



REGULAR MEETING
OCTOBER 16, 2023
9:00 A.M.

AGENDA

ROUTINE MATTERS

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

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:

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 exempted 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

(See attached – reports)

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 September 30, 2023. (See attached - green)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

8. Recommend the Governing Board approve the minutes of the September 11, 2023 Regular Board Meeting. (See attached – green)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

TREASURER'S RECOMMENDATIONS

APPROPRIATIONS

9. Recommend the Governing Board approve an adjustment in appropriations as follows:

		ORIGINAL			ADJUSTED	
FUND	DESCRIPTION	APPROPRIATION	ADJUSTMENT	AVAILABLE	APPROPRIATION	REASON
551	LEP Grant	\$0.00	\$38,943.49	\$38,943.49	\$38,943.49	FY24 GRANT ALLOCATION

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

MEMORANDUM OF UNDERSTANDING

10. Recommend the Governing Board approve a Memorandum of Understanding with the Trumbull County Educational Service Center and Central Ohio ESC to provide additional High Quality Instructional Materials for 2 math specialists for the purpose of implementing Ohio's Learning Standards for Mathematics. (See attached – white)

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 EnvisionEdPlus to provide services for the Dronepreneur Grant effective October 17, 2023 through June 30, 2024. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

12. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Portage Therapy Services to provide Occupational Therapy services to Howland Local School District from November 2, 2023 through January 22, 2024. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

13. Recommend the Governing Board approve a revised agreement between the Trumbull County Educational Service Center and Ashtabula Career and Technical Center for professional development. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

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 Trumbull County Medical Society Alliance to provide Technical Support for their meeting on October 20, 2023. (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 the agreements between the Trumbull County Educational Service Center and the following to provide workshops for the Countywide PD day located at Warren City Schools on November 7, 2023: (See attached – white)

- Preseli Equity Group Consulting, LLC
- Dan Reynolds, Invested Learning
- Dr. Pam Kastner
- Eric Curts
- Oh WOW!
- Wong & Gershman
- Kevin Lorson
- Dr. Doug Ellison
- Catherine Johnson
- Alicia Hrubey, Harmony Therapeutic Services
- Brad Hurtig, Relevant Speakers Network
- Lisa Frederick
- Edith Davidson
- Jonathan Schulz, Life Unleashed
- Brian Rohrig

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

16. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Vista AST LLC to provide services for the STEAM Program. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

RESOLUTION

17. Recommend the Governing Board approve the following resolution as listed below:

SELF-CERTIFYING \$50,000.00 MICRO-PURCHASE THRESHOLD FOR USE OF FEDERAL FUNDS

The Treasurer recommends self-certifying a micro-purchase threshold of \$50,000 for expenditures of federal funds, consistent with the \$50,000 bidding threshold in R.C. 3313.46, in accordance with 2 C.F.R. § 200.320(a)(iii) and (iv).

Background:

1. The Board is, from time to time, the recipient of Federal grant funding (“Federal Funds”), which it uses to purchase goods and services.
2. When using the Federal Funds, the Board must comply with the procurement requirements of the Uniform Guidance, including the use of approved procurement methods found in 2 CFR § 200.320.
3. 2 C.F.R. § 200.320(a)(ii) provides that the Board may award “micro-purchases” without soliciting competitive price or rate quotations, where the Board determines the price of such “micro-purchase” to be reasonable.
4. 2 C.F.R. § 200.320(a)(iii) and (iv) allow the Board to self-certify a “micro-purchase” threshold up to \$50,000 on an annual basis.
5. An increased micro-purchase threshold is justified because R.C. 3313.46 provides for a \$50,000 threshold for sealed bidding, and R.C. 153.71(A) permits the selection of a design firm based on qualifications included in a pre-qualification file when the compensation for services will be less than \$50,000 for a project, and having consistent thresholds will ensure consistency and efficiency in the Board’s procurement processes and procedures; accordingly, consistent with the \$50,000 threshold of R.C. 3313.46 and R.C. 153.71(A), the Treasurer recommends that the Board raise the micro-purchase threshold to \$50,000.
6. The Board will need to maintain documentation related to all micro-purchases to be made available to the Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334.

The Governing Board hereby resolves as follows:

1. A \$50,000 micro-purchase threshold is consistent with the \$50,000 thresholds established in R.C. 3313.46 and R.C. 153.71(A).
2. A \$50,000 micro-purchase threshold is self-certified for any expenditure of Federal Funds, as permitted by 2 C.F.R. § 200.320(a)(iii) and (iv), for the current fiscal year.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

SUPERINTENDENT’S RECOMMENDATIONS
NEW BUSINESS – PERSONNEL MATTERS

RESOLUTION

18. Recommend the Governing Board approve the following resolution as listed below:

AUTHORIZING CONTRACT WITH GPD GROUP FOR DESIGN SERVICES FOR THE TCTC CLASSROOM BUILDOUT PROJECT

The Superintendent recommends approving the design and construction administration services agreement with Glaus, Pyle, Schomer, Burns and Dehaven, Inc. dba GPD Group ("GPD") for TCTC Classroom Buildout Project (the "Project").

Rationale:

1. The Board has identified the need to renovate the Trumbull Career and Technical Center in order to expand its drone program.
2. The Project requires design and construction administration services from a professional design firm as defined by ORC 153.65(C), which are estimated to be between \$25,000 and \$50,000.
3. The Board has established a file with current qualifications for design professionals, as permitted by ORC Section 153.66, and ORC Section 153.71(B)(2), which permits the selection of a design firm based upon qualifications included in that file when the compensation for services will be between \$25,000 and \$50,000 for a project.
4. Additionally, the Board will pay for the Project using federal grant funding made available to the Board through the U.S. Department of Education and the Board has established a micro-purchase threshold of \$50,000 in accordance with 2 CFR 200.320(a)(1)(iv).
5. GPD has current qualifications on file with the Board and has submitted a proposal for the services required in an amount not to exceed \$35,000.
6. The Superintendent recommends selection of GPD as the most qualified firm to perform design and construction administration services for the Project and requests authority to negotiate and execute an agreement with GPD for the Project in an amount not to exceed \$35,000.

The Governing Board resolves as follows:

1. The Board selects GPD as the most qualified firm to perform design and construction administration services for the Project and authorizes the Superintendent and Treasurer, working with legal counsel, to negotiate and execute an agreement with GPD for the Project in an amount not to exceed \$35,000.
2. The Board authorizes the Superintendent and Treasurer to sign any other documents necessary to effectuate the intent of this resolution.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____
Mrs. Patchin _____

Mr. Haberstroh _____
Mr. Dreves _____

Mr. Krispinsky _____

ADMINISTRATIVE - STIPEND

19. Recommend that the Governing Board approve a one-time stipend for **Angela Guarnieri, C & I Supervisor** and **Bill Bosheff, C & I Supervisor** in the amount of \$3,900.00 for their Structured Literacy Dyslexia Interventionist Certification. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

EMPLOYMENT

20. Recommend the Governing Board retroactively approve employment with Bryanna Biskup to provide consulting services up to 30 hours at \$20.00 per hour effective September 25, 2023.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

CLASSIFIED - EMPLOYMENT

21. Recommend the Governing Board employ the following on one year 193 day prorated contracts effective as listed below. (See attached – yellow)

<u>Name</u>	<u>Position</u>	<u>Hours per day</u>	<u>Effective Date</u>
Clegg, Kim	Classroom Assistant	7.0	September 25, 2023
Hirth, Krista	Classroom Assistant	7.0	September 25, 2023
Miller, Susan	Classroom Assistant	7.0	September 25, 2023
Priddy, Alisha	Classroom Assistant	7.0	September 27, 2023

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

CLASSIFIED - RESIGNATION

22. Recommend the Governing Board approve the Separation Agreement and Release of Claims between Stephen Bornemiss and the Governing Board as previously reviewed by the Board and on file in the Treasurer's Office.

Moved by _____ Seconded by _____

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

OTES 2.0 EVALUATOR

23. Recommend the Governing Board approve **Katie Machuzak, MD Supervisor** as an OTES 2.0 Credentialed Teacher Evaluator effective until September 2025. (See attached – white)

Moved by _____ Seconded by _____

Roll Call:

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

CERTIFIED – UNPAID LEAVE OF ABSENCE

24. Recommend the Governing Board approve an unpaid leave of absence for the following as listed below. (See attached – buff)

<u>Name</u>	<u>Position</u>	<u>Effective through</u>
Evan, Delaney	Speech Pathologist	November 6, 2023 through December 18, 2023
Flynn, Alessandra	Occupational Therapist	November 6, 2023 through January 19, 2024
Pabst, Amy	Speech Pathologist	November 13, 2023 through December 20, 2023

Moved by _____ Seconded by _____

Roll Call:

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

TECH – ADDITIONAL DAYS

25. Recommend the Governing Board approve up to 5 additional days for **Brendan Stoneburner, Technician** at his current daily rate for the 2023-2024 school year. All costs paid by Hubbard Exempted Village Schools.

Moved by _____ Seconded by _____

Roll Call:

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

SUBSTITUTES

26. Recommend the Governing Board employ the additional list of substitutes on an as needed basis effective September 11, 2023. (See attached – blue)

Moved by _____ Seconded by _____

Roll Call:

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

ADJOURN

27. Recommend motion to adjourn.

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

Roll Call:

Mrs. Domhoff _____

Mr. Haberstroh _____

Mr. Krispinsky _____

Mrs. Patchin _____

Mr. Dreves _____

NEXT BOARD MEETING:

November 20, 2023 at 9:00 a.m. at the Trumbull County Educational Service Center.