

**Stark County Board Of Developmental Disabilities  
February 24, 2026, Board Meeting Minutes**

**Oath of Office**

Ketrina Sabean, Executive Assistant, administered the Oath of Office to the Board Secretary, Cindi Sutter, who has been reappointed to serve an additional term.

**Call to Order**

A meeting of the Stark County Board of Developmental Disabilities was held on Tuesday, February 24, 2026, at 2950 Whipple Avenue NW, Canton, Ohio. President Dr. Jessica Falvo Lang called the Board Meeting to order at 6:04 p.m.

**Roll Call**

Board Members:	<u>Present:</u>	<u>Absent:</u>
	President Dr. Jessica Falvo Lang	Carmelita Smith
	Vice President Jennifer Moff	
	Recording Secretary Cindi Sutter	
	Kathy Catazaro Perry	
	Maria Heege	
	Crystal Waters	

**In Memoriam**

A moment of silence was observed in memory of individuals served by the agency who passed away since the last meeting: Samuel Nakoneczny, age 17, passed away on November 6, 2025. He received services from our SSA Department. Jacob Jones, age 29, passed away on January 25, 2026. He received services from our SSA Department. Rose Carter, age 32, passed away on January 31, 2026. She received services from our SSA Department.

**Minutes of the Previous Board Meeting**

President Dr. Jessica Falvo Lang requested a motion to approve the minutes from the January 27, 2026, meeting. Jennifer Moff moved for approval, and Crystal Waters seconded the motion. Superintendent Bill Green noted for the record that he had instructed the nominating committee not to meet this year, as all members were new in their positions. He added that the resolution remains valid, and legal counsel confirmed this approach as a procedural matter. The nominating committee will reconvene in December of next year. The Board approved and adopted the minutes.

**Public Speaks**

None.

**President's Report**

President Dr. Jessica Falvo Lang reported that the Stark County Board of Developmental Disabilities has achieved several significant accomplishments reflecting the dedication and expertise of staff. She noted that the agency received a satisfactory three-year accreditation from

the Ohio Department of Developmental Disabilities, highlighting the quality of services, strength of systems, and commitment to supporting individuals and families. Dr. Falvo Lang also reported that the preschool successfully completed its licensure survey, demonstrating the continued excellence of its early childhood programs. Additionally, she shared that the Dietary Services team received accreditation awards recognizing excellence in nutrition, safety, and person-centered support. Dr. Falvo Lang expressed appreciation for the teamwork and dedication of staff in achieving these accomplishments.

This concluded the President's report. No Superintendent's report was given due to Board training.

### **Committee/Department/Other Reports**

1. Finance Committee – Minutes in Board packet  
Tentative Next Meeting: February 16, 2026, at 12:00 p.m.
2. Personnel Committee – Minutes in Board packet  
Tentative Next Meeting: February 19, 2026, at 3:00 p.m.
3. Ethics Council – No meeting in January  
Tentative Next Meeting: February 24, 2026, at 5:45 p.m., if needed.

### **Old/New Business**

None.

### **First Reading of Board Policies**

The following policies were presented by Human Resources Director, Connie Poulton, for first reading:

Policy 1.08 Board Policies and Procedures – Reviewed  
 Policy 4.05 Volunteers, Interns, and Practicum Students – Revised  
 Policy 4.15 Attendance, Tardiness, and Sick Leave – Reviewed  
 Policy 5.17 Do Not Resuscitate – Reviewed

### **Financials and Board Resolutions**

#### **Resolution 02-06-26: Operating Fund #071**

A. Two Payrolls for January	\$1,425,768.14
B. Bills for Payment in January	<u>\$1,925,426.44</u>
TOTAL	<u>\$3,351,194.58</u>

Kathy Catazaro Perry moved for approval. Crystal Waters seconded.

#### Discussion:

Leigh Donatella, CFO/Business Manager, presented the January 2026 financial report. She reported total revenues for the month of approximately \$866,090, including \$572,114 in local revenues, \$237,947 in state revenues, and \$56,028 in federal revenues.

Total expenditures for January were approximately \$3.4 million, consisting of two payrolls totaling \$1.43 million, benefit expenses of \$216,331, and other operating expenses of \$1.71 million. Expenses exceeded revenues by approximately \$2.49 million for the month.

Ms. Donatella reported that year-to-date expenses exceeded revenues by approximately \$2.5 million. The Board began 2026 with \$35.4 million in carryover cash. At the end of January, there were \$29.3 million in open 2026 purchase orders and about \$122,420 in 2025 purchase orders. Taking into account our negative net change in financial position of \$3.5 million, the ending cash balance at the end of January was \$3.5 million, which includes the Board's \$10 million reserve.

Reviewing the year-to-date budget versus actuals, Ms. Donatella noted \$866,090 in year-to-date revenues and \$3.35 million in year-to-date expenses, bringing expenditures just under 5% of the annual budget. The available budget at the end of January was \$42.4 million.

Ms. Donatella also reviewed the prior-year encumbrance report, noting that the Board carried over \$495,029 in 2025 purchase orders, of which \$372,609 were paid, and \$122,420 were outstanding.

The Board reviewed payroll and non-payroll expenditures, and approved and adopted Resolution 02-06-26.

**Resolution 02-07-26 approves the purchase of windows for Southgate School.**

Maria Heege moved for approval. Crystal Waters seconded.

**Discussion:**

Leigh Donatella, CFO/Business Manager, presented Resolution 02-07-26 which authorizes the replacement of all windows at Rebecca Stallman Southgate School, at a cost not to exceed \$75,000.00. The funding for this project has been appropriated in the 2026 General Fund #071 budget. She noted that the Rebecca Stallman Southgate School was constructed in 1977 and opened to students in 1979. The building still contains its original windows. A total of 77 windows require replacement, at a cost not to exceed \$75,000.

The Board duly adopted.

**Resolution 02-08-26: Resolution to Approve Acceptance of Bus Bid**

Jennifer Moff moved for approval. Kathy Catazaro Perry seconded.

**Discussion:**

CFO/Business Manager Leigh Donatella explained that on February 3, 2026, and February 6, 2026, the agency placed ads for one (1) yellow bus as part of BID 26-01-1. The request for bid was also posted on the Board's website for two weeks prior to the bid opening. Three (3) bids were received and Cardinal Bus Sales & Service, Inc., met the required specifications and was the lowest bid. The Board will be trading in Bus numbers: 28, 75, 80 and 81. Payment for the

purchase of the one (1) yellow bus has been appropriated in the SCBDD General Fund #071 2026 budget.

The Board duly adopted.

**Resolution 02-09-26: Resolution to Approve Amendments to the 2025-2026 School Calendars**

Maria Heege moved for approval. Crystal Waters seconded.

**Discussion:**

Connie Poulton, HR Director, explained that the 2025-2026 school calendar for Rebecca Stallman Southgate School has been revised to change Monday, March 30, 2026, from the first day of Spring break to a regular day of school. Also, the last day of the school year will be extended from June 2, 2026 to June 5, 2026. The 2025-2026 school calendar for Eastgate has been revised to change Monday, March 30, 2026, from the first day of Spring break to a regular day of school. In addition, the last day of the school year will be extended from May 28, 2026 to June 2, 2026. These adjustments provide four (4) additional instructional days to make up for days missed due to Code 1 and Code 2 days. Any additional days needed in the 2025-2026 Program Calendar will be added to the end of the school year unless otherwise negotiated.

The Board duly adopted.

**Second Reading of Board Policies Presented for Adoption**

Director of Human Resources, Connie Poulton, provided the Board with an overview of the policies slated for second reading.

- Policy 1.06 Superintendent Performance Evaluation and Compensation - Reviewed
- Policy 1.07 Superintendent Succession Planning - Reviewed
- Policy 2.15 Target Case Management Documentation - Reviewed
- Policy 2.22 Health Insurance Portability and Accountability Act of 1996 - Reviewed
- Policy 3.10 Employee Building Access - Revised
- Policy 5.09 Preschool Typical Peer Program - Revised

**Resolution 02-10-26: Board Policies for Second Reading**

Jennifer Moff moved for approval. Crystal Waters seconded. The Board duly adopted.

**Adjournment**

Dr. Falvo Lang requested a motion to adjourn. Maria Heege moved to adjourn. Crystal Waters seconded. The Board Meeting adjourned at 6:21 p.m.

The next Board meeting is scheduled for Tuesday, February 24, 2026, at 6:00 p.m.