

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

Thursday, January 17, 2019, Technology Learning Center, 5:45 p.m.

Minutes

Call to Order 5:45 p.m.

Roll Call:

Board Members: Mrs. Jean Brush, Dr. Susan Culotta, and Mr. Geoffrey Kent

Mr. Walter arrived at 5:54 p.m.

Staff Present: Mrs. Jennifer Felker and Mrs. Sherry Williamson

19-12 Treasurer Recommendations

A motion was made by Dr. Culotta and seconded by Mrs. Brush to approve the following items.

Board Minutes and Recording of the regular meeting of the Board held on December 4, 2018, special meetings of the Board held on December 13, 2018, and December 27, 2018.

Gift and Donations:

A donation of a membership in the Eastern Lake County Chambers of Commerce to The Lake Academy from Mr. John Weiss.

A donation of \$500 to The Lake Academy from the First Church Congregational Women's Fellowship.

A donation of \$1,000 for the Lake County Spelling Bee from the Lubrizol Corporation.

Roll Call:

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

Nays: None

President declared the **motion carried**.

***Lake County Educational Service Center received the 2018 Ohio Auditor of State Award for the 6th year.**

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, 2018 are hereby rendered and include Financial Summary, Appropriations Report, Check Register, and Bank Reconciliation. (Exhibit Financials)

No Action Required.

19-13 Executive Session

A motion was made by Mr. Walter and seconded by Dr. Culotta that pursuant to Ohio Revised Code Section 121.22(G) (1), to adjourn to executive session at 5:58 p.m. for the purpose of considering the employment of public employee or employees.

Roll Call:

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

Nays: None

President declared the **motion carried**.

Return to Public Session at 6:50 p.m.

SUPERINTENDENT'S REPORT

- Future Vision
- Press Release
- Timeline for Move
- Board Vacancy – Timeline & Process: January 29, 2019 @ 5:45 p.m.

19-14 Approve the Following Standing Authorizations

A motion was made by Mr. Walter and seconded by Mr. Kent to approve the following standing authorizations as recommended 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 Treasurer to sign payroll and accounts payable checks for all funds in the calendar year 2019.
- j. Authorize the treasurer or designee to administer all federal programs in compliance with local, state, and federal regulations (required by state and federal regulations).

- k. Authorize treasurer to open bank accounts as needed.
- l. 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.
- m. Authorize the superintendent or designee to approve conference leave for all employees per Board policy.
- n. Authorize the superintendent and treasurer to attend professional meetings.
- o. Authorize the superintendent or designee to be the Hearing Officer for Discipline Hearing.
- p. 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.
- q. Approve D.K. Smith Law, LLC, Charles Coulson, County Prosecutor, McGowen and Markling, as legal counsel options. The Board President, Superintendent, and Treasurer or their designees are authorized to seek legal counsel as needed.
- r. Authorize the Superintendent to serve as the purchasing agent for the Lake County ESC and to spend a maximum of \$10,000 without prior approval of the Board. [Policy #6320]
- s. Establish a service fund of \$2,500 for travel and miscellaneous expenses incurred by Board members in their duty as Board members.
- t. Authorize the Superintendent to approve the Annual Membership Renewal for 2019 to Ohio Educational Service Center Association (OESCA), approx. cost: \$7,500, the Annual Membership Renewal for 2019 to Alliance for High Quality Education, approx. cost: \$3,500, and any other memberships for the ESC and/or SST under \$3,000 each.
- u. Designate The News Herald as the official newspaper.
- v. Designate JP Morgan Chase as the official depository.
- w. Set the mileage reimbursement rate for 2019 at the IRS approved rate.
- x. Set the rate at for providing copies of materials to individuals upon request.
- y. Set the rate at \$.10 per page and \$10.00 per CD/DVD/Flash Drive for providing copies of materials to individuals upon request. [Policy 8310]
- z. Authorize the Superintendent to approve the Annual Membership Renewal for 2019 to Ohio School Boards Association (OSBA), cost: \$3,401 and 2019 Legal Assistance Fund, Cost: \$250.00.

Roll Call:

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

Nays: None

President declared the **motion carried**.

19-15 Resolution to Approve the following changes to the established 2019 Regular Board meeting dates:

A motion was made by Mr. Walter and seconded by Mr. Kent to approve the following changes to the established 2019 Regular Board meeting dates:

From September 4, 2019, 5:45 p.m. to September 3, 2019, 5:45 p.m.

From October 2, 2019, 5:45 p.m. to October 1, 2019, 5:45 p.m.

Roll Call:

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

Nays: None

President declared the **motion carried**.

19-16 Committee appointments by Board President for 2019

A motion was made by Dr. Culotta and seconded by Mrs. Brush to approve the following Committee appointments by the Board President for 2019. (No Committee shall consist of more than two (2) Board Members).

Legislative Liaison (OSBA): Geoffrey Kent

Tax Abatement Representative: TBD – Appointed Governing Board Member

Finance/Business Representative: Erik Walter

Facilities Representative: Jean Brush

Personnel Representative: Susan Culotta

Roll Call:

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

Nays: None

President declared the **motion carried**.

19-17 Resolution to Approve a Contract with Geauga County ESC

A motion was made by Mrs. Brush and seconded by Mr. Kent to approve a contract with Geauga County ESC to provide Speech/Language Pathologist services for the 2018-2019 school year. (EXHIBIT SLP CONTRACT)

Roll Call:

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

Nays: None

President declared the **motion carried**.

19-18 Resolution to Approve a Contract with Geauga County ESC

A motion was made by Dr. Culotta and seconded by Mrs. Brush to approve a contract with Geauga County ESC to provide Visual Impaired services for the 2018-2019 school year. (EXHIBIT VI CONTRACT)

Roll Call:

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

Nays: None

President declared the **motion carried**

19-19 Resolution to approve Personnel Contract Items

A motion was made by Mr. Walter and seconded by Mrs. Brush 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, and Mr. Walter

Nays: None

President declared the **motion carried.**

19-20 Adjourn

A motion was made by Mr. Walter and seconded by Mrs. Brush to adjourn the meeting at 7:07 p.m.

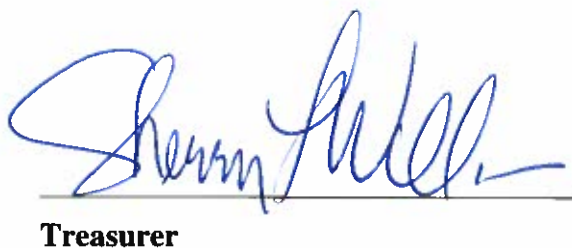
Roll Call:

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

Nays: None

President declared the **motion carried.**



President

Treasurer

Next Regular Board Meeting, Tuesday, February 5th, 5:45 p.m. at Technology Learning Center