

## TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

August 12, 2024

The Regular Meeting of the Trumbull County Educational Service Center was held on, August 12, 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. Denise Domhoff, Mrs. Deborah Patchin, Mr. Al Haberstroh, and Mr. Thomas Krispinsky. 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.

### **APPROVAL OF FINANCIAL REPORTS**

- 24-180 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the Financial Reports presented by the Treasurer as of July 31, 2024.

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

### **APPROVAL OF MINUTES**

- 24-181 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to approve the minutes of the July 08, 2024 Regular Board Meeting.

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

### **TREASURER'S RECOMMENDATIONS**

### **OSBA DELEGATE**

- 24-182 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to appoint Mr. Haberstroh as the delegate to the annual Business Meeting of the Ohio School Boards Association on Monday, November 11, 2024 and Mr. Krispinsky as the alternate.

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

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**ORIGINAL APPROPRIATIONS AND ESTIMATED RECEIPTS FOR YEAR 2025**

24-183 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the Estimated Receipts and Original Appropriations for fiscal year 2025.

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

**RESOLUTION**

24-184 Motion by Mr. Haberstroh, Second by Mrs. Domhoff to approve the resolution as listed below:

**A RESOLUTION TO APPROVE WAIVER AND CONSENT IN CONNECTION WITH LEASE AGREEMENT**

**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; and

**WHEREAS**, pursuant to the terms and conditions of the Lease, Covelli is prohibited from letting certain commercial premises for the purpose of automobile repair work or automobile service; and

**WHEREAS**, Covelli has requested the ESC to execute the Waiver and Consent, substantially in the form attached hereto as “**Exhibit A**,” pursuant to which the ESC waives the above-referenced prohibition and consents to Covelli letting certain commercial premises for the operation of a Take Five Oil Change franchise; and

**WHEREAS**, the Board has determined that it is in the best interests of the ESC to approve and authorize the execution of the Waiver and Consent;

**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 Waiver and Consent, substantially in the form attached hereto as “**Exhibit A**.”

**Section 2:** The Board hereby authorizes and directs the Board President, Superintendent, and/or Treasurer, to execute on behalf of the Board the Waiver and Consent, substantially in the form attached hereto as “**Exhibit A**.”

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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. Haberstroh, Mrs. Domhoff, Mr. Krispinsky, Mrs. Patchin, Mr. Dreves – ayes. Motion Carried.

### CONTRACTS AND AGREEMENTS

24-185 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve a contract between the Trumbull County Educational Service Center and McDonald Local Schools to provide PR Services.

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

24-186 Motion by Mrs. Domhoff, Second by Mrs. Patchin to approve a contract between the Trumbull County Educational Service Center and Dana Math 360, LLC for STEAM and Math consulting services.

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

24-187 Motion by Mr. Haberstroh, Second by Mrs. Domhoff to approve a contract between the Trumbull County Educational Service Center and Pam Lubich for STEAM consulting services.

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

24-188 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve contracts between the Trumbull County Educational Service Center and the following for

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Curriculum & Instruction Professional Development. All costs paid for from the Extended Learning Grant.

- Creative Leadership Solutions
- Aim Institute

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

- 24-189 Motion by Mrs. Domhoff, Second by Mrs. Patchin to approve an agreement between the Trumbull County Educational Service Center and JFK Lower Campus to provide Professional Development for the Science of Reading.

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

- 24-190 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve a renewal agreement between the Trumbull County Educational Service Center and PowerSchool for license and subscription to School Messenger.

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

- 24-191 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to retroactively approve an agreement between the Trumbull County Educational Service Center and Franks Research Group to provide industry Recognized Credential Credits for the Dronepreneur Program.

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

### **DONATION**

- 24-192 Motion by Mr. Krispinsky, Second by Mrs. Patchin to accept a donation from CBIZ \$1,000.00 for the 2024 Administrators Conference.

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

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### MEMBERSHIPS

- 24-193 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve an annual membership in Ohio ESC Association at a cost of \$1,125.00 for the 2024 – 2025 School Year.

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

### SUPERINTENDENT'S RECOMMENDATIONS

#### NEW BUSINESS – PERSONNEL MATTERS

#### OPES EVALUATOR

- 24-194 Motion by Mr. Krispinsky, Second by Mrs. Patchin to approve **Robert Marino, Jr** as a credentialed OPES 2.0 Evaluator through July 2026.

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

#### ONLINE LEARNING PLAN

- 24-195 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to retroactively approve the **Online Learning Plan for Pupil Services** effective August 1, 2024.

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

#### CLASSIFIED - EMPLOYMENT

- 24-196 Motion by Mr. Krispinsky, Second by Mr. Haberstroh 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>
Davis, Rebecca	Classroom Assistant	7.0
Taylor, Kim	Classroom Assistant	7.0

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



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### CLASSIFIED - RESIGNATION

- 24-197 Motion by Mrs. Domhoff, Second by Mrs. Patchin to accept the resignation of the following Classroom Assistants below.

<u>Name</u>	<u>Effective date</u>
Hirschfelt, Tina	July 23, 2024
Pelton, Kristina	August 15, 2024
Wray, Roxanne	August 2, 2024

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

### CERTIFIED - EMPLOYMENT

- 24-198 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to employ **\*Jasmine Hickey, Occupational Therapist** on a one year 184 day prorated contract for 7.5 hours per day effective November 1, 2024.  
\*Pending background checks & license

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

### TECHNOLOGY – RESIGNATION

- 24-199 Motion by Mr. Krispinsky, Second by Mrs. Patchin to accept the resignation of **Brendan Stoneburner, Technician** effective August 16, 2024.

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

### TECHNOLOGY – EMPLOYMENT

- 24-200 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to employ **Dustin Hall, Technician** on a one year 216 day prorated contract effective August 16, 2024.  
All Costs paid by Hubbard Exempted Village.

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

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**COMPLIANCE OFFICER**

24-201 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve the following as Compliance Officers for the 2024-2025 School Year

- Robert Marino
- Carlotta Sheets
- Michelle Tul

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

**POLICY UPDATES**

24-202 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the Policy Updates.

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

**STUDENT/PARENT HANDBOOK**

24-203 Motion by Mr. Krispinsky, Second by Mrs. Patchin to approve the following program handbooks for the 2024-2025 school year:

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

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

**SUBSTITUTES**

24-204 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to employ the additional list of substitutes on an as needed basis effective August 1, 2024.

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

### **RESOLUTION**

24-205 Motion by Mr. Krispinsky, Second by Mrs. Patchin to approve the resolution as listed below:

#### **APPROVING CONTRACT WITH DATACOM, INC. FOR BUILDING SECURITY ENHANCEMENT PROJECT**

The Superintendent recommends that the Board approve a contract with DataCom, Inc. for its Building Security Enhancement Project (the “Project”).

#### **Background:**

1. The Board has identified a need to upgrade its security technology infrastructure at its central office location. The Project consists of, but is not limited to, installation, configuration, and training for building security systems hardware. The work for the Project was procured through a competitive proposal process outside of the statutory bidding requirements for public school districts, under O.R.C. 3313.46, as the Project is for the safety and protection of school facilities.
2. The Board will use Federal grant money to fund the Project; accordingly, in compliance with 2 C.F.R 200.320(a)(2), a public request for proposals was issued and proposals from four qualified vendors were received.
3. DataCom submitted a proposal in the amount of \$136,707.59 (the “Contract Sum”).
4. Based on the announced evaluation criteria, DataCom was determined by District administration to be the responsible vendor whose proposal is most advantageous to the District, after evaluating price and other factors.
5. The Superintendent recommends the Board authorize an agreement with DataCom in an amount not-to-exceed the Contract Sum.
6. The Superintendent also requests authority for the Superintendent and Treasurer to negotiate and execute change orders or contract revisions on behalf of the Board in a total amount not-to-exceed 10% of the Contract Sum. Change orders or contract revisions in excess of that aggregate amount will be brought to the Board for its approval.

#### **The Board of Education resolves as follows:**

1. The Board finds an adequate number of price quotations have been obtained from qualified sources in accordance with 2 C.F.R § 200.320(a)(2).
2. The Board authorizes the Superintendent and Treasurer to work with legal counsel to negotiate and execute a contract with DataCom in an amount not-to-exceed the Contract Sum, and to sign any other related documentation, consistent with the intent of this Resolution.



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3. The Board grants authority for the Superintendent and Treasurer to negotiate and execute change orders or contract revisions on behalf of the Board in a total amount not-to-exceed 10% of the Contract Sum. Change orders or contract revisions in excess of that aggregate amount will be brought to the Board for its approval.

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

### EXECUTIVE SESSION

- 24-206 Motion by Mr. Krispinsky, Second by Mrs. Domhoff to enter into **Executive Session** at 9:28 a.m.

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:

- preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment

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

Return to regular session: 9:43 a.m.

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

### ADJOURN

- 24-207 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to adjourn this meeting at 9:53 a.m.

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

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Date Approved

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Board President

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