

**LAKE COUNTY EDUCATIONAL SERVICE CENTER  
MINUTES – REGULAR MEETING**

**Our Mission**

**To excel in providing innovative programs and quality services  
that add value to our educational community.**

The October Regular Meeting of the Governing Board of the Lake County Educational Service Center was called to order at 5:45 p.m. The meeting was held at the Auburn Career Center. "Notice of this meeting was given in accordance with the provisions of Bylaw 0164.R of the Lake County Educational Service Center Governing Board which was adopted in accordance with Section 1-450 of the O.R.C. and the Ohio Administration Procedures Act." Upon roll call the following members responded with "aye":

Jean Brush      Robert Dawson      Brian Kolkowski      Ann Radcliffe

Also Present:      Brian Bontempo, Superintendent  
                            Sherri Samac, Treasurer

A parent from Riverside Local School District addressed the Board regarding the decision from the last meeting on transportation.

Mr. Dawson left the meeting at 5:50 p.m., returned at 5:51 p.m.

**11-153**

Motion was made by Mrs. Brush, seconded by Ms. Radcliffe, to approve Board Minutes and Recording from the Meeting of the Board held on September 6, 2011.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-154**

Motion was made by Dr. Kolkowski, seconded by Mrs. Brush, to approve the Financial Reports and the payment of Invoices and Payroll Distribution for August, 2011.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-155**

Motion was made by Mrs. Brush, seconded by Dr. Kolkowski, to approve and accept the following Gifts and Donations to the Lake Academy:

A generous gift of school supplies and art supplies from Mrs. Michele Brewer.

A generous gift of school supplies from Palmer-Roberts American Legion, Auxiliary Unit 214.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-156**

Motion was made by Dr. Kolkowski, seconded by Ms. Radcliffe, to approve the following return of advances:

FROM: 499-9911 SST Grant – E-Read Online Prof. Development Course \$10,800.00  
TO: 001-0000 ESC General Fund \$10,800.00

FROM: 587-9011 Early Childhood Preschool Training \$10,029.74  
TO: 001-0000 ESC General Fund \$10,029.74

FROM: 599-9011 SST Grant – SPDG/State Personnel Development \$ 5,740.74  
TO: 001-0000 ESC General Fund \$ 5,740.74

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-157**

Motion was made by Dr. Kolkowski, seconded by Mrs. Brush, to approve the following transfers:

FROM: 001-9044 Crossroad 10-11 \$ 19,942.30  
TO: 001-0000 ESC General Fund

FROM: 001-9045 Crossroads A+ 10-11 \$ 19,316.14  
TO: 001-0000 ESC General Fund

FROM: 001-9046 Early Childhood 10-11 \$ 62,021.68  
TO: 001-0000 ESC General Fund

FROM: 001-9047 Lake Academy 10-11 \$ 19,223.38  
TO: 001-0000 ESC General Fund

FROM: 001-9047 Lake Academy 10-11	\$ 48,444.29
TO: 001-9061 Lake Academy 11-12	
FROM: 001-9048 LCVTC 10-11	\$ 62,482.93
TO: 001-0000 ESC General Fund	
FROM: 001-9049 Personnel 10-11	\$151,343.44
TO: 001-0000 ESC General Fund	
FROM: 001-9050 Porter Science Center 10-11	\$ 6,969.15
TO: 001-9065 Porter Science Center 11-12	
FROM: 001-9051 Mentor City/County 10-11	\$ 46,407.04
TO: 001-9066 Mentor City/County 11-12	
FROM: 001-9052 Wickliffe City/County 10-11	\$ 322.63
TO: 001-0000 ESC General Fund	
FROM: 001-9053 Willoughby-Eastlake City/County 10-11	\$ 10,346.19
TO: 001-9068 Willoughby-Eastlake City/County 11-12	
FROM: 001-9053 Willoughby-Eastlake City/County 10-11	\$ 11,650.48
TO: 001-0000 ESC General Fund	
FROM: 001-9054 Lead, Experience, Achieve and Develop 10-11	\$ 18,623.64
TO: 001-0000 ESC General Fund	
FROM: 001-9055 Fairport Harbor Preschool 10-11	\$ 2,853.82
TO: 001-0000 ESC General Fund	
FROM: 001-9056 Kirtland Preschool 10-11	\$ 32,865.01
TO: 001-0000 ESC General Fund	
FROM: 001-9057 Perry Preschool 10-11	\$ 10,107.39
TO: 001-0000 ESC General Fund	
FROM: 001-9055 Fairport Harbor Preschool 10-11	\$ 1,628.98
TO: 439-9011 Public Preschool Grant	
FROM: 001-9047 Lake Academy 10-11	\$ 2,646.45
TO: 463-9011 Alternative School Grant	

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-158**

Motion was made by Dr. Kolkowski, seconded by Ms. Radcliffe, to enter into Executive Session at 6:15 p.m. to discuss legal matters.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

Returned to Regular Meeting at 6:35 p.m.

**11-159**

Motion was made by Ms. Radcliffe, seconded by Dr. Kolkowski, to add McGown & Markling Co. L.P.A. as a legal service provider through the Ohio Educational Service Center Association (OESCA) partnership with the *School Law Hotline* allowing all Lake County districts reduced legal fees and 10 complimentary hours of legal service for the 2011-2012 school year.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-160**

Motion was made by Mrs. Brush, seconded by Ms. Radcliffe, to approve direct the Superintendent to enter into an agreement with The Lake County Board of Developmental Disabilities/Deepwood for the use of classroom space at the Board’s Broadmoor School facility (“Broadmoor”). The Lake County ESC shall compensate The Lake County Board of Developmental Disabilities/Deepwood \$8,000.00 for the use of 1 Early Childhood classroom.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-161**

Motion was made by Dr. Kolkowski, seconded by Ms. Radcliffe, to approve \$75.00 annual membership to OAEP (Ohio Association of EMIS Professionals) for Nan Karako.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

11-162

Motion was made by Dr. Kolkowski, seconded by Ms. Radcliffe, to approve the following Client Service Agreements:

**Client Services Agreement** between Lake County ESC and Soliant Health Services for Soliant Employee Debra Faulkner to provide Occupational Therapy services 37.5 hours per week, following the Madison Local Schools calendar, at a rate of \$76.00 per hour, from September 1, 2011 through the end of the 2011-12 school year. Pending BCI/FBI fingerprint approval and ODE Licensure. (*Contract Amended from September 6, 2011 Meeting*)

**Client Services Agreement** between Lake County ESC and Rochford Therapy Services via Homebound Instruction for up to 50 hours of Occupational Therapy, at a rate of \$55.00 per hour with timesheets, effective September 19, 2011 (billed to Riverside)

**Client Services Agreement** between Lake County ESC and Rochford Therapy Services for up to 50 hours of Occupational Therapy for a student at LEAD, at a rate of \$55.00 per hour with timesheets, effective October 1, 2011 (billed to Willoughby-Eastlake)

**Client Services Agreement** between Lake County ESC and Korenko Therapy Services via Homebound Instruction for up to 50 hours of Physical Therapy services, at an hourly rate of \$65.00 with timesheets, effective August 24, 2011 (billed to Riverside)

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

11-163

Motion was made by Dr. Kolkowski, seconded by Mrs. Brush, to approve the following Performance Contracts:

**Performance Contract** between Porter Program for Science and Mathematics (a program of the Lake County ESC) and Sharon Boyle (Independent Contractor). Sharon Boyle will assist in the preparations and presentation for the Porter Program Modules, not to exceed 110 hours of instruction time. Sharon Boyle will receive the sum of \$10.00 per hour not to exceed \$1,100.00 or 110 hours during the 2011-12 school year, inclusive of travel and expenses, to be paid hereinafter set forth agrees to complete the following work in a good and professional manner: collaborate ideas, research facts, create lesson plans, create table sheets, order materials, test investigations, instruct pre-visit and Center visit lessons. (billed to Porter Program for Science and Mathematics)

**Performance Contract** between Porter Program for Science and Mathematics (a program of the Lake County Educational Service Center) and Joyce Hinkle (Independent Contractor). Joyce Hinkle will assist in the preparation and presentation for the Porter Program Modules, not to exceed 180 hours of instruction time. Joyce Hinkle will receive the sum of \$10.00 per hour not to exceed \$1800.00 or 180 hours during the 2011-12 school year, inclusive of travel and expenses, to be paid hereinafter set forth agrees to complete the following work in a good and professional manner: collaborate ideas, research facts, create lesson plans, create table sheets, order materials, test investigations, instruct pre-visit and Center visit lessons. (bill to Porter Program for Science and Mathematics)

**Performance Contract** between Porter Program for Science and Mathematics (a program of the Lake County Educational Service Center) and Michelle Cameron Bozeman (Independent Contractor). Michelle Bozeman will assist in the preparation and presentation for the Porter Program Modules, not to exceed 60 hours of instruction time. Michelle Bozeman will receive the sum of \$10.00 per hour not to exceed \$600.00 or 60 hours during the 2011-12 school year, inclusive of travel and expenses, to be paid hereinafter set forth agrees to complete the following work in a good and professional manner: collaborate ideas, instruct pre-visit and Center visit lessons. (bill to Porter Program for Science and Mathematics)

**Performance Contract** between Porter Program for Science and Mathematics (a program of the Lake County Educational Service Center) and Lawrence Daly (Independent Contractor). Lawrence Daly will assist in the preparation and presentation for the Porter Program Modules, not to exceed 60 hours of instruction time. Lawrence Daly will receive the sum of \$10.00 per hour not to exceed \$600.00 or 60 hours during the 2011-12 school year, inclusive of travel and expenses, to be paid hereinafter set forth agrees to complete the following work in a good and professional manner: collaborate ideas, instruct pre-visit and Center visit lessons. (bill to Porter Program for Science and Mathematics)

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-164**

Motion was made by Ms. Radcliffe, seconded by Mrs. Brush, to approve the following Partnership Agreement with Lake County Board of Developmental Disabilities/Deepwood, for Project SEARCH.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-165**

Motion was made by Dr. Kolkowski, seconded by Ms. Radcliffe, to approve the following contract for the lease agreement for *Unique Like Me* with Hach Family Limited Partnership and accept a generous gift of six months free rent for the LCVTC's *Unique Like Me* storefront from Hach Family Limited Partnership.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

**11-166**

Motion was made by Mrs. Brush, seconded by Ms. Radcliffe, to approve the following Classified Co-Writer 6 Training for Marie Stupica, Terri Pennza, and Patty Van Dellen, August 23, 2011, additional 4 hours each from 8:00am to 12:00pm at a rate of \$12.55 per hour.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

11-167

Motion was made by Mrs. Brush, seconded by Ms. Radcliffe, to approve the following Suspend/Employ/Amend Contract/Supplemental Contract Renew/Non-Renewal/Title Change/Retirement:

Employ

**Busch, Mary**, Job Coach, LCVTC, 7 One-Year Classified Contract, up to 180 days per year, 7 hours per day, at a rate of \$11.71 per hour, effective September 19, 2011

**Cencer, Craig**, One-on-One Aide, Kirtland, One-Year Classified Contract, 170 days per year, up to 80 minutes per day, at a rate of \$11.71 per hour with timesheets, effective September 8, 2011 to September 29, 2011 (billed to Kirtland)

**Cotter, Thomas**, Residency Officer, Perry Local Schools, One-Year Classified Contract, 10 hours per week, at an hourly rate of \$25.00 with timesheets, effective October 5, 2011 (billed to Perry Local Schools)

**Foster, Elaine**, Social Worker, The Lake Academy, One-Year Limited Contract, 125 hours maximum, at an hourly rate of \$20.00 with timesheets, effective October 11, 2011 to June 5, 2012 (billed to The Lake Academy, paid from the United Way Grant and benefits paid from the Cleveland Foundation Grant)

**General, Cheryl**, One-on-One Aide at Broadmoor, One-Year Classified Contract, 144 days per year, 5 hours per day, 4 days per week, at a rate of \$11.92 per hour with timesheets, effective September 19, 2011 (billed to Perry/ECH)

**Harrold, Yvonne**, Speech and Language Pathologist, One-Year Limited Contract, up to 50 hours of Speech and Language Therapy for Homebound Instruction student, at a rate of \$50.00 per hour with timesheets, effective September 15, 2011 (billed to Fairport Harbor)

**Huber, Veronica**, Intervention Specialist, One-Year Limited Teacher Contract, up to 61 days (up to 427 hours), at a rate of \$40.00 per hour, effective October 4, 2011 (billed to Mentor Auxiliary/St. Gabe's)

**Okabe, Penny**, One-on-One Aide, Wickliffe (at Broadmoor), One-year Classified Contract, 183 days per year, 5 hours per day when student in attendance, a rate of \$11.92 per hour with timesheets, effective September 19, 2011 (billed to ECH/Wickliffe)

**Pokelsek, Michele**, Administrative Assistant, One-Year Classified Contract, up to 215 additional hours to collect, analyze and disseminate data for the Student Teamwork Success Program, at an hourly rate of \$18.91, for a maximum of \$4,065.65 with timesheets, effective August 30, 2011 (billed to The Lake Academy General Fund)

**Pollack, Heather**, Speech and Language Pathologist, Perry, One-Year Limited Contract, 162 days per year, at a rate of \$250.00 per day, effective September 28, 2011 to the end of the 2011-12 school year (billed to Perry Local Schools)

**Sasak, James**, One-on-One Aide, Riverside (at LCVTC), One-year Classified Contract, up to 6.5 hours per day, 5 days per week, at an hourly rate of \$11.71 with timesheets, effective September 19, 2011 to June 8, 2012 (billed to Riverside)

**Sears, Jennifer**, Speech and Language Pathologist, Riverside, One-Year Limited Contract, up to 50 hours of Speech and Language Therapy for Homebound Instruction student, at a rate of \$50.00 per hour with timesheets, effective September 7, 2011 (billed to Riverside)

**Winger, Stacy**, Occupational Therapist, Madison Local School, One-Year Limited Contract, 156 days (balance of the 2011-12 school year), at a daily rate of \$316.93, at a salary of \$49,441.08, effective September 28, 2011 (bill to Madison)

**Amend**

**Dewey, David**, Gifted Coordinator, *from* Kirtland, Madison, Riverside, One-Year Administrator Contract, 84 days, at a salary of \$32,665.92, effective August 1, 2011 (billed evenly to Kirtland, Madison, Riverside) *amended to* Kirtland, Madison, Riverside, Wickliffe, One-Year Administrator Contract, 102 days, at a salary of \$39,665.76, effective August 1, 2011 (28 days billed to each Kirtland, Madison and Riverside; 18 days billed to Wickliffe)

**Fahl Kinder, Lezlie**, Occupational Therapist, Willoughby-Eastlake, One-year Limited – Supplemental for Lead OT, *from* \$1,569.67, effective August 1, 2011 (billed to Willoughby-Eastlake) *amended to* \$1,585.33 (based on .042 of base salary of \$37,746) (billed to Willoughby-Eastlake)

**Jacobson, (Jacobs), Karen**, Behavior Interventionist, Willoughby-Eastlake, One-year Limited Contract, *from* 177 days per year, at a rate of \$220.33, salary of \$38,999.00 *amended to* 182 days per year, at a rate of \$220.33, a salary of \$40,100.06 effective August 1, 2011 (billed to Willoughby-Eastlake)

**Liddington, Julie**, Occupational Therapist, Painesville City, Two-year Limited Contract, 155 days per year, effective August 1, 2010 *from* (current salary \$49,996.80) *amended to* a salary of \$52,404.26 effective August 1, 2011 (billed to Painesville City)

**Nawrocki, Bridget**, Occupational Therapist, Early Childhood/Broadmoor, Two-year Limited Contract, *from* 115 days per year, salary of \$42,092.17, (billed to Early Childhood/Broadmoor) *amended to* 122 days per year, a salary of \$44,654.30, effective August 1, 2011 (billed to Early Childhood/Broadmoor 7 days, Mentor 115 days)

**Supplemental**

**Mihacevich, Susan**, Physical Therapist, One-Year Supplemental Contract, up to 50 hours of Physical Therapy for Homebound Instruction student, at a rate of \$55.86 per hour with timesheets, effective September 15, 2011 (billed to Fairport Harbor)

**Potulski, Beth**, Occupational Therapist, Wickliffe, One-Year Limited Supplemental Contract, up to 32 hours, at an hourly rate of \$45.14 with timesheets, effective August 24 through October 3, 2011 (billed to Wickliffe)

**Sweeney, Jane**, Special Education Supervisor, Willoughby-Eastlake, One-Year Limited Supplemental Contract, 9 additional days (opening of new ED rooms at Willoughby-Tech Center) between June 14, 2011 and August 18, 2011, (billed to Willoughby-Eastlake)

**Title Change**

**Hiltunen, Jovette**, *from* Director of Curriculum & Instruction, School Improvement Consultant *amended to* Director of Teaching and Learning, School Improvement Consultant

**Resignation**

**Braden, Christopher**, One-on-One Aide, Broadmoor, effective September 14, 2011

**Ivancic, Jessica**, Job Coach/Aide, LCVTC, effective September 12, 2011

Retirement

Dickinson, Nancy, Textbook Clerk, St. Gabriel School, effective July 31, 2011

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

11-168

Motion was made by Dr. Kolkowski, seconded by Mrs. Brush, to move approve the following:

- Substitutes for the 2011/2012 School Year, effective August 15, 2011 (EXHIBIT SUB)
- School Bus Drivers for 2011/2012 School Year, effective August 15, 2011  
Joseph Kudyba (Kirtland Local), Leslie Crowe (Riverside Local)

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Ms. Radcliffe

“NAYS”: Motion Carried

11-169

Motion was made by Dr. Kolkowski, seconded by Ms. Radcliffe, to adjourn the meeting at 7:28 p.m.

ROLL CALL:

“AYES”: Mrs. Brush, Mr. Dawson, Dr. Kolkowski, Miss Radcliffe

“NAYS”: Motion Carried

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President

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Treasurer