

# RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: June 17, 2014

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Tuesday, June 17, 2014. The meeting was called to order by Mr. Kalina at 4:04 P.M.

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

HEARING FROM THE PUBLIC

None.

BOARD MEMBERS REPORTS: 14-35

To accept the resignation of Board Member **Darrel Tyler**, effective June 17, 2014.

Roger Sero moved, seconded by Lois Von Gunten that foregoing recommendation be approved.

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

TREASURER'S REPORT

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

TREASURER'S RECOMMENDATIONS: 14-36

1. It is recommended that the Board approve:

- a. The minutes of the regular meeting of the Board held on May 27, 2014.
- b. The financial report and condition of funds for May. 2014 as reviewed and read.
- c. Payment of May bills as described in the computer printout sheets.
- d. Investments as reviewed and read.
- e. To adopt Temporary Appropriations and Revenue Projections for the 2014-2015 fiscal year in the amount of 25% of initial fiscal year 2014 Appropriations (Permanent appropriation and revenue amounts will be adopted at the August meeting).
- f. To authorize the Treasurer to re-appropriate and adjust revenue and expense amounts as necessary prior to the end of the current fiscal year. (June 30, 2014)

**Final Appropriation Adjustments**

<b>LERC</b>	Change
020 9030	
Totals	\$ 3,159,887.81

Grand Total           \$ 3,159,887.81

**Final Appropriation Adjustments  
ESC of Lorain County**

Fund	Change
001 0000	\$ 96,992.44
001 9002	\$ (1,243.84)
001 9003	\$ (9,695.98)
001 9004	\$ 270.32
001 9007	\$ (205,548.05)
001 9008	\$ 20,463.35
001 9009	\$ 82,665.59

**Final Revenue Adjustments**

<b>LERC</b>	Change
Total 020 9030	\$ 3,544,143.10

Grand Total           \$ 3,544,143.10

**Final Revenue Adjustments  
ESC of Lorain County**

Fund	Amount
001 0000	\$ 830,621.74
001 9002	\$ (1,243.84)
001 9003	\$ (6,560.03)
001 9004	\$ 270.32
001 9006	\$ 150.00
001 9007	\$ (122,486.84)

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001 9010	\$ (99,245.77)	001 9008	\$ 117,407.31
001 9013	\$ 1,930.12	001 9009	\$ 32,970.15
001 9014	\$ 3,714.17	001 9013	\$ 15,105.00
001 9015	\$ (3,363.51)	001 9015	\$ (1,820.84)
001 9016	\$ (15,495.82)	001 9016	\$ (11,969.63)
001 9017	\$ (73,633.39)	001 9017	\$ (14,979.99)
001 9018	\$ (30,483.88)	001 9018	\$ (30,483.88)
001 9019	\$ (55,151.18)	001 9019	\$ (55,151.18)
001 9020	\$ (37,459.25)	001 9020	\$ (10,298.86)
014 9011	\$ 11,436.07	014 9011	\$ 18,103.70
014 9012	\$ (68,688.47)	014 9012	\$ (15,853.69)
014 9013	\$ (3,476.78)	014 9096	\$ 22,007.04
014 9096	\$ (1,093.59)	018 9000	\$ 551.06
018 9000	\$ (12,827.54)	019 9010	\$ (25,000.00)
019 9010	\$ (23,391.07)	019 9015	\$ 500.00
019 9013	\$ (19,706.80)	019 9043	\$ (400.00)
019 9015	\$ 2.96	019 9044	\$ (2,250.00)
019 9029	\$ (3,408.08)	022 9000	\$ 3,336.00
019 9030	\$ (2,003.58)	022 9099	\$ 92.00
019 9043	\$ (400.00)	025 9019	\$ 6,472.29
019 9044	\$ (3,691.41)	026 9039	\$ 3,544,143.10
022 9000	\$ (17,439.49)	439 9051	\$ 12,257.72
022 9099	\$ (41.42)	439 9052	\$ (9,310.00)
025 9019	\$ 6,472.29	451 0000	\$ 7,200.00
026 9039	\$ 3,160,456.94	463 9814	\$ (361.39)
439 9046	\$ (122.37)	499 9082	\$ 6,503.61
439 9049	\$ (264.70)	499 9083	\$ 8,228.00
439 9050	\$ (1,449.00)	499 9713	\$ (25,979.18)
439 9051	\$ 7,441.97	499 9714	\$ (59,501.71)
439 9052	\$ (11,231.82)	499 9813	\$ 13,575.00
463 9814	\$ (361.39)	506 9012	\$ 5,198.16
499 9082	\$ 6,503.61	506 9014	\$ (249,843.80)
499 9083	\$ 8,228.00	506 9314	\$ (625.25)
499 9713	\$ (26,979.18)	516 9077	\$ (191,028.37)
499 9714	\$ (59,501.71)	516 9078	\$ (267,288.60)
499 9813	\$ (41,755.00)	551 9713	\$ (1,423.03)
506 9012	\$ 5,198.16	551 9714	\$ (3,715.64)
506 9014	\$ (249,843.80)	572 9040	\$ (79,036.87)
506 9314	\$ (625.25)	572 9060	\$ (18,001.52)
516 9077	\$ (228,106.91)	572 9069	\$ (7,317.70)
516 9078	\$ (268,728.60)	572 9070	\$ (8,334.11)
551 9713	\$ (4,093.43)	587 9097	\$ (42.65)
551 9714	\$ (3,715.64)	587 9098	\$ (1,754.41)
572 9040	\$ (79,036.87)	587 9913	\$ (972.03)
572 9060	\$ (18,535.87)	587 9914	\$ 531.82
572 9069	\$ (7,317.70)	590 9913	\$ (3,681.04)
572 9070	\$ (8,334.11)	590 9914	\$ (10,338.68)
587 9097	\$ (931.79)	599 9813	\$ (37,025.39)
587 9098	\$ (1,754.41)	599 9914	\$ (27,365.59)
587 9913	\$ (12,351.01)	Grand Total	\$ 3,343,778.28
587 9914	\$ 531.82		
590 9913	\$ (7,281.04)		
590 9914	\$ (10,338.68)		
599 9813	\$ (44,227.87)		

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599 9814	\$	(7,546.00)	
599 9914	\$	(27,365.59)	
Grand Total	\$	1,603,019.17	

- g. To authorize the Treasurer to make the following **Permanent Transfers**:

\$8,228.00 from General Fund (001 0000) to Parent Mentor (499 9083)  
 \$2,414.22 from General Fund (001 0000) to Transition Coordinators (001 9018)

- h. It is recommended that the Governing Board authorize the Treasurer to make **advances** from the General Fund (001-0000) to the following funds over the fiscal year end. (All to be re-paid in July/August 2014):

Lorain Digital Academy	001 9019	\$ 6,249.96
Alternative Ed Challenge	463 9814	\$ 820.45
State Support Team	499 9714	\$ 1,804.44
Teach Ohio	506 9014	\$13,382.86
ETPES	506 9314	\$ 4,183.62
IDEA	516 9078	\$81,405.64
LEP	551 9714	\$ 6,019.68
Title I Delinquent	572 9040	\$ 4,838.39
Early Childhood Spec. Ed	587 9098	\$ 1,074.84
Early Learning Discretionary	587 9914	\$11,002.53
OTES State Trainer	590 9914	\$ 1,039.05
SPDG	599 9914	\$14,782.68

- i. To authorize the Treasurer to accept and appropriate \$7,200 into fund 451 from eTech Ohio to be used towards internet access charges.

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

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

## SUPERINTENDENT'S REPORT

- 2013-2014 Annual Report
- Final review Serving Forward 2.0
- Organizational Chart

## SUPERINTENDENT'S RECOMMENDATIONS

### 1. GENERAL: 14-37

- a. To approve the Service Agreement between North Coast Council and the Educational Service Center of Lorain County, effective July 1, 2014 through June 30, 2015.
- b. To approve a contract with Wellington Exempted Village Schools for the purpose of providing Student Growth Measures/SL0 Training on June 5, 2014 at a cost of \$800.
- c. To enter into a contract with the Lorain Court of Common Pleas, Domestic Relations Division, for Attendance Officers to serve Avon, Clearview, Columbia, Firelands, Keystone and Midview Schools at a cost of \$37,070 for the 2014-2015 school year.
- d. To enter into a contract with the Lorain Court of Common Pleas, Domestic Relations Division, for Attendance Officers to serve Avon Lake, Oberlin, Sheffield/Sheffield Lake and Wellington Schools at a cost of \$37,070 for the 2014-2015 school year.
- e. To enter into a contract with Lorain County General Health District for nursing services at the Lorain County Academy at a total cost of \$2,250 and at the Early Learning Center at a total cost of \$5,300.

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- f. To approve a membership with Buckeye Association of School Administrators (BASA) for the 2014-2015 school year at a cost of \$1,165, to be paid through General Fund.
- g. To approve a contract with **Ryan Buzzard** to present Teacher Based Team Training with Martin Linder on June 19, 2014 at a cost of \$300, to be paid through SST2.
- h. To approve contracts for Occupational Therapy services with the following school districts: Amherst Exempted Village, Clearview Local, Columbia Local, Keystone Local and Midview Local schools for the 2014-2015 school year.
- i. To approve a contract with Griffith Paving to fill cracks, seal entire parking lot and re-stripe parking stalls at a total cost of \$8,420.
- j. To approve a contract with the Ohio Association of Administrators of State and Federal Education Programs (OAASFEP) for rent and supplies at a total cost of \$5,700.
- k. To authorize submitting an application to the Ohio Department of Education for FY 2014-15 Parent Mentor Project for the effective dates July 1, 2014 through June 30, 2015 in the amount of \$25,000.
- l. To approve the resolution previously approved by the Columbia Local Schools determining impracticality of transporting students to private schools.

Lois Von Gunten moved, seconded by Roger Sero that foregoing recommendations be approved.

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

## 2. PERSONNEL: 14-38

- a. To employ **Kristan Carter** as Occupational Therapist, on a 9-month contract, at Step 8 MA of the Teachers/SLP/Psychologists Salary schedule, effective 08/20/2014 through 07/31/2015.
- b. To employ **Anne Hamilton**, as part-time Educational Aide at the Early Learning Center, on a two year contract, not to exceed 24 hours per week, at Step 1 of the Educational Aide Salary schedule, effective 08/20/2014 through 07/31/2016. To be paid by submission of timesheets.
- c. To employ **Ann Klejka**, as part-time Educational Aide at the Early Learning Center, on a two year contract, not to exceed 24 hours per week, at Step 1 of the Educational Aide Salary schedule, effective 08/20/2014 through 07/31/2016. To be paid by submission of timesheets.
- d. To employ **Kristin Ott**, as part-time Educational Aide at the Early Learning Center, on a two year contract, not to exceed 24 hours per week, at Step 1 of the Educational Aide Salary schedule, effective 08/20/2014 through 07/31/2016. To be paid by submission of timesheets.
- e. To employ **Misty Tyree**, as part-time Educational Aide at the Early Learning Center, on a two year contract, not to exceed 24 hours per week, at Step 1 of the Educational Aide Salary schedule, effective 08/20/2014 through 07/31/2016. To be paid by submission of timesheets.
- f. To employ **Ann Mangan**, as Educational Aide at the Avon Preschool, on a two year contract, at Step 1 of the Educational Aide Salary schedule, for 177 days, 7.5 hours per day, effective 08/18/2014 through 07/31/2016. All costs to be paid by Avon Local Schools.

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- g. To employ **Joyce Kincaid**, as Guidance Counselor assigned to First Baptist Church & Christian Schools on a 10-month contract to be paid \$45.33 per hour by the submission of timesheets, not to exceed 375 hours, effective 08/05/2014 through 07/31/2015. All costs to be paid by Keystone Local Schools.
- h. To employ **Katie Knapp**, as a Curriculum Consultant, on a one-year contract, effective August 1, 2014 through July 31, 2015, at a daily rate of \$650, not to exceed 30 days. To be paid by submission of timesheets.
- i. To employ **Marcia Barnhart**, as a Curriculum Consultant, on a one-year contract, effective August 1, 2014 through July 31, 2015, at a daily rate of \$650, not to exceed 30 days. To be paid by submission of timesheets.
- j. To employ **Susan Davidson**, as Intervention Specialist, assigned to Avon Local Schools at Step 3 BA of the Teachers/SLP/Psychologists Salary schedule, 15 hours per week, on a one-year contract for the 2014-2015 school year. All costs to be paid by Avon Local Schools. For additional time worked beyond the regular day, she will be paid at her hourly rate through the submission of timesheets, not to exceed 24 hours.
- k. To approve reimbursement to **Barbara Conrad** for her Verizon data plan, not to exceed \$25 per month, beginning July 1, 2014 and charged to the respective budget account.
- l. To approve supplemental contracts for the following:
  - Deb Dennis**, Special Education Supervisor assigned to Avon Local, in the amount of \$1,750 for performance based incentive to be paid with the first payroll in August, 2014. All costs to be paid by Avon Local Schools.
  - Dave Miller**, Director Technology and Innovation, for 10 extended days from 06/16/2014 through 08/04/2014. To be paid at his per diem rate by submission of timesheets from NORT2H funds.
  - Mike Pennington**, Technology Integration Trainer, for 10 extended days from 06/16/2014 through 08/04/2014. To be paid at his per diem rate by submission of timesheets from NORT2H funds.
  - Judy Reinke**, Supervisor Early Childhood, for 10 extended days from June 16, 2014 through July 31, 2014. To be paid at her per diem rate by submission of timesheets.
  - Brent Susanjar** and **Justin Susanjar**, LDA Certified Teachers, for FY14 not to exceed 20 extra days each. To be paid at their daily rates by submission of timesheets. All costs to be paid by Lorain Digital Academy.
  - Laura Morahan**, Clerk assigned to Avon's Holy Trinity, on an hourly, as needed basis, at \$11.32 per hour not to exceed 15 hours, effective June 3, 2014 through August 21, 2014. To be paid by submission of timesheets and all costs to be paid by Avon Local Schools.
- m. To accept the resignation of **Sara Hearn**, Preschool Teacher assigned to the Elyria Preschool, effective July 31, 2014.
- n. To accept the resignation of **Kelly Lockhart**, School Psychologist assigned to Avon Lake City Schools, effective July 31, 2014.
- o. To approve out of state travel for **Cynthia Lemmerman** to attend the AVID Summer Institute in Indianapolis, IN on July 13-16, 2014, at a cost not to exceed \$1,300. To be paid by Lorain City Schools.
- p. To amend resolution #13-58(a) **Mike Pennington**, contract to run through July 31, 2014.

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- q. To amend resolution #14-12(b) **Cathy Bauer**, not to exceed 40 days.
- r. To amend resolution #14-12(c) to increase the travel reimbursement for **Jennifer Heim** in the amount of \$2,000 for the remainder of FY14, to be paid from her travel account.
- s. To establish salaries for staff members that are not on the salary schedules for the 2014-2015 contract year:

**2014-2015**

<b>NAME</b>		<b>EFF DATE</b>	<b>POSITION</b>
BIGIO, PABLO	\$28.28	8/1	Part-time Counselor Lorain Digital
CALHOUN, STEPHANIE	\$11.89	8/1	P.T. Project Secretary
DAVIS, THERESA	\$13.10	8/1	9mo Parent Mentor
DENNIS, DEBORA	\$91,035.00	8/1	Special Ed Director Avon 210 days
DICKERSON, IRENE	\$22.76	7/1	Payroll Consultant
DYKE, DENNIS	\$25.00	7/1	ESC Computer Technician
****ERWINE, MOIRA	\$89,848.00	8/1	Senior Director School Improvement/Prof. Develop.
FAZIO, JENNIFER	\$40,179.95	8/1	10mo Presch.Supv Av.Lk.
FINKLE, JULIE	\$9.18	7/1	P.T. Custodian - ELC
FOREMAN, KAREN	\$67.32	8/1	P.T. Post Secondary Transition Consult
FRIEDT, DR. GARY	\$87,098.00	8/1	Dir Pupil Serv/Spec Ed - Sheffield 225 days
**GILLIAM, MIKE	\$38,000.00	8/1	Supv Bldg/Ground/On-line Learning Amherst
HEBERLING, VADA	\$28.28	8/1	Teacher - Lorain Digital
HENDERSON, GRAHAM	\$72,162.00	8/1	Lorain County Academy Director
JAMIESON, CARL	\$40,602.00	8/1	Coord of Special Programs - Sheffield
*KAMINSKI, MARY LOU	\$88,537.00	8/1	12mo Gifted Supervisor
**LEMMERMAN, CYNTHIA	\$109,604.00	8/1	Curriculum Director - Lorain City
***LICHTENFELS, TRACEY	\$91,800.00	8/1	Sr. Direct SST Region 2
*****MILLER, KENDALL	\$82,769.00	8/1	Senior Director of Tech and Innovation
MONTAGUE, JAMIE	\$21.72	7/1	Homeschool Contact - Lorain Digital
MONTIJO, JASMINE	\$25,840.00	7/1	Lab Manager - Lorain Digital - 246 days 230 Days Special Ed. Supv Av.Lk
MURDOCK, DAN	\$81,830.00	8/1	+ \$ 1,000 for PhD
**ORSENO, JILL	\$79,634.00	8/1	12mo Treasurer
PAPA, CANDIA	\$13.10	8/1	9mo Parent Mentor
PENNINGTON, MIKE	\$63,240.00	8/1	Technology Integration Trainer
POZZI-ARREAGA, MIRIAM	\$23.23	7/1	Non-Cert Special Ed Liaison - LDA
#RING, GREG	\$130,050.00	8/1	12mo Superintendent
ROTH, SARAH	\$63,300.00	8/1	10mo Curriculum Supervisor - Wellington
RUSSELL, TANIKA	\$34,195.00	8/1	Special Ed Liaison - Lorain Digital
RUTLEDGE, AMY	\$42,937.00	7/1	Communications Coordinator - NR
SAEZ, YASMIN	\$28.28	8/1	Part-time Teacher - Lorain Digital
*SHANNON, DEB	\$47,667.00	7/1	12mo Executive Secretary
SHUMATE, KIM	\$23,144.40	8/1	Nurse Open Door 180 days 6 hrs per day
STEPHANCHICK, GAIL	\$48,318.00	7/1	Coord for Lorain Digital Academy
STEPHANCHICK, JESSICA	\$37,410.00	7/1	Lab Manager - Lorain Digital
SUSANJAR, BRENT	\$34,195.00	8/1	Teacher - Lorain Digital
SUSANJAR, JUSTIN	\$41,628.00	8/1	Teacher - Lorain Digital
*TEITELBAUM, MARY	\$67,333.00	8/1	9mo Psychologist – Amherst + \$ 1,000 for PhD
THORNE, KAREN	\$12.13	7/1	P.T. DH Data Clerk
WEBER, GRETCHAN	\$41,628.00	8/1	Teacher - Lorain Digital

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WEBER, JOHN	\$28.28	7/1	Technology Coordinator - Lorain Digital
***WEIDRICK, MARIJO	\$91,115.00	8/1	Senior Director Programs/Services
WEST, JAMES	\$37,740.00	8/1	Social Worker - Lorain City
WOTOWIEC, JAMES	\$31.00	8/1	Transition Coordinator - Wellington
WUENSCH, SCOTT	\$97,968.00	7/1	12mo Techn.Systems Admin - Av. Lk

\*On a salary schedule but past the maximum step due to revision of all salary schedules

\*\* 10% Retirement Board Paid

\*\*\* 2.5% Retirement Board Paid

\*\*\*\* 5.0% Retirement Board Paid

\*\*\*\*\*7.5 Retirement Board Paid

# Superintendent 100% board paid pick-up on pick-up

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

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

4. LERC BOARD OF DIRECTORS: 14-39

- a. To approve the minutes for the meeting of April 14, 2014.
- b. To approve the Fiscal Reports for the following Consortium Programs (April 2014): Insurance Life Insurance
- c. To approve the FY15 amended Insurance Rates.
- d. To establish the following Fiscal Agency Fee for FY15:  
Insurance .003 of Appropriations
- e. To approve HIPPA compliance services by Findley Davies.
- f. To approve a reduction in hours to maximum of 24 hours per week for the Insurance Coordinator, to be paid by submission of timesheets.

Roger Sero moved, seconded by Lois Von Gunten that foregoing recommendations be approved.

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

NEW BUSINESS

Special Board Meeting to be held on July 8, 2014 at 4:00 p.m.

ADJOURNMENT: 14-40

Roger Sero moved, seconded by Judy Maldonado that the meeting be adjourned at 4:55 p.m.

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

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President

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Treasurer