the Lorain Court of Common Pleas, Domestic Relations Division, for three Attendance Officers plus a pro-rated portion of one half-time clerical support position to serve Avon, Avon Lake, Clearview, Columbia, Firelands, Keystone, Midview, Oberlin, Sheffield /Sheffield Lake and Wellington Schools at a cost of \$131,615.82 for the 2019-20 school year.
- i. To approve the agreement with Mahoning Valley ESC for Paula Roberts to provide science curriculum mapping to Midview Local Schools on August 28, 2019 at a cost not to exceed \$3,000 to be paid through General Fund (001-2211-412-101).
- j. To approve the agreement with Curriculum Engineers, Inc. for Meri Johnson to provide science curriculum mapping to Midview Local Schools on August 29, 2019 at a cost not to exceed \$950 to be paid through General Fund (001-2211-412-101).
- k. To approve the agreement with North Central Ohio ESC for Mary Teglovic to present a math workshop for high school teachers on September 30, 2019 at a cost not to exceed \$3,000 to be paid through General Fund (001-2211-412-101).
- l. To approve the agreement with R.K.D. Management Inc. dba Fast Track Auction Sales.
- m. To contract with Dr. Lori Wilfong, Creative Literacy Consulting, Inc. for English Language Arts/Literacy Professional Development, as needed.
- n. To approve an increase to the daily rate for the Detention Home, Stepping Stone and Turning Point to \$80 per day effective July 1, 2019.
- o. To approve an agreement to facilitate a Treasurer's Search for Oberlin City Schools at a rate of actual incurred costs.
- p. To contract with Wilbur Bogner, Educational Consultant Services for Federal Education Programs and CCIP training at a total cost of \$1,000.
- q. To approve the revised Lorain County Early Learning Center Parent Handbook.
- r. To approve the revised Avon Preschool Parent Handbook.
- s. To approve disposal of the following equipment deemed as excess and/or obsolete and further authorizes R.K.D. Management Inc. to auction the equipment online:
  - Vulcan Double Stack Oven
  - Garland Commercial Stove
  - Cisco VOIP Telephones

Judy Maldonado moved, seconded by Deborah Melda that foregoing recommendations be approved.

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

2. PERSONNEL: 19-49

- a. To employ **Stephanie Calhoun**, Secretary assigned to the Early Learning Center, at Step 4, 10 month position on the Secretary level 1 salary schedule, effective August 7, 2019 - July 31, 2020.

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- b. To employ **Alexandria Cyrus**, Educational Aide at the Early Learning Center, at Step 0 of the Educational Aide salary schedule, to be paid by submission of timesheets, effective August 15, 2019 - June 30, 2020, not to exceed 24 hours per week.
- c. To employ **Emily Gendics**, Preschool Teacher at the Avon Early Learning Center, Step 0 BA of the Teacher salary schedule, effective August 15, 2019 - June 30, 2020.
- d. To employ **Sue Gest**, Part-time Preschool Teacher at the Early Learning Center, Step 10 BA of the Teacher salary schedule, to be paid by submission of timesheets, effective August 15, 2019 - June 30, 2020, not to exceed 24 hours per week.
- e. To employ **Kate Kalvitz**, Educational Aide assigned to Avon Local Schools, Step 1 of the Educational Aide salary schedule, 7.5 hours per day, effective August 19, 2019 - July 31, 2020. All costs to be paid by Avon Local Schools.
- f. To employ **Megan Knott**, Intervention Specialist assigned to Holy Trinity, on a 9-month contract, at Step 0 BA of the Teachers/SLP/Psychologist salary schedule (pro-rated to 30 hrs per week), effective August 20, 2019 - July 31, 2020. All costs to be paid by Avon Local Schools.
- g. To employ **Lisa O'Connor**, Part-time Speech Language Pathologist assigned to Avon Lake City Schools on a 9-month contract, at Step 10 MA of the Teachers/SLP/Psychologists salary schedule, 2.5 days per week, effective August 20, 2019 - July 31, 2020. All costs to be paid by Avon Lake City Schools.
- h. To employ **Larry Pearson**, as a Substitute Teacher for Project SEARCH at the regular substitute rate of \$100 per day/\$50 per half day, to be paid by submission of timesheets, for the 2019-2020 school year.
- i. To employ **Savannah Smith**, Educational Aide at the Early Learning Center, at Step 0 of the Educational Aide salary schedule, effective August 19, 2019 - July 31, 2020.
- j. To employ **James Reitenbach**, part-time Operations Manager assigned to Oberlin City Schools, effective August 1, 2019 - July 31, 2020, 25 hours per week at a salary of \$50,000. All costs to be paid by Oberlin City Schools.
- k. To employ **Colleen Verhiley**, Interpreter for the Hearing Impaired assigned to North Ridgeville City Schools, at Step 12 of the Educational Aide salary schedule, 7.5 hours per day, effective September 3, 2019 - July 31, 2020.
- l. To employ **Barb Wilson**, Educational Aide at the Early Learning Center, at Step 5 of the Educational Aide salary schedule, to be paid by submission of timesheets, effective August 20, 2019 - June 30, 2020, not to exceed 24 hours per week.
- m. To employ **Dr. Kathryn Knapp**, Curriculum Consultant, to be paid \$1,500 per day by submission of timesheets, not to exceed 12 days.
- n. To approve supplemental contracts for the following:
  - Tracy Butchko**, Secretary, to assist with the Pupil Transportation Banquet on October 10, 2019, to be paid at her hourly rate through the submission of timesheets, not to exceed 12 hours.
  - Stephanie Calhoun**, Secretary at the Early Learning Center, effective July 16 - August 5, 2019, not to exceed 20 additional hours at \$14.35 per hour, to be paid by submission of timesheets.

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**Elizabeth Fleming-Krall, Graham Henderson and Olivia Weisman** for CCIP work outside of the contracted days, 5 hours each at their hourly rate of pay, to be paid by submission of timesheets.

**Traci Krone**, ESY Educational Aide assigned to Early Learning Center, \$35 per day effective June 17 - August 8, 2019, to be paid by submission of timesheets.

**Nancy Kuhn**, Pathways to Success Secretary, additional days effective August 16, 2019 - June 30, 2020. To be paid \$12.75 per hour by submission of timesheets.

**Brandie Rush**, Teacher assigned to Avon Preschool, effective August 1, 2019 - June 30, 2020, not to exceed 25 additional days at her daily rate, to be paid by submission of timesheets and all costs to be paid by Avon Local Schools.

For additional work hours outside of the regular school day for certified Avon Preschool staff: **Jennifer Arnold, Angela Berga, JoAnne Doran, Mackenzie Strader, Jodie Friedman, Melissa Kuhn, Elizabeth Koscho, Jessica Talbott, Brandie Rush, Stacy Vrbancic and Julie Wilmer** effective for the 2019-20 school year. Additional hours will be paid at the rate of \$27 per hour through the submission of timesheets, not to exceed 24 hours per staff member. All costs to be paid by Avon Local Schools.

For additional work hours outside of the regular school day for classified Avon Preschool staff: **Stephanie Beck, Christine Boosinger, Linda Greene, Kathryn Hall, Kate Kalvitz, Kristin Ott, Donna Pickett, Debrah Poprocki, Stephanie Predovich and Sheila Shermack** effective for the 2019-20 school year. Additional hours will be paid at their hourly rate of pay through the submission of timesheets, not to exceed 24 hours per staff member. All costs to be paid by Avon Local Schools.

**Debbie Sawicki**, part-time Fingerprint Specialist, to be paid at her current hourly rate by submission of timesheets.

**Jamie Tischer**, Special Education Supervisor assigned to Avon Lake for additional days at her daily rate, effective September 30, 2019 - June 30, 2020 by submission of timesheets not to exceed 5 days.

**John Zbornik**, School Psychologist, additional days effective August 10 - December 31, 2019 at his current hourly rate by submission of timesheets.

- o. To authorize the transfer of **Jamie Tischer** from Post-Secondary Transition Consultant for SST2 (12 month contract) to Special Education Supervisor assigned to Avon Lake (10 month contract) four days per week, effective September 30, 2019 - July 31, 2022 at Step 10 of the Special Education Supervisor salary schedule pro-rated to \$43,743. All accrued vacation to be paid out at her daily rate in effect August 1, 2019.
- p. To revise resolution #18-37(b) **Jane Hawks**, Director of Student Services assigned to Lorain City Schools at a salary of \$98,000 on a 12 month contract effective August 1, 2019 - July 31, 2020.
- q. To revise resolution #19-31(d) **Chelsea Freeman**, Social Worker assigned to North Ridgeville City Schools to Step 10 MA on the Teachers/SLP/OT/PT salary schedule.
- r. To revise resolution #19-40(c) **Traci Krone**, substitute Educational Aide at the Early Learning Center to Step 0 of the Educational Aide salary schedule.

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- s. To revise resolution #19-21(a) **Linda Moore**, Educational Aide at the Early Learning Center to full-time 7 hours per day.
- t. To accept the resignation of **Melissa Copil**, Educational Aide assigned to the Avon Early Learning Center, effective July 22, 2019.
- u. To accept the resignation of **Jennifer Fazio**, Preschool Supervisor assigned to Avon Lake City Schools, effective July 31, 2019.
- v. To accept the resignation of **Jody Friedman**, Preschool Teacher assigned to Avon Local Schools, effective August 16, 2019.
- w. To accept the resignation of **Daniel Murdock**, Director of Pupil Services/Special Education assigned to Avon Lake City Schools effective July 31, 2019.
- x. To accept the resignation of **Brandy Tada**, Turning Point Teacher, effective August 14, 2019.
- y. To approve out-of-state travel expenses for **Barb Conrad**, Regional Speech/Language Supervisor, to attend the ASHA Convention in Orlando, FL from November 18-23, 2019 at an estimated cost of \$3,200. All costs to be paid through Barb Conrad's travel account.
- z. To approve travel allowance for the Educational Service Center staff for the 2019-2020 school year:

## Educational Service Center of Lorain County

## TRAVEL ALLOWANCES FOR 2019-2020

Name	Position	Mileage
Acton, Kristin	Social Worker	\$ 500.00
Barnes, Angela	Vision Specialist	\$ 4,100.00
Bender, Kendis	Parent Mentor	\$ 1,000.00
Bockmore, Julie	Occupational Therapist	\$ 500.00
Breunig, Kelly	Transition Coordinator	\$ 1,875.00
Calhoun, Stephanie	Early Childhood Secretary	\$ 800.00
Carter, Kristan	Occupational Therapist	\$ 500.00
Conrad, Barbara	Speech Supervisor	\$ 7,000.00
Davis, Therese	Parent Mentor	\$ 3,000.00
Detention Home/Stepping Stone	Staff	\$ 1,000.00
Dotson, Angela	Treasurer	\$ 2,000.00
Early Childhood	Speech/Language Pathologist	\$ 2,700.00
Early Childhood	Teachers	\$ 3,500.00
Early Childhood	Psychologists	\$ 1,000.00
Erwine, Moira	Sr. Dir Prof Develop/Curriculum	\$ 2,600.00
Finkel, Christine	Custodian	\$ 900.00
Fischer, Cathy	Gifted Coordinator	\$ 2,000.00
Fleming, Elizabeth	Supv Early Childhood	\$ 600.00
Freeman, Chelsea	Social Worker	\$ 500.00
Gallo, Franco	Superintendent	\$ 4,000.00
Gamble, Pam	Secretary	\$ 200.00
Gershman, Taylor	Audiologist - Lorain	\$ 500.00
Gibbs, Tracy	Sr. Dir SST Region 2	\$ 9,500.00
Greiner, Linda	Assistant to the Treasurer	\$ 550.00
Gunter, Kellie	Project Search Teacher	\$ 500.00
Harris, Martha	Early Childhood Secretary	\$ 25.00
Heim, Jennifer	Assistant Director SST Region 2	\$ 8,700.00
Henderson, Graham	Supv Lorain Acad/Delinquent	\$ 1,200.00

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Henry, Crystal	Audiologist	\$ 5,000.00
Hess, Samantha	Social Worker	\$ 500.00
Hunt, Debbie	Special Projects Coordinator	\$ 1,000.00
Jackson-Ausperk, Jennifer	SST Consultant	\$ 3,000.00
Jenkins, William	ELC Custodian	\$ 200.00
Kaminski, Chelsea	Occupational Therapist	\$ 1,000.00
Khandekar, Meagan	Occupational Therapist	\$ 500.00
Kocher, Elizabeth	Occupational Therapist	\$ 500.00
Kowalsick, Kristin	Project Search Teacher	\$ 500.00
Kubasek, Janet	OIP Consultant	\$ 11,200.00
Lepi, Carol	Audiologist	\$ 1,000.00
Lewis, Brooke	Vision Specialist	\$ 2,300.00
Maassen, Jamie	Dir of Special Ed Services	\$ 4,000.00
Maiorca, Jill	Social Worker	\$ 100.00
McClintic, Michelle	Transition Coordinator	\$ 1,875.00
Millar, Mark	Gifted Supervisor	\$ 1,300.00
Miller, Dave	Sr. Dir Technology/Innovation	\$ 6,000.00
Miller, Stephanie	Occupational Therapist	\$ 500.00
Ogonek, Alice	Gifted Supervisor	\$ 1,300.00
Onderko, Polly	Computer Technician	\$ 1,000.00
Orseno, Jill	Treasurer	\$ 1,000.00
Osko, Nancy	Early Literacy Consultant	\$ 14,000.00
Phillips, Joseph	Computer Technician-Keystone	\$ 300.00
Preece, Josh	SST Consultant	\$ 9,200.00
Rinehart, Monique	Assistant to the Superintendent	\$ 100.00
Shannon, Debbie	Secretary	\$ 250.00
Short, Julie	Marketing Specialist	\$ 250.00
Smith, Dan	ESC Custodian	\$ 2,000.00
Timko, Victoria	Educational Consultant	\$ 11,200.00
Toccaceli, Jillian	Physical Therapist	\$ 500.00
Torres, January	Assistant to the Treasurer	\$ 100.00
Triska, Mike	Technology Integration Trainer	\$ 4,000.00
Urig, Jackie	SST Executive Assistant	\$ 250.00
Vince, Stacey	ELSR Consultant	\$ 8,700.00
Watts, Deanna	Social Worker	\$ 500.00
Weaver, Nicole	Transition Coordinator - Lorain	\$ 1,000.00
Weisman, Olivia	Lit/ Family Engagement Consultant	\$ 7,000.00
Woodwards-Davila, Doris	Social Worker	\$ 500.00
		\$ 162,875.00

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

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

### 3. EMPLOYMENT 19-50

- a. To employ **Andrea Kalina**, ESC representative on the Children's Continuum of Care Committee, effective August 1, 2019 - July 31, 2020. Reimbursement for services will be at the rate of \$30 per hour and not to exceed a maximum of 150 hours.

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

Roll Call: Barnhart-yes; Kalina-abstained; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

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NEW BUSINESS:

None.

ADJOURNMENT - 19-51

Ken Kalina moved, seconded by Judy Maldonado that the meeting be adjourned at 4:30 p.m.

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

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer