

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

November 19, 2018

The Regular Meeting of the Trumbull County Educational Service Center was held on November 19, 2018, at the Board Office.

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

Mr. Dreves arrives at 4:02 p.m.

APPROVAL OF FINANCIAL REPORTS

18-215 Motion by Mr. Holland, Second by Mr. Dreves to approve the financial reports presented by the Treasurer as of October 31, 2018.

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

APPROVAL OF MINUTES

18-216 Motion by Mrs. Domhoff, Second by Mr. Holland to approve the minutes of the October 15, 2018 Regular Board Meeting.

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

TREASURER'S RECOMMENDATIONS

APPROPRIATIONS

18-217 Motion by Mr. Holland, Second by Mr. Dreves to approve an adjustment in appropriations as follows:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>ORIGINAL APPROPRIATION</u>	<u>ADJUSTMENT</u>	<u>ADJUSTED APPROPRIATION</u>	
001	GENERAL	\$19,193,557.06	\$51,750.00	\$19,245,307.06	Budget Adjustment
451	DATA COMMUNICATION	\$0.00	\$1,800.00	\$1,800.00	Grant allocation
499	PSYCH INTERN	\$58,627.44	\$580.48	\$59,207.92	Additional allocation
599	STRIVING READERS GRANT	\$400,000.00	\$400,000.00	\$800,000.00	New allocation

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

CONTRACTS AND AGREEMENTS

18-218 Motion by Mr. Dreves, Second by Mrs. Domhoff to approve contract between the Trumbull County Educational Service Center and J Casas and Associates for professional services on August 1, 2019.

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

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

November 19, 2018

18-219 Motion by Mr. Holland, Second by Mr. Dreves to approve a contract between the Trumbull County Educational Service Center and Keys to Literacy, LLC for professional development programs and training for the Striving Readers Grant.

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

18-220 Motion by Mr. Holland, Second Mr. Dreves to approve a contract between the Trumbull County Educational Service Center and Constance Moores to provide Orientation & Mobility services effective October 1, 2018 to June 30, 2019.

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

18-221 Motion by Mr. Ryan, Second by Mrs. Domhoff to approve Shared Services contracts with the following districts:

Champion	Lakeview
Joseph Badger	Mathews
LaBrac	Newton Falls

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

LETTERS OF UNDERSTANDING

182-222 Motion by Mr. Holland, Second by Mr. Dreves to approve a letter of understanding between the Trumbull County Educational Service Center and the Ohio Department of Rehabilitation & Correction.

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

MEMORANDUM OF UNDERSTANDING

18-223 Motion by Mr. Dreves, Second by Mr. Holland to approve a Memorandum of Understanding with the following school districts for advertising and promotion:

Champion	Liberty
Joseph Badger	Mathews
Lakeview	TCTC

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

SUPERINTENDENT'S RECOMMENDATIONS

NEW BUSINESS – PERSONNEL MATTERS

TECHNOLOGY – RESIGNATION

18-224 Motion by Mrs. Domhoff, Second by Mr. Holland to accept the resignation of Stephen Rouan, Technician effective November 21, 2018.

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

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

November 19, 2018

CERTIFIED – UNPAID LEAVE OF ABSENCE

18-225 Motion by Mr. Dreves, Second by Mr. Holland to approve an unpaid leave of absence for **Sarah Zuzik, School Psychologist** beginning December 11, 2018 until doctor's release.

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

CERTIFIED – INCREASE IN DAYS

18-226 Motion by Mrs. Domhoff, Second by Mr. Ryan to approve an increase in days for the following employees effective November 1, 2018.

Name	Position	# of Contract Days	Salary
Flanagan, William	Substitute School Psychologist	Up to 40 days	Daily Rate
Miller, Shannon	Substitute School Psychologist	Up to 15 days	Daily Rate
Palmer, Kelli	School Psychologist	Up to 35 additional days	Daily Rate, up to 20 days paid by Liberty Local

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

AMENDED JOB DESCRIPTION

18-227 Motion by Mr. Holland, Second by Mr. Ryan to abolish the position of Fund Accounting Administrator, effective 01/01/2019 and to approve the new job description for an Accounting Support Administrator, the amended job description for the Assistant Treasurer/Fiscal Analyst, and the accompanying salary schedule effective 01/01/2019.

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

SUBSTITUTES

18-228 Motion by Mr. Dreves, Second by Mr. Holland to employ the additional list of substitutes on an as needed basis effective November 01, 2018.

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

EXECUTIVE SESSION

18-229 Motion by Mr. Holland, Second by Mr. Dreves to enter into an **Executive Session** at 4:15 p.m. for the purpose of discussing the compensation of public employees and preparing for negotiations.

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

The Board returned to Regular Session at 4:25 p.m.

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November 19, 2018

ADJOURN

18-230

Motion by Mr. Holland, Second by Mr. Dreves to adjourn this meeting at 4:30 p.m.

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

Date Approved

Board President

Attest: _____

Treasurer