

**Minutes of the Regular Meeting of the
Educational Service Center of Eastern Ohio Governing Board held
Thursday, January 13, 2022, 4:30 p.m. at
7320 N. Palmyra Rd., Canfield, OH 44406**

The meeting was called to order by the President Pro Tempore, Kathi McNabb Welsh, at 4:31 p.m.

Atty. Welsh led the Pledge to the Flag. This was followed by a moment of silence.

On roll call the following members were present: Marie Dockry, Richard S. Scarsella, Atty. A. Ross Douglass, Jeffery Good and Atty. Kathi McNabb Welsh. Also in attendance: Traci Hostetler, Superintendent; Ryan Jones, Treasurer; Tyler Lewis, Assistant Treasurer; Jack Zocolo, Director of Business Operations/HR; and Steve Vesey, WFMJ Reporter/News Anchor.

The Treasurer administered the Oath of Office to newly elected Board members, Mr. Jeffery Good, Mr. Richard S. Scarsella and Atty. Kathi McNabb Welsh.

A motion was made by Mrs. Dockry, seconded by Mr. Good, to approve the agenda.

On roll call the vote was as follows: Mrs. Dockry, yea; Mr. Scarsella, yea; Atty. Douglass, yea; Mr. Good, yea; Atty. Welsh, yea. The President Pro Tempore declared the motion carried.

Marie Dockry nominated Richard S. Scarsella to serve as President of the Board.

There being no further nominations, a motion was made by Mr. Good, seconded by Atty. Douglass, to close nominations for President.

On roll call the vote was as follows: Mr. Scarsella, yea; Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Atty. Welsh, yea. The President Pro Tempore declared the motion carried.

The vote for President was as follows: Mrs. Dockry – Scarsella; Atty. Douglass – Scarsella; Mr. Good – Scarsella; Atty. Douglass – Scarsella; Atty. Welsh – Scarsella; Mr. Scarsella – abstained.

Atty. Kathi McNabb Welsh nominated Atty. A. Ross Douglass to serve as Vice President.

There being no further nominations, a motion was made by Mrs. Dockry, seconded by Mr. Good to close nominations for Vice-President.

On roll call the vote was as follows: Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Mr. Scarsella, yea; Atty. Welsh, yea. The President Pro Tempore declared the motion carried.

The vote for Vice President was as follows: Mr. Good – Douglass; Mrs. Dockry – Douglass; Mr. Scarsella – Douglass; Atty. Welsh – Douglass; Douglass – abstained.

The Treasurer administered the Oath of Office to the new President and Vice President who will then assume their duties.

A motion was made by Atty. Welsh, seconded by Mrs. Dockry, that pursuant to ORC 3313.15, the regular meetings of the Educational Service Center of Eastern Ohio during calendar year 2022 will be held on the third Thursday of every month at 7320 N. Palmyra Rd., Canfield, OH 44406 at 4:30 p.m.

On roll call the vote was as follows: Mr. Good, yea; Mrs. Dockry, yea; Atty. Welsh, yea; Atty. Douglass, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Mrs. Dockry, seconded by Mr. Good, to designate *The Vindicator* as published/produced by *The Tribune Chronicle/Vindy*.

On roll call the vote was as follows: Mrs. Dockry, yea; Atty. Welsh, yea; Atty. Douglass, yea; Mr. Good, yea; Mr. Scarsella, yea. The President declared the motion carried.

The ESCEO Governing Board appointed Marie Dockry as the Board's Legislative Liaison to the Ohio School Boards Association for the 2022 calendar year, pursuant to O.R.C. 3313.87.

The ESCEO Governing Board appointed Atty. A. Ross Douglass as the Board's Student Achievement Liaison to the Ohio School Boards Association for the 2022 calendar year, pursuant to O.R.C. 3313.87.

A motion was made by Mrs. Dockry, seconded by Atty. Douglass, that the following items which appear in this portion of the agenda constitute that consent calendar and are hereby adopted by this one single motion; provided, however, that should any item included within this motion be declared by a court competent jurisdiction to be void or illegal, all remaining items within this motion shall remain in full force and effect notwithstanding the status of the voided item.

A. Robert's Rules of Order

To adopt Robert's Rules of Order, Newly Revised, as the parliamentary procedure guidelines for meetings of the Board and of its committees.

B. Reaffirm Policies

To reaffirm that all Board policies in effect at the date of this meeting are continued in full force and effect unless modified by subsequent action of the Board, pursuant to ORC 3301-35-02.

C. Permit Payment of Purchases

To dispense with the adaption of individual, separate, monthly, or regular resolutions authorizing the purchase or sale of property (exempt real estate), the payment of debts or claims, and the salaries of the Superintendent, teachers or other employees; or approving warrants for the payment of any claim from school funds when provisions therefore are made in the annual appropriations resolution, pursuant to ORC 3313.18.

D. Permit Necessary Borrowing

To authorize the Treasurer and the President of the Board to borrow necessary money, including borrowing between funds on a temporary basis, prior to the next regularly scheduled Board meeting, pursuant to the provisions of law.

E. Investment of Funds

To authorize the Treasurer to invest interim funds not needed to meet current expenditures at the most productive interest rate, pursuant to ORC 135.14 and 135.142.

F. Substitute Securities

To authorize the Treasurer to request public depositories to substitute securities on a continuing basis, pursuant to ORC Chapter 135.

G. Legal Counsel

To authorize the Superintendent and Treasurer to utilize the following law firms

- A. Means, Bichimer, Burholder & Baker
- B. Squire Patton Boggs
- C. Roth, Blair, Roberts, Strasfeld & Lodge
- D. Gingo & Bair
- E. Bricker & Eckler
- F. Pepple & Waggoner
- G. Eastman & Smith
- H. Roetzel & Andress
- I. Ulmer & Berne
- J. Walter Haverfield

H. Board Member Compensation

To authorize compensation of the Board members at the rates and for the purposes authorized by ORC 3313.12.

I. Dispense with Reading Board Minutes

To waive the reading of the minutes of the Board, as authorized and governed by ORC 3313.26.

J. Authority to File Applications for Projects

To grant the Superintendent or designee authority to file applications for all projects

considered desirable for the Educational Service Center of Eastern Ohio.

K. Hiring Authority

To authorize the Superintendent to employ personnel and accept resignations between Board meetings, pursuant to ORC 3313.18, 3313.47 and 3319.01.

L. Services to Districts

Authorize the Superintendent to permit staff to provide services up to \$10,000 to other districts when requests are made between board meetings.

M. Service Contract Amendments

Authorize the Educational Service Center of Eastern Ohio Superintendent to approve amendments to Governing Board approved district service contracts at the express direction of the service district.

N. Payroll and Invoices

Authorize the Treasurer to issue and sign checks to meet payroll and invoices in accordance with adopted appropriations.

O. Grant Applications

Authorize the Superintendent to submit any and all applications for local, state and federal programs and grants.

P. Professional Meetings

To permit the Board Members, Superintendent and Treasurer to attend necessary local, state and national meetings within available appropriations, pursuant to ORC 3313.18.

Q. Public Records Training

To appoint the Treasurer/CFO to attend an Ohio Attorney General approved public records training session as a designee on behalf of the ESC of Eastern Ohio Governing Board members.

On roll call the vote was as follows: Atty. Welsh, yea; Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Mr. Scarsella, yea. The President declared the motion carried.

The organizational meeting of Educational Service Center of Eastern Ohio concluded at 4:40 p.m.

The regular meeting of the Educational Service Center of Eastern Ohio was called to order at 4:40 p.m. by Richard. S. Scarsella.

A motion was made by Mrs. Dockry, seconded by Mr. Good, to approve the agenda.

On roll call the vote was as follows: Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Atty. Welsh, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Mrs. Dockry, seconded by Atty. Douglass, to approve the OSBA Media Honor Roll Resolution.

On roll call the vote was as follows: Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Atty. Welsh, yea; Mr. Scarsella, yea. The President declared the motion carried.

Public Participation

- Dr. Traci Hostetler presented Steve Vesey with the OSBA Media Honor Roll Award. Mr. Vesey accepted the award and thanked Dr. Hostetler and the Governing Board for their service and commitment to education.

A motion was made by Mrs. Dockry, seconded by Atty. Welsh, appointed Atty. David Engler to the Mahoning County Career and Technical Center Board commencing January 1, 2022 for a term of three years.

On roll call the vote was as follows: Mr. Good, yea; Mrs. Dockry, yea; Atty. Welsh, yea; Atty. Douglass, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Atty. Welsh, seconded by Atty. Douglass, to appoint Marie Dockry to the Mahoning County Career and Technical Center Board commencing January 1, 2022 for a term of three years.

On roll call the vote was as follows: Mrs. Dockry, yea; Atty. Welsh, yea; Atty. Douglass, yea; Mr. Good, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Mrs. Dockry, seconded by Mr. Good, to approve the following Treasurer reports:

- Minutes – December 16, 2021 - Regular Meeting
- December 2021 Bills and Expenses
- December 2021 Financial Report

General Fund.....	\$1,819,971.43
Help Me Grow.....	31,912.76
EANS Funding.....	118,352.00
Special Trust – Unclaimed Monies.....	1,692.47
Martha Holden Jennings Grant.....	14,925.00
NFP/Help Me Grow.....	58,960.92
Professional Development/SIRI Follow Up.....	365.00
Public School Preschool.....	18,395.17
919A SSTR5 Student Assessments.....	79.00-
Central Coordination.....	169,665.96
922A SSTR5 Student Assessments.....	31,200.00
922K Regional Facilitator.....	25,064.10
922L SSTR5 Ohio Literacy Leads.....	6,564.14
922P School Psychology Intern.....	1,055.86
RemotEDx Grant.....	74,766.00
ESSER ESC Family Liaisons.....	12,082.96
Governor’s Emergency Education Relief (GEER) Fund.....	6,239.84
SSTR5 Urban Literacy.....	9,410.29
922R Title VI-B STTR5.....	106,876.82
922S SSTR5 SSIP IDEA.....	8,027.15
9022 SSTR5 Priority Schools.....	7,119.35
922E SSTR5 Early Learning (EL2).....	8,531.61
921S SSTR5 SSIP ELSR.....	2,397.67
9149 SSTR5 State Prof Development.....	875.00
OH Statewide Family Engagement Center Grant.....	10,735.62
SSTR5 Comprehensive Literacy State.....	7,325.00
Comprehensive Literacy State Development.....	8,967.37
MIECHV HMG GR.....	91,438.17
922P SSTR5 Region State Professional Development.....	5,030.70
922R OOD Rehabilitation.....	9,541.50
921S SSTR5 SRCL Regional PD Support.....	3,472.97
Grand Total All Funds.....	2,670,883.83
- Technology Equipment Recycle Lists for the ESCEO and SSTR5
- Fund 019-9022: Martha Holden Jennings Grant

On roll call the vote was as follows: Atty. Welsh, yea; Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Mrs. Dockry, seconded by Mr. Good, to approve the following contracts:

- Approve Agreement between Educational Service Center of Eastern Ohio and **AIM Institute for Learning & Research** for one-year Implementation Plan (ODE Striving Readers Grant).
- Approve Agreement between Educational Service Center of Eastern Ohio and **CS Educational Services, LLC d/b/a ThinkLaw** for the virtual keynote on September 15, 2022 (Martha Holden Jennings Grant).
- Approve Agreement between Educational Service Center of Eastern Ohio and **Mahoning County General Health District** for Round 3.1 Ohio Department

of Medicaid Funding to support the Nurse Family Partnership (NFP) program effective January 1, 2022 through June 30, 2022.

- Approve Agreement between Educational Service Center of Eastern Ohio and **Patti Drapeau** to present an online conference session May 2 & 4, 2022, and follow up session August 10, 2022 (Martha Holden Jennings Grant).

On roll call the vote was as follows: Atty. Welsh, yea; Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Atty. Welsh, seconded by Atty. Douglass, to approve the first reading of the following Board policies:

- 1415 - Severance Pay
- 3415 - Severance Pay
- 4415 - Severance Pay
- 4113 - Conflict of Interest
- 6105 - Authorization to Use Facsimile Signature
- 6107 - Authorization to Accept and Distribute Electronic Records and to use Electronic Signatures
- 6108 - Authorization to Make Electronic Funds Transfer
- 6110 - Grant Funds
- 6111 - Internal Controls
- 6112 - Cash Management of Grants
- 6114 - Cost Principles - Spending Federal Funds
- 6116 - Time and Effort Reporting
- 6140 - Depository Agreements
- 6220 - Budget Preparation
- 6231 - Appropriations and Spending Plan
- 6320 - Purchases and Bidding
- 6325 - Procurement - Federal Grants
- 6350 - Prohibition Against Contracting with a Person with an Unresolved Finding for Recovery
- 6440 - Cooperative Purchasing
- 6450 - Local Purchasing
- 6460 - Vendor Relations
- 6470 - Payment of Claims
- 6510 - Payroll Authorization
- 6520 - Payroll Deductions
- 6600 - Deposit of Public Funds
- 6620 - Petty Cash Funds
- 6625 - Petty Cash Accounts
- 6700 - Fair Labor Standards Act (FLSA)
- 6800 - System of Accounting
- 6830 - Audit
- 7300 - Disposition of Real Property/Personal Property
- 7310 - Disposition of Surplus Property

- 7410 - Maintenance
- 7430 - Risk Reduction Program
- 7450 - Property Inventory
- 7455 - Accounting System for Capital Assets
- 8310 - Public Records
- 8710 - Insurance
- 8740 - Bonding
- 8900 - Anti-Fraud

On roll call the vote was as follows: Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Atty. Welsh, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Mrs. Dockry, seconded by Atty. Douglass, to approve the following physical T-8's for bus and van drivers.

Austintown

Jones Jr.	James	Bus
-----------	-------	-----

Boardman

Buxton	James	Bus
Douglas	William	Bus
Horner	Robert	Bus
Kunzer	Mary	Bus

Canfield

Brownlie	Robert	Bus
Wittman	William	Bus

Poland

Shiplely	Daniel	Bus
----------	--------	-----

Springfield

Douglas	William	Bus
---------	---------	-----

Western Reserve

Houston	Shirley	Bus
---------	---------	-----

On roll call the vote was as follows: Mr. Good, yea; Mrs. Dockry, yea; Atty. Welsh, yea; Atty. Douglass, yea; Mr. Scarsella, yea. The President declared the motion carried.

A motion was made by Mrs. Dockry, seconded by Atty. Welsh, to approve the following personnel:

1. Resignation
 - **Anthony Schialdone**, Work Study Coordinator, effective January 14, 2022.

- **Danielle Schafer**, Home Visitor, effective December 24, 2021.
 - **Angeline Theis**, Instructional Specialist, effective January 28, 2022.
2. Leave of Absence
- **Teresa Horvath**, Preschool Disability Teacher, Child Care Leave effective February 2, 2022.
 - **Michael Palmer**, Information Technology Support Specialist, FMLA effective February 21, 2022.
 - **Kelsey Shay**, Intervention Specialist, pregnancy leave effective January 3, 2022.
 - **Lauren Stepanian**, Occupational Therapist, pregnancy leave effective February 18, 2022.
3. Contracts
- **Robert Eggleston**, Coordinator, Career Counseling, approve one year administrative classified contract effective January 17, 2022 - June 30, 2022, 94 days, \$26,846.40, pending completion of all pre-employment requirements.
 - **Cassandra Rousseau**, Support Teacher, approve one year limited certified contract effective January 5, 2022 - June 30, 2022, 102 days, \$18,804.19 pending completion of all pre-employment requirements.
4. Stipends
- **Julie Morar**, Special Education Supervisor, amend stipend for coordination of subs for intervention specialists and aides from \$1500 to \$750 for the first semester.
 - **Kim Balash**, Special Education and Preschool Programs Supervisor, coordination of subs for intervention specialists and aides, \$750.00 for second semester.
5. Approve the following updated job descriptions for Educational Service Center of Eastern Ohio:
- Assistant Director of Pupil Services & Early Childhood
 - Assistant Treasurer
 - Bookkeeper
 - Bookkeeper, SSTR5
 - Bookkeeper - Payroll
 - Consultant, SSTR5
 - Coordinator, Career Counseling
 - Coordinator, Health Services
 - Coordinator, Valley Virtual
 - Courier
 - Director, Business Operations & HR
 - Director, Legislative Affairs and Workforce Development
 - Director, MVRCOG
 - Director, Pupil Personnel & Early Childhood
 - Director, SSTR5
 - Director, Teaching and Learning
 - Director, Technology
 - EMIS Coordinator

- Executive Administrative Assistant
- Healthy Families America Coach
- Healthy Families America Coordinator
- Home Visiting Coordinator
- Home Visitor
- Home Visitor Training Specialist Healthy Families America
- Human Resources Assistant
- Human Resources Generalist
- Information Technology Support Specialist
- Instructional Specialist
- Instructional Specialist - Gifted
- Itinerant Teacher, Preschool
- Marketing Specialist
- Occupational Therapist
- OOD Vocational Rehabilitation Counselor
- Physical Therapist
- Prevention Coordinator
- Principal, Manor
- School Psychologist
- School Psychologist - Intern
- Secretary
- Secretary, Early Childhood
- Secretary, Pupil Services
- Secretary, SSTR5
- Social Worker
- Speech Language Pathologist
- Supervisor, Alternative Programs
- Supervisor, Communications & Marketing
- Supervisor, HMG & MIECHV
- Supervisor, Home Visiting Services
- Supervisor, Human Resources
- Supervisor, Occupational Therapy/ Physical Therapy
- Supervisor, OOD Vocational Rehabilitation
- Supervisor, Preschool Programs
- Supervisor, School Psychologist
- Supervisor, Special Education
- Supervisor, Speech Language Pathologist
- Support Teacher
- Teacher - ED, MD, ID
- Teacher, Preschool
- Teacher, Preschool Disability
- Transition to Work Specialist

6. Professional Leave

Meeting: BOTVIN Training
Location: Struthers, OH
Attendee: Deborah Catullo
Entity: ESCEO

Date: January 7, 2022

Meeting: OFT Conference
Location: Columbus, OH
Attendee: Donna Melanson
Entity: ESCEO

Date: February 24-25, 2022

Meeting: Mandatory CPI Trainer Renewal Certification
Location: Cleveland, OH
Attendee: Laura Smith
Entity: ESCEO

Date: January 20, 2022

Meeting: SLP Course for Stuttering
Location: Virtual
Attendee: Melinda Winsen
Entity: ESCEO

Date: January 19, 2022

On roll call the vote was as follows: Mrs. Dockry, yea; Atty. Welsh, yea; Atty. Douglass, yea; Mr. Good, yea; Mr. Scarsella, yea. The President declared the motion carried.

Discussion:

- Work Session Date: Feb. 17, 2022 at 4:00 p.m./Regular Meeting to follow
- All Boards Meeting: Postpone until March or April due to Covid-19

A motion was made by Mrs. Dockry, seconded by Atty. Douglass, to adjourn at 5:55 p.m.

On roll call the vote was as follows: Atty. Welsh, yea; Atty. Douglass, yea; Mr. Good, yea; Mrs. Dockry, yea; Mr. Scarsella, yea. The President declared the motion carried.

The foregoing is a true and accurate account of the proceedings of the Educational Service Center of Eastern Ohio Governing Board at its organizational and regular meeting held Thursday, January 13, 2022.

President

Treasurer

Date