

## RECORD OF PROCEEDINGS

Minutes of the Educational Service Center Council of Governments Governing Board's Regular Meeting held on **January 9, 2018** at 32 Wesley Boulevard, Worthington, Ohio.

**Call to Order:** Meeting called to order by Mr. Matt Cygnor, Educational Service Center Council of Governments President, at: **8:04 AM**

**Staff Present:** Alan Hutchinson      Mike Trego

### 18.1.9.01

#### **APPOINTMENT OF A PRESIDENT PRO TEMPORE**

It was moved by **Mr. Cygnor** and seconded by **Mr. Stewart** that the Governing Board appoint **Bill Brownson** to serve as President Pro tempore for the 2018 organizational meeting.

**Roll Call:** Mr. Brownson, **yea**      Mr. Cygnor, **yea**      Mr. Stewart, **yea**  
Motion: **PASSED**

#### **Roll Call:**

Mr. Bill Brownson      **Present**  
Mr. Matt Cygnor      **Present**  
Mr. Jerry Stewart      **Present**

### 18.1.9.02

#### **NOMINATIONS FOR BOARD PRESIDENT**

**Mr. Cygnor** was nominated by **Mr. Stewart**

### 18.1.9.03

#### **CLOSE NOMINATIONS FOR BOARD PRESIDENT**

It was moved by **Mr. Stewart** and seconded by **Mr. Cygnor** for the Governing Board to close the nominations for Board President.

#### **Roll Call to Close Nominations:**

Mr. Brownson, **yea**      Mr. Cygnor, **yea**      Mr. Stewart, **yea**  
Motion: **PASSED**

#### **Roll Call to Elect Mr. Cygnor Board President**

Mr. Brownson, **yea**      Mr. Cygnor, **yea**      Mr. Stewart, **yea**  
Motion: **PASSED**

### 18.1.9.04

#### **NOMINATIONS FOR BOARD VICE PRESIDENT**

**Mr. Brownson** was nominated by **Mr. Cygnor**

### 18.1.9.05

#### **CLOSE NOMINATIONS FOR BOARD VICE PRESIDENT**

It was moved by **Mr. Stewart** and seconded by **Mr. Cygnor** for the Governing Board to close the nominations for Board Vice President.

#### **Roll Call to Close Nominations:**

Mr. Brownson, **yea**      Mr. Cygnor, **yea**      Mr. Stewart, **yea**  
Motion: **PASSED**

#### **Roll Call to Elect Mr. Brownson Board Vice President:**

Mr. Brownson, **yea**      Mr. Cygnor, **yea**      Mr. Stewart, **yea**  
Motion: **PASSED**

**18.1.9.06**

**APPOINTMENT OF BOARD SECRETARY**

Mr. Cygnor, Board President, appointed **Mr. Stewart** as Board Secretary for 2018.

**18.1.9.07**

**ORGANIZATIONAL RESOLUTIONS**

It was moved by **Mr. Brownson** and seconded by **Mr. Stewart** for the Governing Board approve the following 2018 organizational resolutions pertaining to the Executive Director and Treasurer/CFO:

**Executive Director:**

1. *Approval to designate the Executive Director as the official purchasing agent for the ESC-COG for 2018.*
2. *Approval to authorize the Executive Director to employ such temporary personnel and/or accept resignations as needed for emergency situations; such employment to be presented for approval at the next regular board meeting.*
3. *Authorize the Executive Director to sign agreements not to exceed one year in length and within the limits of the annual budget.*

**Treasurer/CFO:**

1. *Approval to authorize the Treasurer to pay properly authorized bills within the limits of appropriations for merchandise/services that have been received in good condition and to report to the Governing Board a summary of those paid.*
2. *Approval to authorize the Treasurer to receive, expend and account for State and Federal funds.*
3. *Approval to adopt the following resolution authorizing the use of facsimile signatures:*

*WHEREAS, it is required by law that no monies of the Educational Service Center Council of Governments shall be disbursed by check unless signed by the Treasurer/CFO and no purchase order shall be issued without the signatures of the Treasurer and Executive Director of the Educational Service Center Council of Governments, and*

*WHEREAS, the Office of the Auditor of State through H.B. 694 has approved the use of facsimile signature by the Treasurer/CFO impressed upon each check and the signatures of the Treasurer/CFO and Executive Director impressed upon each purchase order by a machine maintained in the custody of the Governing Board Business Services Department.*

*NOW, BE IT RESOLVED, that facsimile signature of Alan Hutchinson, Treasurer/CFO, appear upon all checks issued and that the facsimile signature of Alan Hutchinson, Treasurer/CFO, and Thomas Goodney, Executive Director, appear upon all purchase orders issued by the Educational Service Center Council of Government in accordance with the provisions of the law.*

4. *Approval to authorize the Treasurer/CFO to temporarily invest funds as allowed by law.*
5. *Approval to authorize the Treasurer/CFO to make within funds transfers as may become necessary and report same on a regular basis to the Governing Board.*
6. *Approval to authorize the Treasurer/CFO to make out of fund advances as they may become necessary and report same to the Governing Board.*
7. *Authorize the Executive Director to sign agreements not to exceed one year in length and within the limits of the annual budget.*

8. Approval to establish a Records Committee for 2016 consisting of the Governing Board President, Executive Director and Treasurer/CFO with a meeting date to be determined.

**Roll Call:** Mr. Brownson, **yea** Mr. Cygnor, **yea** Mr. Stewart, **yea**  
**Motion: PASSED**

**18.1.9.08 ADJOURN 2018 ORGANIZATIONAL MEETING**

It was moved by Mr. Stewart and seconded by Mr. Brownson that the Governing Board adjourn the 2018 organizational meeting Siné Dié at **8:10 AM** and reconvene in regular session.

**Roll Call:** Mr. Brownson, **yea** Mr. Cygnor, **yea** Mr. Stewart, **yea**  
**Motion: PASSED**

**18.1.9.09 BOARD PRESIDENT OPENS REGULAR MEETING**

**Roll Call:** Mr. Brownson, **yea** Mr. Cygnor, **yea** Mr. Stewart, **yea**

**18.1.9.10 APPROVE ADOPTION OF AGENDA AND ADDENDUM**

It was moved by **Mr. Stewart** and seconded by **Mr. Brownson** that the Educational Service Center Council of Governments Governing Board approve the adoption of the agenda for the **January 9, 2018** Regular Board Meeting.

**Roll Call:** Mr. Brownson, **yea** Mr. Cygnor, **yea** Mr. Stewart, **yea**  
**Motion: PASSED**

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

It was moved by **Mr. Brownson** and seconded by **Mr. Stewart** that the Educational Service Center Council of Governments Governing Board approve the following:

**5.01/Approval of Consent Agenda  
 Consent**

**5.02/Approval of Separations**

District/Agency	Last Name	First Name	Position Title	Effective Date	Retirement or Resignation
ESC Business Services	Hutchinson	Alan	COG Treasurer	2.5.18	Resignation
ESC Business Services	Young	Carolyn	Substitute Fiscal Specialist	12.31.17	Resignation
Gahanna-Jefferson	Appel	Jessica	Preschool Aide	1.4.18	Resignation
Hamilton	Blake	Evan	Business Instructional Assistant	12.18.17	Resignation
Hilliard City Schools	Bailey	Jodie	21st Century CCLC Co-Director	01.04.18	Resignation - no letter
Hilliard SACC	Kelly	Adam	Program Leader	12.14.17	Resignation

Metro Early College High School	Bush	Zacharias	Teacher	2.2.18	Resignation
Metro Early College High School	Hogue	Ellen	Teacher	1.5.18	Resignation
Metro Early College High School	Park	Gemma	Teacher	1.5.18	Resignation
Ohio Coalition for the Education of Children with Disabilities	Ryle	Jeanith	Information Specialist	12.20.17	Deceased
Reynoldsburg	Neal	Vicki	Student Support Specialist	12.20.17	Resignation
Star House Columbus	Barton	Madith	Youth Advocate	12.22.17	Resignation - no letter
Star House Columbus	Clough	Katie	Youth Advocate	12.21.17	Resignation - no letter
Star House Columbus	Irvin	Benjamin	Youth Advocate	12.25.17	Resignation - no letter
Upper Arlington	Townsend	Rozlie	Long Term Substitute	12.21.17	Resignation

### 5.03/Approval of Employment

District/Agency	Last Name	First Name	Position Title	Total Days	Start Date	End Date	Salary/Rate	Pay Type?
Alliance for High Quality Education	Cali	Patricia	Administrative Assistant	128	1.2.18	6.30.18	\$144.00	Daily
Big Walnut Local	Hunt	Ashley	Tutor	95	1.3.18	5.25.18	\$21.00	Hourly
ESC - CTR4SS	Burt	Wandnetta	ESC Teacher Assistant (K-12)	85	01.10.18	6.30.18	\$8,352.10	salary
Gahanna-Jefferson	Conrad	Shelby	Floater Aide Sub	85	1.11.18	5.23.18	\$14.00	Hourly
Groveport	Dorion	Ashley	Sub Nurse	89	1.8.18	5.24.18	\$25.00	Hourly
Hamilton Local	Blake	Evan	Business Department Substitute Teacher	100	12.19.17	7.31.18	\$24,608.00	Salary
Hilliard City Schools	Cox	Kendra	Clinic Assistant	97	01.08.18	7.31.18	\$9,975.48	Salary
Hilliard City Schools	Hall	Monica	21st CCLC Co-Director	69	1.8.18	5.17.18	\$7,262.94	Salary
Hilliard City Schools	Larimore	Kennedi	Student Tutor	76	01.08.18	05.31.18	\$8.30	Hourly
Hilliard City Schools	Lloyd	Andrea	Clinic Assistant	97	01.08.18	7.31.18	\$9,975.48	Salary
Metro Early College High School	Porter	Forest	ESC Data Systems Analyst	119	1.3.18	6.30.18	\$21,786.52	Salary
Metro Early College High School	Whalen	Annette	Systems Administrator	119	1.3.18	6.30.18	\$34,784.89	Salary
Star House Columbus	Cheatwood	Skyler	Youth Advocate	133	12.27.17	6.30.18	\$11.00	Hourly
Star House Columbus	Masters	Samuel	Grants and Data Manager	127	1.4.18	6.30.18	\$28,331.16	Salary
Star House Columbus	Rembold	Heide	Youth Advocate	126	1.5.18	6.30.18	\$11.50	Hourly

Westerville City Schools	Bottger	Janine	Aide to students w/disabilities	96	01.03.18	05.25.18	\$9,884.00	Salary
Westerville City Schools	Rogers	Nicole	Aide to students w/disabilities	96	1.3.18	5.25.18	\$11,397.12	Salary
Westerville City Schools	Spanbauer	Tiffany	Aide to students w/disabilities	101	12.18.17	06.30.18	\$12,120.00	Salary
Westerville City Schools	Thomas	Stephanie	Aide to students w/disabilities	95	01.08.18	6.30.18	\$9,590.25	Salary

**ESC-COG Consortium New Substitutes:**

Last Name	First Name		Last Name	First Name
Adams	Zana		McCusker	Luke
Adkin	Joshua		McKee	Mark
Ashbrook	Natalie		Mizer	Jill
Bair	Erin		Mogan	Erika
Boyd	Sandra		Monfort	Charles
Brademeyer	Thomas		Murphy	Patrick
Brickey	Deron		Newman	John
Burwell	Ashley		Niemeier	Tracy
Chokreff	Meghan		Niles	Shawna
Corna	Sumer		Overton	Tiana
Custer	Allison		Parkey	Wayne
Davidson	Jenny		Peppers	Abigail
Eagle	Tobin		Phillips	Onna
Elliott	De'Garrica		Ping	Linda
Flanagan	Maureen		Post	Caleb
Galbreath	Mindy		Quick	Conner
Goetz	John		Qutub	Tasneem
Greene	Stephanie		Randall	Reston
Griffith	Kaitlin		Renick	Michelle
Hensley	Katia		Schreibman	Alexandra
Koppelman	Brock		Stamm	Carolyn
LeWinter	Lucas		Suter	Leah
MacKenzie	Peter		Tufts	Lovell
Madden	Danielle		Vandeneynde	Erica
Marsch	Kaileigh		Wells	Gene
Marshall	Constance		Yesnick	Julie

**5.04/Approval of Personnel Agreement Changes**

District/Agency	Last Name	First Name	Position Title	Adjustment	Effective Date
Delaware	Kaasa	Melissa	Long Term Substitute	add 60 days, extended assignment	1.3.18

ESC Business Services	Rizzo	Tammy	Interim Treasurer	Appoint Tammy Rizzo as Interim Treasurer COG	2.6.18
Hilliard City Schools	Reed-Farris	Mary	21st Century Tutor	adding an additional day per week to schedule. hourly rate is same.	01.08.18
Westerville	Miller	Amy	Sub Dean of Students	add 9 days, additional assignment	1.2.18

### 5.05/Approval of Allowances

### 5.06/Approval of Stipends

District/Agency	Last Name	First Name	Stipend Title	Description	Amount
ESC of Central Ohio	Adams	Tyler	Ohio Math Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Andrews-Turner	Sandra	Ohio Reading Corps Member	Members will provide a minimum of 450 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$3,203.00
ESC of Central Ohio	Carter	Seniqua	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Cole	Veronica	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Cronheim	George	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Diggs	Lyndsey	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Lisby-Herzog	Tiffany	Ohio Reading Corps Member	Members will provide a minimum of 450 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$3,203.00
ESC of Central Ohio	Lopez	Jacqueline	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Managan	Bonnie	Ohio Math Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with	\$6,406.00

				students, training, and other tasks as assigned	
ESC of Central Ohio	Morgan-Edwards	Onita	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Shiller	Elizabeth	Ohio Math Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Thomas	Nicholas	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Thomas	Donna	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC of Central Ohio	Triantafillou	Randi	Ohio Reading Corps Member	Members will provide a minimum of 900 hours of service to the Reading Corps program, including direct service with students, training, and other tasks as assigned	\$6,406.00
ESC/ Center for Achievement & Leadership	Williams	Gena	RE Mentor Academy Trainer	Facilitate RE mentor trainings as assigned	\$900.00
ESC/Center for Achievement & Leadership	Williams	Gena	OTES External Evaluator	Provide OTES External Evaluator services at Licking Heights Local Schools as assigned (up to 15 teachers; 2 cycles each)	\$10,500.00
ESC/Center for Technology-Digital Learning	Ferrell	Pam	HQT Instructor	Facilitate HQT courses for the Oct-Nov 2017 session: Science: 1 section	\$1,250.00
ESC/Student Services	Blosser	Lauren	Substitute Teacher	Serve as a substitute teacher in the classroom for Columbus Springs - Dublin	\$14,000.00
ESC/Student Services	Hamilton	Christopher	Teacher's Aide (Paraprofessional)	Serve as a teacher's aide in the classroom at Dublin Springs - Dublin	\$13,875.00
ESC/Student Services	Marks	Debbie	Substitute Teacher's Aide (Paraprofessional)	Serve as a substitute teacher in the classroom for Columbus Springs - Dublin	\$6,600.00
ESC/Student Services	McClaskey	Diane	Facilitator for Gifted Academy	Provide instruction and serve as a facilitator for the Gifted Academy	\$456.30
Global Impact Stem Academy	Davoli	Christian	Social Studies Teacher	Wednesday - Extended School	\$40.00
Hamilton Local Schools	Shafer	Jennifer	Educational Aide	Assist 3 days a week with a special ed student for 1.25 hours	\$168.08
Hilliard City Schools	Lobaugh	Madeline	Drama Advisor	Drama Advisor for school play	\$600.00
Olentangy	Layman	Amanda	School Psych Intern	OLSD New Teacher Academy	\$150.00
Olentangy	Novak	Kami	Home Instructor	12 hours plus 1.5 hour planning for English 0, 12 hours of planning for Physical Science	\$675.00
Whitehall	Felske	Lori	Substitute Teacher	Working 75 days or more this school year 17-18 at Whitehall City Schools	\$1,000.00
Whitehall	Thacker III	Charles	Substitute Teacher	Working 75 days or more this school year 17-18 at Whitehall City Schools	\$1,000.00

## 5.7/MISC / CORRECTIONS

Recommend the Governing Board approve the following:

- UNPAID LEAVE OF ABSENCE

Last Name	First Name	Position	District	Reason	Dates
Madison	Davisson	Aide	Hamilton	Unpaid Leave of Absence due to Student Teaching	1.3.18 thru 4.20.18

## 6.01/Updates

### Executive Director:

- Mr. Brownson asked for a recommendation to expand board membership.

### Treasurer/CFO Updates:

- No Update

### Upcoming Governing Board Meeting:

- 2.13.18 - Governing Board Regular Meeting / 32 Wesley Blvd, Columbus
- 3.13.18 - Governing Board Regular Meeting / 2080 Citygate Dr, Columbus
- 4.17.18 - Governing Board Regular Meeting / 2080 Citygate Dr, Columbus
- 5.15.18 - Governing Board Regular Meeting / 2080 Citygate Dr, Columbus
- 6.12.18 - Governing Board Regular Meeting / 2080 Citygate Dr, Columbus

18.1.9.12

## APPROVE ADJOURNMENT

It was moved by **Mr. Brownson** and seconded by **Mr. Stewart** that the Educational Service Center Council of Governments Governing Board adjourn the meeting at **8:24 A.M.**

**Roll Call:** Mr. Stewart, **yea** Mr. Cygnor, **yea** Mr. Brownson, **yea**

Motion: **Passed**



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Matthew Cygnor, Governing Board President  
Educational Service Center Council of Governments

**ATTEST:**

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Alan Hutchinson, Treasurer/CFO  
Educational Service Center Council of Governments