

**LAKE COUNTY EDUCATIONAL SERVICE CENTER
GOVERNING BOARD**

ORGANIZATIONAL MEETING

Tuesday, January 5, 2016, Technology Learning Center, 5:45 p.m.

Minutes

Call to Order by President Pro Tem, Jean Brush at 5:45 p.m.

Mrs. Williamson administered the Oath of Office to the newly elected Board Members: Jean Brush, Susan Culotta, and Brian Kolkowski per ORC 3313.10.

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, Victoria Bryant and Ms. Deb Burke

Guests: None

16-01 Election of Board President

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to close nominations and elect Geoffrey Kent as Board President.

Roll Call:

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

Nays: None

President declared the **motion carried.**

16-02 Election of Board Vice President

A motion was made by Mr. Kent and seconded by Dr. Culotta to close nominations and elect Jean Brush as Board Vice President.

Roll Call:

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

Nays: None

President declared the **motion carried.**

16-03 Approve the Time, Date and Place for Regular Meetings 2016

A motion was made by Mrs. Brush and seconded by Mr. Walter to approve the following times, date and place of the regular Board Meetings for 2016:

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

Tuesday, January 5th	Tuesday, June 28th *
Tuesday, February 2nd	Tuesday, August 2nd
Tuesday, March 1st	Tuesday, September 6th
Tuesday, April 5th	Tuesday, October 4th
Tuesday, May 3rd	Tuesday, November 1st
Tuesday, June 7th	Tuesday, December 6th

*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**.

16-04 Approve the Following Standing Authorizations

A motion was made by Dr. Kolkowski and seconded by Dr. Culotta 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 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 legal counsel of Smith, Peters and Kalail and/or Charles Coulson, County Prosecutor, and/or McGowen 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.
- 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 2016.
- s. Authorize the Superintendent to approve the Annual Membership Renewal for 2016 to Ohio Educational Service Center Association (OESCA), approx. cost: \$7,500, and any other memberships for the ESC and/or SST under \$3,000 each.
- t. Designate The News Herald as the official newspaper.
- u. 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**.

16-05 Approve Annual Membership for 2016 to OSBA

A motion was made by Mrs. Brush and seconded by Mr. Kent to approve the Annual Membership Renewal for 2016 to Ohio School Boards Association (OSBA), cost: \$3,103.00.

Roll Call:

Ayes: None

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

President declared the **motion failed by unanimous vote**.

16-06 Approve Annual Membership for 2016 to Alliance for High Quality Education

A motion was made by Dr. Kolkowski and seconded by Mr. Walter to approve the Annual Membership Renewal for 2016 to Alliance for High Quality Education, approx. cost: \$3,500.00.

Roll Call:

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

Nays: None

President declared the **motion carried**.

16-07 Committee appointments by Board President for 2016

A motion was made by Mr. Walter and seconded by Dr. Kolowski to approve the following Committee appointments by the Board President for 2016. (No Committee shall consist of more than two (2) Board Members).

Legislative Liaison (OSBA): Brian Kolowski and Geoffrey Kent

Finance/Business Representative: Erik Walter and Geoffrey Kent

Facilities Representative: Jean Brush and Geoffrey Kent

Roll Call:

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

Nays: None

President declared the **motion carried**.

16-08 Adjourn

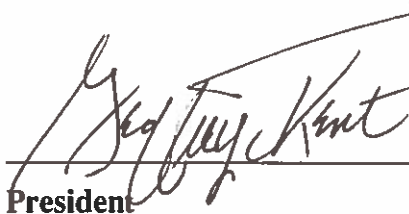
A motion was made by Mr. Walter and seconded by Dr. Kolkowski to adjourn the meeting at 5:55 p.m.

Roll Call:

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

Nays: None

President declared the **motion carried**.



President

Treasurer