

EDUCATIONAL SERVICE CENTER OF MEDINA COUNTY
Regular Meeting of January 9, 2023
124 West Washington Street, Medina, Ohio

CALL TO ORDER

President Weglewski called the meeting to order at 6:46 p.m.

ROLL CALL

The following members were present for the roll call: Dr. Clarke, Mr. Consiglio, Mr. Matson, Mr. Ravanelli, and Mrs. Weglewski.

23-01-16 Motion by Dr. Clarke and seconded by Mr. Matson to approve the minutes of the December 12, 2022 regular board meeting as presented.

VOTE: Dr. Clarke, yes; Mr. Matson, yes; Mr. Consiglio, yes; Mr. Ravanelli, yes; Mrs. Weglewski, yes.

RECOGNITION OF VISITORS- Rachel Krauss

PUBLIC PARTICIPATION

All meetings of the Board will be open to the public.

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation will be permitted at each meeting. Each person addressing the Board will give his/her name and address. If several people wish to speak, each person will be allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board.

STAFF PRESENTATION – RACHEL KRAUSS - RISE ACADEMY/SPECIAL NEEDS DEPARTMENT

TREASURER'S REPORT – Treasurer Gregory

- A. Fund Statement – December 2022
- B. Reconciliation – December 2022
- C. Investment Review and Redtree Report– December 2022.
- D. List of Bills Paid – December 2022.
- E. Cash Flow Trends and Growth Rates
- F. Board Insurance Offer
- G. Treasurer Presentation
- H. Next Governing Board Meeting – February 27, 2023.
- I. February 3 tentative Board Meeting for Bid Approval

SUPERINTENDENT'S REPORT

- A. Meetings Attended
- B. Building Update
- C. Top Scholars Dinner – April 17
- D. Staff Recognition Dinner – April 24

BOARD MEMBERS' REPORTS

- A. Legislative Liaison – Mrs. Weglewski gave an update on HB45 which helps school districts DPIA funding, Transportation and Storm Shelter changes.
- B. Student Achievement Liaison – Mr. Ravanelli updated the board on the three graduates of the Alternative school students in the first half of the year.

- C. Policy Committee – Mr. Matson and Mrs. Weglewski updated the board that a meeting needs to be scheduled. Next meeting February 3rd after regular meeting.
- D. Business Advisory Council – Dr. Clarke updated the board the career counselor has advised over 3,000 Medina County students.

PERSONNEL ITEMS

Motion by Mr. Matson and seconded by Dr. Clarke to approve resolution numbers 23-01-17, 23-01-18, 23-01-19, 23-01-20, and 23-01-21.

NEW BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS

23-01-17 Adoption of the substitute list addendum for the 2022-2023 school year. (Attachment A)

23-01-18 Approve the Educational Service Center of Medina County substitute list for the 2022-2023 school year. (Attachment B)

23-01-19 Employ the following staff members for the 2022-2023 school year:

1. Jennifer Woodring, Vocational Support Coach, estimated 360 hours (estimate 90 days, 4 hours per day) at a pay rate of \$18.00 per hour, effective January 6, 2023.

23-01-20 Approve the following changes for the 2022-2023 school year.

1. Justine Fechko-Sheehan from \$70,398.00 to \$72,962.00, effective August 1, 2022.
2. Chelcey Booker, change start date to December 7, 2022 from November 29, 2022.

23-01-21 Approve the following resignation(s) for the 2022-2023 school years:

1. Victoria Peters, Educational Aide, effective January 3, 2023.
2. Kristi Upole, School Psychologist, change from effective date December 21, 2022 to January 30, 2023.

VOTE: Mr. Matson, yes; Dr. Clarke, yes; Mr. Consiglio, yes; Mr. Ravanelli, yes; Mrs. Weglewski, yes.

ACTION ITEMS

23-01-22 Motion by Mr. Consiglio and seconded by Mr. Matson to approve the Medina County Economic Development Corporation Annual Membership renewal, from February 1, 2023-January 31, 2024, the amount of \$1,500.00 (Attachment C)

VOTE: Mr. Consiglio, yes; Mr. Matson, yes; Dr. Clarke, yes; Mr. Ravanelli, yes; Mrs. Weglewski, yes.

23-01-23 Motion by Mrs. Weglewski and seconded by Mr. Matson to approve the Greater Medina Chamber of Commerce Membership Investment, in the amount of \$295.00. (Attachment D)

VOTE: Mrs. Weglewski, yes; Mr. Matson, yes; Mr. Consiglio, yes; Dr. Clarke, yes; Mr. Ravanelli, yes.

23-01-24 Motion by Mrs. Weglewski and seconded by Mr. Ravanelli to approve the contract with DocuSign for eSignature Business Pro Subscription in the amount of \$2760.00 (Attachment E)

VOTE: Mrs. Weglewski, yes; Mr. Ravanelli, yes; Dr. Clarke, yes; Mr. Matson, yes; Mr. Consiglio, yes.

23-01-25 Motion by Mr. Ravanelli and seconded by Mr. Matson to approve the Then and Now payment for EMS LINQ services. (Attachment F)

VOTE: Mr. Ravanelli, yes; Mr. Matson, yes; Dr. Clarke, yes; Mr. Consiglio, yes; Mrs. Weglewski, yes.

- C. Policy Committee – Mr. Matson and Mrs. Weglewski updated the board that a meeting needs to be scheduled. Next meeting February 3rd after regular meeting.
- D. Business Advisory Council – Dr. Clarke updated the board the career counselor has advised over 3,000 Medina County students.

PERSONNEL ITEMS

Motion by Mr. Matson and seconded by Dr. Clarke to approve resolution numbers 23-01-17, 23-01-18, 23-01-19, 23-01-20, and 23-01-21.

NEW BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS

- 23-01-17** Adoption of the substitute list addendum for the 2022-2023 school year. (Attachment A)
- 23-01-18** Approve the Educational Service Center of Medina County substitute list for the 2022-2023 school year.
- 23-01-19** Employ the following staff members for the 2022-2023 school year:
1. Jennifer Woodring, Vocational Support Coach, estimated 360 hours (estimate 90 days, 4 hours per day) at a pay rate of \$18.00 per hour, effective January 6, 2023.
- 23-01-20** Approve the following changes for the 2022-2023 school year.
1. Justine Fechko-Sheehan from \$70,398.00 to \$72,962.00, effective August 1, 2022.
 2. Chelcey Booker, change start date to December 7, 2022 from November 29, 2022.
- 23-01-21** Approve the following resignation(s) for the 2022-2023 school years:
1. Victoria Peters, Educational Aide, effective January 3, 2023.
 2. Kristi Upole, School Psychologist, change from effective date December 21, 2022 to January 30, 2023.

VOTE: Mr. Matson, yes; Dr. Clarke, yes; Mr. Consiglio, yes; Mr. Ravanelli, yes; Mrs. Weglewski, yes.

ACTION ITEMS

- 23-01-22** Motion by Mr. Consiglio and seconded by Mr. Matson to approve the Medina County Economic Development Corporation Annual Membership renewal, from February 1, 2023-January 31, 2024, the amount of \$1,500.00 (Attachment C)

VOTE: Mr. Consiglio, yes; Mr. Matson, yes; Dr. Clarke, yes; Mr. Ravanelli, yes; Mrs. Weglewski, yes.

- 23-01-23** Motion by Mrs. Weglewski and seconded by Mr. Matson to approve the Greater Medina Chamber of Commerce Membership Investment, in the amount of \$295.00. (Attachment D)

VOTE: Mrs. Weglewski, yes; Mr. Matson, yes; Mr. Consiglio, yes; Dr. Clarke, yes; Mr. Ravanelli, yes.

- 23-01-24** Motion by Mrs. Weglewski and seconded by Mr. Ravanelli to approve the contract with DocuSign for eSignature Business Pro Subscription in the amount of \$2760.00 (Attachment E)

VOTE: Mrs. Weglewski, yes; Mr. Ravanelli, yes; Dr. Clarke, yes; Mr. Matson, yes; Mr. Consiglio, yes.

- 23-01-25** Motion by Mr. Ravanelli and seconded by Mr. Matson to approve the Then and Now payment for EMS LINQ services. (Attachment F)

VOTE: Mr. Ravanelli, yes; Mr. Matson, yes; Dr. Clarke, yes; Mr. Consiglio, yes; Mrs. Weglewski, yes.

23-01-26 Motion by Mrs. Weglewski and seconded by Mr. Ravanelli to accept the following donations.

- | | | |
|-----------------------|----------------------------|---------|
| 1. Mrs. Lois Bangert | Delmar Graff Scholarship | \$25.00 |
| 2. Ms. Sarah Ingraham | Delmar Graff Scholarship | \$30.00 |
| 3. Brenda Zacharias | Solo and Ensemble Festival | \$20.00 |

VOTE: Mrs. Weglewski, yes; Mr. Ravanelli, yes; Dr. Clarke, yes; Mr. Consiglio, yes; Mr. Matson, yes.

23-04-27 Motion by Dr. Clarke and seconded by Mrs. Weglewski to approve the FMLA Leave for Lynda Kopacz from approximately January 3, 2023 through March 28, 2023.

VOTE: Dr. Clarke, yes; Mrs. Weglewski, yes; Mr. Consiglio, yes; Mr. Matson, yes; Mr. Ravanelli, yes.

23-01-28 Motion by Mrs. Weglewski and seconded by Mr. Matson to approve the correction to the 2022-2023 school year calendar as presented for the ESC Central Office. (Attachment G)

VOTE: Mrs. Weglewski, yes; Mr. Matson, yes; Dr. Clarke, yes; Mr. Consiglio, yes; Mr. Ravanelli, yes.

EXECUTIVE SESSION

Motion by Mrs. Weglewski and seconded by Mr. Ravanelli to move into Executive Session at 7:58 p.m. for the purpose of:

Considering the compensation of a public employee or official.

VOTE: Mrs. Weglewski, yes; Mr. Ravanelli, yes; Dr. Clarke, yes; Mr. Consiglio, yes; Mr. Matson, yes.

President Weglewski declared the Board out of executive session at 8:31 p.m.

ADJOURNMENT

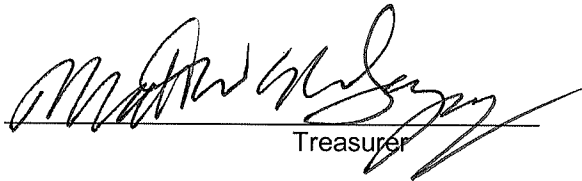
Motion by Mr. Ravanelli and seconded by Mr. Consiglio to adjourn the meeting at 8:31 p.m.

VOTE: Mr. Ravanelli, yes; Mr. Consiglio, yes; Dr. Clarke, yes; Mr. Matson, yes; Mrs. Weglewski, yes.

Minutes Approved:



President



Treasurer

Medina County Schools' ESC
124 W. Washington Street
Medina, OH 44256

Phone: 330-723-6393 Fax: 330-723-0573

Attachment A

Substitute/Tutor Listing - All Districts

Both

Ann Hammon

Change Notes:

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
1 Year Substitute Multi-Age P		Education Degree - Unlimited			PK-12	6/30/2023

Emily Johnson

Change Notes:

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
1 Year Substitute Multi-Age P		General Substitute			PK-12	6/30/2023

Victoria Kohmann

Change Notes:

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
1 Year Substitute Multi-Age P		Education Degree - Unlimited			PK-12	6/30/2023

Substitute

Victoria Barco

Change Notes:

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
4 Year Resident Educator		Early Childhood			P-3	6/30/2026

Substitute/Tutor Listing - All Districts

Lisa Bradley

Change Notes:

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
5 Year Professional		Integrated Social Studies			7-12	6/30/2027

Brandy French

Change Notes: SubSkills Training waived for 2022-23 school year

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
5 Year Substitute Multi-Age P		Education Degree - Unlimited			PK-12	6/30/2027
5 Year Substitute Multi-Age P		General Substitute			PK-12	6/30/2027
5 Year Substitute Multi-Age P		Interpreter for Hearing Impaired			PK-12	6/30/2027

Paul Rose

Change Notes: SubSkills Training waived for 2022-23 school year

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
1 Year Substitute Multi-Age P		General Substitute			PK-12	6/30/2023

Michael Schweisthal

Change Notes: SubSkills Training waived for 2022-23 school year

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
1 Year Substitute Multi-Age P		General Substitute			PK-12	6/30/2023

Judith Sutherland

Change Notes:

Black River	Buckeye	Cloverleaf	Highland	Medina City	MCCC	Wadsworth City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
License Area		Subject Area			Grade	Expires
Permanent		Elementary			1-8	
Permanent		Reading			K-12	

Department	Name	Title	Hourly Rate	Effective Date	Comments	Board Date
Misc.	McHugh, Farrell	Substitute Teacher	\$95/day	1/9/2023		

Invoice

Date	Invoice #
12/19/2022	3278

Bill To
Educational Service Center of Medina Coun Mr. Robert Hlasko 124 West Washington Street Medina, OH 44256

Due Date

1/31/2023

Description	Qty	Rate	Amount
Annual Membership Renewal February 1, 2023 - January 31, 2024 Please remit payment to: MCEDC 144 North Broadway Street, #119 Medina, OH 44256	1	1,500.00	1,500.00

Total

\$1,500.00



Greater Medina Chamber of Commerce
211 S. Court Street
Medina, OH 44256
330-723-8773
accounting@MedinaOhChamber.com

Attachment D

Membership Investment

Invoice Date: 12/1/2022

Invoice Number: 108403

ESC Educational Service Center of Medina
Robert Hlasko
124 W. Washington Street
Medina, OH 44256

		Terms	Due Date
		60 days	1/31/2023
Description	Quantity	Rate	Amount
Basic -Thank you for your continued support of the Greater Medina Chamber of Commerce. Ninety percent of your membership investment in the Chamber may be tax deductible as an ordinary & necessary business expense. Dues to the chamber are not a charitable tax deduction for federal tax purposes. Your payment is due upon receipt. You may pay online via the secure Member Portal.	1	\$295.00	\$295.00
Subtotal:			\$295.00
Tax:			\$0.00
Total:			\$295.00
Payment/Credit Applied:			\$0.00
Balance:			\$295.00



DocuSign, Inc.
221 Main Street, Suite 1000
San Francisco, CA 94105

Attachment E

Offer Valid Through: Dec 19,
2022

Prepared By: Bobby Bender
Quote Number: Q-00989005

ORDER FORM

Address Information

Bill To:

Educational Service Center of Medina County
124 W Washington St
nil,
Medina, OH, 44256
United States

Ship To:

Educational Service Center of Medina County
124 W Washington St
nil,
Medina, OH, 44256
United States

Billing Contact Name:

Matthew Gregory

Billing Email Address:

mgregory@medinaesc.org

Billing Phone:

(330) 723-6393

Shipping Contact Name:

Matthew Gregory

Shipping Email Address:

mgregory@medinaesc.org

Shipping Phone:

(330) 723-6393

Order Details

Order Start Date: Dec 19, 2022

Order End Date: Dec 18, 2023

Billing Frequency: Annual

Payment Method: Credit Card

Payment Terms: Due On

Receipt

Currency: USD

Products

Product Name	Subscription No.	Start Date	End Date	Quantity	Net Price
eSignature Business Pro Edition - Envelope Subs.	SUB-2045072-1	Dec 19, 2022	Dec 18, 2023	500	\$2,400.00
Premier Support - eSign	SUB-2045072-1	Dec 19, 2022	Dec 18, 2023	1	\$360.00

Grand Total: \$2,760.00

Product Details

eSignature Envelope Allowance: 500

Overage/Usage Fees

eSignature Business Pro Edition - Envelope Subs. (Per Transaction): \$5.80

Order Special Terms

Upon the Order Start Date of this Order Form, Web Subscriptions for Accounts listed below will be upgraded to a Corporate account, and a prorated refund for the prepaid portion of the remaining Term of the web subscriptions will be provided to the Subscriber:

[Educational Service Center of
Medina County]

Site ID(30457227-na4)

Terms & Conditions

This Order Form is governed by the terms Master Services Agreement available online at: <https://www.docusign.com/company/terms-and-conditions/msa> and the applicable Service Schedule(s) and Attachments for the DocuSign Services described herein available online at <https://www.docusign.com/company/terms-and-conditions/msa-service-schedules>.

Billing Information

Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final Invoice.

Is the contracting entity exempt from sales tax?

Please select Yes or No: Yes

If yes, please send the required tax exemption documents immediately to taxexempt@docusign.com.

Invoices for this order will be emailed automatically from invoicing@docusign.com. Please make sure this email is on an approved setting or safe senders list so notifications do not go to a junk folder or caught in a spam filter.

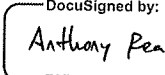
By signing this Agreement, I certify that I am authorized to sign on behalf of the Customer and agree to the Terms and Conditions of this Order Form and any documents incorporated herein.

Customer

Signature: 
E567581AC57D4A0...

Name: Matthew Gregory
Job Title: Treasurer
Date: December 15, 2022

**DocuSign,
Inc.**

Signature: 
F2DD3CCA5F83467...

Name: Anthony Rea
Job Title: Sr. Director, Revenue Operations
Date: December 16, 2022

DS


EMS LINQ INC

www.linq.com
800.541.8999

Bill To:
Education Service Center of Medina County
124 W Washington St
Medina, OH 44256

Attachment F
INVOICE

Invoice: C-104245
Date: 07/01/2022
Page: 1

LINQ

CUSTOMER NUMBER	CUSTOMER PO		PAYMENT TERMS	
C-01937			Net 30	
SALES REP	MESSAGE	CONTRACT START	CONTRACT END	DUE DATE
		07/01/2021	06/30/2024	07/31/2022

QTY	ITEM	DESCRIPTION	MEMO	UNIT PRICE	AMOUNT
1	740000	CMS Hosting		\$3,708.00	\$3,708.00
1	710100	AD/LDAP Annual		\$0.00	\$0.00
				SUBTOTAL	\$3,708.00
				Sales Tax	\$0.00
				TOTAL	\$3,708.00

****IF YOU HAVE ALREADY REMITTED
PAYMENT FOR THIS INVOICE
PLEASE DISREGARD**

Remit To:
EMS LINQ INC
PO BOX 745000
ATLANTA, GA 30374-5000

ACH Payments:
Routing: 021052053
Account: 99781407
Name on Account: EMS LINQ INC

**ESC OF MEDINA COUNTY
CENTRAL OFFICE STAFF CALENDAR
2022-2023**

Attachment G

The Central Office Staff will follow the calendar adopted by the Educational Service Center of Medina County Governing Board.

The Central Office will be closed for all personnel on the following dates during the 2022-2023 school year.

September 5	- Labor Day
November 23	- Office to close at noon
November 24 & 25	- Thanksgiving Break
December 21-23	- Christmas Break
December 28-January 2	- New Year's Day Break
January 16	- Martin Luther King Day
February 20	- Presidents' Day
April 7	- Office to close at noon (Good Friday)
May 29	- Memorial Day
June 19	- Juneteenth
July 4	- Independence Day

All twelve-month full-time staff assigned to the central office will be granted two additional days off work. These days are to be used between the start of the winter holiday break in December and the end of the New Year's break unless alternate arrangements are made by the Department Director with the approval of the Superintendent. Such alternate arrangements are to be made only to meet workload demands in the department. The additional days off cannot be "cashed out" or used outside of the prescribed time frame except in accordance with the guidelines stated herein.

ESC employees will work ½ of their contracted daily hours on November 23 and April 7.

ESC Office hours will be as follows: 8 a.m. to 4:30 p.m. – Monday through Friday except holidays and vacations.

All personnel are to work out their individual working hours with the ESC Superintendent. All work days are eight (8) hours excluding a lunch break.

Full-time staff who are designated as "district assigned" will follow the calendar of the district to which they are assigned.

Adopted by the ESC of
Medina County Governing Board
January 9, 2022