

## TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

November 18, 2024

The Regular Meeting of the Trumbull County Educational Service Center was held on, November 18 , 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. Thomas Krispinsky and Mr. Al Haberstroh. Also present were Michael Hanshaw, Superintendent; Robert Marino, Ed. D, Assistant Superintendent; Stacy Foster, Treasurer; Carlotta Sheets, Supervisor of Human Resources and Communication; Christopher Hubinsky, Technology Administrator.

### **APPROVAL OF FINANCIAL REPORTS**

- 24-244 Motion by Mr. Krispinsky, Second by Mrs. Patchin to approve the Financial Reports presented by the Treasurer as of October 31, 2024.

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

### **APPROVAL OF MINUTES**

- 24-245 Motion by Mr. Haberstroh, Second by Mrs. Patchin to approve the minutes of the October 21, 2024 Regular Board Meeting.

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

### **TREASURER'S RECOMMENDATIONS**

### **BOARD RESOLUTION**

- 24-246 Motion by Mr. Krispinsky, Second by Mrs. Domhoff to approve the following resolution as follows:

### **COMMERCIAL CARD RESOLUTION**

Pursuant to OHIO State law and public policy, the following apply:

#### **Authorization**

The governing board/legislative authority of **TRUMBULL CO EDUCATIONAL SERVICE CENTER** has 1) authorized Card use for specific purposes and 2) have or will approve and adopt a policy governing usage of the credit card and appropriate oversight controls.

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### **Appropriation**

We certify that the governing board/legislative authority approved card usage for those purposes involving the procurement of goods and/or services for which **TRUMBULL CO EDUCATIONAL SERVICE CENTER** has appropriated funds in its annual appropriations budget.

### **Usage and Oversight Controls**

The governing board/legislative authority **TRUMBULL CO EDUCATIONAL SERVICE CENTER** has adopted formal policies and procedures concerning Card usage and oversight, including but not limited to the following considerations: 1) a list of authorized employees; 2) custody of the card(s); and 3) the pre-approval of card usage and reconciliation of usage against purchase orders.

### **Authorized Person to Execute Agreement**

The governing board/legislative authority certifies that the following individual(s) is/are fully authorized to execute/sign a Card Agreement with **Huntington Bank**.

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

### **APPROPRIATIONS**

24-247 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve an adjustment in appropriations as attached.

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

### **CONTRACTS AND AGREEMENTS**

24-248 Motion by Mr. Haberstroh, Second by Mrs. Patchin to approve an agreement between the Trumbull County Educational Service Center and Youngstown City School District on behalf of Valley Christian School for professional development.

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

### **RECOGNITION AWARD**

24-249 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to recognize the Trumbull County Educational Service Center for the award of High Performing ESC for the 9<sup>th</sup> consecutive year as acknowledged by the Ohio Department of Education & Workforce Development.

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

**SUPERINTENDENT’S RECOMMENDATIONS**

**NEW BUSINESS – PERSONNEL MATTERS**

**MEMORANDUM OF UNDERSTANDING**

- 24-250 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to retroactively approve the attached Memorandum of Understanding with the Trumbull County Board Professional Staff Association for a professional development stipend effective for 2023-2025.

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

**ADMINISTRATIVE – STIPEND**

- 24-251 Motion by Mrs. Domhoff, Second by Mr. Krispinsky to approve a one-time stipend of \$7,500.00 to **Marilyn Fredenburg, Preschool Supervisor** for Preschool Testing Coordinator.

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

**CERTIFIED– UNPAID LEAVE OF ABSENCE**

- 24-252 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve an unpaid leave of absence for **Alessandra Flynn, Occupational Therapist** effective December 5, 2024 until February 13, 2025.

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

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**CLASSIFIED - EMPLOYMENT**

- 24-253 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to employ the following on one year 194 day prorated contracts as listed below.

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Hours per day</u></b>	<b><u>Effective Date</u></b>
McCartney, Alexis	Classroom Assistant	7.0	November 13, 2024
Walker, Christine	Classroom Assistant	6.4	November 11, 2024

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

**CLASSIFIED - RESIGNATION**

- 24-254 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to accept the resignation of **Casey Gallagher, Classroom Assistant** effective November 15, 2024.

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

**CLASSIFIED – SUBSTITUTE RATE**

- 24-255 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the Classified Substitute rate increase to \$14.00 per hour effective December 1, 2024.

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

**SUBSTITUTES**

- 24-256 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to employ the additional list of substitutes on an as needed basis effective October 21, 2024.

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

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**ADJOURN**

24-257

Motion by Mr. Krispinsky, Second by Mrs. Patchin to adjourn this meeting at 9:34 a.m.

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

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Date Approved

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

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