

**LAKE COUNTY EDUCATIONAL SERVICE CENTER
GOVERNING BOARD**

ORGANIZATIONAL MEETING

Thursday, January 5, 2017, Technology Learning Center, 5:45 p.m.

Minutes

Call to Order by President Pro Tem, Geoffrey Kent at 5:45 p.m.

Roll Call:

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

Staff Present: Dr. Brian Bontempo, Mrs. Sherry Williamson and Victoria Bryant

Guests: None

17-01 Nomination of Board President

A motion was made by Mrs. Brush and seconded by Mr. Walter to nominate Mr. Geoffrey Kent as Board President for 2017 and to close nominations.

Roll Call:

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

Nays: None

President declared the **motion carried.**

17-02 Election of Board President

A motion was made by Mrs. Brush and seconded by Mr. Walter to elect Mr. Geoffrey Kent as Board President for 2017.

Roll Call:

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

Nays: None

President declared the **motion carried.**

17-03 Nomination of Board Vice President

A motion was made by Mr. Walter and seconded by Dr. Kolkowski to nominate Mrs. Jean Brush as Board Vice President for 2017 and to close nominations.

Roll Call:

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

Nays: None

President declared the **motion carried**.

17-04 Election of Board Vice President

A motion was made by Mr. Kent and seconded by Dr. Kolkowski to elect Mrs. Jean Brush as Board Vice President for 2017.

Roll Call:

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

Nays: None

President declared the **motion carried**.

17-05 Approve the Time, Date and Place for Regular Meetings 2017

A motion was made by Dr. Kolkowski and seconded by Mr. Brush to approve the following times, date and place of the regular Board Meetings for 2017:

Auburn Career Center, Technology Learning Center as the meeting site at 5:45 p.m. as follows:

February 7, 2017
 March 7, 2017
 April 4, 2017
 May 2, 2017
 June 6, 2017
 *June 27, 2017

August 1, 2017
 September 5, 2017
 October 3, 2017
 November 14, 2017
 December 5, 2017

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

Roll Call:

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

Nays: None

President declared the **motion carried**.

17-06 Approve the Following Standing Authorizations

A motion was made by Mr. Walter and seconded by Mrs. Brush to approve the following standing authorizations with recommended changes so that the business of the Lake County ESC may be done expediently:

- a. Authorize the treasurer to secure advances from the county auditor when funds are available and payable to the school district.
- b. Authorize the treasurer to invest active and interim funds at the most productive interest rates when active or interim funds are available.

- c. Authorize the treasurer to renew liability insurance for the Lake County ESC.
- d. Authorize the treasurer to purchase position bonds for the Superintendent, Board President, and Board Vice President in the amount of \$70,000 each.
- e. Authorize the treasurer to purchase a position bond for the treasurer in the amount of \$250,000.
- f. Authorize the treasurer to advertise for bids as specified by law.
- g. Authorize the treasurer to increase appropriations as needed with Board approval at next meeting.
- h. 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.
- i. Authorize the superintendent or designee to administer all federal programs in compliance with local, state, and federal regulations (required by state and federal regulations).
- j. 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.
- k. Authorize the superintendent or designee to approve conference leave for all employees per Board policy.
- l. Authorize the superintendent and treasurer to attend professional meetings.
- m. Authorize the superintendent or designee to be the Hearing Officer for Discipline Hearing.
- n. 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.
- o. Approve Smith, Peters and Kalail, Charles Coulson, County Prosecutor, McGowen and Markling and Walter Haverfield as legal counsel options. The Board President, Superintendent, and Treasurer or their designees are authorized to seek legal counsel as needed.
- p. Authorize the superintendent or designee to serve as the contracting agent.
- q. Establish a service fund of \$2,500 for travel and miscellaneous expenses incurred by Board members in their duty as Board members.
- r. Authorize the Treasurer to sign payroll and accounts payable checks for all funds in the calendar year 2017.
- s. Authorize the Superintendent to approve the Annual Membership Renewal for 2017 to Ohio Educational Service Center Association (OESCA), approx. cost: \$7,500, the Annual Membership Renewal for 2017 to Alliance for High Quality Education, approx. cost: \$3,500, and any other memberships for the ESC and/or SST under \$3,000 each.
- t. Designate The News Herald as the official newspaper.

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- u. Authorize a member to serve as delegate to the Ohio School Boards Association Annual conference.

Roll Call:

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

Nays: None

President declared the motion carried.

17-07 Approve Annual Membership for 2017 to OSBA

A motion was made by Mr. Walter and seconded by Mrs. Brush to approve the Annual Membership Renewal for 2017 to Ohio School Boards Association (OSBA), cost: \$3,224 and 2017 Legal Assistance Fund, cost: \$250.00.

Roll Call:

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

Nays: None

President declared the motion carried..

17-08 Committee appointments by Board President for 2017

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to approve the following Committee appointments by the Board President for 2017. (No Committee shall consist of more than two (2) Board Members).

Legislative Liaison (OSBA): Geoffrey Kent

Tax Abatement Representative: Brian Kolkowski

Finance/Business Representative: Erik Walter

Facilities Representative: Jean Brush

Personnel Representative: Susan Culotta

Roll Call:

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

Nays: None

President declared the motion carried.

17-09 Adjourn

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to adjourn the meeting at 5:58 p.m.

Roll Call:

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

Nays: None

President declared the motion carried.



President



Treasurer

