



of the WESTERN RESERVE

Inspiring Learning Through Innovation

**Organizational Board Meeting Minutes
The Educational Service Center of the Western Reserve
Tuesday, January 14, 2025; 5:30 p.m.
Board Meeting was in Person**

CALL TO ORDER: President Pro-Tem Mr. Kenneth Burnett called the meeting to order at 5:34 p.m.

ROLL CALL: Present in Person: Mr. Burnett, Mr. Hach, Mr. Kent, Mrs. Percic, Mr. Snyder.
Absent: Mr. Cahill, Dr. Culotta, Mr. Remias

ELECTION OF OFFICERS

ELECTION OF PRESIDENT

The President Pro Tempore requests nominations from the floor for President of the Educational Service Center of the Western Reserve for Calendar Year 2025.

Mr. Snyder nominated Mr. Kent. Other nominations were requested and none were offered.

MOTION: 01-2025

Mr. Snyder moved and Mr. Hach seconded the motion to close the nominations for President for the 2025 term

Vote: Mr. Snyder, yes; Mr. Hach, yes; Mr. Burnett, yes; Mr. Kent, yes; Mrs. Percic, yes

President declares the motion carried

MOTION: 02-2025

Mr. Snyder moved and Mr. Hach seconded the motion to elect Mr. Kent as President

Vote: Mr. Snyder, yes; Mr. Hach, yes; Mr. Burnett, yes; Mr. Kent, yes; Mrs. Percic, yes

President declares the motion carried

President Mr. Kent assumed the Chair.

ELECTION OF VICE PRESIDENT

The President requests nominations from the floor for Vice President of the Educational Service Center of the Western Reserve for Calendar Year 2025.

Mr. Burnett nominated Mr. Snyder. Other nominations were requested and none were offered.

MOTION: 03-2025

Mr. Hach moved and Mr. Burnett seconded the motion to close the nominations for Vice President.

Vote: Mr. Hach, yes; Mr. Burnett, yes; Mr. Kent, yes; Mrs. Percic, yes; Mr. Snyder, yes

President declared the motion carried

MOTION: 04-2024

Mr. Burnett moved and Mr. Hach seconded the motion to elect Mr. Snyder as Vice President for the 2025 term.

Vote: Mr. Burnett, yes; Mr. Hach, yes; Mr. Kent, yes; Mrs. Percic, yes; Mr. Snyder, yes

President declared the motion carried

Vice President Mr. Snyder assumed the Chair

ORGANIZATIONAL ITEMS

MOTION: 05-2025

Mr. Burnett moved and Mr. Hach seconded the motion to establish the dates and times for Regular Governing Board meetings for 2025 to be held at the Auburn Career Center, Technology Learning Center, 8221 Auburn Road, Concord Twp. in person and/or virtually as applicable by Ohio Revised Code, as follows:

Tuesday	February 04, 2025	5:45 p.m.
Tuesday	March 04, 2025	5:45 p.m.
Tuesday	April 08, 2025	5:45 p.m.
Thursday	*May 15, 2025	5:45 p.m.
Tuesday	June 03, 2025	5:45 p.m.
Thursday	**June 26, 2025	5:45 p.m.
Tuesday	August 05, 2025	5:45 p.m.
Tuesday	September 02, 2025	5:45 p.m.
Tuesday	September 23, 2025	5:45 p.m.
Tuesday	October 14, 2025	5:45 p.m.
Tuesday	November 11, 2025	5:45 p.m.
Tuesday	December 09, 2025	5:45 p.m.

**The May meeting will start at 5:45 p.m. and will be held at the Hale Road Building, 56 Hale Road, Painesville, OH 44077

*The June 27th and November 7th Board Meetings are scheduled to held on a Thursday at 5:45 p.m. at 8221 auburn Technical Learning Center, 8221 Auburn, Concord, Ohio 44077

Vote: Mr. Burnett, yes; Mr. Hach, yes; Mr. Kent, yes; Mrs. Percic, yes; Mr. Snyder, yes
 President declared the motion carried

SUPERINTENDENT RECOMMENDS

MOTION: 06-2025

Mr. Snyder moved and Mrs. Percic seconded the motion the following standing authorizations as recommended in order for the business of the ESC of the Western Reserve to be done expediently, for Calendar Year 2025.

1. Authorize the Treasurer to secure advances from the county auditor when funds are available and payable to the school district for both the first and second half settlements.
2. Authorize the Treasurer to invest active and interim funds at the most productive interest rates when active or interim funds are available.
3. Authorize the Treasurer to renew Property, Fleet and Liability insurance for the ESC of the Western Reserve.
4. Authorize the Treasurer to purchase position bonds for the Superintendent, Board President, and Board Vice President in the amount of \$70,000 each.
5. Authorize the Treasurer to purchase a surety insurance policy for the treasurer in the amount of \$250,000.
6. Authorize the Treasurer to advertise for bids as necessary as specified by board policy and/or state law.
7. Authorize the Treasurer to increase appropriations as needed with Board approval at next meeting.
8. Authorize Treasurer to pay all bills within the limits of the appropriations as bills are received and after merchandise has been received in acceptable condition or services have been completed to satisfaction.
9. Authorize the Treasurer to sign payroll and accounts payable checks for all funds in the calendar year 2025.
10. Authorize the Treasurer or designee to administer all federal programs in compliance with local, state, and federal regulations (required by state and federal regulations).
11. Authorize Treasurer to open bank accounts as needed.
12. Authorize the Superintendent to accept resignations, and to employ, assign, and pay persons for openings as they occur on an as-needed basis in order to assure smooth, safe, and efficient transition of certificated and classified personnel without undue delay. Recommendation for approval at the next Governing Board meeting.
13. Authorize the Superintendent to approve conference leave for all employees per Board policy.
14. Authorize the Superintendent or designee and Treasurer or designee(s) to attend professional meetings.
15. Authorize the Superintendent or designee, as specified in Board Policy to be the Hearing Officer for Discipline Hearings.
16. Appoint the Treasurer to serve as the Public Records Designee and the Superintendent as the Alternate Designee for 2025.

17. Authorize the Superintendent or designee to sell/discard all instructional materials, supplies, and equipment due to age, condition, and/or beyond repair according to the guidelines in the Ohio Revised Code.
18. Approve Geauga County Prosecutor James Flaiz, Lake County Prosecutor Charles Coulson, McGown & Markling, Squire Patton Boggs, and Roetzel & Andress as legal counsel options. The Board President, Superintendent, and Treasurer or their designees are authorized to seek legal counsel as needed.
19. Authorize the Superintendent to serve as the purchasing agent for the ESC of the Western Reserve and to spend a maximum of \$25,000 without prior approval of the Board. [Policy #6320]
20. Authorize continuing board member compensation at the maximum allowed by law - \$125.00 per meeting.
21. Authorize payment to each board member for attendance at approved trainings of the Board to include mileage both ways at the IRS mileage rate. Compensation shall be \$60.00 per day for attendance at a training program three hours or less in length and \$125.00 per day for attendance at a training program longer than three hours in length for in-person or virtual sessions, as applicable by Ohio Revised Code.
22. Establish a board service fund of \$20,000 for travel and miscellaneous expenses incurred by board members in their duty as board members.
23. Approve the payment of expenses related to board members serving as an Ohio School Board Association committee member.
24. Designate The News Herald and The Maple Leaf as the official newspaper.
25. Designate JP Morgan Chase as the official depositories.
26. Set the mileage reimbursement rate for 2025 at the IRS approved rate.
27. Set the rate at \$.05 per page and \$1.00 per CD/DVD/Flash Drive for providing copies of materials to individuals upon request, there is no charge for documents e-mailed. [Policy #8310A]
28. Authorize the Superintendent to make educational decisions regarding in person and remote learning as needed.
29. Authorize the Superintendent discretion regarding office holiday calendar for eligible staff, remote work days, and calamity days for ESC programs and staff.

Vote: Mr. Snyder, yes; Mrs. Percic, yes Mr. Hach, yes; Mr. Kent, yes; Mr. Snyder, yes
President declares the motion carried

INFORMATIONAL ITEMS

UPCOMING MEETINGS

- Regular Board Meeting - January 14, 2025, immediately following the organizational meeting.

ADJOURNMENT

MOTION: 07-2025

Mrs. Burnett moved and Mr. Snyder seconded the motion to adjourn the meeting at 5:44 p.m.

Vote: Mrs. Burnett, yes; Mr. Snyder, yes; Mr. Hach, yes; Mr. Kent, yes; Mrs. Percic, yes
President declared the motion carried



Geoffrey Kent, Board President



L. Greg Simons, Treasurer/CFO