

RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: May 27, 2014

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Tuesday, May 27, 2014. The meeting was called to order by Mr. Kalina at 4:06 P.M.

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

HEARING FROM THE PUBLIC

None.

BOARD MEMBERS REPORTS

Superintendent's Evaluation

TREASURER'S REPORT

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

TREASURER'S RECOMMENDATIONS - 14-28

1. It is recommended that the Board approve:

- a. The minutes of the regular meeting of the Board held April 22, 2014.
- b. The financial report and condition of funds for April, 2014 as reviewed and read.
- c. Payment of April bills as described in the computer printout sheets.
- d. Investments as reviewed and read.

Roger Sero moved, seconded by Darrel Tyler that foregoing recommendations be approved.

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

SUPERINTENDENT'S REPORT

- New/Revised Board Policy
- Personnel

SUPERINTENDENT'S RECOMMENDATIONS

1. Resolution Strengthening the Thorough and Efficient Clause - 14-29

WHEREAS, the constitutional provision requiring the general assembly to secure a thorough and efficient system of common schools has held the state to a high standard for over 160 years, and

WHEREAS, Chad Readler, chair of the Education, Public Institutions & Miscellaneous and Local Government Committee of the Ohio Constitutional Modernization Commission, has proposed to remove the standard of thorough and efficient from the Ohio Constitution, and

WHEREAS, this would essentially remove any checks and balances that otherwise would be exercised by the judicial branch of government, be it therefore

RESOLVED, that the Educational Service Center of Lorain County declares vehement opposition to the removal of thorough and efficient from Article VI, section 2 of the Ohio Constitution, and be it further

RESOLVED, that the thorough and efficient clause be strengthened by adding a provision that each Ohio student shall have the fundamental right to high quality educational opportunities, and be it further

RESOLVED, that this resolution be forwarded to all members of the 130th General Assembly, the Governor, State Board of Education, State Superintendent of Public Instruction, other state officials and the media.

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

2. BOARD POLICY: 14-30

To adopt the following new and revised board policies:

New Policy 2111	Parent and Family Involvement
New Policy 2261.01	Parent Participation
Revised Policy 1540	Suspension of Administrative Contracts

Lois Von Gunten moved, seconded Darrel Tyler that foregoing recommendations be approved.

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

3. GENERAL: 14-31

- a. To approve the Memorandum of Understanding between the Ohio Development Services Agency and the Educational Service Center of Lorain County, effective January 1, 2014 through June 30, 2015.
- b. To approve a contract with Avon Local Schools for the purpose of providing Curriculum Mapping and Alignment Services on May 19, 2014 at a cost of \$800.
- c. To approve a contract with Constellation Schools for the purpose of providing curriculum services on August 15, 2014 at a cost of \$850.
- d. To approve the proposal from E-Rate Central to provide E-rate consulting services from July 1, 2014 through June 30, 2015 at a cost of \$5,000.
- e. To approve the one-year license with Modern Teacher for The Teacher as Architect Digital Resource Library from June 30, 2014 through June 30, 2015 at a cost of \$2,500.
- f. To approve an agreement with McGowan & Markling Co., L.P.A. to provide a School Law Hotline for the 2014-2015 school year with 10 pro bono hours of legal services and additional hours billed at a blended hourly rate.
- g. To approve a 3-year contract with Panda Security for anti-virus software, effective May 1, 2014 through April 30, 2017 at a total cost of \$12,100.36.
- h. To approve eSchoolView Web Hosting charges including maintenance and support, effective July 1, 2014 through June 30, 2015 at a cost of \$7,020.
- i. With Amherst Exempted Village, Avon Lake City, Avon Local, Clearview Local, Elyria City, Keystone Local, Lakewood City, and North Ridgeville City school districts in the E.S.C.L.C. sponsored Project SEARCH for the 2014-2015 academic school year. Cost will be \$12,000 per participating student to be billed monthly. Programs will be housed at Mercy Hospital in Lorain and Lorain County Community College in Elyria with transportation to be arranged through the respective school districts.
- j. To approve the purchase of 40 HP ProBook 650 laptop computers for use in the lab through ITSavvy LLC at an estimated cost of \$32,000. Purchase to be made half in FY15 and half in FY16.
- k. To approve the 2014-2015 school calendar for the Lorain County Academy.

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

4. PERSONNEL: 14-32

- a. To employ **Elizabeth Gutbrod** as an Occupational Therapist, on a 9-month contract at Step 10 BA+15 of the Teachers/SLP/Psychologists Salary Schedule, effective August 20, 2014 through July 31, 2015. Keystone Local Schools to be billed for 40% of the costs for this employee. (3 days a week at E.L.C. and 2 days a week at Keystone).
- b. To employ **Shannon Hogan** as an Occupational Therapist, on a 9-month contract at Step 5 MA of the Teachers/SLP/Psychologists Salary Schedule, effective August 20, 2014 through July 31, 2015.
- c. To employ **Jamie Maassen** as Coordinator of Special Needs/Supervisor of Special Education, on a 10-month contract at Step 18 of the Special Education Supervisors Salary Schedule, effective August 5, 2014 through July 31, 2016. Avon Lake City Schools to be billed 40% of the costs for this employee. (3 days a week at E.S.C. and 2 days a week at Avon Lake).
- d. To employ **Janet McGlugritch** as an Ohio Improvement Consultant (SST Region 2), effective June 2 through June 30, 2014, for up to 5 days

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- at her per diem rate \$264.28 per day, through the submission of timesheets with costs being paid out of SST funds.
- e. To employ **Janet McGlugritch** as an Ohio Improvement Consultant (SST Region 2), on a 12-month contract at Step 9 of the General Ed. Supervisors/Coordinators/Psychologists Salary Schedule, effective August 1, 2014 through July 31, 2015 with all costs being paid out of SST funds.
 - f. To employ **Mary Clare Becker** as a Speech and Language Pathologist assigned to Avon Local Schools, on a 9-month contract at Step 0 MA of the Teachers/SLP/Psychologists Salary Schedule, effective August 20, 2014 through July 31, 2015.
 - g. To employ **Robin Wallace**, part-time Social Worker for the Oberlin City Schools, pending licensure approval, at \$35 per hour to be paid by submission of timesheets, effective for the 2014-2015 school year. All costs to be billed to Oberlin City Schools.
 - h. To employ **James West** as a School Based Social Worker assigned to Lorain City Schools, pending licensure approval, on a one year 10-month contract, effective August 5, 2014 through July 31, 2015. All costs to be billed to Lorain City Schools.
 - i. To employ **Mary Clare Becker**, Speech and Language Pathologist, to work for the Avon Extended School Year (ESY), effective July 29 thru August 15, 2014, not to exceed 30 hours. To be paid \$24.09 per hour by the submission of timesheets. All costs to be paid by Avon Local Schools.
 - j. To employ **Tori Carrier, Jessica Faris, Kevin Marlow, Amanda Spinney** and **Julie Wilmer**, as Teachers to provide services to special needs students to maintain their skills throughout the Extended School Year Program, effective June 16 through July 11, 2014, at a rate of \$100 per day to be paid by submission of timesheets. All costs to be paid through the ESY fund.
 - k. To employ **Theresa Andorka, Nancy Bastian, David Gibbs, Anne Hamilton, Jeanetta Newton** and **Jane Spinney** as Aides to provide services to special needs students to maintain their skills throughout the Extended School Year Program, effective June 16 thru July 11, 2014, at a rate of \$33 per day to be paid by submission of timesheets. All costs to be paid through the ESY fund.
 - l. To employ **Kathy Thompson** as a Speech Therapist for the Extended School Year Program, effective June 16 through July 11, 2014, at \$50 per hour to be paid through submission of timesheets. All costs to be paid through the ESY fund.
 - m. To approve **Lisha Nasipak** to work part-time not to exceed 24 hours per week by submission of timesheets for the month of June 2014 per her request and the LERC Board approval at its May 12, 2014 meeting.
 - n. To approve supplemental contracts for the following:
 - Christen Bates-Schon**, to serve as Psychologist for the Vermilion Local Schools, effective for the 2014-2015 school year for 40 days at her daily rate. All costs to be paid by Vermilion Local Schools
 - Julie Coughlin**, Secretary, on an as needed basis, to cover for absences and vacations, effective June 16 thru August 4, 2014, to be paid at her per diem rate \$119.37 by submission of timesheets.
 - Daniel Murdock**, Director Pupil Services/Special Education for the Avon Lake City Schools, in the amount of \$8,685, effective for the 2014-2015 contract year. All costs to be paid by Avon Lake City Schools.

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To approve supplemental contracts for additional work hours outside of the regular school day for Avon Preschool staff: **Mary Abfall, Jennifer Arnold, Stephanie Beck, JoAnne Doran, Marla Ford, Linda Greene, Maria Greszler, Kathryn Hall, Elizabeth Koscho, Lois Krause, Debra Poprocki, Brandi Rush, Donna Pickett, Jessica Talbott, Stacy Vrbancic and Julia Wilmer**, effective for the 2014-2015 school year. Additional hours will be paid at their hourly rate through the submission of timesheets, not to exceed 24 hours per staff member. All costs to be paid by Avon Local Schools.

To approve a supplemental contract for additional work hours outside of the regular school day for Avon Preschool staff member **Mary Clare Becker**, effective for the 2014-2015 school year. Additional hours will be paid at her hourly rate through the submission of timesheets not to exceed 40 hours. All costs to be paid by Avon Local Schools.

Kathy Rohde, Psychologist for six (6) additional days as needed per supervisor request, for the 2014-2015 school year, to be paid through the submission of timesheets.

Judy Skoczen, as developer and principal for the Extended School Year Program, effective January 1 thru August 1, 2014, in the amount of \$6,000, to be paid in three (\$2,000) installments in May, June and August, 2014 through submission of timesheets. All costs to be paid through the ESY fund.

Lynne Jones Knapp, Speech and Language Pathologist for a total of 10 additional days, from August 1, 2014 thru July 31, 2015, to be paid at her per diem rate through the submission of timesheets with costs being paid from the Early Learning Center funds.

Lori Kissling, Preschool Secretary to perform any secretarial duties as needed by ESY (Extended School Year), EMIS deadlines and summer registrations of preschool students during the time when staff is not in the building. Salary to be paid through the submission of timesheets at her hourly rate \$13.86, not to exceed \$2,000 (\$1,000 from ESY Program and \$1,000 from Early Learning Center), effective June 16 through August 4, 2014.

Polly Onderko, Computer Technician for up to 15 additional days at her current per diem rate \$170.91, to assist with technology needs for the E.S.C. of Lorain County, effective June 16 thru August 4, 2014 and to be paid through submission of timesheets.

- o. To adjust the salary of **Monique Rinehart**, Administrative Assistant to the Superintendent, due to revised job description and additional duties, to Step 18 for FY15.
- p. To amend resolution #14-24 to allow **Lisha Nasipak** to work part-time, not to exceed 24 hours per week by submission of timesheets. This is Lisha's request and LERC Board approved at its May 12, 2014 meeting.
- q. To non-renew the contract of **Marianne Churko**, Preschool Teacher for the 2014-2015 school year pursuant to Board Policy 3142.
- r. To accept the resignation of **Jill Henes**, Intervention Specialist assigned to the Early Learning Center, Effective July 31, 2014.
- s. To accept the resignation of **Kristin Sprague**, Speech and Language Pathologist assigned to Avon Local Schools, effective July 31, 2014.
- t. To accept the resignation/retirement of **Judy Reinke**, Supervisor Early Childhood Program, effective July 31, 2014.
- u. To accept the resignation of **Peggy Hamilton**, Project SEARCH Teacher, effective July 31, 2014.

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- v. To approve out of state travel for **Dave Miller** to attend the ISTE Conference in Atlanta, GA on June 28 through July 2, 2014 at a cost not to exceed \$3,000, to be paid out of NORT2H funds.
- w. To approve out of state travel for **Barb Conrad** to attend the 2014 ASHA National Convention in Orlando, FL on November 18-23, 2014 at a cost not to exceed \$2,700, to be paid out of her travel allowance.
- x. To approve a travel allowance for **Janet McGlugritch**, not to exceed \$1,000 through June 30, 2014.
- y. To approve the following salary schedules for the 2014-2015 contract year for classified and certified staff.

**SALARY SCHEDULE 2014-2015
CUSTODIAN**

<u>STEP</u>	<u>12 MOS</u>
0	\$27,406
1	\$28,229
2	\$29,075
3	\$29,948
4	\$30,846
5	\$31,771
6	\$32,725
7	\$33,706
8	\$34,718
9	\$35,759
10	\$36,832
11	\$37,753
12	\$38,696
13	\$39,664
14	\$40,655
15	\$41,672
16	\$42,505
17	\$43,355
18	\$44,222
19	\$45,107
20	\$46,009

10 YEARS WITH EDUCATIONAL SERVICE CENTER - \$300.00
 15 YEARS WITH EDUCATIONAL SERVICE CENTER - \$400.00
 20 YEARS WITH EDUCATIONAL SERVICE CENTER - \$500.00
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**SALARY SCHEDULE A 2014-15
TEACHERS AND SPEECH/LANGUAGE
PATHOLOGISTS/PSYCHOLOGISTS**
(Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>
0	33,636	34,981	36,384	37,837	39,351
1	34,645	36,031	37,476	38,972	40,531
2	35,684	37,112	38,600	40,141	41,747
3	36,755	38,225	39,758	41,346	43,000
4	37,858	39,372	40,951	42,586	44,290
5	38,993	40,553	42,179	43,864	45,618
6	40,163	41,770	43,445	45,180	46,987
7	41,368	43,023	44,748	46,535	48,397
8	42,609	44,313	46,090	47,931	49,848
9	43,887	45,643	47,473	49,369	51,344
10	45,204	47,012	48,897	50,850	52,884
11	46,334	48,187	50,120	52,121	54,206
12	47,492	49,392	51,373	53,424	55,561
13	48,680	50,627	52,657	54,760	56,950
14	49,897	51,893	53,973	56,129	58,374
15	51,144	53,190	55,323	57,532	59,834
16	52,167	54,254	56,429	58,683	61,030
17	53,210	55,339	57,558	59,856	62,251
18	54,275	56,446	58,709	61,054	63,496
19	55,360	57,575	59,883	62,275	64,766
20	56,467	58,726	61,081	63,520	66,061

LONGEVITY

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**SALARY SCHEDULE 2014-15
SPECIAL ED SUPERVISORS / PRE-SCHOOL SUPERVISOR
SPEECH SUPERVISOR**

(Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>10 MO/MS</u>	<u>12 MO/MS</u>
0	45,642	56,245
1	47,011	57,932
2	48,421	59,670
3	49,874	61,460
4	51,370	63,304
5	52,911	65,203
6	54,499	67,159
7	56,134	69,174
8	57,818	71,249
9	59,552	73,386
10	61,339	75,588
11	62,872	77,478
12	64,444	79,415
13	66,055	81,400
14	67,707	83,435
15	69,399	85,521
16	70,787	87,231
17	72,203	88,976
18	73,647	90,755
19	75,120	92,570
20	76,622	94,422

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LONGEVITY

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**SALARY SCHEDULE B 2014-15
 GENERAL ED SUPERVISORS/COORDINATORS/PSYCHOLOGISTS
 GIFTED SUPERVISOR and TRANSITION
 COORDINATORS**

(Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>10 MO/MS</u>	<u>12 MO/MS</u>
0	42,736	52,664
1	44,018	54,244
2	45,339	55,871
3	46,699	57,547
4	48,100	59,273
5	49,543	61,052
6	51,029	62,883
7	52,560	64,770
8	54,137	66,713
9	55,761	68,714
10	57,434	70,776
11	58,870	72,545
12	60,341	74,359
13	61,850	76,218
14	63,396	78,123
15	64,981	80,076
16	66,281	81,678
17	67,606	83,311
18	68,958	84,977
19	70,338	86,677
20	71,744	88,411

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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 2014-15
EXECUTIVE SECRETARY/ASST. TO THE TREASURER
 (Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>12 MOS.</u>
0	24,929
1	25,677
2	26,447
3	27,240
4	28,058
5	28,899
6	29,766
7	30,659
8	31,579
9	32,526
10	33,502
11	34,340
12	35,198
13	36,078
14	36,980
15	37,905
16	38,663
17	39,436
18	40,225
19	41,029
20	41,850

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SALARY SCHEDULE 2014-15
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	17,149	21,132
1	17,663	21,766
2	18,193	22,419
3	18,739	23,092
4	19,301	23,785
5	19,880	24,498
6	20,477	25,233
7	21,091	25,990
8	21,724	26,770
9	22,375	27,573
10	23,047	28,400
11	23,623	29,110
12	24,213	29,838
13	24,819	30,584
14	25,439	31,349
15	26,075	32,132
16	26,597	32,775
17	27,128	33,430
18	27,671	34,099
19	28,224	34,781
20	28,789	35,477

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Part-time
 Secretary 9.15 per hour
 Clerk-Aide 8.41 per hour

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**COMPUTER TECHNICIANS/PROJECT COORDINATOR
 SALARY SCHEDULE
 2014-2015**

<u>STEP</u>	<u>BACHELORS</u>	<u>ASSOCIATES</u>	<u>NON-DEGREE</u>	<u>10 MO. NON- DEGREE</u>
0	35,319	33,553	31,787	\$ 25,795
1	36,378	34,559	32,740	\$ 26,569
2	37,470	35,596	33,723	\$ 27,366
3	38,594	36,664	34,734	\$ 28,187
4	39,751	37,764	35,776	\$ 29,032
5	40,944	38,897	36,850	\$ 29,903
6	42,172	40,064	37,955	\$ 30,800
7	43,438	41,266	39,094	\$ 31,724
8	44,741	42,504	40,267	\$ 32,676
9	46,083	43,779	41,475	\$ 33,656
10	47,465	45,092	42,719	\$ 34,666
11	48,652	46,219	43,787	\$ 35,533
12	49,868	47,375	44,881	\$ 36,421
13	51,115	48,559	46,004	\$ 37,331
14	52,393	49,773	47,154	\$ 38,265
15	53,703	51,018	48,332	\$ 39,221
16	54,777	52,038	49,299	\$ 40,006
17	55,872	53,079	50,285	\$ 40,806
18	56,990	54,140	51,291	\$ 41,622
19	58,130	55,223	52,317	\$ 42,454
20	59,292	56,328	53,363	\$ 43,728

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**EDUCATIONAL AIDE
SALARY SCHEDULE
2014-2015**

<u>STEP</u>	<u>HOURLY RATE</u>
0	8.80
1	9.06
2	9.33
3	9.61
4	9.90
5	10.20
6	10.50
7	10.82
8	11.14
9	11.48
10	11.82
11	12.12
12	12.42
13	12.73
14	13.05
15	13.38
16	13.64
17	13.92
18	14.19
19	14.48
20	14.77

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**EDUCATIONAL AIDE
LORAIN COUNTY ACADEMY AIDE
2014-2015**

<u>STEP</u>	<u>HOURLY RATE</u>
0	12.90
1	13.28
2	13.68
3	14.09
4	14.52
5	14.95
6	15.40
7	15.86
8	16.34
9	16.83
10	17.33
11	17.77
12	18.21
13	18.67
14	19.13
15	19.61
16	20.00
17	20.40
18	20.81
19	21.23
20	21.65

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LERC
SALARY SCHEDULE 2014-15
INSURANCE AND WELLNESS COORDINATOR
 (Steps do not necessarily equal years of experience)

<u>STEP</u>	<u>12 MOS</u>
0	36,071
1	37,153
2	38,268
3	39,416
4	40,598
5	41,816
6	43,071
7	44,363
8	45,694
9	47,065
10	48,477
11	49,689
12	50,931
13	52,204
14	53,509
15	54,847
16	55,944
17	57,063
18	58,204
19	59,368
20	60,555

LONGEVITY

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 25 YEARS WITH EDUCATIONAL SERVICE CENTER - \$750.00

- z. To approve the following insurance rates for the Educational Service Center of Lorain County, effective July 1, 2014 thru June 30, 2015:

	Rate	Bd. Share	Employee
Medical & Prescription (S)	\$ 550.58	\$ 484.51	\$ 66.07
Medical & Prescription (F)	1,376.46	1,211.29	165.17
Dental (S)	\$ 40.49	\$ 35.63	\$ 4.86
Dental (F)	107.31	94.43	12.88
Vision (S)	\$ 4.67	\$ 4.11	\$.56
Vision (F)	12.38	10.89	1.49
Total (S)	\$ 595.74	\$ 524.25	\$ 71.49
Total (F)	1,496.15	1,316.61	179.54

RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Educational Service Center of Lorain County Governing Board

Held: Elyria, Ohio

Date: May 27, 2014

- aa. To employ **Molly Johnson** as an Occupational Therapist, on a 9-month contract at Step 8 MA of the Teachers/SLP/Psychologists Salary Schedule, effective August 20, 2014 thru July 31, 2015.
- bb. To amend resolution #14-24(m) to increase the additional time worked by **Jennifer Arnold** not to exceed 77 hours for the 2013-2014 school year.

Darrel Tyler moved, seconded by Judy Maldonado that foregoing recommendations be approved.

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

5. LERC BOARD OF DIRECTORS: 14-33

- a. To approve the minutes for the meeting of March 10, 2014.
- b. To approve the Fiscal Reports for the following Consortium Programs (March, 2014): Insurance Life Insurance
- c. To approve the revised job description for the Insurance Supervisor as written.
- d. To employ **Lisha Nasipak** as Insurance and Wellness Coordinator, effective July 1, 2014 for a one year at Step 2 of the Insurance and Wellness Coordinator Salary Schedule.
- e. To table the motion to allow same-sex spouses who were legally married to be treated the same as if they were a heterosexual couple and have the same rights to coverage as if LERC was an ERISA plan.
- f. To approve the insurance rates presented by Findley Davies with a one month holiday in December.
- g. To approve the EAP contract with Impact from July 1, 2014 through June 30, 2015.
- h. To approve the contract with Medical Mutual from July 1, 2014 through June 30, 2015.

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

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

NEW BUSINESS

None.

ADJOURNMENT - 14-34

Roger Sero moved, seconded by Darrel Tyler that the meeting be adjourned at 4:55 pm.

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

President

Treasurer