

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
July 25, 2017

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

Absent: Mr. **Ken Ault**, Board Member

Visitors Present

Marie Thomas Baird, Sentinel Tribune Reporter

Featured Program Presentations – None

Approval of the Minutes

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

Regular Board Meeting – **June 27, 2017**

Roll Call: Yeas: Ms. Hines, Ms. Limes, Mr. Long, 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. Limes moved and Mr. Long seconded the motion to approve the Cash Reconciliation report for the month of June 2017:

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

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

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

Approval of Investment Transaction Ledger – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following Investment Transaction Ledger for the month of June 2017:

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

Approval of FY'18 Grants – Upon the recommendation of the Treasurer, Mr. Long moved and Ms. Paredes seconded the motion to approve the following FY'18 Grants:

Amount	Grant Title	Beginning Date	Ending Date	Fund/Spcc
\$7,544.96	JDC Prevention FY'18 (JDC Portion)	07/01/17	06/30/18	019-9618 ATOD
\$25,000.00	Parent Mentor – FY'18	07/01/17	06/30/18	516-9918
\$125,148.23	Title I D-FY'18	07/01/17	06/30/18	572-9018
\$14,927.47	IDEA Early Childhood – FY'18	07/01/17	06/30/18	587-9518

\$ 172,620.66 Total

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

Approval of Service Agreements with Agencies & School Districts – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following Summer 2017 and Fiscal Year 2018 service agreements with agencies and school districts:

Summer 2017 Service Agreements:

- North Baltimore Local S.D. – **SLP Services – Extended School Year**

Fiscal Year 2018 Service Agreements:

- Eastwood Local S.D. – **Nurse Consultant**
- Eastwood Local S.D. – **ATOD On-Site Services**
- North Baltimore Local S.D. – **ATOD On-Site Services**
- Otsego Local S.D. – **ATOD On-Site Services**

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

Approval of Depository Agreement – Upon the recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion to approve the following 4-year depository agreement with The Richwood banking Company, effective July 1, 2017 through June 30, 2021, with the following terms:

- \$5,000,000 Interim, Active & Inactive Deposits

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

SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD

Policies/Contracts

Recommendation Pertaining Second and Final Reading of Board Policies – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Limes second and final reading of the following Board Policies:

AFD	Evaluation of Support Staff
BCCA	Incapacity of Treasurer
BCCA-R	Incapacity of Treasurer Regulation
CBAA	Incapacity of Superintendent
CBAA-R	Incapacity of Superintendent Regulation
DECA	Administration of Federal Grant Funds
DI	Fiscal Accounting and Reporting
DID	Fixed Asset Accounting Policy
DJF	Purchasing Procedures
DN	School Properties Disposal
EBC	Emergency Plans
EF/EFB	Food Service Management/Free and Reduced-Price Food Services
EF/EFB-R	Meal Charge Policy Regulation
EFG-E	Student Wellness Plan Exhibit
GBO	Verification of Employment Eligibility
GBO-R	Verification of Employment Eligibility Regulation - deleting
GCPCA	Professional Staff Retirement Severance Pay
GDN	Evaluation of Support Staff
IGBB	Programs for Students Who Are Gifted
IGBL	Parental Involvement in Education
IGCF-R	Home Education Notice - deleting
IICA	Field Trips
IICA-R	Field Trips Regulation
JFCA	Student Dress Code
JN	Student Fee, Fines and Charges
KBCA	News Releases

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

Recommendation Pertaining to Rachel Wixey & Associates Partnership Agreement – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the following Substitute Employee Management Service Partnership Agreement between Rachel Wixey & Associates and Wood County ESC:

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

Recommendation Pertaining to Children’s Resource Center Agreement – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the following service agreement between CRC and Wood County ESC, effective August 1, 2017 through June 30, 2018:

Community Workers/Therapist	\$32,397
Building Usage	\$35,617
Total:	\$68,014

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

Recommendation Pertaining to OSBA Delegate for Annual Business Meeting – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the appointment of **Joe Long**, as delegate and **Ken Ault** as alternate for the Annual OSBA business meeting.

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

Recommendation Pertaining to National WebCheck Program Services & Equipment Agreement – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the following agreement between Ohio Attorney General National WebCheck Program Services & Equipment and Wood County ESC:

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

Recommendation Pertaining to NOVA Agreement – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the following agreement between NOVA and Wood County ESC, effective July 1, 2017 through June 30, 2018:

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

Recommendation Pertaining to Breakfast and Lunch Prices for the 2017-2018 School Year – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the following 2017-2018 food prices:

Breakfast

- Full Price \$1.70
- Reduced Price \$0.30

Lunch

- Full Price K-6 \$3.25
- Full Price 7-12 \$3.50
- Reduced Price \$0.40

Extra Milk \$0.50

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

Staff Personnel

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

Resignations

Lisa Dziko, CLC Seasonal Program Assistant, effective 06/27/2017

Amy Lee, NB Paraprofessional, effective 08/01/2017

Julia Pierce, NWOET Recept/ Clerical, effective 07/28/2017

Sarah Polter, MD Intervention Specialist, effective 08/01/2017

Sarah Stretchbery, ED Paraprofessional, effective 08/11/2017

Joscelyn Towchik, CLC Seasonal Program Assistant, effective 08/11/2017

Supplemental Resignations

Sarah Polter, MD Intervention Specialist Extra Hours, effective 08/01/2017

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

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

New Hires for 2017-2018 School Year

Margaret Kalmar, Special Contract Employee, effective 08/14/2017,
6.75 hrs p/day, 5 days p/wk, 180 days, BG/SC

Charlotte Martin, Intervention Specialist, effective 09/14/2017,
7 hrs p/day, 5 days p/wk, 185 days, ED/MD/150/1 – 1 yr limited

Audra Moore, Occupational Therapist, effective 08/11/2017,
7 hrs p/day, 5 days p/wk, 185 days, OT/PT/10 – 1 yr limited

Morgan Steck, ECS Intervention Specialist, effective 08/28/2017,
7 hrs p/days, 5 days p/wk, 185 days, B/150/0 – 1 yr limited

Rehires for 2017-2018 School Year

Karen Schroeder, Special Contract Employee, effective 08/29/2017,
6.75 hrs p/day, 5 days p/wk, 185 days – 1 yr limited

Supplemental for 2017-2018

Margaret Kalmar, Mtgs & Prof. Development, effective 08/14/2017 – 05/24/2018, As Needed

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

Approval of Substitute List – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Hines 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: Ms. Hines, Ms. Limes, Mr. Long, and Ms. Paredes. The Chair declared the motion carried.

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Governing Board Updates

Superintendent's Report –

Mr. Kyle Kanuckel reported the following -

- New staff employee luncheon to be held August 11th at 11:a.m.
- Back-to-School meetings will be held August 14th & 15th.

Penta Career Center Report – June 14, 2017

Judy Paredes reported the following -

- Approved resignations and retirements
- Special board meeting held to employ personnel

Student Achievement Liaison Report

Joe Long reported the following –

- Informed the Board of a recent OSBA article concerning rural education

Executive Session

At 4:42 p.m., Motion by Mr. Long, seconded by Ms. Paredes, to move into executive session to discuss Employee Employment, inviting the board members, Treasurer and Superintendent.

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

Board returned to Regular Session at 5:08 p.m.

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

At-Will Student Workers

Gabrielle Carrizales, OWY Student Worker, effective 07/03/2017 – 09/30/2017,
Max 8 hrs p/day, As Needed

Charles James, CCMEP Student Worker, effective 07/03/2017 – 09/30/2017,
Max 8 hrs p/day, As Needed

Caitlin McDonald, CCMEP Student Worker, effective 06/29/2017 – 09/30/2017,
Max 8 hrs p/day, As Needed

Israel Minjarez, CCMEP Student Worker, effective 06/28/2017 – 09/30/2017,
Max 8 hrs p/day, As Needed

Victoria Thompson, CCMEP Student Worker, effective 07/03/2017 – 09/30/2017,
Max 8 hrs p/day, As Needed

Aubrey Underwood, OYW Student Worker, effective 06/30/2017 – 09/30/2017,
Max 8 hrs p/day, As Needed

Linda Bahler, Para/Educational Aide, effective 08/09/2017 – Max 5 hrs for 1 day,
A/N/13

Deb Davis, Behavior Support Para/Bus Aide effective 06/01/2017 - 08/11/2017,
Max 30 hrs, As Needed, BSP/1

Support Personnel – Continued

Summer 2017 Supplementals

Josiah Hanson, Behavior Support Para, effective 07/31/2017

Max 5 hrs for 1 day, BSP/0

Dana Kaser, Para/Educational Aide, effective 07/31/2017

Max 5 hrs for 1 day, A/N/10

Ginger Lockmiller, Para/Educational Aide, effective 07/31/2017

Max 5 hrs for 1 day, A/N/7

Abby Ludke, YEP Specialist Community Outreach,

effective 08/01/2017 – 09/29/2017, As Needed

Matt Meeks, YEP Specialist Community Outreach,

effective 08/01/2017 – 09/29/2017, As Needed

Danielle Wilhelm, BSP Para Extra Hours, effective 07/31/2017 –

08/09/2017, Max 12 hrs, BSP/0

Shannon Zbikowski, BSP Para Extra Hours, effective 07/31/2017

Max 5 hrs for 1 day, BSP/1

2017-2018

New Hires for 2017-2018 School Year

Marjorie Harris, Para/Educational Aide, effective 08/11/2017,

6.5 hrs p/day, 5 days p/wk, 187 days, A/N/7 – 1 yr limited

Chelsea Mason, Para/Educational Aide, effective 08/14/2017

6.75 hrs p/day, 5 days p/wk, 191 days, A/N/4 – 1 yr limited

Cynthia O'Brien, Para/Educational Aide, effective 08/11/2017,

6.5 hrs p/day, 5 days p/wk, 186 days, A/N/7 – 1 yr limited

Andrea Reed, Unit Para, effective 08/11/2017, 6.5 hrs p/day,

5 days p/wk, 187 days, UP/0 – 1 yr limited

Seasonal Rehires for 2017-2018 School Year

Shanna Gilkeson, NWOET Tech Support, effective 08/19/2017 – 12/22/2017,

Max 12 hrs p/day, As Needed, NWOET/0

Lauren Hyttenhove, NWOET Recept/Clerical, effective 08/19/2017 - 12/22/2017,

Max 28 hrs p/wk, As Needed, NWOET/5 +.75 merit

Taylor Robinson, NWOET Recept/Clerical, effective 08/19/2017 – 12/22/2017,

Max 20 hrs p/wk, As Needed, NWOET/0

Graime Wilson, NWOET Tech Support, effective 08/19/2017 – 12/22/2017,

Max 15 hrs p/day, As Needed, NWOET/0

Juanita Becker, Unit Para, effective 08/11/2017, 6.5 hrs p/day, 5 days p/wk,

187 days, UP/2 – 1 yr RET/Rehire

Teri Cardillo, Para/Educational Aide, effective 08/11/2017, 6.5 hrs p/day,

5 days p/wk, 187 days, A/N/7 – 1 yr limited

Rehires for 2017-2018 School Year

Ginger Lockmiller, Unit Para, effective 08/11/2017, 6.25 hrs p/day, 5 days p/wk,

183 days, UP/0 – 1 yr limited

Doris Schulte, Personnel Secretary/EMIS, effective 08/02/2017, 7 hrs p/day,

3 days p/wk, 144 days, Secty/10 – 1 yr Ret/Rehire

Support Personnel – Continued

Changes for 2017-2018 School Year

Ginger Adkins, Paraprofessional, effective 08/11/2017,

From – 7 hrs p/day, 4 days p/wk, 148 days,

To – 6.5 hrs p/day, 4 days p/wk, 148 days

Heather Ameling, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 5 days p/wk, 192 days, A/N/7

To – 6.75 hrs p/day, 5 days p/wk, 192 days A/N/7

Michelle Babione, Paraprofessional, effective 08/11/2017,

From – 7 hrs p/day, 4 days p/wk, 148 days,

To – 6.5 hrs p/day, 4 days p/wk, 148 days

Kathryn Cullis, Paraprofessional, effective 08/11/2017,

From – 7 hrs p/day, 4 days p/wk, 148 days,

To – 6.5 hrs p/day, 4 days p/wk, 148 days

Mary Dudley, Paraprofessional, effective 08/11/2017,

From – 7 hrs p/day, 4 days p/wk, 148 days,

To – 6.5 hrs p/day, 4 days p/wk, 148 days

Gina Fernbaugh, Treasurer, effective 08/01/2017,

From - \$110,000

To - \$113,300 & \$3,000 Stipend Payments - effective 08/01/2018

& effective 08/01/2019

Ellen Frank, Paraprofessional, effective 08/11/2017,

From – 7 hrs p/day, 4 days p/wk, 148 days

To – 6.5 hrs p/day, 4 days p/wk, 148 days

Brooke Hahn, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 5 days p/wk, 192 days, A/N/10

To – 6.75 hrs p/day, 5 days p/wk, 192 days, A/N/10

Josiah Hanson, Paraprofessional, effective 08/11/2017

From – Para/Educ Aide - 6.75 hrs p/day, 5 days p/wk, 191 days, A/N/5

To – Unit Para - 6.5 hrs p/day, 5 days p/wk, 187 days, UP/0

Michelle Perkins, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 5 days p/wk, 192 days, A/N/8

To – 6.75 hrs p/day, 5 days p/wk, 192 days, A/N/8

Monica Pillen, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 4 days p/wk, 155 days, A/N/2

To – 6.75 hrs p/day, 4 days p/wk, 155 days, A/N/2

Kelly Rate, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 5 days p/wk, 192 days, A/N/5

To – 6.75 hrs p/day, 5 days p/wk, 192 days, A/N/5

Annessa Rodemich, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 5 days p/wk, 192 days, A/N/4

To – 6.75 hrs p/day, 5 days p/wk, 192 days, A/N/4

Robyn Schnitker, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 5 days p/wk, 192 days, A/N/0

To – 6.75 hrs p/day, 5 days p/wk, 192 days, A/N/0

Aimee Scott, effective 08/11/2017

From – Unit Para, 6.5 hrs p/day, 5 days p/wk, 187 days, UP/1

To – Para/Educational Aide, 6.5 hrs p/day, 5 days p/wk, 187 days, A/N/1

Support Personnel – Continued

Changes - Continued

Connie Weis, Paraprofessional, effective 08/14/2017

From – 8 hrs p/day, 4 days p/wk, 158 days, A/N/24

To – 8 hrs p/day, 4 days p/wk, 155 days, A/N/24

Rachel Whitescarver, Paraprofessional, effective 08/14/2017

From – 6.5 hrs p/day, 4 days p/wk, 155 days, A/N/8

To – 6.75 hrs p/day, 4 days p/wk, 155 days, A/N/8

Supplementals for 2017-2018 School Year

Steve Beck, Custodian Overtime Hours, effective

07/01/2017 – 06/30/2018, As Needed

Bill Hamilton, Prev. Spec. Good Behavior Game,

effective 08/01/2017 – 06/30/2018, As Needed,

Bill Hamilton, Prev. Spec. Extra Hours, effective

07/01/2017 – 06/30/2018, As Needed,

Deb Johnson, Family & Student Coordinator,

effective 08/14/2017 – 06/30/2018, 191 days

Jeanine Lindquist, Prev. Spec. Expect Respect,

effective 08/01/2017 – 06/30/2018, As Needed

Jeanine Lindquist, Prev. Spec. Good Behavior Game,

effective 08/01/2017 – 06/30/2018, As Needed

Jeanine Lindquist, Prev. Spec. YMHFA Trainer 2,

effective 08/01/2017 – 06/30/2018, As Needed

Jane Lingenfelder, Prev. Spec. Good Behavior Game,

effective 07/01/2017 – 06/30/2018, As Needed

Linda Logue, Prev. Spec. Extra Hours, effective

08/01/2017 – 06/30/2018, As Needed

Hannah Madaras, Prev. Spec. Extra Hours, effective

08/01/2017 – 06/30/2018, As Needed

Matt Meeks, YEP Specialist Community Outreach,

effective 10/01/2017 – 06/30/2018, As Needed

Greg Van Vorhis, Prev. Spec. JDC Substitute,

effective 07/01/2017 – 06/30/2018, As Needed

Greg Van Vorhis, Prev. Spec. Extra Hours,

effective 07/01/2017 – 06/30/2018, As Needed

Rebecca Wachter-Parker, Prev. Spec. Olweus Bullying

Prevention, effective 08/01/2017 – 06/30/2018, As Needed

Rebecca Wachter-Parker, Prev. Spec. YMHFA Trainer 2,

effective 08/01/2017 – 06/30/2018, As Needed

Olivia Welch, Assistant Support Team Coordinator,

effective 08/14/2017 – 05/25/2018, 191 days

Melissa Young-Notestine, Prev. Spec. Extra Hours,

effective 08/01/2017 – 06/30/2018, As Needed

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

Adjournment

Motion by Mr. Long, seconded by Ms. Limes to adjourn meeting at 5:15 p.m.

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

ATTEST:

Judith Hines, President

Gina R. Fernbaugh, Treasurer/CFO

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