May 13, 2024

The Regular Meeting of the Trumbull County Educational Service Center was held on, May 13, 2024 at the Board Office.

Mr. Jeffrey Dreves, President, called the meeting to order at 9:00 a.m. followed by attendance roll call. Members present were: Mrs. Deborah Patchin, Mr. Al Haberstroh, and Mr. Thomas Krispinsky. Mrs. Denise Domhoff was absent. Also present were Michael Hanshaw, Superintendent; Robert Marino, Ed. D, Assistant Superintendent; Stacy Foster, Treasurer; Carlotta Sheets, Supervisor of Human Resources and Communication; Michelle Tul, Director of Pupil Services and Christopher Hubinsky, Technology Administrator.

EXECUTIVE SESSION

- 24-88 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to enter into **Executive**Session at 9:01 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
 - 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

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

Return to regular session at 9:28 a.m.

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

APPROVAL OF FINANCIAL REPORTS

24-89 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the Financial Reports presented by the Treasurer as of April 30, 2024.

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

May 13, 2024

APPROVAL OF MINUTES

24-90 Motion by Mrs. Patchin, Second by Mr. Haberstroh, to approve the minutes of the April 08, 2024 Regular Board Meeting.

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

TREASURER'S RECOMMENDATIONS

APPROPRIATIONS

24-91 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve an adjustment in appropriations as follows:

		BEGINNING	ESTIMATED	FUNDS		
FUND	DESCRIPTION	BALANCE	RECEIPTS	AVAILABLE	APPROPRIATION	REASON
001	GENERAL	\$9,116,880.80	\$20,663,392.62	\$29,780,273.42	\$24,559,000.15	New Grants
014	CONSORTIUMS	\$1,023,896.93	\$4,314,000.00	\$5,337,896.93	\$5,287,728.44	Adjustment
451	ONENET PUBLIC SUBSIDY	\$0.00	\$1,997.52	\$1,997.52	\$1,997.52	New Grant

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

BOARD RESOLUTION

24-92 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the following resolution as listed below:

REJECTING ALL PROPOSALS RECEIVED FOR THE BUILDING SECURITY SYSTEMS PROJECT, AND AUTHORIZING THE ISSUANCE OF A REVISED REQUEST FOR PROPOSALS

The Superintendent recommends the Governing Board reject all proposals received for the Building Security Systems Project (the "Project"), and authorize the issuance of a revised request for proposals.

Background:

May 13, 2024

- 1. ESC administration has identified a need to update the security hardware and software at its central office.
- 2. The Project is not subject to competitive bidding pursuant to O.R.C. 3313.46, because it is for "security and protection of school property" and is, thus, exempt from the competitive bidding requirements contained within the statute.
- 3. Accordingly, the ESC issued public notice of a request for proposals ("RFP") on April 2, 2024. Proposals received in response to the RFP were opened and reviewed on April 30, 2024.
- 4. Based on a review of the proposals received, ESC administration determined that none of the proposals met the requirements of the Project identified in the RFP.
- 5. As a result, ESC administration recommends the Board reject all proposals received and authorize the issuance of a revised RFP for the Project.

The Governing Board resolves as follows:

The Board rejects all proposals received for the Project and authorizes the Superintendent, Treasurer, and other ESC administration, working with legal counsel, to revise the requirements and announced criteria set forth in the RFP and issue the revised RFP for the Project.

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

ASSET DISPOSAL

24-93 Motion by Mrs. Patchin, Second by Mr. Krispinsky to approve the attached list of fixed asset disposals.

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

CONTRACTS AND AGREEMENTS

24-94 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve an agreement between the Trumbull County Educational Service Center and Gaggle Therapy to provide Mental Health Services paid through the Homeless Grant effective June 1, 2024 through May 31, 2025.

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

May 13, 2024

24-95 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve an agreement between the Trumbull County Educational Service Center and Trumbull County Court to provide a Social Worker Liaison for August 1, 2024 through June 30, 2025.

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

24-96 Motion by Mrs. Patchin, Second by Mr. Haberstroh to retroactively approve an agreement between the Trumbull County Educational Service Center and NEOLA for maintenance of district policy, administrative guidelines, and forms manuals effective April 10, 2024.

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

24-97 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve an agreement between the Trumbull County Educational Service Center and On Demand to provide bus driver physicals beginning June 1, 2024.

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

24-98 Motion by Mr. Krispinsky, Second by Mrs. Patchin to retroactively approve an agreement between the Trumbull County Educational Service Center and Ashtabula County ESC to provide Audiology Services effective April 25, 2024.

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

24-99 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve a 5 year renewal agreement between the Trumbull County Educational Service Center and Bonefish Systems for accounts payable monitoring services.

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

24-100 Motion by Mrs. Patchin, Second by Mr. Haberstroh to approve an agreement between the Trumbull County Educational Service Center and Easter Seals to provide services for TCESC Hearing Impaired Classrooms from August 1, 2024 through June 30, 2025.

May 13, 2024

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

SUPERINTENDENT'S RECOMMENDATIONS

NEW BUSINESS – PERSONNEL MATTERS

BOARD RESOLUTION

24-101 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the following resolution below:

RESOLUTION APPROVING ADMINISTRATIVE SALARY SCHEDULE FOR THE 2024-2025 CONTRACT YEAR

WHEREAS, on August 15, 2022, the Governing Board of the Trumbull County Educational Service Center (the "Board") approved a three percent (3%) raise for all administrators and coordinators for each year effective August 1, 2022 through July 31, 2025, pursuant to Board Resolution Number 22-164; and

WHEREAS, the Board, in consultation with the Superintendent and Treasurer, has determined that it is in the best interests of the Trumbull County Educational Service Center (the "ESC") to adopt the Administrative Salary Schedule for the 2024-2025 Contract Year and the Coordinator Salary Schedule for the 2024-2025 Contract Year (together, the "Salary Schedules"), copies of which are attached hereto; and

WHEREAS, the Board, in consultation with the Superintendent and Treasurer, has further determined that it is in the best interests of the ESC that the Salary Schedules shall supersede and control over any contrary or inconsistent provision of any previously adopted resolution of the Board, including, without limitation, the provisions of Resolution No. 22-164 which provided for a three percent (3%) raise for all administrators and coordinators for the 2024-2025 contract year; and

WHEREAS, the Board, in consultation with the Superintendent and Treasurer, has determined that its adoption of the Salary Schedules will set forth a consistent and transparent method for the determination of the salaries for all administrators and coordinators;

NOW, THEREFORE, BE IT RESOLVED by the Board:

<u>SECTION 1.</u> The Board hereby approves the Salary Schedules in the forms attached hereto, effective August 1, 2024.

May 13, 2024

- SECTION 2. The Board hereby determines that this Resolution shall supersede and control over any contrary or inconsistent provision of any previously adopted resolution of the Board, including, without limitation, the provisions of Resolution No. 22-164 which provided for a three percent (3%) raise for all administrators and coordinators for the 2024-2025 contract year.
- SECTION 3. The Board hereby determines that the Salary Schedules shall govern the salaries to be paid by the Board to all administrators and coordinators for the 2024-2025 contract year.
- SECTION 4. The Board hereby authorizes and directs the Superintendent and Treasurer to take all such actions as they may deem necessary or appropriate to effectuate the purposes of this Resolution.
- SECTION 5. It is hereby 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 the Board, and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public or in executive session as permitted by Ohio law.
- SECTION 6. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

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

JOB DESCRIPTION

24-102 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the Cooperative Carpentry Pre-Apprenticeship Program Teacher job description.

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

ADMINISTRATIVE - RESIGNATION

24-103 Motion by Krispinsky, Second by Mrs. Patchin to accept the resignation of Marilyn Fredenburg, Preschool Coordinator effective July 31, 2024.

ADMINISTRATIVE - RETIREMENT

24-104 Motion by Mrs. Patchin, Second by Mr. Haberstroh to accept the resignation of the following for the purpose of retirement as listed below:

Name	Position	Effective Date
Parker, Teresa	Special ED Supervisor	June 30, 2024
Sheets, Carlotta	HR Supervisor	August 1, 2024

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

ADMINISTRATIVE - EMPLOYMENT

24-105 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to employ **Teresa Parker**, **Special ED Supervisor** on an as needed basis effective September 1, 2024. All costs paid for by Bloomfield-Mespo.

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

24-106 Motion by Mrs. Patchin, Second by Mr. Haberstroh employ **Marilyn Fredenburg, Preschool Supervisor** on a 1 year 216 day contract effective August 1, 2024.

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

<u>ADMINISTRATIVE – INCREASE IN DAYS</u>

Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve an increase in days for **Shannon Miller, Special ED Supervisor** to 216 days per year effective August 1, 2024. All costs paid for by Niles City & Joseph Badger school districts.

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

BOARD RESOLUTION

24-108 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the following as listed below:

A RESOLUTION TO NOT RENEW AN ADMINISTRATOR'S EMPLOYMENT CONTRACT

WHEREAS, under Section 3319.02 of the Ohio Revised Code and pursuant to Board Policies 1520 and 1530, the Board, upon the recommendation of the Superintendent, may decide not to re-employ administrators at the expiration of their current employment contracts;

WHEREAS, the Board currently employs Taylor Brandt ("Mr. Brandt") under an employment contract for him to serve as Assistant Treasurer/Fiscal Analyst that is scheduled to expire on July 31, 2024;

WHEREAS, the Board, through its administration, has duly evaluated Mr. Brandt pursuant to the Ohio Revised Code and Board policies;

WHEREAS, both Superintendent Michael Hanshaw and Treasurer Stacy Foster has recommended that Mr. Brandt's employment contract as Assistant Treasurer/Fiscal Analyst not be renewed;

WHEREAS, a written copy of Mr. Brandt's final evaluation containing the Superintendent's recommendation not to renew his contract was personally delivered to Mr. Brandt on May 6, 2024;

WHEREAS, the Board has considered Mr. Brandt's evaluations for purposes of deciding whether to renew or not renew his employment contract;

WHEREAS, on May 8, 2024, Mr. Brandt was reminded of the date that his current employment contract expires and his right to request a meeting with the Board, both of which he initially was informed of in a letter dated February 7, 2024 pursuant to Ohio Revised Code Section 3319.02; and

WHEREAS, Mr. Brandt was provided an opportunity to request a meeting in executive session prior to the Board's decision today, during which time the Board would discuss its reasons for considering the renewal or nonrenewal of Mr. Brandt's employment contract.

NOW, THEREFORE, BE IT RESOLVED by the Board, that:

- Section 1. Upon the recommendation of the Superintendent and Treasurer, and after consideration of Mr. Brandt's evaluations, the Board hereby determines that it intends to not renew Mr. Brandt's current employment contract as Assistant Treasurer/Fiscal Analyst or otherwise re-employ him at the expiration of his current employment contract.
- Section 2. The Board also hereby authorizes and directs the Treasurer and/or Superintendent to provide notice of this action to Mr. Brandt on or before May 31, 2024, and to

carry out any functions necessary to implement this action in accordance with Section 3319.02 of the Ohio Revised Code, Board Policy and/or any other applicable law or procedure.

- Section 3. It is hereby found and determined that all formal actions of this 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 any of its committees that resulted in such formal action were in meetings open to the public or in executive session as permitted by Ohio law.
- Section 4. This Resolution shall be in full force and effect from and immediately upon its adoption.

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

CLASSIFIED - EMPLOYMENT

24-109 Motion by Mrs. Patchin, Second by Mr. Haberstroh to employ **Kaitlynn List, Secretary** effective May 13, 2024 through June 30, 2024 and on a one year 260 day contract effective July 1, 2024 through June 30, 2025.

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

CLASSIFIED - EMPLOYMENT

24-110 Motion by Mr. Krispinsky, Second by Mrs. Patchin to employ the following **Classroom Assistants** on a one year 193 day contract effective July 1, 2024 as listed below.

Name	Hours per day
*Dunn, Chelsea	6.4 per day
Fluegge, Ashlee	6.4 per day
Gallagher, Casey	6.4 per day
Naylor, Barbara	7.0 per day

CLASSIFIED - REDUCED HOURS

24-111 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the reduction of hours for the following Classroom Assistants effective August 1, 2024 as listed below:

Name	Reduced hours	
Borders, Michelle	Reduce from 7.5 to 7.0	
Starkey, Clara	Reduce from 7.0 to 6.4	

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

CLASSIFIED - INCREASE IN HOURS

24-112 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the increase of hours for the following Classroom Assistants effective August 1, 2024 as listed below:

Name	Increase hours
Sampson, Julie	Increase from 6.4 to 7.0
Spano, Ellen	Increase from 6.4 to 7.0

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

CLASSIFIED - RETIREMENT

24-113 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to accept the resignation of the following **Classroom Assistants** for the purpose of retirement as listed below.

Name	Effective Date
Gaborko, Rhonda	July 1, 2024
Holowatuk Paula	July 1, 2024
Wilson, Joannie	July 1, 2024

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

CLASSIFIED – ABANDONMENT OF POSITION

24-114 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the Superintendents recommendation that the Board accept Suellen Cornell's, Classroom Assistant voluntary resignation via abandonment of her position effective immediately.

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

CERTIFIED - EMPLOYMENT

24-115 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to increase the contract of **Susan Jaros, Educational Audiologist** to 90 days per year effective August 1, 2024.

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

24-116 Motion by Mr. Krispinsky, Second by Mrs. Patchin to employ the following on a one year contract effective August 1, 2024.

Name	Position	No. of Days
***Camp, Lindsey	Occupational Therapist	184 days
D'Altorio, Jeffrey	ED Teacher	184 days
*Galantis, Alexandra	Preschool Teacher	184 days
**Hardway, Stephanie	Deaf Education Teacher	184 days
*Jones, Patrick	MD Teacher	184 days
Kudrich, Virginia	Visually Impaired Teacher	184 days
***Masters, Audrey	Preschool Teacher	184 days
*Salmen, Kaylee	Occupational Therapist	184 days

^{*}Pending License

^{**}Pending Background checks

^{***}Pending Background Checks & License

May 13, 2024

24-117 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to renew Shelby **Day**, **School Social Worker** on a one year 201 day contract effective August 1, 2024.

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

24-118 Motion by Mr. Haberstroh, Second by Mrs. Patchin to employ the following for the Preschool Evaluation Team effective May 13, 2024 on an as needed basis:

Name	Position
Accordino, Rhonda	Teacher
Carothers, Kelly	Occupational Therapist
Christy, Alyssa	Teacher
Henneman, Tracey	Occupational Therapist
Locy, Kristina	Teacher
Morrow, Katherine	Speech Pathologist
Pabst, Amy	Speech Therapist
Sinkuc, Julie	School Psychologist

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

BOARD RESOLUTION

24-119 Motion by Mr. Haberstroh, Second by Mrs. Patchin to approve the following as listed below:

RESOLUTION AUTHORIZING CORRECTION OF SALARY SCHEDULE PLACEMENT AND CORRESPONDING COMPENSATION

WHEREAS, Lucas Stucke ("Mr. Stucke") is employed as a teacher by the Trumbull County Educational Service Center; and

WHEREAS, the Board has determined that an inadvertent misapplication of Ohio law has resulted in the incorrect placement of Mr. Stucke on the applicable salary schedule and has resulted in providing Mr. Stucke with incorrect pay;

WHEREAS, ORC 3317.13(d) ("Minimum salary schedule for teachers") provides "All years of active military service in the armed forces of the United States, as defined in section 3307.75 of the Revised Code, to a maximum of five years." was not correctly applied to Mr. Stucke's salary placement upon his hire; and

WHEREAS, the Board desires to correct the aforementioned misapplication of Ohio and to properly place Mr. Stucke on the applicable salary schedule and pay any and all amounts properly due and payable to Mr. Stucke as a result of this misapplication.

NOW THEREFORE BE IT RESOLVED by the Board of Education of the Trumbull County Educational Service Center that:

- 1. The Board hereby authorizes and directs the Treasurer to correct the inadvertent misapplication of Ohio law and correctly place Mr. Stucke on the applicable salary schedule for payroll purposes. This correction shall occur upon the passage of the resolution and shall be corrected for 2023-24 through appropriate payroll adjustments in the Treasurer's discretion.
- 2. The Board hereby authorizes and directs the Treasurer to take any and all necessary steps to provide Mr. Stucke with the compensation he should have received had he been correctly placed on the salary schedule at the time of hire. Therefore, the Treasurer is hired to provide retroactive compensation dating back to Mr. Stucke's date of hire and take any and all necessary steps to address related compensation issues, including but not limited coordination of such adjustments with the State Teachers Retirement System (STRS) and any other state or federal agency.
- 3. The Superintendent and Treasurer are hereby further authorized and directed to take all such further actions as they may deem necessary or appropriate in accordance with this Resolution and applicable law to effectuate the purposes of this Resolution.
- 4. It is hereby 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 the Board, and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public or in executive session as permitted by Ohio law.
- 5. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

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

CERTIFIED - RESIGNATION

24-120 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to accept the resignation of the following as listed below effective July 31, 2024.

Name	Position	
Castelvelter, Madison	Interpreter	
Shannon, Caitlin	ED Teacher	

May 13, 2024

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

CERTIFIED - RETIREMENT

24-121 Motion by Mr. Krispinsky, Second by Mrs. Patchin to accept the resignation of **Nancy Paddock**, **Physical Therapist** for the purpose of retirement effective July 31, 2024.

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

SUBSTITUTES

24-122 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to employ the additional list of substitutes on an as needed basis effective April 8, 2024.

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

ADJOURN

24-123 Motion by Mr. Krispinsky, Second by Mrs. Patchin to adjourn this meeting at 9:48 a.m.

Date Approved	Board President	
Attest:		

May 13, 2024

Treasurer