January 14, 2019

The Organizational Meeting and Regular Meeting of the Trumbull County Educational Service Center were held on January 14, 2019 at the Board Office.

Mr. Jeff Dreves was appointed President Pro-tem to preside over this Organizational Meeting by Resolution #18-247 at the December 10, 2018 Regular Governing Board Meeting.

Mr. Jeff Dreves, President Pro-tem, called the meeting to order at 4:00 p.m. followed by attendance roll call. Members present were: Mr. Donald Bishop and Mrs. Denise Domhoff. Mr. William Holland and Mr. Allen Ryan were absent. Also present were Michael Hanshaw, Superintendent: Robert Marino, Ed. D, Assistant Superintendent; Bryan O'Hara, Director of Curriculum and Instruction; Kathleen Vilsack, Director of Pupi! Services; Lori Simione, CPA, Treasurer; Carlotta Sheets, Supervisor, Department of Human Resources and Communications: and Christopher Hubinsky, Technology Administrator.

ORGANIZATIONAL MEETING

ELECTION OF PRESIDENT

The President Pro-tem declared the floor open for nominations for the office of President. Mr. Dreves nominated Mr. Bishop for the position of President of the Governing Board for 2019, Second by Mrs. Domhoff. There were no additional nominations.

Mr. Bishop 19-01 Roll Call on nominations: Mr. Dreves

Mrs. Domhoff -Mr. Bishop Mr. Bishop Mr. Bishop

The Treasurer declares Mr. Bishop as President of the Governing Board for 2019.

ELECTION OF VICE PRESIDENT

The President Pro-tem declared the floor open for nominations for the office of Vice President. Mr. Bishop nominated Mr. Dreves for the position of Vice President of the Governing Board for 2019. Second by Mrs. Domhoff. There were no additional nominations.

19-02 Motion by Mr. Bishop, Second by Mrs. Domhoff to close nominations for Vice-President.

> Mr. Dreves Roll Call on nominations: Mr. Bishop

> > Mrs. Domhoff -Mr. Dreves Mr. Dreves Mr. Dreves

The Treasurer declares Mr. Dreves as Vice President of the Governing Board for 2019.

President Mr. Bishop assumed the floor.

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

January 14, 2019

	SET 2019 GOVERNING BOARD MEETINGS AND DATES
19-03	Motion by Mrs. Domhoff, Second by Mr. Dreves to set the Regular Meeting dates, times, and places for 2019 as presented.
	Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop - ayes. Motion Carried.
	APPOINT LEGISLATIVE LIAISON
19-04	Motion by Mr. Bishop, Second by Mrs. Domhoff to appoint Mr. Ryan as Legislative Liaison for the Governing Board for 2019.
	Roll Call: Mr. Bishop, Mrs. Domhoff, Mr. Dreves - ayes. Motion Carried.
	TREASURER/SUPERINTENDENT AUTHORITY
19-05	Motion by Mrs. Domhoff, Second by Mr. Dreves to grant the Treasurer the authority to pay bills as they become due.
	Roll Call: Mrs. Domhoff, Mr. Dreves. Mr. Bishop - ayes. Motion Carried.
19-06	Motion by Mrs. Domhoff, Second by Mr. Dreves to appoint the Superintendent as the purchasing agent for the Educational Service Center
	Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop – ayes. Motion Carried.
19-07	Motion by Mr. Dreves, Second by Mrs. Domhoff to authorize the Superintendent to employ personnel as needed with such employment to be presented for approval by the Governing Board at the next regular meeting.
	Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried
	REGULAR BOARD MEETING
	APPROVAL OF FINANCIAL REPORTS
19-08	Motion by Mr. Dreves, Second by Mrs. Domhoff to approve the financial reports presented by the Treasurer as of December 31, 2018.
	Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried
	APPROVAL OF MINUTES
19-09	Motion by Mrs. Domhoff, Second by Mr. Dreves to approve the minutes of the December 10, 2018 Regular Board Meeting.
	Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop - ayes. Motion Carried

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

January 14, 2019

APPROPRIATIONS

19-10 Motion by Mr. Dreves, Second by Mrs. Domhoff to approve an adjustment in appropriations as follows:

Fund Description Appropriation Adjustment Appropriation S22,657.60 \$1.628.20 \$24.285.80 Additional allocation Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop – ayes, Motion Carried.

CONTRACTS AND AGREEMENTS

19-11 Motion by Mr. Dreves, Second by Mrs. Domhoff to approve a presenter agreement with the Trumbull County Educational Service Center and Amie Dean, Educational Strategies Unlimited for professional development services.

Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried.

CLASSIFIED ADMINISTRATIVE - EMPLOYMENT

19-12 Motion by Mrs. Domhoff, Second by Mr. Dreves to employ **Denise Cano as Accounting Support Specialist** on a prorated one year contract
effective December 18, 2018 through July 31, 2019 at a prorated salary of
\$33,968,03.

Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop - ayes. Motion Carried.

SUPERINTENDENT'S RECOMMENDATIONS

NEW BUSINESS

NEOMIN

19-13 Motion by Mr. Dreves, Second by Mrs. Domhoff acting solely as fiscal agent for NEOMIN and at the recommendation of the NEOMIN Governing Board approve a one year, prorated contract for **Sharon Texter** effective January 7, 2019 through June 30, 2019 at a prorated salary of \$45,000.00.

Roll Call: Mr. Dreves. Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried.

19-14 Motion by Mr. Dreves, Second by Mrs. Domhoff acting solely as fiscal agent for NEOMIN and at the recommendation of the NEOMIN Governing Board approve a one year, prorated contract for Sara Hosni effective January 14, 2019 through June 30, 2019 at a prorated salary of \$43,000.00.

Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried.

CLASSIFIED - EMPLOYMENT

Motion by Mr. Dreves, Second by Mrs. Domhoff to employ the following as secretary, as listed below.

Name # of Days Effective Date Salary

January 14, 2019

Cheri Wireman 260 January 14, 2019 \$17.42 per hour

Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried.

CLASSIFIED - RESIGNATION

19-16 Motion by Mrs. Domhoff, Second by Mr. Dreves to accept the resignation of the following, as listed below.

Name	<u>Position</u>	Effective Date
Denise Cano	Secretary	December 18, 2018
Cheri Wireman	Classroom Assistant	January 11, 2019

Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop - ayes. Motion Carried.

<u>CLASSIFIED – SUPPLEMENTAL & LIMITED CONTRACT – EMPLOYMENT</u>

19-17 Motion by Mrs. Domhoff, Second by Mr. Dreves to employ Cheri Wireman as Substitute Caller effective January 21, 2019 at a prorated salary of \$6,000.00.

Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop – ayes. Motion Carried.

<u>CLASSIFIED SUPPLEMENTAL & LIMITED CONTRACT – RESIGNATION</u>

19-18 Motion by Mr. Dreves, Second by Mrs. Domhoff to accept the resignation of **Denise Cano** as **Substitute Caller** effective January 18, 2019.

Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried.

CERTIFIED - EMPLOYMENT

19-19 Motion by Mr. Dreves, Second by Mrs. Domhoff to employ the following as Home Instructors effective December 17, 2018, as listed below.

<u>Name</u>	# of Days	<u>Salary</u>
Linda Conway	As Needed	\$21.00 per hour
Lucas Stucke	As Needed	\$21.00 per hour

Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop - ayes. Motion Carried.

ADMINISTRATIVE RESIGNATION

19-20 Motion by Mrs. Domhoff, Second by Mr. Dreves to accept the retirement of William Flanagan, Pupil Services Supervisor School Psychology effective July 31, 2019.

Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop – ayes. Motion Carried.

SUBSTITUTES

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

January 14, 2019

19-21	Motion by Mrs. Domhoff, Second by Mr. Dreves to employ the additional list of substitutes on an as needed basis effective January 1, 2019.
	Roll Call: Mrs. Domhoff. Mr. Dreves, Mr. Bishop – ayes. Motion Carried.
	EMPLOYEE HANDBOOK
19-22	Motion by Mr. Dreves, Second by Mrs. Domhoff to approve the Employee Handbook.
	Roll Call: Mr. Dreves, Mrs. Domhoff, Mr. Bishop – ayes. Motion Carried.
	<u>ITEMS OF INTEREST</u>
	1st Reading Policy Updates
	EXECUTIVE SESSION
19-23	Motion by Mrs. Domhoff, Second by Mr. Dreves to enter into an Executive Session at 4:10 to discuss matters related to negotiations.
	Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop - ayes. Motion Carried.
	Return to regular session at 4:20.
	ADJOURN
19-24	Motion by Mrs. Domhoff, Second by Mr. Dreves to adjourn the 2019 Organizational Meeting and the Regular Meeting at 4:20 p.m.
	Roll Call: Mrs. Domhoff, Mr. Dreves, Mr. Bishop- ayes. Motion Carried.
	Date Approved Board President
	Attest:
	Treasurer