



**REGULAR MEETING AT
TRUMBULL COUNTY EDUCATIONAL
SERVICE CENTER
JUNE 28, 2024
9:00 A.M.
AGENDA**

ROUTINE MATTERS

1. Call meeting to order.
2. Pledge of Allegiance.
3. Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

EXECUTIVE SESSION

4. Motion by _____, seconded by _____ to enter into **Executive Session** at _____.

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

The Board and its committees and subcommittees reserve the right to enter into executive session solely to discuss one (1) or more of the following issues that are exempt from public sessions:

- ☒ consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or official
- ☐ investigation of charges or complaints against a public employee, official, licensee, or student unless such employee, official, licensee or student requests a public meeting; except that consideration of the discipline of a Board member for conduct related to the performance of his/her duties or his/her removal from office shall not be held in executive session
- ☐ consideration of the purchase of property for public purposes, or sale or other disposition of unneeded, obsolete, unfit for use property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest
- ☐ discussion, with the Board's legal counsel, of disputes involving the Board that are the subject of pending or imminent court action
- ☐ preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment
- ☐ matters required to be confidential by Federal law or regulations or State statutes

☐

specialized details of security arrangements and emergency response protocols where disclosure might reveal information that could jeopardize the Center's security

☐

consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

1. the information is directly related to a request for economic development assistance that is to be provided or administered under one of the statutes referenced in R.C. 121.22(G)(8)(1), or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project, and
2. a unanimous quorum of the Board or its subcommittee determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project

No official action may be taken in executive session. R.C. 121.22

Return to regular session: _____

5. Public Participation

6. Legislative Report

7. Recommend the Governing Board approve the Financial Reports presented by the Treasurer as of May 31, 2024. (See attached - green)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

8. Recommend the Governing Board approve the minutes of the May 13, 2024 Regular Board Meeting. (See attached – green)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

TREASURER'S RECOMMENDATIONS

FINAL APPROPRIATIONS AND ESTIMATED RECEIPTS FOR FY 2024

9. Recommend the Governing Board approve the final appropriations and estimated receipts for FY 2024 as attached.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

TEMPORARY APPROPRIATIONS FOR FY 2025

10. Recommend the Governing Board approve the temporary appropriations for FY 2025 as attached.
(See attached – green)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

CONTRACTS AND AGREEMENTS

11. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Pymatuning Valley to provide a Gifted Teacher and Gifted Supervision. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

12. Recommend the Governing Board approve a one year agreement between the Trumbull County Educational Service Center and Best Life Therapy to provide in-person Speech Therapy for the 2024 - 2025 school year. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

13. Recommend the Governing Board approve a one year agreement between the Trumbull County Educational Service Center and A T & T for phone service units for Girard City School District. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

14. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Bennett's Office Products effective July 1, 2024 through June 30, 2025 for printer maintenance. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

15. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and GreenBoard IT Services for asset disposal. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

16. Recommend the Governing Board approve a contract between the Trumbull County Educational Service Center and Securly for student device content filtering and protection from October 1, 2024 through September 30, 2025. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

17. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Keystone Blind Association to provide Orientation and Mobility. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

18. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Portage Therapy Services to provide therapy services for the 2024-2025 school year. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

19. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and The Griffith Agency effective July 1, 2024 through June 30, 2025 for Liability, Property, and Auto Insurance. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

20. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Boardman Local Schools to provide services for Hearing Handicapped student(s). (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

21. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Vista AST to provide services for the 2024-2025 STEAM program. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

22. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and LocoRobo provision of drones and associated curriculum for the drone program. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

23. Recommend the Governing Board approve a renewal agreement between the Trumbull County Educational Service Center and Abila for administrative records effective until June 21, 2028. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____ Mr. Haberstroh _____ Mr. Krispinsky _____
Mrs. Patchin _____ Mr. Dreves _____

24. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Cintas to provide floor mats and other maintenance services. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

MEMORANDUM OF UNDERSTANDING

25. Recommend the Governing Board retroactively approve a Memorandum of Understanding between the Trumbull County Educational Service Center and Central Ohio ESC to provide Effective Math Teaching Practices from May 1, 2024 through August 30, 2024. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

SALARY SCHEDULE REVISION

26. Recommend the Governing board approve the following Supervisory Salary Schedule Revisions. (See attached – white)

- Administrative Salary Schedule
- Coordinator Salary Schedule
- Assistant Coordinator Vocational Apprenticeship

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

MEMBERSHIPS

27. Recommend the Governing Board renew its annual memberships in the following organizations for the 2024-2025 School Year. (See attached – white)

- | | |
|---|------------|
| • Family & Children First | \$2,500.00 |
| • OESCA Ohio Educational Service Center Association | \$9,940.24 |
| • Ohio School Council | \$350.00 |

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

BOARD RESOLUTION

28. Recommend the Governing Board approve the resolution below as follows:

A RESOLUTION TO APPROVE SUBORDINATION, NON-DISTURBANCE AND ATTORNMENT AGREEMENT AND TENANT ESTOPPEL CERTIFICATE

WHEREAS, Covelli Properties, Inc. (“Covelli”) and the Trumbull County Educational Service Center (the “ESC”) entered into that certain Lease Agreement, dated January 31, 2006, as amended (the “Lease”), pursuant to which the ESC leases the premises commonly known as 6000-6024 Youngstown-Warren Road, Niles, Ohio (the “Building”); and

WHEREAS, Covelli has agreed to sell, transfer, and assign to MC Tunk, LLC (“Landlord”), and Landlord has agreed to purchase and acquire from Covelli, all of Covelli’s right, title, and interest in and to the Building, including without limitation all of Covelli’s rights and obligations under the Lease; and

WHEREAS, pursuant to the terms and conditions of the Lease, upon request, the ESC is required to execute certain documents in connection with Landlord’s purchase and acquisition of the Building; and

WHEREAS, Landlord has requested the ESC to execute the Subordination, Non-Disturbance and Attornment Agreement, substantially in the form attached hereto as “**Exhibit A**,” and the Tenant Estoppel Certificate, substantially in the form attached hereto as “**Exhibit B**”; and

WHEREAS, the Board has determined that it is in the best interests of the ESC to approve and authorize the execution of the above-referenced documents;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Trumbull County Educational Service Center, Trumbull County, State of Ohio, that:

Section 1: The Board hereby approves the Subordination, Non-Disturbance and Attornment Agreement, substantially in the form attached hereto as “**Exhibit A**,” and the Tenant Estoppel Certificate, substantially in the form attached hereto as “**Exhibit B**.”

Section 2: The Board hereby authorizes and directs the Board President, Superintendent, and/or Treasurer, to execute on behalf of the Board the Subordination, Non-Disturbance and Attornment Agreement, substantially in the form attached hereto as “**Exhibit A**,” and the Tenant Estoppel Certificate, substantially in the form attached hereto as “**Exhibit B**.”

Section 3: The Board further authorizes and directs the Board President, Superintendent, and/or Treasurer to take all such further actions as necessary or appropriate to effectuate the purposes of this Resolution.

Section 4: It is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public or otherwise in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Section 5: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

DONATION

29. Recommend the Governing Board accept a donation from Ohio Schools Council \$2,000.00 for the 2024 Administrators Conference.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

SUPERINTENDENT'S RECOMMENDATIONS

NEW BUSINESS – PERSONNEL MATTERS

JOB DESCRIPTION

30. Recommend the Governing Board approve the job description for Assistant Coordinator Vocational Apprenticeship Program (See attached – buff)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

CLASSIFIED ADMINISTRATIVE - EMPLOYMENT

31. Recommend the Governing Board employ ***Jeanette Medina, Assistant Treasurer** on a 1 year 260 day contract effective August 1, 2024. (See attached – yellow)

**Pending Background checks

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

ADMINISTRATIVE -EMPLOYMENT

32. Recommend the Governing Board employ the following on a contract as listed below effective August 1, 2024.

<u>Name</u>	<u>Position</u>	<u>No. of years</u>	<u>Days in contract</u>
*Barnhart, Lindsey	OT/PT Supervisor	1 year	216 days
**Iser, Kenneth	Assistant Coordinator of Vocational Apprenticeship Programs	1 year	184 days
Moore, Jennifer	Special Education Supervisor	1 year	216 days
Shipman, Melanie	School Psychology & Speech Supervisor	3 years	216 days

*Pending license

**Pending Background checks

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

ADMINISTRATIVE – RESIGNATION

33. Recommend the Governing Board accept the resignation of the following as listed below. (See attached – pink)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Mackiewicz, Ed	C & I Supervisor	July 31, 2024
Miller, Shannon	Special Education Supervisor	August 1, 2024
Rook, James	C & I Supervisor	July 31, 2024
Shipman, Melanie	School Psychologist & Supervisor of Speech & Psychology	August 1, 2024
Shutrump, Susan	OT/PT Supervisor	August 16, 2024

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

CERTIFIED - EMPLOYMENT

34. Recommend the Governing Board employ the following on one year contracts effective August 1, 2024 as listed below. (See attached – yellow):

<u>Name</u>	<u>Position</u>	<u>No. of Days</u>
*Clark, Amanda	ED Teacher	184 days
Cutlip, Kristen	Gifted & Talented Teacher *All costs paid by Pymatuning Valley	184 days
**Donchess, Marissa	School Psychologist	201 days
**Hudzik, Nathan	Physical Therapist	184 days
*Hull, Katie	School Psychologist	201 days
***Penza, Payton	Physical Therapist	184 days
**Ventura, Kayla	Preschool Teacher	184 days
Zetterquist, Megan	Preschool Teacher	184 days

*Pending Background Checks

**Pending Background Checks and license

***Pending License

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

35. Recommend the Governing Board retroactively employ the following for ESY Program effective June 3, 2024 on an as needed basis:

<u>Name</u>	<u>Position</u>
Betts, Trisha	Teacher
DeBord, Melanie	Teacher
Masters, Jessica	Teacher
Stucke, Jessica	Teacher

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

36. Recommend the Governing Board retroactively employ **Linda Aulizia, Preschool Intervention Team Visually Impaired Teacher** effective June 1, 2024 on an as needed basis.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

CERTIFIED - RESIGNATION

37. Recommend the Governing Board accept the resignation of the following as listed below. (See attached – pink):

<u>Name</u>	<u>Position</u>	<u>Effective date</u>
Barnhart, Lindsey	PT	July 31, 2024
Butto, Dana	STEAM Instructor & Math Coach	June 20, 2024
Coriston, Tina	Preschool Teacher	July 31, 2024
Lawson, Karrie	OT	July 31, 2024
Lubich, Pam	STEAM Coordinator	August 1, 2024
Moore, Jennifer	Preschool Teacher	July 31, 2024
Smith, Melissa	Speech Pathologist	July 31, 2024
Tolnar, Marcella	TVLA Instructor	May 30, 2024

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

CLASSIFIED – RESIGNATION

38. Recommend the Governing Board accept the resignation of the following Classroom Assistants effective June 30, 2024. (See attached – pink):

<u>Name</u>
Marcinko, Kaitlyn
Priddy, Alisha
Schneider, Heather
Senne, Taylor
Shepard, Amy

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

CLASSIFIED - EMPLOYMENT

39. Recommend the Governing Board employ the following on one year 193 day contracts effective August 1, 2024. (See attached – yellow):

<u>Name</u>	<u>Position</u>	<u>Hours per day</u>
Alfred, Kayla	Classroom Assistant	7 hours
Birrell, Emily	Classroom Assistant	7 hours
*Russell, Shannon	Classroom Assistant	7 hours
**Thompson, Hannah	Classroom Assistant	6.4 hours
Winfield, Evangelina	Classroom Assistant	7 hours

*Pending license

**Pending Background Checks and license

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

40. Recommend the Governing Board retroactively employ the following for ESY effective June 3, 2024 on an as needed basis:

<u>Name</u>	<u>Position</u>
Beadle, Jay	Classroom Assistant
Blair, Robin	Classroom Assistant
Cole, Rebecca	Classroom Assistant
Dangerfield, Victoria	Classroom Assistant
DelBene, Joseph	Classroom Assistant
Johnson, Rosario	Classroom Assistant
Jolibore, Beverly	Classroom Assistant
Stokes, Kristy	Classroom Assistant
Tyler, Deborah	Classroom Assistant
Wilson, Bobbi	Classroom Assistant

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

TECHNOLOGY – EMPLOYMENT

41. Recommend the Governing Board retroactively employ the following as volunteer technology interns as listed below effective June 3, 2024. (See attached – yellow):

<u>Name</u>	<u>No. of Days</u>
Hall, Dustin	As needed
Holliday, Mark	As needed
Ross, Jacob	As needed

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

WORKFORCE DEVELOPMENT BOARD – MINUTES

42. Recommend the Governing Board approve the minutes of the May 16, 2024 Regular Quarterly Meeting for the Trumbull County Educational Service Center Business Advisory Council in partnership with the Workforce Development Board of Trumbull County.

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

SUBSTITUTES

43. Recommend the Governing Board employ the additional list of substitutes on an as needed basis effective May 13, 2024. (See attached – blue)

Moved by _____ Seconded by _____

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

ADJOURN

44. Recommend motion to adjourn.

Moved by _____, seconded by _____ to adjourn this meeting at _____ a.m.

Roll Call Vote:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

NEXT BOARD MEETING:

July 8, 2024 at 9:00 a.m. at the Trumbull County Educational Service Center.