

**LAKE COUNTY EDUCATIONAL SERVICE CENTER
GOVERNING BOARD**

ORGANIZATIONAL MEETING

Auburn Career Center

January 13, 2015

5:45 p.m.

Our Mission: To excel in providing innovative programs and quality services that add value to our educational community.

Minutes

Roll Call:

Present: Mrs. Jean Brush, Dr. Susan Culotta, Mr. Geoffrey Kent, Dr. Brian Kolkowski and Mr. Erik Walter

Also Present: Dr. Brian Bontempo, Mrs. Sherry Williamson and Ms. Debra Burke

15-001 Election of President

President Pro Temp Mrs. Brush requested nominations from the floor.

Mr. Walter nominated Dr. Kolkowski for Board President for 2015.

A motion was made by Mrs. Brush and seconded by Mr. Kent to close the nominations and elect Dr. Kolkowski as President.

Roll Call:

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

Nays: None

President declared the **motion carried**

15-002 Election of Vice President

President Dr. Kolkowski requested nominations from the floor.

Mr. Walter nominated Mrs. Brush for Board Vice President for 2015.

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to close the nominations and elect Mrs. Brush as Vice President.

Roll Call:

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

Nays: None

President declared the **motion carried**.

15-003 Resignation of (Anthony Podojil) Auburn Career Center Board

A motion was made by Mrs. Brush and seconded by Mr. Walter to approve the resolution approving the resignation of Anthony Podojil from the Auburn Career Center Board. (EXHIBIT PODOJIL) Dr. Kolkowski thanked Mr. Podojil for his years of service on the Board of Education.

Roll Call:

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

Nays: None

President declared the **motion carried**.

15-004 Appointment (Dr. Susan Culotta) to Auburn Career Center Board

A motion was made by Mr. Walter and seconded by Mr. Kent that pursuant to O.R.C. 3311.19, Susan Culotta meets qualifications as demonstrated in (EXHIBIT ACC APPT) to fill the vacancy created by the resignation of Anthony Podojil. The term will expire on December 31, 2016.

Roll Call:

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

Nays: None

President declared the **motion carried**.

15-005 Time, Date and Place for Regular Meetings:

A motion was made by Mr. Walter and seconded by Mrs. Brush to establish Auburn Career Center as the meeting site at 5:45 p.m. as follows:

February 3, 2015

March 3, 2015

April 15, 2015

May 5, 2015

June 2, 2015

June 30, 2015

August 4, 2015

September 1, 2015

October 6, 2015

November 4, 2015 - (Nov 3 is election day)

December 1, 2015

Exceptions may occur when a majority of the membership may be out of town or otherwise not available.

Roll Call:

Ayes: Mr. Kent, Dr. Kolkowski, Mr. Walter, Mrs. Brush and Dr. Culotta
Nays: None
President declared the **motion carried**.

15-006 Standing Authorizations for 2015.

A motion was made by Mrs. Brush and seconded by Mr. Kent to approve the following authorizations for the expedient operation of the district in 2015:

1. Authorize the treasurer to secure advances from the county auditor when funds are available and payable to the school district.
2. Authorize the treasurer to invest active and interim funds at the most productive interest rates when active or interim funds are available.
3. Authorize the treasurer to renew liability insurance for the Lake County ESC.
4. Authorize the treasurer to purchase position bonds for the Superintendent, Board President, and Board Vice President in the amount of \$70,000 each.
5. Authorize the treasurer to purchase a position bond for the Treasurer in the amount of \$250,000.
6. Authorize the treasurer to advertise for bids as specified by law.
7. Authorize the treasurer to increase appropriations as needed with Board approval at next meeting.
8. Authorize treasurer to pay all bills within the limits of the appropriations as bills are received and after merchandise has been received in acceptable condition or services have been completed to satisfaction.
9. Authorize the superintendent or designee to administer all federal programs in compliance with local, state, and federal regulations (required by state and federal regulations).
10. Authorize the superintendent to employ, assign, and pay persons for openings as they occur on an as-needed basis in order to assure smooth, safe, and efficient transition of certificated and classified personnel without undue delay.
Recommendation for approval at next Governing Board meeting.
11. Authorize the superintendent or designee to approve conference leave for all employees per Board policy.
12. Authorize the superintendent and treasurer to attend professional meetings.
13. Authorize the superintendent or designee to be the Hearing Officer for Discipline Hearing.
14. Authorize the superintendent or designee to sell/discard all textbooks, materials, supplies, library books, films/filmstrips, and equipment due to age, condition, and/or beyond repair.
15. Approve legal counsel of Britton, Smith, Peters and Kalail and/or Charles Coulson, County Prosecutor, and/or McGown and Markling, and/or Walter

Haverfield as a legal counsel option. The Board President, Superintendent, and Treasurer or their designees are authorized to seek legal counsel as needed.

16. Authorize the superintendent or designee to serve as the contracting agent.
17. Establish a service fund of \$2,500 for travel and miscellaneous expenses incurred by Board members in their duty as Board members.
18. Authorize the Treasurer to sign payroll and accounts payable checks for all funds in the calendar year 2015.
19. Authorize the Superintendent to approve the Annual Membership Renewal for 2015 to Ohio Educational Service Center (OESCA), approx. cost: \$7,500, and any other memberships for the ESC and/or SST under \$3,000 each.

Roll Call:

Ayes: Dr. Kolkowski, Mr. Walter, Mrs. Brush, Dr. Culotta and Mr. Kent
Nays: None

President Declared Motion Carried

15-007 OSBA Membership Renewal

A motion was made by Mrs. Brush and seconded by Mr. Kent to authorize the Superintendent to approve the Annual Membership Renewal for 2015 to Ohio School Boards Association (OSBA), approx. cost: \$3,500.

Roll Call:

Ayes: Mr. Walter, Mrs. Brush, Dr. Culotta, Mr. Kent and Dr. Kolkowski
Nays: None
President declared the **motion carried**.

15-008 Alliance for High Quality Education Membership

A motion was made by Mr. Kent and seconded by Mrs. Brush to authorize the Superintendent to approve the Annual Membership Renewal for 2015 to Alliance for High Quality Education, approx. cost \$3,500.

Roll Call:

Ayes: Mrs. Brush, Dr. Culotta, Mr. Kent, Dr. Kolkowski and Mr. Walter
Nays: None
President declared the **motion carried**.

15-009 Committee Appointments by Board President for 2015

A motion was made by Mr. Kent and seconded by Mrs. Brush to approve the following committee appointments by Board President for 2015:

| | |
|----------------------------------|---------------------|
| Legislative Liaison (OSBA): | Mr. Geoffrey Kent |
| Tax Abatement Representative: | Dr. Brian Kolkowski |
| Finance/Business Representative: | Mrs. Jean Brush |
| Facilities Representative: | Mr. Geoffrey Kent |
| Personnel Representative: | Dr. Susan Culotta |

Roll Call:

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

Nays: None

President declared the **motion carried**.

15-010 Adjourn Organizational Meeting

A motion was made by Mr. Walter and seconded by Mr. Kent to adjourn the meeting at 5:54 p.m.

Roll Call:

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

Nays: None

President declared the **motion carried**.

President

Treasurer

The meeting was audio taped.