

**WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
November 28, 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 3:00 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

Staff Members Present

Kyle **Clark**, Prevention Education Director
Susan **Spencer**, Community Learning Centers Director

Visitors Present

Marie Thomas Baird – Sentinel Tribune Reporter

Featured Program Presentations – Student of the Month Recognitions @ 4:00 p.m.

Approval of the Minutes

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

Regular Board Meeting – **October 17, 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. Paredes moved and Ms. Limes seconded the motion to approve the Cash Reconciliation report for the month of October 2017:

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

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

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, Mr. Long moved and Ms. Limes seconded the motion to approve the following Service Agreements with agencies and school districts:

Summer 2017

- **Bowling Green C.S.D.** – Occupational Therapy Services

Fiscal Year 2018

- **Bowling Green C.S.D.** – Opportunity School Services
- **Elmwood L.S.D.** – Preschool Itinerant Services
- **Fostoria C.S.D.** – MD Services
- **Wood Lane School** – Speech Language Pathology Services

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

Recommendation Pertaining to WCDJFS Youth Program Agreement FY18 – Upon the recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded, the approval of the following agreement between Wood County Department of Job and Family Services and Wood County E.S.C, effective October 1, 2017 through June 30, 2018 in the amount of \$160,000:

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

Recommendation Pertaining to Grant Amendments – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded, the approval of the following grant amendments:

Title I-D '18 Fund 572-9018

Original: \$125,148.23

Amended: \$125,245.34

Psych Intern '18 Fund 499-9218

Original: \$23,556.98

Amended: \$27,288.43

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

Approval of Appropriation Modifications – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following Appropriation Modifications:

Special Revenue Funds:	\$2,560.91
Total:	\$2,560.91

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

Approval of Organizational Meeting Appointment

Upon the recommendation of the Governing Board President, Ms. Limes moved and Mr. Long seconded the motion to appoint Judith Hines to call the January 2018 Organizational Meeting to order and preside until officers are elected.

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 to Drug Free Community Evaluation Agreement – Upon the recommendation of the Superintendent Ms. Limes moved, and Mr. Long seconded the motion to approve the following agreement between Bill Ivoska, Consultant, and Wood County ESC Drug Free Community, effective October 24, 2017 through September 30, 2018, in the amount of \$9,000 for evaluation services:

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

Recommendation Pertaining to Community Learning Centers Evaluation Agreement – Upon the recommendation of the Superintendent Ms. Paredes moved, and Mr. Long seconded the motion to approve the following agreement between Wood County ESC and Bill Ivoska, Consultant, for evaluation services of the Community Learning Centers' programs, effective November 28, 2017 through June 30, 2018 in the amount of \$22,000:

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

Recommendation Pertaining to CRC Suicide Prevention Agreement – Upon the recommendation of the Superintendent Mr. Long moved, and Ms. Limes seconded the motion to approve the following agreement between Children's Resource Center and Wood County ESC Project AWARE, effective November 28, 2017 through November 29, 2017, in the amount of \$2,100:

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

Recommendation Pertaining to CLC Salary Schedule – Upon the recommendation of the Superintendent Mr. Long moved, and Ms. Paredes seconded the motion to approve the following Salary Schedule for Community Learning Center:

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

Shea Barnett, CLC Seasonal Team Leader, effective 12/01/2017
Rebecca Boos, CLC Seasonal Program Assistant, effective 11/15/2017
Elizabeth Bradford, CLC Senior Team Leader, effective 11/10/2017
Terri Cardillo, PB Paraprofessional, effective 11/10/2017
Cody Clemens, NWOET Student Tech, effective 12/22/2017
Stephanie Gahris, CLC Senior Team Leader, effective 11/10/2017
Shanna Gilkeson, NWOET Student Tech, effective 12/22/2017
Christeen Henkler, NW Paraprofessional, effective 11/10/2017
Caylee Hewitt, PB Paraprofessional, effective 10/20/2017
Lauren Hyttenhove, NWOET Student Recpt, effective 12/22/2017
Martha Jewell, Special Contract Employee, effective 11/22/2017
Jacob Klock, CLC Seasonal Program Assistant, effective 12/15/2017
Karen Krontz, CLC Seasonal Program Assistant, effective 11/14/2017
Jordan Lewis, CLC Seasonal Program Assistant, effective 12/14/2017
Ethan Lindemann, NWOET Student Tech, effective 12/22/2017
Ginger Lockmiller, PB Paraprofessional, effective 12/21/2017
Samantha Madsen, NWOET Student Worker, effective 08/18/2017
Colleen Maher, CLC Senior Team Leader, effective 10/30/2017
Maria Nitkiewicz, CLC Seasonal Program Assistant, effective 11/15/2017
Adam Novy, NWOET Student Worker, effective 08/18/2017
Taylor Robinson, NWOET Student Recpt, effective 12/22/2017
Jordan Sanders, CLC Seasonal Program Assistant, effective 12/15/2017
Shoupra Shikwana, CLC Seasonal Program Assistant, effective 11/15/2017
Brianna Snook, CLC Seasonal Program Assistant, effective 11/06/2017
Hannah Vance, CLC Seasonal Program Assistant, effective 12/15/2017

Leave of Absences

Gloria Heise, ED Paraprofessional between 10/27/2017 - 11/28/2017 (unpaid)
(approximate dates TBD, after sick leave is exhausted)
Sharon Lewis, ED Paraprofessional, effective 05/01/2018 - 05/04/2018
Mary Roberts, PB Paraprofessional, effective 11/17/2017 – 01/12/2018

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

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:

New Hires At-Will Student Workers School Year 2018

Sydney Barnes, TANF student worker, effective 11/01/2017–06/30/2018,
Max 8 hrs p/day, As Needed

Terron Brown, TANF student worker, effective 10/25/2017-06/30/2018,
Max 8 hrs p/day, As Needed

Isaiah Brueshaber, TANF student worker, effective 11/10/2017- 06/30/2018,
Max 8 hrs p/day, As Needed

Douglas Burlew, TANF student worker, effective 10/15/2017-06/30/2018,
Max 8 hrs p/day, As Needed

Lacey Burlew, TANF student worker, effective 10/15/2017-06/30/2018,
Max 8 hrs p/day, As Needed

Cody Lantz, TANF student worker, effective 10/24/2017-06/30/2018,
Max 8 hrs p/day, As Needed

Alyvia Serrato, TANF student worker, effective 10/17/2017-06/30/2018,
Max 8 hrs p/day, As Needed

Seasonal New Hires through 05/12/2018

Morgan Dyke, CLC Program Assistant, effective 10/30/2017
5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Ellie Miller, CLC Seasonal Program Assistant, effective 10/30/2017
5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Taylor Thompson, CLC Seasonal Program Assistant, effective
11/16/2017, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Seasonal Rehires Hires through 05/11/2018

Cody Clemens, NWOET Tech Support, effective 01/10/2018
As Needed, Max 15 hrs p/wk, NWOET/0

Shanna Gilkeson, NWOET Tech Support, effective 01/03/2018
As Needed, Max 12 hrs p/wk, NWOET/0

Lauren Hyttenhove, NWOET Receptionist, effective 01/03/2018
As Needed, Max 29.5 hrs p/wk, NWOET/5

Ethan Lindemann, NWOET Tech Support, effective 01/10/2018
As Needed, Max 9 hrs p/wk, NWOET/2

Taylor Robinson, NWOET Receptionist, effective 01/03/2018
As Needed, Max 28 hrs p/wk, NWOET/0

Support Staff - Continued

Seasonal Changes for 2017-2018

Alissa Brown, effective 11/13/2017,

From – CLC Seasonal Program Assistant, 5 hrs p/day, 5 days p/wk,
As Needed, CLC/PA/0 @ \$10.15 p/hr.

To – CLC Senior Team Leader, 6 hrs p/day, 5 days p/wk, 165 days,
CLC/STL/0 @ \$13,622

Brittany Hoffman, CLC Seasonal Program Assistant, effective 10/24/2017,

From – 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/1 @ \$10.46 p/hr.

To - 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/3 @ \$11.06 p/hr.

New Hires for 2017-2018 School Year

Blair Eberly, Para/Educational Aide, effective 11/06/2017, 6.75 hrs p/day,
5 days p/wk, 131 days, A/N/7 – 1 yr limited

Erin Nietz, Para/Educational Aide, effective 11/14/2017, 6.75 hrs p/day,
5 days p/wk, 135 days, A/N/1 – 1 yr limited

Sheila Swartz, Para/Student Attendant, effective 11/14/2017,
7 hrs p/day M/T/R/F & 7.5 hrs p/day W, 5 days p/wk, 131 days
A/N/3 – 1 yr limited

Changes for 2017-2018 School Year

Anna Nelson, effective 12/04/2017,

From – CLC Seasonal Educational Liaison, 5 hrs p/day, 5 days p/wk,
As Needed @ CLC/EL/150/1

To – CLC Academic Support Coordinator, 8 hrs p/day, 5 days p/wk,
150 days, CLC/ASC/0

Aimee Scott, Unit Paraprofessional, effective 10/30/2017

From – 6.5 hrs p/day, 5 days p/wk, 187 days @ \$19,145

To – 6 days @ 6.5 hrs p/day & 50 days @ 6.5 hrs p/day, 131 days, @ 6.75 hrs p/day .

Supplementals for 2017-2018 School Year

Ginger Adkins, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/3

Mary Bewley, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, UP/0

Rochelle Bowser, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/3

Sherri Dauer, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/4

Mary Dudley, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/16

Denise Maines, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/0

Jan Miller, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/7

Andrea Reed, PB staff training day, effective 10/01/2017 – 5/24/2018, Max 10 hrs, UP/0

Mandy Sargeont, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/6

Aimee Scott, PB staff training day, effective 10/01/2017 – 5/24/2018, Max 10 hrs, UP/1

Katie Shipley, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/7

Karla Somogyi, PB staff training day, effective 11/07/2017, 1 day, Max 6 hrs, A/N/13

Rebecca Wachter-Parker, ATOD Prevention Specialist, effective 11/01/2017-06/30/2018,
Max 25 hrs, As Needed

Nikki Wright, Unit Paraprofessional, effective 10/01/2017 – 05/25/2018,

Max 20 hrs p/wk, As Needed, UP/2

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, Mr. Long moved and Ms. Limes seconded the motion to approve the employment of the following Certified Personnel:

New Hires for 2017-2018 School Year

Martha Foltz, Substitute Speech/Language Pathologist, effective 10/20/2017, As Needed, SLP/M/5 – 1 yr hourly \$40.97 p/hr.

Changes for 2017-2018 School Year

Ebony Mundy, Intern School Psychologist, effective 08/14/2017,
From – 7 hrs p/day, 5 days p/wk, 185 days @ \$17,169
To – 7 hrs p/day, 5 days p/wk, 185 days @ \$21,900

Supplementals for 2017-2018

Christine Haas, Nurse Consultant for Otsego, effective 10/31/2017-06/01/2018, As Needed \$750.

Kelly Heintz, MD Tutor, effective 10/30/2017 – 12/21/2017, Max 11 hours, As Needed, ED/MD/M/19 \$48.09 p/hr.

Holly Stager, MD Tutor, effective 10/30/2017 – 12/21/2017, Max 11 hours, As Needed, ED/MD/150/8 \$33.89 p/hr.

Supplemental Change for 2017-2018

Kaleb Kuhlman, Special Education Coordinator, effective 08/01/2017,
From – 7 hrs p/day, 5 days p/wk, 225 days
To – 7 hrs p/day, 5 days p/wk, 205 days

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

Approval of Substitute List – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following certificated teachers and other classified personnel on the 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

Kyle Kanuckel - Superintendent

- Updated the Board on the status of creating a Business Advisory Council (BAC). At this time, it is difficult to find community members to serve on the council. Still waiting on the ODE to release rules concerning the BAC.
- Updated the Board on the WC Health Consortium's endeavor to open two health clinics in Wood County for the Consortium members to use.

Susan Spencer – Community Learning Centers Director

- High turnover in staffing and much time has been devoted to finding replacement staff.
- Creating YouTube videos to help in the onboarding of new staff
- Principal Business is interested in sponsoring some CLC families in need for Christmas.
- Susie's Coats, Waterville, has donated 60 coats to the CLCs for children in need.

Kyle Clark – Prevention Education Director

- Kevin Hines will be presenting at three assemblies held at Penta CC on November 29th. The Board is welcome to attend.
- Survey data is beginning to come in. Positive feedback from schools on moving the survey to February from November.

Penta Career Center Report -

Judy Paredes – No report

Student Achievement Liaison Report –

Joe Long reported the following –

- All resolutions passed at the OSBA Capital Conference Delegate meeting.
- Attended an outstanding OSBA Capital Conference session dealing with social media, and will share the handouts and or web link with Superintendent Kanuckel.
- Enjoyed seeing the various school students perform at the Student Achievement Fair during the OSBA Capital Conference.

Executive Session - None

Adjournment

Motion by Ms. Limes, seconded by Ms. Paredes to adjourn meeting at 3:33 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

Students of the Month
Tuesday, November 28, 2017

September

Madeline Booms	Eastwood
Ciara Brown	Elmwood
Emily Greene	Lake
Paige Hyatt	North Baltimore
Philip Ottinger	Northwood
Adam Ohls	Perrysburg
Jake Pietrasz	Rossford

October

Catherine Wasylyshyn	Eastwood
Emma Bowen	Elmwood
Sophia Jackson	Lake
David Patterson	North Baltimore
Jonah Karl Shover	Northwood
Natalie Printy	Perrysburg
Riley Ralph	Rossford

November

Grant Hirzel	Eastwood
McKenzie Mercer	Elmwood
Emma Osborn	Lake
Grace Rein	North Baltimore
Mariah Crispen	Northwood
Emma Viles	Perrysburg
Gavin Shafer	Rossford