

## TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

June 28, 2024

The Regular Meeting of the Trumbull County Educational Service Center was held on, June 28, 2024 at the Board Office.

Mr. Jeffrey Dreves, President, called the meeting to order at 9:01 a.m. followed by attendance roll call. Members present were: Mrs. Domhoff, Mrs. Deborah Patchin, Mr. Al Haberstroh, and Mr. Thomas Krispinsky. Also present were Robert Marino, Ed. D, Assistant Superintendent; Stacy Foster, Treasurer; Michelle Tul, Director of Pupil Services and Christopher Hubinsky, Technology Administrator.

### **EXECUTIVE SESSION**

24-124 Motion by Mrs. Domhoff Second by Mr. Haberstroh to enter into **Executive Session** at 9:02 a.m. 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

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

Return to regular session at 9:29 a.m.

Roll Call Vote: Mrs. Domhoff, Mr. Haberstroh, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **APPROVAL OF FINANCIAL REPORTS**

24-125 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to approve the Financial Reports presented by the Treasurer as of May 31, 2024.

Roll Call Vote: Mrs. Domhoff, Mr. Haberstroh, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **APPROVAL OF MINUTES**

24-126 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the minutes of the May 13, 2024 Regular Board Meeting.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Patchin, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

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**TREASURER'S RECOMMENDATIONS**

**FINAL APPROPRIATIONS AND ESTIMATED RECEIPTS FOR FY 2024**

- 24-127 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the final appropriations and estimated receipts for FY 2024 as attached.

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

**TEMPORARY APPROPRIATIONS FOR FY 2025**

- 24-128 Motion by Mrs. Krispinsky, Second by Mr. Haberstroh to approve the temporary appropriations for FY 2025 as attached.

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

**CONTRACTS AND AGREEMENTS**

- 24-129 Motion by Mrs. Domhoff, Second by Mrs. Patchin to approve an agreement between the Trumbull County Educational Service Center and Pymatuning Valley to provide a Gifted Teacher and Gifted Supervision.

Roll Call Vote: Mrs. Domhoff, Mrs. Patchin, Mr. Krispinsky, Mr. Haberstroh, Mr. Dreves – ayes. Motion Carried.

- 24-130 Motion by Mr. Krispinsky, Second by Mrs. Patchin to 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.

Roll Call Vote: Mr. Krispinsky, Mrs. Patchin, Mr. Haberstroh, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

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- 24-131 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to approve a one year agreement between the Trumbull County Educational Service Center and AT & T for phone service units for Girard City School District.

Roll Call Vote: Mrs. Domhoff, Mr. Haberstroh, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-132 Motion by Mr. Haberstroh, Second by Mrs. Domhoff to 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.

Roll Call Vote: Mr. Haberstroh, Mrs. Domhoff, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-133 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve an agreement between the Trumbull County Educational Service Center and GreenBoard IT Services for asset disposal.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-134 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to 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.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-135 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to approve an agreement between the Trumbull County Educational Service Center and Keystone Blind Association to provide Orientation and Mobility.

Roll Call Vote: Mrs. Domhoff, Mr. Haberstroh, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

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- 24-136 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve an agreement between the Trumbull County Educational Service Center and Portage Therapy Services to provide therapy services for the 2024-2025 school year.

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-137 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to 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.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-138 Motion by Mrs. Domhoff, Second by Mr. Krispinsky to approve an agreement between the Trumbull County Educational Service Center and Boardman Local Schools to provide services for Hearing Handicapped student(s).

Roll Call Vote: Mrs. Domhoff, Mr. Krispinsky, Mr. Haberstroh, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-139 Motion by Mr. Haberstroh, Second by Mrs. Patchin to approve an agreement between the Trumbull County Educational Service Center and Vista AST to provide services for the 2024-2025 STEAM program.

Roll Call Vote: Mr. Haberstroh, Mrs. Patchin, Mr. Krispinsky, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

- 24-140 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve an agreement between the Trumbull County Educational Service Center and LocoRobo provision of drones and associated curriculum for the drone program.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

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- 24-141 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve a renewal agreement between the Trumbull County Educational Service Center and Abila for administrative records effective until June 21, 2028.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

- 24-142 Motion by Mrs. Domhoff, Second by Mrs. Patchin to approve an agreement between the Trumbull County Educational Service Center and Cintas to provide floor mats and other maintenance services.

Roll Call Vote: Mrs. Domhoff, Mrs. Patchin, Mr. Haberstroh, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

### **MEMORANDUM OF UNDERSTANDING**

- 24-143 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to 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.

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **SALARY SCHEDULE REVISION**

- 24-144 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the following Supervisory Salary Schedule Revisions.

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

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.



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### **MEMBERSHIPS**

24-145 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to renew its annual memberships in the following organizations for the 2024-2025 School Year.

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

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **BOARD RESOLUTION**

24-146 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the following resolution below:

#### **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;

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**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.

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **DONATION**

- 24-147 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to accept a donation from Ohio Schools Council \$2000 for the 2024 Administrators Conference.

Roll Call Vote: Mrs. Domhoff, Mr. Haberstroh, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **SUPERINTENDENT’S RECOMMENDATIONS**

### **NEW BUSINESS – PERSONNEL MATTERS**

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### JOB DESCRIPTION

24-148 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the job description for Assistant Coordinator Vocational Apprenticeship Program.

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### CLASSIFIED ADMINISTRATIVE - EMPLOYMENT

24-149 Motion by Mr. Haberstroh, Second by Mrs. Domhoff to employ **\*Jeanette Medina, Assistant Treasurer** on a 1 year 260 day contract effective August 1, 2024.

Roll Call Vote: Mr. Haberstroh, Mrs. Domhoff, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### ADMINISTRATIVE -EMPLOYMENT

24-150 Motion by Mrs. Domhoff, Second by Mr. Krispinsky to 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

Roll Call Vote: Mrs. Domhoff, Mr. Krispinsky, Mr. Haberstroh, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.



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### ADMINISTRATIVE – RESIGNATION

- 24-151 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to accept the resignation of the following below.

<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

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### CERTIFIED - EMPLOYMENT

- 24-152 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to employ the following on one year contracts effective August 1, 2024 as listed below.

<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

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

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- 24-153 Motion by Mrs. Domhoff, Second by Mrs. Patchin to 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

Roll Call Vote: Mrs. Domhoff, Mrs. Patchin, Mr. Haberstroh, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

- 24-154 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to retroactively employ **Linda Aulizia, Preschool Intervention Team Visually Impaired Teacher** effective June 1, 2024 on an as needed basis.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

**CERTIFIED - RESIGNATION**

- 24-155 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to accept the resignation of the following as listed below.

<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

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

**CLASSIFIED – RESIGNATION**

- 24-156 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to accept the resignation of the following Classroom Assistants effective June 30, 2024.

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

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

**CLASSIFIED - EMPLOYMENT**

24-157 Motion by Mrs. Domhoff, Second by Mrs. Patchin to employ the following on one year 193 day contracts effective August 1, 2024.

<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

Roll Call Vote: Mrs. Domhoff, Mrs. Patchin, Mr. Haberstroh, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

24-158 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to 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

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Tyler, Deborah	Classroom Assistant
Wilson, Bobbi	Classroom Assistant

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **TECHNOLOGY – EMPLOYMENT**

- 24-159 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to retroactively employ the following as volunteer technology interns as listed below effective June 3, 2024.

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

Roll Call Vote: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **WORKFORCE DEVELOPMENT BOARD – MINUTES**

- 24-160 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to 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.

Roll Call Vote: Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### **SUBSTITUTES**

- 24-161 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to employ the additional list of substitutes on an as needed basis effective May 13, 2024.

Roll Call Vote: Mrs. Domhoff, Mr. Haberstroh, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

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ADJOURN

24-162

Motion by Mr. Krispinsky, Second by Mrs. Domhoff to adjourn this meeting at 10:11 a.m.

Roll Call Vote: Mr. Krispinsky, Mrs. Domhoff, Mrs. Patchin, Mr. Haberstroh, Mr. Dreves – ayes. Motion Carried.

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Board President

Attest: \_\_\_\_\_

Treasurer