

**LAKE COUNTY EDUCATIONAL SERVICE CENTER  
GOVERNING BOARD  
REGULAR MEETING**

Tuesday, December 6, 2016 Technology Learning Center, 5:00 p.m.

**Minutes**

**Call to Order** 5:00 p.m.

**Roll Call:**

Board Members: Mrs. Jean Brush, Dr. Susan Culotta, Dr. Brian Kolkowski, and Mr. Erik Walter

Absent: Mr. Geoff Kent

Staff Present: Dr. Brian Bontempo, Mrs. Sherry Williamson, Ms. Deb Burke, Mrs. Tippi Foley, Mrs. Julie O'Neil, Mrs. Denise Hunt, Mrs. Jovette Hiltunen, Mr. Tim Hamman and Ms. Victoria Bryant

Guest: Domenic Paolo, Fairport Harbor Exempted Village Schools, Superintendent

**16-127 Treasurer Recommendations**

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to approve the following items.

**Board Minutes** and recording of the regular meeting of the Board held on November 1, 2016.

**Gifts, Donations, and Grants** to the Lake Count ESC, The Lake Academy, Kennedy Academy, LEAD:

A donation of \$100.00 to The Lake Academy from Mr. & Mrs. Matthew Johanson and The Lubrizol Corporation.

A donation of \$500.00 to The Lake Academy from The Lubrizol Corporation.

A donation of \$500.00 to The Lake Academy from First Church Congregational.

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried**.

**Render Financial Reports**

ORC 3313.29-The treasurer shall render a statement to the Board and to the superintendent of the school district, monthly, or more often if required, showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, the balances remaining in each appropriation, and the assets and liabilities of the school district. The financial statements for the period ending October 31, 2016 are hereby rendered and include: Financial Summary, Appropriations Report, Check Register, and Bank Reconciliation. (Exhibit Financials)

**No Action Required.**

**16-128 Resolution to Approve Organizational Meeting**

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to approve the resolution to set, date, time and place of annual meeting, 2017. In accordance with ORC 3313.14, the Governing Board of an Educational Service Center is required to hold an annual meeting referred to as the "Organizational Meeting" during the month of January. The Lake County Educational Service Center will hold its Organizational Meeting at the Auburn Career Center, Technology Learning Center on January 5, 2017 at 5:45 p.m. conditioned upon Auburn Career Center Organizational Meeting date. An alternate date of January 10, 2017 was approved, if necessary.

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried.**

**16-129 Resolution to Elect President Pro Tempore**

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to elect a President Pro Tempore. The Governing Board of an Educational Service Center is required to elect one of its own members to serve as President Pro Tempore at its Organizational Meeting. The member elected to this position is to chair the election of the President: Mr. Geoff Kent, President Pro Tempore and Mrs. Jean Brush, Alternate.

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried.**

**16-130 Resolution to Approve the 3319.845 2016-2017 School Year Program Interdistrict Agreements**

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to approve the following 3319.845 2016-2017 School Year program Interdistrict agreements:

I.) Euclid City SD (EXHIBIT 845 ECSD PROGRAMS)

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried.**

**16-131 Resolution to Approve the 3319.845 2016-2017 School Year Human Resource Interdistrict Agreements**

A motion was made by Dr. Kolkowski and seconded by Dr. Culotta to approve the following 3319.845 2016-2017 School Year Human Resources Interdistrict agreements:

I.) Mayfield City SD (EXHIBIT 845 MCSD HR)

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried.**

**16-132 Resolution to Approve the following Personnel Contract Items**

A motion was made by Mr. Walter and seconded by Dr. Kolkowski to approve the following personnel contract items: Amendments, New Employees, Renewals, Separations, Supplementals, Substitutes, and Summer positions. (EXHIBIT HUMAN RESOURCES)

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried.**

**16-133 Resolution to Approve Eligible Bus Drivers and Subs for Districts**

A motion was made by Dr. Kolkowski and seconded by Dr. Culotta to approve eligible Bus Drivers and Substitutes for districts. (EXHIBIT DISTRICT PERSONNEL)

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried.**

**Board Policies and/Bylaws (Exhibit Policies) – First Reading****Volume 34 No. 2**

<b>Policy: 2452</b>	<b>Disclosure of Security Policy and Crime Statistics (Clery Act)</b>
<b>2460.03</b>	<b>Independent Educational Evaluations</b>
<b>4162</b>	<b>Drug and Alcohol Testing of CDL License Holders</b>
<b>1130/3113/4113</b>	<b>Conflict Of Interest</b>
<b>5200</b>	<b>Attendance</b>
<b>5223</b>	<b>Released Time for Religious Instruction</b>
<b>5320</b>	<b>Immunization</b>
<b>5330.03</b>	<b>Procurement and Use of Asthma Inhalers in Emergency Situations</b>
<b>6550</b>	<b>Travel Payment &amp; Reimbursement</b>
<b>6110</b>	<b>Grant Funds</b>
<b>6111</b>	<b>Internal Controls</b>
<b>6112</b>	<b>Cash Management of Grants</b>
<b>6114</b>	<b>Cost Principles – Spending Federal Funds</b>
<b>6116</b>	<b>Time and Effort Reporting</b>
<b>6325</b>	<b>Procurement – Federal Grants/Funds</b>
<b>7300</b>	<b>Disposition of Real Property/Personal Property</b>
<b>7310</b>	<b>Disposition of Surplus Property</b>
<b>7450</b>	<b>Property Inventory</b>
<b>8500</b>	<b>Food Services</b>

**Volume 35 No. 1**

<b>Policy: 0100</b>	<b>Definitions</b>
<b>0167.1</b>	<b>Use of Electronic Mail/Text Messages</b>
<b>0169.2</b>	<b>Open Meetings/Sunshine Law</b>
<b>1619/3419/4419</b>	<b>Group Health Plans</b>
<b>1619.01/3419.01/4419.01</b>	<b>Privacy Protections of Fully Insured Group Health Plans</b>
<b>1619.02/3419.02/4419.02</b>	<b>Privacy Protections of Fully Insured Group Health Plans</b>
<b>1619.03/3419.03/4419.03</b>	<b>Patient Protection and Affordable Care Act</b>
<b>2460</b>	<b>Special Education</b>
<b>5330.02</b>	<b>Procurement and Use of Epinephrine Auto Injectors in Emergency Situations</b>
<b>5830</b>	<b>Student Fund-Raising</b>
<b>6605</b>	<b>Crowdfunding</b>
<b>6700</b>	<b>Fair labor Standards Act (FLSA)</b>
<b>8330</b>	<b>Student Records</b>
<b>9700</b>	<b>Relations with Special Interest Groups</b>
<b>District Requested Policy</b>	
<b>Policy: 1200</b>	<b>Administrator Ethics</b>
<b>1415</b>	<b>Severance</b>
<b>1630.01/3430.01/4430.01</b>	<b>FMLA</b>
<b>3216/4216</b>	<b>Staff Dress and Grooming</b>
<b>3415</b>	<b>Severance</b>
<b>3420/4420</b>	<b>Health Insurance Benefit</b>

3433/4433	Vacation
4210	Staff Ethics
4415	Severance
4440	Job Related Expenses
5511	Dress and Grooming
6460	Vendor Relations
8510	Wellness

**No Action Required.**

### **Other Reports:**

Julie O'Neil gave an update of the 2016-2017 Special Education and other ESC Programs Participation numbers.

Tippi Foley gave a Board update of the 2016-2017 Preschool enrollment numbers.

Domenic Paolo, Superintendent of Fairport Harbor Exempted Village Schools, shared the "Hooked on Education" project with the Board.

### **16-134 Adjourn**

A motion was made by Mr. Walter and seconded by Dr. Kolkowski to adjourn the meeting at 6:05 p.m.

#### **Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Dr. Kolkowski and Mr. Walter

Nays: None

President declared the **motion carried.**

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**President**

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**Treasurer**

**This meeting was audio taped and may be requested by contacting the Treasurer.  
Next Regular Board Meeting, January 5, 2017, 5:45 p.m. at Technology Learning Center.**