

## RECORD OF PROCEEDINGS

Minutes of the Educational Service Center of Central Ohio Governing Board's Regular Meeting held on September 22, 2017 at the 2080 Citygate Drive, Columbus, Ohio.

**Call to Order:** Meeting called to order by Mr. Edward Bischoff, Board President, at 12:35 p.m.

**Roll Call:**

Mr. Edward Bischoff	Present
Mrs. Joyce Galbraith	Present
Mrs. Beth Glitt	Present
Mrs. Robin Reid-Pleasnick	Present
Mr. W. Gregory Spencer	Present

**Staff Present:**

- Dr. Tom Goodney – Superintendent
- Mr. Alan Hutchinson – Treasurer/CFO
- Mr. Michael Trego – Deputy Superintendent
- Mr. David Weaver – Assistant Treasurer
- Ms. Janet Gillig – Executive Director of Student Services
- Mr. Michael Grace – Executive Director of Business and Innovation
- Dr. Thomas Reed – Executive Director of Achievement and Leadership Services
- Ms. Lynn Brannon – Director of Student Services
- Dr. Teresa Dempsey – Director of Professional Development
- Ms. Rhonda Dickson – Director of the State Support Team-Region 11
- Ms. Lori Dray – Director of Technology and Digital Learning
- Ms. Christine Galvin – Director of College and Career Success
- Mr. Joseph Weitz – Coordinator of Policy and Communications
- Ms. Elaine Organ – Administrative Assistant to the Superintendent

**Guest Present:** Mr. Craig Burford – Executive Director of the Ohio Educational Service Center Association

*Mr. Bischoff, Board President, led the Pledge of Allegiance.*

### 17.09.01 APPROVE ADOPTION OF AGENDA AND ADDENDUM

It was moved by Mr. Spencer and seconded by Mrs. Glitt the Educational Service Center of Central Ohio Governing Board approve the adoption of the agenda of the September 22, 2017 regular Board meeting.

**Roll Call:** Mrs. Galbraith, yea; Mrs. Glitt, yea; Mrs. Reid-Pleasnick, yea; Mr. Spencer, yea; Mr. Bischoff, yea  
Motion passed.

**17.09.02 ADJOURNMENT TO EXECUTIVE SESSION**

It was moved by Mrs. Galbraith and seconded by Mrs. Reid-Pleasnick the Educational Service Center of Central Ohio Governing Board adjourn to Executive Session at 12:42 p.m. in accordance with ORC 121.22 to consider the compensation of a public employee.

**Roll Call:** Mrs. Galbraith, yea; Mrs. Glitt, yea; Mrs. Reid-Pleasnick, yea; Mr. Spencer, yea; Mr. Bischoff, yea  
Motion passed.

**RECONVENE IN OPEN SESSION**

The Governing Board of the Educational Service Center of Central Ohio reconvened in open session at 1:20 p.m.

**17.09.03 APPROVE BOARD MEETING MINUTES AND CONSENT AGENDA**

It was moved by Mrs. Reid-Pleasnick and seconded by Mr. Spencer the Educational Service Center of Central Ohio Governing Board approve the following:

**5.01/Approval of the Board Meeting Minutes**

1. Board meeting minutes for the September 20, 2017 Special Board meeting.

**5.02/Approval of the Financial Reports for August, 2017**

1. Board Financial Update (for Information purposes) that is on file in the Treasurer's Office.
2. Investment Report for August, 2017 that is on file in the Treasurer's office.
3. Bill List for August, 2017:

General Fund	\$461,208.53
Dublin CSD – City/County Funds	254,082.49
Gahanna CSD – City/County Funds	55,625.51
Grandview Hts. CSD – City/County Funds	5,245.55
Hilliard CSD – City/County Funds	117,144.60
Reynoldsburg CSD – City/County Funds	216,481.23
Westerville CSD – City/County Funds	486,858.82
Upper Arlington CSD – City/County Funds	81,676.57
South-Western CSD – City/County Funds	26,843.93
Bexley CSD – City/County Funds	64,577.02
Columbus CSD – ESC Funds	54,704.02
Worthington CSD – City/County Funds	30,193.21
Hamilton LSD – ESC Funds	116,191.72
Canal Winchester LSD – ESC Funds	79,526.17
Groveport-Madison LSD – ESC Funds	155,539.00
New Albany-Plain LSD – ESC Funds	94,127.77
Delaware CSD – ESC Funds	60,786.24
Olentangy LSD – ESC Funds	679,190.47
Big Walnut LSD – ESC Funds	75,770.46
Buckeye Valley LSD – ESC Funds	130,801.68
Fairbanks LSD – ESC Funds	7,717.18
Granville EVS	3,108.57
Chillicothe CSD	21,789.96

Licking Heights LSD	119,603.18
OCALI – Operations-Family and Community Support	17,921.34
Association for Middle Level Education	16,245.58
ESCCO – Special Education Administrative Services	61,186.77
ESCCO – Behavior Intervention Services	2,149.85
ESCCO – Special Education Transitional Services	16,720.43
ESCCO – Low Incidence Services	119,009.94
ESCCO – Hearing Impaired Services	112,833.56
ESCCO – Visually Impaired Services	18,918.62
ESCCO – English Language Services/Student Services	9,614.71
ESCCO – Emotionally Disturbed Services	42,628.09
ESCCO – STACK Autistic Student Services	140,527.39
ESCCO - TRACC	296.27
Changes – Student Services	6,330.56
Delaware/Union – Hearing Impaired Services	11,100.15
Psychology	2,293.95
Preschool-Reynoldsburg – Student Services	73,086.50
Bexley CSD Preschool	10,848.55
New Albany-Plain LSD Preschool	31,427.10
Upper Arlington CSD Preschool	42,580.80
Preschool Itinerant	19,571.90
Fairbanks LSD Preschool	7,771.36
ESCCO – Community Based Transitions	39,850.90
ESCCO – Speech/Language Services	56,531.49
Strive	798.00
Ventures	84,814.05
ESCCO – Mental Health Services	8,627.20
ESCCO – Adapted PE Services	13,369.85
ESCCO – Occupational Therapy Services	17,819.34
ESCCO – Physical Therapy Services	7,971.68
ESCCO – Crosscreek Day Treatment	24,254.54
ESCCO – Center for Achievement	25,808.67
ESCCO – Gifted Students Services	18,076.07
ESCCO – Professional Learning	165,012.93
ESCCO – E-Learning	40,503.70
ESCCO – Digital Learning	194,853.41
ESCCO – Printing Services	35,363.90
ESCCO – Court Liaison Services	7,839.54
ESCCO – Conference Center	18,563.74
OCALI – AIM and Online Professional Development	7,614.74
Tolles Career and Technical Center	5,471.24
Northridge LSD	20,118.17
Northridge Preschool	9,974.24
Kids Voting Central Ohio	1,573.73
OCALI – Lifespan Clearinghouse	2,405.45
OCALI – EF Transition	85,187.60
OCALI – Autism Center	2,497.27
OCALI – ODE/OEC	131,847.17
OCALI – Sensory Disabilities Center	102,671.69
College and Career Success	12,999.16
ODE – Field Specialist Work	38,330.74
OCALI – Res Int. Behavior Support	3,457.85
OCALI – Outreach and Accessibility	5,689.00
ODE Contract (Kuhn)	8,388.20
ODE Contract (Lamphere)	5,798.27
ODE Contract (Preston)	258.29
ODE Contract (Sanders)	3,727.27

ODE Contract (Transition Specialists)	15,884.51
ODE Contract (Value Added)	10,772.23
I Know I Can	98,057.98
Gahanna Christian Academy	7,922.31
OCALI – Lifespan Clearinghouse	3,817.22
OCALI – EF Transition	6,487.80
OCALI – Autism Center FY 18	20,841.64
OCALI – ADM ODE/OEC	221,507.49
OCALI – CSD FY 18	172,342.80
SOS	12,078.29
Community School Monitoring Services	27,418.51
OCECD	129,460.60
Central Ohio Leadership Academy	11,941.73
FCFC – Multisystem	351.40
FCFC – Help Me Grow Central Coordination	51,659.24
FCFC – Healthier Buckeye Grant	32.42
FCFC – Home Choice	4,033.76
Rockbridge Academy	303.47
Ohio Reading Corps Match	49,527.48
Ohio Math Corps Match	(44.57)
EdPASS	122,861.88
OCALI – Assess Assistive Technology	557.49
FCFC – Admin FY 18	48,465.91
FCFC – Multisystem FY 18	75,711.29
FCFC – Help Me Grow EI FY 18	9,673.36
FCFC – EI BDD FY 18	7,905.28
FCFC – JFS FY 18	75,068.78
FCFC – Home Choice FY 18	12,772.76
OCALI – ID of Assistive Technology	185.96
EdPASS	458.64
Ohio Math Corps FY 18	2,688.00
Ohio Reading Corps FY 18	8,606.19
OCALI – OCALICON Conference	3,308.19
Background Checks Rotary	16,990.59
Section 125 Plan	17,095.46
Ed PASS Rotary	344.81
COBRA Premium Payments	225.35
Employee Benefit Payments	218.16
Summer School	5,004.48
Rockbridge Academy	17,203.11
Star House General	73,983.35
Medical Insurance	290,047.41
Dental Insurance	25,540.01
Workers Compensation	4,273.25
SST – GRF	2,391.54
School Psychology Intern	2,732.50
SST - GRF	5,416.86
SST – IDEA	91,346.27
SST – IDEA	93,197.71
SST – Early Literacy SSIP IDE	2,517.87
LEP Title III	254.80
SST – ELD	1,268.67
21 <sup>st</sup> Century/HFF	7,140.20
Ohio Reading Corps	1,203.04
Ohio Math Corps	2,462.98
I3 Grant	(6,562.30)
Best Grant	33,923.58

OCALI – Rel Employment First Evid	5,368.50
OCALI – Assessment Assistive Technology	2,581.24
I3 Grant – Year 2	25,428.80
OCALI – Id of Assistive Technology	649.65
<b>TOTAL</b>	<b>\$7,304,834.32</b>

### 5.03/Approval of Total Appropriations by Fund for August, 2017

#### 1. Approval of the total appropriations by fund for August, 2017.

Fund Number	Fund Description	July Appropriation	Increase (Decrease)	August Appropriation
001	General Fund			
	Total General Fund	\$97,353,648.05	\$1,182,233.86	\$98,535,881.91
	Other Funds			
003	PERMANENT IMPROVEMENT	1,388.75	0.00	1,388.75
018	PUBLIC SCHOOL SUPPORT	548.39	0.00	548.39
019	OTHER GRANT	10,921,117.03	703,359.51	11,624,476.54
022	DISTRICT AGENCY	1,133,144.15	14,532.00	1,147,676.15
026	MEDICAL INSURANCE	4,250,000.00	0.00	4,250,000.00
027	WORKERS COMP SELF INSURANCE	122,836.18	0.00	122,836.18
463	ALTERNATIVE SCHOOLS	-	0.00	-
466	STRAIGHT A FUND	-		-
499	MISCELLANEOUS STATE GRANT FUND	275,268.78	81,865.29	357,134.07
506	RACE TO THE TOP	-		-
516	IDEA PART B GRANTS	2,724,533.41	66,652.00	2,791,185.41
551	LIMITED ENGLISH PROFICIENCY	9,229.67	62,837.72	72,067.39
571	REFUGEE CHILDREN SCHOOL IMPACT	171,147.28	0.00	171,147.28
572	SST TITLE I	-	82,758.62	82,758.62
587	IDEA PRESCHOOL-HANDICAPPED	4,258.71	151,609.72	155,868.43
599	MISCELLANEOUS FED. GRANT FUND	935,739.61	1,103,887.00	2,039,626.61
	Total Other Funds	20,549,211.96	2,267,501.86	22,816,713.82
	Grand Total All Funds	\$117,902,860.01	\$3,449,735.72	\$121,352,595.73

**5.04/Approval of Miscellaneous Consent Agenda Items / Treasurer**

Approval of the following miscellaneous consent agenda items recommended by the Treasurer/CFO:

1. Approval of the following Ohio Healthcare Plan health and dental insurance monthly rates, effective January 1, 2018 through December 31, 2018:

**Medical / PPO**

Single: \$692.00 / Family: \$1,833.00

**Medical / HDHP**

Single: \$616.00 / Family: \$1,633.00

**Dental**

Composite Rate: \$90.00

*Employee and employer shares are paid in accordance with Board policy.*

2. Approval of the following new grants and authorize the Treasurer/CFO to establish the appropriate funds:

	<b>Appropriations</b>	<b>Estimated Revenue</b>
IDEA Early Childhood 587 9801	\$ 42,485.86	\$ 42,485.86
Title III LEP 551 9800	62,837.72	62,837.72
Ohio Reading Corp Federal FY 18 599 9801	797,937.00	797,937.00
Ohio Reading Corp Match FY 18 019 9824	479,997.00	479,997.00
Ohio Math Corp Federal FY 18 599 9802	205,950.00	205,950.00
Ohio Math Corp Match FY 18 019 9823	120,000.00	120,000.00
21st Century/HFF Grant 599 9800	100,000.00	100,000.00
National Dropout Prevention 022 9803	25,000.00	25,000.00
Student Assessment 499 9803	21,875.00	21,875.00
School Psych Intern 499 9802	81,865.29	81,865.29

3. Approval of the extension of a 1-year grant to a 2-year grant for the Refugee School Impact Grant. The grant period will be from July 1, 2016 through September 30, 2018.

4. Approval to waive the bidding requirement in Policy 6320 (Purchases) for services over \$50,000.00 and authorize the Treasurer/CFO to award a contract to the following vendor to provide digitally delivered newspaper, online curriculum and web-based authoring tool services to ESC of Central Ohio participating client school districts:

<b>Vendor</b>	<b>Amount</b>	<b>Contract Funding</b>
N2Y	\$75,000.00	Contracts with School Districts

5. Approval to authorize the Treasurer/CFO to pay invoices against the following purchase orders that were not processed in accordance with Section 5705.41(D): 1800675 and 1800099.
6. Approval to accept the following donations from Life Skills North to the Title III LEP Consortium member, Heath City Schools.

Ventures 2nd Edition Series (1 Teacher Edition, 26 Student Books, 21 Workbooks)

Interchange Series (1 Teacher Edition, 9 Student Books, 5 full contact books, 1 DVD, 1 Video Resource)

Four Corners Series (1 Teacher Edition, 20 Student Books, 1 CD, 1 DVD)

Finish Line for ELLs (11 Proficiency Practice Books)

#### **5.05/Professional Meetings**

##### **Governing Board Members:**

**Edward Bischoff**

**Joyce Galbraith**

**Beth Glitt**

**Robin Reid-Pleasnick**

**W. Gregory Spencer**

OSBA Capital Conference

November 12 - 14, 2017

Columbus, OH

##### **Superintendent:**

**Thomas Goodney**

2017 BASA Fall Conference

October 3 and 4, 2017

#### **5.06/Resignations**

Approval of the following resignations:

##### **ESC of Central Ohio**

1. Rebecca Darling - Intervention Specialist, effective September 22, 2017

**Olentangy Local Schools**

1. Christina Halley - Preschool Aide, effective August 21, 2017
2. Victoria Lapid - Preschool Teacher Aide, effective August 10, 2017

**5.07/Employment**

Approval of the following employment for the 2017-18 contract year:

**ESC of Central Ohio**

1. Sunni Clyse - Physical Therapist, 161 days, beginning September 1, 2017 through July 31, 2018, at a salary of \$40,734.61 for the 2017-18 contract year
2. Abigail Hust - Behavior Intervention Consultant, 120 days, beginning August 22, 2017 through July 31, 2018, at a salary of \$32,354.40 for the 2017-18 contract year
3. Regina Lukich - Director of Program Resources, 227 days, beginning September 11, 2017 through July 31, 2018, at a salary of \$97,721.23 for the 2017-18 contract year

**Olentangy Local Schools**

1. Jodi McDougal - Preschool Aide, 184 days, beginning August 14, 2017 through July 31, 2018, at a salary of \$13,375.88 for the 2017-18 contract year

**5.08/Personnel Contract Changes**

Approval of the following personnel contract changes for the 2017-18 contract year:

**ESC of Central Ohio**

1. Karen Brooks - Teacher, longevity pay in the amount of \$750.00
2. Sheila Damren - Occupational Therapist, from 1-day Preschool to full-time department chair/increase in days from 189 to 204 at a revised salary of \$84,694.68 for the 2017-18 contract year
3. Rebecca Darling - Intervention Specialist, increase in salary to \$45,097.56 due to completion of Master's Degree for the 2017-18 contract year
4. Bonnie Lange - Fiscal Specialist, education credit in the amount of \$200.00 for the 2017-18 contract year
5. Andrea Lyon - Educational Interpreter, increase in days from 182 to 184 at a revised salary of \$38,527.76 for the 2017-18 contract year



**Big Walnut Local Schools**

1. Hillary Pulliam - School Psychologist, increase in days from 195 to 210 at a revised salary of \$72,802.80 for the 2017-18 contract year

**Dublin City Schools**

1. Amy Salay - Transportation Coordinator, change from Step 0 to Step 1 at a revised salary of \$85,067.00 for the 2017-18 contract year

**Olentangy Local Schools**

1. Allison Goodnight - School Psychologist, increase in salary to \$54,529.90 for the 2017-18 contract year
2. Jodi McDougal - Preschool Aide, increase in days from 184 to 185 at a revised salary of \$19,212.25 for the 2017-18 contract year
3. Emily Shafer - School Psychologist, adjustment for incorrect experience step placement for 2014-15, 2015-16 and 2016-17, \$5,628.53
4. James West - Social Worker, decrease in days from 195 to 190 at a revised salary of \$60,461.70 for the 2017-18 contract year

**5.09/Stipends**

Approval of the following stipend requests.

**ESC of Central Ohio**

1. Thomas Gilkerson - Van Driver, drive ESCCO vans to and from the maintenance facility on an as needed basis, \$2,804.40

**Olentangy Local Schools**

1. Nicole Klaus - School Psychologist, extended days to complete summer evaluations, \$249.04
2. Sarah Linscott - Occupational Therapist, caseload management to cover staff member's leave, \$1,788.00
3. Lori Metheney - Intervention Specialist, core assessment team evaluations and preparation for Step Up to Quality, \$6,980.80

**5.10/Miscellaneous Consent Agenda Items / Superintendent**

Approval of the following miscellaneous consent agenda items recommended by the Superintendent.

1. Approval of the following new and proposed revised Board Policies.

2464 Gifted Education and Identification (*Revised*)

- 5111.01 Homeless Students *(New)*
- 5111.03 Children and Youth in Foster Care *(New)*
- 8210 School Calendar *(Revised)*
- 8330 Student Records *(Revised)*
- 8340 Letters of Reference *(New)*
- 8500 Food Services *(Revised)*
- 8510 Wellness *(Revised)*

2. Approval of the first reading of the following new and proposed revised Board Policies.

- 8310 Public Records *(Revised)*
- 8320 Personnel Files *(Revised)*
- 7540.02 Center Web *(Revised)*

3. Approval of the review and confirmation of Policy 2413 - Career Advising - as required once every 2 years per Ohio Revised Code 3313.6020.
4. Approval of the new position and job description of Director of Program Resources.
5. Approval of a communications stipend in the amount of \$75.00 per month for Regina Lukich, ESCCO Director of Program Resources.

Vote to approve the consent agenda.

*Approval of the consent agenda:*

**Roll Call:** Mrs. Galbraith, yea; Mrs. Glitt, yea; Mrs. Reid-Pleasnick, yea;  
Mr. Spencer, yea; Mr. Bischoff, yea  
Motion passed.

#### Items for the Board's Information and Review

- **Presentation by Craig Burford, Executive Director of the Ohio Educational Service Center Association**  
Mr. Burford provided Governing Board members with a historical background of Educational Service Centers in Ohio and their vision, mission and role in the State. His presentation also included information on mergers, appointing additional board members, governance, funding, the current State budget, and a review of pending legislation. Mr. Burford also shared some challenges and opportunities for Educational Service Centers in the future.
- **Program Presentations by ESC of Central Ohio Central Office Administrators**  
Mr. Weaver provided the Board members with a financial review for Fiscal Year 2017. The presentation included the importance of the General Operations budget in relation to all ESC activity, profits, performance based on growth and our growth in business activity. Mr. Weaver's presentation included information on General Fund activity during Fiscal Year 2017, revenues, Center expenditures,

Dr. Reed and Dr. Dempsey highlighted the Project-Based Learning (PBL) professional development and conferences provided by the Center for Achievement and Leadership Services. There has been significant increase in the number of school districts and teachers seeking training in PBL. Dr. Reed and Ms. Galvin presented an overview of the activities last school year for the College and Career Success Network including the upcoming start of the STEP program for 2017-18. Dr. Reed also provided information regarding the Strategic Data Project and the launch of the Collaborative for Algebra Readiness this year.

Mr. Grace's presentation to Board Members included a review of Phase I of the re-modeling completed on the first floor of the Citygate facility. In addition, he updated the Board on the District Service Plan process and the development of an organizational model for the ESCCO's grant administration function. Mr. Grace also highlighted the development of an approach to building Agency and Center capacity to create and monitor Statements of Work and related documentation. Ms. Lori Dray updated the Board on the hiring of new staff and re-organization of the Center for Technology and new options of services for operational technology as well as digital learning opportunities school districts this year and the plans for infrastructure analysis and presentation of recommendations by the end of the 2017-18 school year.

Mr. Weitz presented the new branding for the ESCCO launched during the 2016-17 school year. Board members were also informed about the app created for use by ESCCO staff and the increase in followers on Social Media. Mr. Weitz informed Board members that a member of his staff served as the Interim Communications Director for Bexley City Schools for 5 months while they conducted a search for a replacement. Mr. Weitz presented the development of new marketing strategies, customer service and website accessibility. The Communications Department will be manning booths at several trade shows and conferences during the 2017-18 school year including the Ohio School Boards Capital Conference in November.

Mr. Trego highlighted the processing of substitute teachers by the Human Resources Department with the addition of Reynoldsburg City Schools and Columbus School for Girls. The Human Resources Department has completed the employment process for over 2,400 substitutes to date for the 2017-18 school year. Mr. Trego also informed Board members that substitutes covered over 250,000 missed days by teachers during the 2016-17 school year.

Ms. Rhonda Dickson's presentation highlighted the State Support Team/Region 11's work in support compliance monitoring which included the development of Special Education Corrective Action Plans for 37 districts with violations last school year. Also, included was information on the Ohio Improvement process, Early Childhood Literacy and deliverables and initiatives contracted with the Ohio Department of Education.

Ms. Gillig and Ms. Brannon presented Board members with an overview of the Center for Student Services that included the reorganization of the Center last year. In addition, Ms. Gillig informed Board Members that the ESCCO, in partnership with Clemson University, will be hosting the National Drop-Out Prevention conference in Columbus October 28 – 31, 2018. Approximately 800

to 1,000 attendees are expected to attend. Center for Student Services programs also highlighted during the presentation included a partnership to provide educational services to Columbus and Dublin Springs, the hiring of a Coordinator for English Learners, an impact study of the Campus-Based Transition program, the STRIVE program, and the AmeriCorps reading and math programs.

- **Upcoming Meetings / Events**

September 27, 2017 / 5 p.m.

OSBA Central Region Fall Conference / Columbus, Ohio

October 25, 2017 / 1 p.m.

Governing Board Special Meeting-Work Session / 2080 Citygate Drive, Columbus, Ohio

October 27, 2017 / 3 p.m.

Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

November 7, 2017 / 1 p.m.

Governing Board Special Meeting-Work Session / 2080 Citygate Drive, Columbus, Ohio

November 12 - 14, 2017

OSBA Capital Conference / Columbus, Ohio

November 17, 2017 / 3 p.m.

Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

November 29 - December 2, 2017

AESA 2016 Annual Conference / San Antonio, Texas

December 15, 2017 / 3 p.m.

Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

17.09.04

**APPROVE ADJOURNMENT**

It was moved by Mr. Spencer and seconded by Mrs. Reid-Pleasnick the Educational Service Center of Central Ohio Governing Board adjourn the meeting at 4:10 p.m.

**Roll Call:** Mrs. Galbraith, yea; Mrs. Glitt, yea; Mrs. Reid-Pleasnick, yea  
Mr. Spencer, yea; Mr. Bischoff, yea

Motion passed.



Edward Bischoff  
Governing Board President  
Educational Service Center of Central Ohio

**ATTEST:**



Alan Hutchinson  
Treasurer/CFO  
Educational Service Center of Central Ohio