

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

Thursday, January 5, 2017, Technology Learning Center, 5:59 p.m.

**Minutes**

**Call to Order** 6:00 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 Ms. Victoria Bryant

**17-10      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 December 6, 2016.

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

- A donation of \$100.00 to The Lake Academy from Mrs. Margaret Barb.
- A donation of school supplies valued at \$100.00 to The Lake Academy from Mrs. Jean Brush.
- A grant to the Lake County Educational Service Center from the Cleveland Foundation in the amount of \$55,000.00.

**Roll Call:**

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

Nays: None

Abstain: Mr. Kent

President declared the **motion carried**.

**17-11      Resolution to Approve Tax Budget FY 2017-2018**

A motion was made by Dr. Kolkowski and seconded by Mrs. Brush to approve the Tax Budget for FY 2017 – 2018. The Lake County Auditor has provided a summary form of budget resulting from amendments to the ORC related to tax budgets. (EXHIBIT TAX BUDGET)

**Roll Call:**

Ayes: Mrs. Brush, Dr. Culotta, Mr. Kent, 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 November 30, 2016 are hereby rendered and include Financial Summary, Appropriations Report, Check Register, and Bank Reconciliation. (Exhibit Financials)

**No Action Required.**

**17-12 Resolution to Approve Affiliation Agreement with Kelly Minnick**

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to approve an affiliation agreement for an intern to work with Kelly Minnick, Nutrition Services Director. (Exhibit Affiliation Agreement)

**Roll Call:**

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

Nays: None

President declared the motion carried.

**17-13 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, Supplementals, Substitutes, Separations, and summer positions. (EXHIBIT HUMAN RESOURCES)

**Roll Call:**

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

Nays: None

President declared the motion carried.

**17-14 Resolution to approve Eligible Bus Driver and Substitutes**

A motion was made by Dr. Kolkowski and seconded by Mrs. Brush to approve eligible bus drivers and substitutes for districts. (EXHIBIT DISTRICT PERSONNEL)

**Roll Call:**

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

Nays: None

President declared the motion carried

**17-15 Board Policies and/Bylaws (Exhibit Policies) – Second Reading**

A motion was made by Dr. Kolkowski and seconded by Dr. Culotta to approve the following board policies and bylaws:

**Volume 34 No. 2****Policy: 2452****(Clery Act)****2460.03****4162****1130/3113/4113****5200****5223****5320****5330.03****6550****6110****6111****6112****6114****6116****6325****7300****7310****7450****8500****Disclosure of Security Policy and Crime Statistics****Independent Educational Evaluations****Drug and Alcohol Testing of CDL License Holders****Conflict Of Interest****Attendance****Released Time for Religious Instruction****Immunization****Procurement and Use of Asthma Inhalers in Emergency Situations****Travel Payment & Reimbursement****Grant Funds****Internal Controls****Cash Management of Grants****Cost Principles – Spending Federal Funds****Time and Effort Reporting****Procurement – Federal Grants/Funds****Disposition of Real Property/Personal Property****Disposition of Surplus Property****Property Inventory****Food Services****Volume 35 No. 1****Policy: 0100****0167.1****0169.2****Definitions****Use of Electronic Mail/Text Messages****Open Meetings/Sunshine Law****1619/3419/4419****1619.01/3419.01/4419.01****Health Plans****1619.02/3419.02/4419.02****Health Plans****1619.03/3419.03/4419.03****2460****Group Health Plans****Privacy Protections of Fully Insured Group****Privacy Protections of Fully Insured Group****Patient Protection and Affordable Care Act****Special Education**

5330.02	Procurement and Use of Epinephrine Auto Injectors in Emergency Situations
5830	Student Fund-Raising
6605	Crowdfunding
6700	Fair labor Standards Act (FLSA)
8330	Student Records
9700	Relations with Special Interest Groups
District Requested Policy	
Policy: 1200	Administrator Ethics
1415	Severance
1630.01/3430.01/4430.01	FMLA
3216/4216	Staff Dress and Grooming
3415	Severance
3420/4420	Health Insurance Benefit
3433/4433	Vacation
4210	Staff Ethics
4415	Severance
4440	Job Related Expenses
5511	Dress and Grooming
6460	Vendor Relations
8510	Wellness

**Roll Call:**

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

Nays: None

President declared the motion carried.

**17-16 Adjourn**

A motion was made by Mr. Walter and Dr. Culotta to adjourn the meeting at 6:56 p.m.

**Roll Call:**

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

Nays: None

President declared the motion carried.

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President

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Treasurer

Next Special Board Meeting, Tuesday, January 26<sup>th</sup>, 5: 45 p.m. at the Technology Learning Center  
Next Regular Board Meeting, Tuesday, February 7<sup>nd</sup>, 5:45 p.m. at Technology Learning Center



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