



REGULAR MEETING AT TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER AUGUST 11, 2025 9:00 A.M. AGENDA

"This meeting is a meeting of the Governing Board in public for the purpose of conducting the Educational Service Center's business and is not to be considered a public community meeting. Public participation is governed by Board Bylaw 0169.1 - Public Participation at Board Meetings."

ROUTINE MATTERS

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

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

EXECUTIVE SESSION

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

Roll Call Vote:

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

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

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

5. Motion by _____, seconded by _____ to return to **Regular Session** at _____.

Roll Call Vote:

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

6. Public Participation.
7. Legislative Report.
8. Recommend the Governing Board approve the Financial Reports presented by the Treasurer as of July 31, 2025. (See attached - green)

Moved by _____ Seconded by _____

Roll Call Vote:

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

9. Recommend the Governing Board approve the minutes of the July 14, 2025 Regular Board Meeting. (See attached – green)

Moved by _____ Seconded by _____

Roll Call Vote:

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

10. Recommend the Governing Board approve the revised Trumbull County ESC Organizational Chart. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

TREASURER’S RECOMMENDATIONS

ORIGINAL APPROPRIATIONS AND ESTIMATED RECEIPTS FOR YEAR 2026

11. Recommend the Governing Board approve the Original Appropriation and Estimated Receipts for fiscal year 2026. (See attached – green)

Moved by _____ Seconded by _____

Roll Call Vote:

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

CONTRACTS AND AGREEMENTS

12. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Champion Schools to provide Interpreter Services. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

13. Recommend the Governing Board approve an agreement between the Trumbull County Educational Service Center and Warren City Schools for Principal Services. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

14. 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:

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

15. Recommend the Governing Board approve a contract between the Trumbull County Educational Service Center and Doug Hiscox, for Business Advisory Council Support. All costs to be paid from the Title II Grant. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

16. Recommend the Governing Board approve a contract between the Trumbull County Educational Service Center and Edmentum for TVLA services. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

ASSET DISPOSAL

17. Recommend the Governing Board approve the attached list of fixed assets for disposal. (See attached – green)

Moved by _____ Seconded by _____

Roll Call Vote:

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

SUPERINTENDENT'S RECOMMENDATIONS

NEW BUSINESS – PERSONNEL MATTERS

PROFESSIONAL UNION CONTRACT

18. Recommend the Governing Board approve the contract agreement with the **Trumbull County Education Association** effective August 1, 2025 through July 31, 2028.

Moved by _____ Seconded by _____

Roll Call Vote:

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

EMERGENCY OPERATION PLAN

19. Recommend the Governing Board approve the Emergency Operation Plan to reflect staff and operational changes. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

COMPLIANCE OFFICERS

20. Recommend the Governing Board approve the Compliance Officers for the 2025 - 2026 School Year.

- Arlo Brookhart, Director of Curriculum & Instruction
- Michelle Tul, Director of Pupil Services
- Rachael Miksit, Supervisor of Human Resources

Moved by _____ Seconded by _____

Roll Call Vote:

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

JOB DESCRIPTIONS

21. Recommend the Governing Board approve a first reading of the revised administrative job descriptions for the following positions. (See attached – white)

- Executive Assistant
- Technician Systems
- Technology Coordinator
- Technician
- EMIS Coordinator
- Supervisor of Curriculum & Instruction
- Public Relations Coordinator

Moved by _____ Seconded by _____

Roll Call Vote:

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

JOB EVALUATIONS

22. Recommend the Governing Board approve a first reading of the administrative job evaluations for the positions listed below. (See attached – white)

- Director of Curriculum & Instruction
- Director of Pupil Services
- Director of Technology
- Supervisor of Human Resources
- Supervisor of School Psychology
- Supervisor of Speech
- Supervisor of Occupational Therapy/Physical Therapy
- Building Administrator
- Executive Assistant
- Technician Systems
- Technology Coordinator
- Technician
- EMIS Coordinator
- Supervisor of Curriculum & Instruction
- Public Relations

Moved by _____ Seconded by _____

Roll Call Vote:

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

ADMINISTRATIVE - RESIGNATION

23. Recommend the Governing Board accept the resignation of the following effective July 31, 2025 as listed below: (See attached – pink)

<u>Name</u>	<u>Position</u>
Brookhart, Arlo	Supervisor of C & I
Hubinsky, Chris	Technology Administrator
Medina, Jeanette	Assistant Treasurer

Moved by _____ Seconded by _____

Roll Call Vote:

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

CERTIFIED - EMPLOYMENT

24. Recommend the Governing Board employ the following as listed below effective August 1, 2025. (See attached – yellow)

<u>Name</u>	<u>Position</u>	<u>Contract</u>
Ellis, Kelsey	Occupational Therapist	One-year 180 day
*Williams, Julia	School Psychologist Intern	One-year 196 day

*Pending License

Moved by _____ Seconded by _____

Roll Call Vote:

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

25. Recommend the Governing Board employ **Katherine Williamson, Long Term Substitute Teacher** on an as needed basis effective August 1, 2025. (See attached – yellow)

Moved by _____ Seconded by _____

Roll Call Vote:

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

CLASSIFIED- RESIGNATION

26. Recommend the Governing Board accept the following resignations as listed below. (See attached – pink)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Cetina, Hannah	Classroom Assistant	July 31, 2025
Spies, Linda	Classroom Assistant	July 31, 2025

Moved by _____ Seconded by _____

Roll Call Vote:

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

CLASSIFIED – EMPLOYMENT

27. Recommend the Governing Board retroactively employ the following on a one-year 194 day contract effective July 1, 2025 as listed below. (See attached – yellow)

<u>Name</u>	<u>Position</u>	<u>Hours per day</u>
Fleming, Whitney	Classroom Assistant	7.0
Morisset, Janiece	Classroom Assistant	6.4
Sampson, Anna	Classroom Assistant	6.4

Moved by _____ Seconded by _____

Roll Call Vote:

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

EMPLOYEE HANDBOOK

28. Recommend the Governing Board approve the TCESC Employee Handbook. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

STUDENT/PARENT HANDBOOKS

29. Recommend the Governing Board approve the following program handbooks for the 2025-2026 school year: (See attached – white)

- Crisis Directory
- Deaf Education Handbook
- ED Handbook
- MD Handbook
- Preschool Handbook
- TVLA Handbook
- Carpentry Handbook
- STEAM Handbook

Moved by _____ Seconded by _____

Roll Call Vote:

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

LONG TERM SUBSTITUTE

30. Recommend the Governing Board approve the Long-Term substitute pay to \$175.00 per day.

Moved by _____ Seconded by _____

Roll Call Vote:

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

OHIO REVISED CODE

31. Recommend the Governing Board approve the Ohio Department of Education & Workforce Developments list of Religious Expression Holidays and Observances in accordance with ORC 3320.04. (See attached – white)

Moved by _____ Seconded by _____

Roll Call Vote:

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

SUBSTITUTES

32. Recommend the Governing Board employ the additional list of substitutes on an as needed basis effective July 14, 2025. (See attached – blue)

Moved by _____ Seconded by _____

Roll Call Vote:

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

ADJOURN

33. Recommend motion to adjourn.

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

Roll Call Vote:

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

NEXT BOARD MEETING:

September 15, 2025 at 9:00 a.m. at the Trumbull County Educational Service Center.