

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
March 28, 2017

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. **Ken Ault**, at 4:00 p.m. with the following members present: Ms. Judith **Hines**, Ms. Kathy **Limes** and Ms. **Judy Paredes**. Also present: Ms. Gina **Fernbaugh**, Treasurer, Mr. Kyle **Kanuckel**, Superintendent.

Absent:

Mr. Joe **Long**, Board Member

Staff Members Present

Kyle **Clark**, Prevention Education Director

Susan **Spencer**, CLC Director

Susie **Youngpeter**, CLC Customer Services

Visitors Present

Marie Thomas **Baird**, Sentinel Tribune Reporter

Featured Program Presentation – None

Approval of the Minutes

Mr. Ault moved and Ms. Paredes seconded the motion to approve the following minutes:

Regular Board Meeting – **February 28, 2017**

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

REPORTS OF THE TREASURER

Approval of Cash Reconciliation Report - The Cash Reconciliation Report for the previous month was provided to each Board member. Members had the opportunity to ask questions or make comments regarding the report. Ms. Paredes moved and Mr. Ault seconded the motion to approve the Cash Reconciliation report for the month of February 2017:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

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Approval of Financial Report – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the Financial Report for the month of February 2017:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Bills – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Ault seconded the motion to approve the Bills for the month of February 2017:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Investment Transaction Ledger – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the Investment Transaction Ledger for February 2017:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Service Agreements with Agencies & School Districts – Upon the recommendation of the Treasurer, Mr. Ault moved and Ms. Limes seconded the motion to approve the following Service Agreements:

The Treasurer requests Board approval of the following Fiscal Year 2017 Service Agreements:

- Eastwood Local S.D. – DIBELS Trainer
- Lake Local S.D. – MD Teacher K-6

The Treasurer requests Board approval of the following Fiscal Year 2018 Service Agreements:

- Bowling Green City S.D. – Consortium Services
- Bowling Green City S.D. – Specialized Services
- Elmwood Local S. D. – Consortium Services
- Lake Local S.D. – Consortium Services
- Lake Local S.D. – Specialized Services
- Perrysburg Exempted S.D. – Consortium Services
- Perrysburg Exempted S.D. – Specialized Services

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Donation to Wood County Educational Service Center – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following cash donation made to the Wood County ESC:

\$2,800.00 Hancock-Wood Electric Cooperative
(to benefit the MD Program)

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Worker’s Compensation Program Group Rating Year 2018 – Upon the recommendation of the Treasurer, Mr. Ault moved and Ms. Paredes seconded the motion to approve the following Group Retrospective Service Agreement between Sheakley UniService, Inc., and Wood County Educational Service Center, effective January 1, 2018 through December 31, 2018, at an enrollment cost of \$3,150.

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of HVAC Preventative Maintenance Service Agreement – Upon the recommendation of the Treasurer, Mr. Ault moved and Ms. Limes seconded the motion to approve the following one-year renewal contract with Gearhart Plumbing & Heating in the amount of \$2,887 for HVAC Preventative Maintenance for the period of July 1, 2017 through June 30, 2019.

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Banfax Pest Control Services – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Ault seconded the motion to approve the following one-year renewal contract with Banfax, Inc. for exterminating and pest control services as follows:

Term of Contract:	7/1/2017 – 6/30/2018
Service Terms:	Bi-monthly beginning 7/1/2017
Cost:	\$40 per spray for crawling insects
	\$97 per spray for clover mites
	\$105 per spray for bees, wasps, and hornets

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Uncollectible Accounts – Upon the recommendation of the Treasurer, Ms. Limes moved and Mr. Ault seconded the motion to approve the following Community Learning Center (CLC) accounts as uncollectable:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD

Policies/Contracts

Recommendation Pertaining to Second Reading and Approval of Board Policies – Upon the recommendation of the Superintendent, Mr. Ault moved and Ms. Limes seconded the second reading and approval of the following Board Policies:

AC	Nondiscrimination
ACA/ACAA	Nondiscrimination on the Basis of Sex/Sexual Harassment
ACA-R/ ACAA-R	Nondiscrimination on the Basis of Sex/Sexual Harassment Grievance Procedures (Regulations)
BB	Governing Board Legal Status
BBFA	Governing Board Member Conflict of Interest
DJC	Bidding Requirements
DN	School Properties Disposal
EFG	Student Wellness Plan
GBE	Staff Health and Safety
GBE-R	Staff Health and Safety (Regulations)
GBL	Personnel Records
GBP	Drug-Free Workplace Act
GCBDB	Professional Staff Sick and Pregnancy Leave
GDBDB	Professional Staff Sick and Pregnancy Leave
IGAE	Health Education
IIBH	Educational Service Center’s Website
JEA	Compulsory Attendance Ages
JED	Student Absences and Excuses
JED-R	Student Absences and Excuses (Regulations)
JEDA	Truancy
JFCF-R	Hazing and Bullying
JFG	Interrogations and Searches
JFG-R	Interrogations and Searches (Regulations)
JG	Student Discipline
JHCB	Immunizations
KBA	Public’s Right to Know

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Recommendation Pertaining to Non-Salary Schedule Staff for 2017-2018 – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the following Non-salary Schedule Staff for the 2017-2018 school year:

Prevention Education Director	2%
Prevention Administrative Assistant.....	2%
Prevention Specialists - Salaried	2%
Prevention Specialists - Hourly	2%
Prevention Specialist/YMHFA Trainer - Salaried	2%
Prevention Specialist/YMHFA Trainer - Hourly.....	2%
Project Aware Program Manager	2%
Drug Free Community Grant Coordinator	2%
ESC Custodian.....	2%
Executive Secretary	2%
Parent Mentor	2%
YEP Specialist	2%
BG Middle School Secretary	2%
EW Technology Assistant.....	2%
EW Intervention Consultant.....	2%
EW Project Success Coordinator.....	2%
EW Secretary of Special Ed.....	2%
LK Nurse	2%
NW Nurse for NW	2%
Penta OGT Instructor	2%
NWOET Director	0%
NWOET Assoc Director of PD.....	0%
Opportunity School Mentor.....	TBD
21+ Century Program Evaluator.....	TBD

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Recommendation Pertaining to 2017-2018 Staff Salary Schedules – Upon the recommendation of the Superintendent, Mr. Ault moved and Ms. Paredes seconded the following Staff Salary Schedule for the 2017-2018 school year:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Recommendation Pertaining to North Baltimore Chamber of Commerce Membership – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Ault seconded the following membership with North Baltimore Chamber of Commerce, effective April 1, 2017 through March 31, 2018, in the amount of \$100:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Recommendation Pertaining to Community Learning Centers Program Rates – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the following rates for the Community Learning Center programs to be effective August 1, 2017:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Recommendation Pertaining to Wood County Prevention Services Host Campaign Advertising – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the following contract between Lamar Advertising and Wood County ESC, for Wood County Prevention Services 2017-2018 Host Campaign, in the amount of \$12,960:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

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Staff Personnel

Recommendations Pertaining to Abolishments, Resignations, Retirements LOAs, RIFs, and Terminations: - Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Ault seconded the motion to approve the following LOA, Resignations & Terminations:

Resignations

Brian Ahrns, CLC Seasonal Program Assistant, effective 02/28/2017
Bridget Benedict, CLC Seasonal Program Assistant, effective 03/24/2017
Janella Blanchard, CLC Seasonal Program Assistant, 04/28/2017
Christopher Carter, CLC Seasonal Program Assistant, effective 03/24/2017
Tina Davidson, CLC Seasonal Program Assistant, effective 03/13/2017
Teagan Doren, CLC Seasonal Program Assistant, effective 03/31/2017
Danielle Estep, CLC Seasonal Program Assistant, 05/25/2017
Christina Gardner, NWOET Recept/Cleric, effective 12/12/2016
Hannah Geiger, CLC Seasonal Program Assistant, 06/02/2017
Patricia Haley, NWOET Professional Trainer I, effective 03/27/2017
Cheryl Hill, PB Behavior Support Para, effective 03/04/2017
Cadalynn Hoellrich, CLC Seasonal Program Assistant, 05/01/2017
Nicole Kiefer, CLC Seasonal Program Assistant, 05/06/2017
Carol Kinsey, YMHFA Trainer/Liaison, effective 03/23/2017
Ethan Lindemann, NWOET Tech, effective 05/12/2017
Hunter Lobdell, CLC Seasonal Program Assistant, effective 03/27/2017
Sean McNally, CLC Seasonal Program Assistant, effective 03/06/2017
Emily Metzger, CLC Seasonal Program Assistant, 05/04/2017
Daryl Monceaux, CLC Sr. Team Leader, effective 06/01/2017
Hailey Theis, NWOET Recept/Cleric, effective 05/12/2017
Colt Thompson, NWOET Tech, effective 05/12/2017
Jessika Wilson, LK Para/Educational Aide, effective, 02/28/2017
Paige Wurth, NWOET Recept/Cleric, effective 05/05/2017

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

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Approval of Employment of Support Personnel – Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Ault seconded the motion to approve the employment of the following Support Personnel:

Seasonal New Hires through 05/14/2017

Alissa Brown, CLC Seasonal Program Assistant, effective
03/20/2017 – 05/14/2017, 5 hrs p/day, 5 days p/wk, As Needed
DeMari Brown, CLC Seasonal Program Assistant, effective
03/16/2017 – 05/14/2017, 5 hrs p/day, 5 days p/wk, As Needed
Elizabeth Garner, CLC Seasonal Program Assistant, effective
02/23/2017 – 05/14/2017, 5 hrs p/day, 5 days p/wk, As Needed,
CLC/PA/0

New Hires for 2016-2017 School Year

Courtney Jablonski, NW Para/Student Attendant, effective 03/13/2017,
6.75 hrs p/day, 5 days p/wk, 41 days, A/N/4 – 1 yr limited
Pam Reardon, LK Para/Educational Aide, effective 03/06/2017,
6.75 hrs p/day, 5 days p/wk, 55 days, A/N/3 – 1 yr limited

Rehires for 2016-2017 School Year

Rachel Whitescarver, Para/Student Attendant, effective 02/27/2017,
6.75 hrs p/day, 5 days p/wk, 64 days, A/N/7 – 1 yr limited

Changes for 2016-2017 School Year

Cathy Baird, Para/Educational Aide, effective 04/03/2017
From – 6.5 hrs p/day, 4 days p/wk, 150 days
To – 6.5 hrs p/day, 5 days p/wk, 156 days
Hannah Feffer, effective 04/01/2017
From – CLC Program Quality Assistant
To – CLC Program Quality Coordinator
Colleen Irvin, effective 03/15/2017
From – Para/Educational Aide
To – Para/Student Attendant
Susan Youngpeter, effective 04/01/2017
From – Customer Service & Receivables Manager
To – Customer Service & Account Specialist

Support Staff Continued

Supplementals for 2016-2017 School Year

Jennifer Banks, Behavior Support Para, effective 02/28/2017 – 05/26/2017, Max 15 hours, As Needed, BSP/0

Christy Bennett, Behavior Support Para, effective 02/28/2017 – 05/26/2017, Max 10 hours, As Needed, BSP/0

Caylee Hewitt, Behavior Support Para, effective 02/28/2017 – 05/26/2017, Max 10 hours, As Needed, BSP/1

Ginger Lockmiller, Para/Educational Aide, effective 02/28/2017 – 05/26/2017, Max 50 hours, As Needed, A/N/7

Kristina Olinger, Behavior Support Para, effective 02/28/2017 – 05/26/2017, Max 60 hours, As Needed, BSP/0

Jennifer Yost, Behavior Support Para, effective 02/28/2017 – 05/26/2017, Max 20 hours, As Needed, BSP/1

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Employment of Certificated Personnel – Upon the recommendation of the Superintendent, Mr. Ault moved and Ms. Paredes seconded the motion to approve the employment of the following Certificated Personnel:

Hires for 2016-2017 School Year

None

Changes for 2016-2017 School Year

None

Supplementals for 2016 - 2017

None

BGSU Interns to Observe in Classrooms:

Kristen Roldan - PATHE

Rian Spicer - PATHE

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Doreen Ault, entered the meeting at 4:32 p.m.

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Approval of Substitute List – Upon the recommendation of the Superintendent, Mr. Ault moved and Ms. Paredes seconded the motion to approve the following certificated teachers and other classified personnel on the following Substitute List. The hire date of the substitutes will be their first day of work:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Classified Seasonal Summer 2017 & New Classified Contracts for 2017-2018

Upon the recommendation of the Superintendent, Mr. Ault moved and Ms. Paredes seconded the motion to approve the following Classified Seasonal Summer 2017 & New Classified Contracts for the 2017-2018 School Year:

Roll Call: Yeas: Mr. Ault, Ms. Hines, and Ms. Paredes. Abstained: Ms. Limes. The Chair declared the motion carried.

Approval of New Certified Contracts for 2017-2018 – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Ault seconded the motion to approve the following New Certified Contracts for the 2017-2018 School Year:

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Approval of Non-Renewals for 2017-2018 – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Ault seconded the motion to approve the following Non-Renewals for the 2017-2018 School Year:

Nancy Beck	COTA Consultant
Elena Boyle	CLC Educational Liaison
Barbara Brinke	Para/Student Attendant
Martha Foltz	Speech/Language Pathologist
Katie Frazier	CLC Educational Liaison
David Meek	Para/Educational Aide
Julia Pierce	NWOET Secretary
Lisa Potter	Itinerant Teacher
Kristin Schnerer	CLC Seasonal Program Assistant
Holly Walker	COTA

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Governing Board Updates

Superintendent's Report:

Kyle Kanuckel, Superintendent, reported the following:

- Informed the Board that the President's budget calls for the elimination of 21'st Century funding, which would amount to a loss of approximately \$900,000 for our programs.
- Will be meeting with Representative Bob Latta along with CLC Director Susan Spencer, to discuss 21'st Century funding.
- Reminded the Board of the Academic Achievement Banquet scheduled April 6th at Penta Career Center.

Directors Report -

Kyle Clark, Prevention Education Director, reported the following:

- Programs slow down in February and March due to student testing in schools.
- Wood County high school students will attend a youth-led prevention program at the Statehouse on April 20th.

Susan Spencer, Community Learning Centers Director, reported the following:

- Informed the Board about the Adventures basketball program beginning in the CLC programs at Bowling Green schools.
- Provided explanation to the request to approve reduced rates for the STARS and Adventure programs effective April 1, 2017.

Executive Session

Motion by Mr. Ault, seconded by Ms. Paredes, to move into Executive Session at 4:49 p.m., to discuss employee employment and inviting the Board members, Superintendent and Treasurer.

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

Board returned to Regular Session at 5:00 p.m.

Adjournment

Motion by Mr. Ault, seconded by Ms. Limes, to adjourn the meeting at 5:01 p.m.

Roll Call: Yeas: Mr. Ault, Ms. Hines, Ms. Limes, and Ms. Paredes. The Chair declared the motion carried.

ATTEST:

Judith Hines, President

Gina R. Fernbaugh, Treasurer / CFO