

**WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
October 23, 2018**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. Joe **Long**, at 3:00 p.m. with the following members present: Ms. Judith **Hines**, Ms. Kathy **Limes**, Mr. Joe **Long**, and Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Ms. Gina **Fernbaugh**, Treasurer, Mr. Mark **North**, Superintendent.

Absent:
None

Staff Members Present

Kyle **Clark**, Prevention Education Director
Milan **Karna**, Drug Free Community Grant Coordinator
Susan **Spencer**, Community Learning Centers Director
Madison **Scopelite**, BGSU Intern with Drug Free Community Grant

Visitors Present

Marie **Thomas Baird**, Sentinel Tribune Reporter

Featured Program Presentation – Kyle **Clark**, Prevention Education Director
Milan **Karna**, Drug Free Community Grant Coordinator –
Mr. Karna shared a presentation of the trip he made to the White House in August, representing the Wood County Prevention Coalition.

Approval of the Minutes

Ms. Hines moved and Mr. Smith seconded the motion to approve the following minutes of the Regular Board Meeting held September 25, 2018.

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

REPORTS OF THE TREASURER

Approval of Cash Reconciliation Reports - The Cash Reconciliation Reports for the previous month were provided to each Board member. Members had the opportunity to ask questions or make comments regarding the report. Ms. Limes moved and Ms. Hines seconded the motion to approve the Cash Reconciliation report for the month of September 2018:

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

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Approval of Financial Report – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the Financial Report for the month of September 2018:

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

Approval of Bills – Upon the recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve the Bills for the month of September 2018:

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

Approval of Investment Transaction Ledger – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the Investment Transaction Ledger for the month of September 2018:

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

Approval of Service Agreements with Agencies & School Districts – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve the following Fiscal Year 2019 Service Agreements:

Fiscal Year 2019

- Northwood Local. S.D. – ATOD On-Site Services
- St. Louis School – Speech Pathologist Services
- Wood Lane School – Paraprofessional Services

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

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Approval of 2018-2019 Grants– Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following grants:

Amount	Grant Title	Beginning Date	Ending Date	Fund/Spcc
\$223,810	TANF SY'19	10/01/18	09/30/19	502-9519
\$125,000	Drug Free FY'19 – Year 5 of 5	09/29/18	09/28/19	599-9615
\$466,631	Project AWARE FY'19 Year 5 of 5	09/29/18	09/28/19	599-9919

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

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

General Funds: \$1,684.00
Special Revenue Funds: \$761,592.53

Total: \$763,276.53

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

Approval of WCDJFS TANF Youth Program Agreement – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following agreement between Wood County Department of Job & Family Services and Wood County ESC, effective October 1, 2018 through September 30, 2019, in the amount of \$223,810:

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

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SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Policies/Contracts

Recommendation Pertaining to First Reading of Board Policies – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the following first reading of the following Board Policies:

BDDG	Minutes
DECA	Administration of Federal Grant Funds
DJ	Purchasing
DJC	Bidding Requirements
DJF	Purchasing Procedures
DJF-R	Purchasing Procedures (Regulations)
EBBA	First Aid
EBC	Emergency Management Plans
EFF	Food Sale Standards
EFG	Student Wellness Plan
GA	Personnel Policies Goals
GBI	Staff Gifts and Solicitations
GBIA	Online Fundraising Campaigns/Crowdfunding
GCB-1	Professional Staff Contracts and Compensation Plans (Teachers)
GCB-2	Professional Staff Contracts and Compensation Plans (Administrators)
GCBDB	Professional Staff Sick & Pregnancy Leave
GCD	Professional Staff Hiring
GDBDB	Support Staff Sick & Pregnancy Leave
IGDF/IDGD	Student Fundraising Activities/ Activities Funds Management
IGDFA	Online Fundraising Campaigns/Crowdfunding
JED	Student Absences and Excuses
JFC	Student Conduct
JFCF	Hazing and Bullying
JFCJ	Dangerous Weapons in the Schools
JGDA	Emergency Removal of Student
JP	Positive Behavioral Interventions and Supports
KH	Public Gifts to the Schools
KI	Public Solicitations in the Schools

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

Kathy Limes left the meeting at 3:36 p.m. and returned to meeting at 3:38 p.m.

Recommendation Pertaining to Wood County Interagency Transition Agreement – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the following Wood County Interagency Transition Agreement for 2018-2019:

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

Recommendation Pertaining to TMACOG Membership – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the following one-year membership with Toledo Metropolitan Area Council of Governments (TMACOG) in the amount of \$688:

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

Recommendation Pertaining to Evaluation Service Agreement – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the following Wood County Prevention Coalition Service Agreement between Bill Ivoska and Wood County Educational Service Center, effective October 23, 2018 through September 30, 2019, at a cost of \$8,000:

Roll Call: Yeas: Ms. Hines, Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. 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. Limes moved and Ms. Hines seconded the motion to approve the following LOA, Resignations & Terminations:

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

Resignations

Brett **Anderson**, CLC Sr. Team Leader, effective 10/19/2018

Megan **Belch**, CLC Sr. Team Leader, effective 10/10/2018

Christy **Butson**, Paraprofessional, effective 10/11/2018

Mallory **Fritz**, Paraprofessional, effective 10/19/2018

Brooke **Hahn**, Paraprofessional, effective 10/23/2018

Sara **Hunyor**, Paraprofessional, effective 11/01/2018

Michaela **Rhoades**, CLC Seasonal Program Assistant, effective 10/12/2018

Lindsey **Woody**, Paraprofessional, effective 10/05/2018

Mar'Shayla **Young**, CLC Seasonal Program Assistant, effective 10/11/2018

Supplemental Resignations

Brooke **Hahn**, Para/Student Attendant, effective 10/23/2018

Sara **Hunyor**, Staff Training & Prof Development, effective 11/01/2018

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

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

Seasonal New Hire Student Workers

Jaclyn Elliott , CLC Seasonal Program Assistant, effective 10/03/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Kevin Hogains , CLC Seasonal Program Assistant, effective 10/01/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Meagan Klingshirn , CLC Seasonal Program Assistant, effective 09/27/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Zachary Leonard , CLC Seasonal Program Assistant, effective 10/08/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Jaylynn Livingston , CLC Seasonal Program Assistant, effective 10/05/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Marly McCartney , CLC Seasonal Program Assistant, effective 10/05/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Taylor McCreary , CLC Seasonal Program Assistant, effective 10/05/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Reagan Nichols , CLC Seasonal Program Assistant, effective 10/11/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, Needed, CLC/PA/0	\$10.34 p/hr.
Emma Nunamaker , CLC Seasonal Program Assistant, effective 09/27/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Sherrie Owens , CLC Seasonal Program Assistant, effective 09/27/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Jesse Siefker , CLC Seasonal Program Assistant, effective 10/01/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Brandon Stirn , CLC Seasonal Program Assistant, effective 10/03/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Penny Widmer , CLC Seasonal Program Assistant, effective 09/27/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.
Natalie Wilging , CLC Seasonal Program Assistant, effective 10/12/2018-05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0	\$10.34 p/hr.

Classified Staff – Continued**New Hires for 2018-2019 School Year**

Laura Appleby , Para/Educational Aide, effective 10/01/2018, 6.5 hrs p/day, 5 days p/wk, 149 days, A/N/5 – 1 yr limited	\$12,397
Tracy Hahn , Para/Student Attendant, effective 10/01/2018, 6.75 hrs p/day, 5 days p/wk, 158 days, A/N/1 – 1 yr limited	\$12,115
Caylee Hewitt , Unit Paraprofessional, effective 10/08/2018, 6.75 hrs p/day, 5 days p/wk, 145 days, UP/3 -1 yr limited	\$16,893
Jim Hilty , Para/Student Attendant, effective 10/17/2018, 6.75 hrs p/day, 5 days p/wk, 148 days, A/N/5 – 1 yr limited	\$12,787
Susan Hottinger , Unit Paraprofessional, effective 10/22/2018, 6.5 hrs p/day, 5 days p/wk, 134 days, UP/0 – 1 yr limited	\$13,701
Rachel Lehman , Para/Student Attendant, effective 10/22/2018, 7 hrs p/day, 5 days p/wk, 147 days, A/N/7 – 1 yr limited	\$13,922
Megan Myers , CLC Sr. Team Leader, effective 10/08/2018, 6 hrs p/day, 5 days p/wk, 190 days, CLC/STL/0 – 1 yr limited	\$15,983
Beth Osborn , Para/Educational Aide, effective 10/04/2018, 6.5 hrs p/day, 4 days p/wk, 125 days, A/N/4 – 1 yr limited	\$10,108
Christine Paul , Para/Student Attendant, effective 10/02/2018, 7.5 hrs p/day, 5 days p/wk, 160 days, A/N/4 – 1 yr limited	\$14,928

Changes for 2018-2019 School Year**Alexandria Gaus, Para/Educational Aide, effective 09/26/2018**

From – A/N/2 = \$11.72 p/hr @ \$13,408

To – A/N/7 = \$13.53 p/hr @ \$15,196

Nathan James, Para/Educational Aide, effective 08/13/2018

From – Para/Educational Aide, 6.75 hrs p/day, 5 days p/wk, 190 days @ \$14,569,

To – Para/Educational Aide, effective 08/13/2018-09/28/2018 & effective
12/22/2018-05/31/2019, 6.75 hrs p/day, 5 days p/wk, 131 days @ \$10,045 &
Substitute Teacher, effective 10/01/2018-12/21/2018, 7 hrs p/day, 5 days p/wk,
58 days @ \$4,930 = \$14,975**Nicole Parillo, Para/Educational Aide, effective 09/18/2018**

From – 3 hrs p/day, 5 days p/wk, As Needed, A/N/0 @ \$11.00 p/hr.

To – 6.5 hrs p/day, 5 days p/wk, As Needed, A/N/0 @ \$11.00 p/hr.

Amanda Queen, effective 10/17/2018

From – Unit Paraprofessional, 6.5 hrs p/day, 5 days p/wk, 182 days, UP/0 @ \$18,508

To – Para/Educational Aide, effective 6.5 hrs p/day, 5 days p/wk, A/N/6 @ \$16,220

Marilyn Shaffer, Para/Student Attendant, effective 09/26/2018

From – 6.5 hrs p/day, 4 days p/wk & 7 hrs p/day, 1 day p/wk, A/N/4 @ \$15,768

To – 5 hrs p/day, 5 days p/wk, A/N/4 @ \$12,502

Alexandra Stelnicki, effective 10/15/2018From – CLC Seasonal Team Leader, 5 hrs p/day, 5 days p/wk, As Needed,
CLC/TL/4 @ \$13.24 p/hr.To – CLC Seasonal Program Assistant, 5 hrs p/day, 5 days p/wk, As Needed,
CLC/PA/1 @ \$10.65 p/hr.**Danelle Sutton, Nurse Assistant for Eastwood, effective 10/01/2018**

From – 5 hrs p/day, 5 days p/wk, B/17 @ 60% = \$30,116

To – 6 hrs p/day, 5 days p/wk, B/17 @ 72% = \$35,188

Classified Staff – Continued

Supplementals for 2018-2019

Margaret Adams , Unit Paraprofessional, effective 08/14/2018-10/19/2018, .25 hrs p/day, 5 days, As Needed, UP/3	\$17.26 p/hr.
Ginger Adkins , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/4	\$12.44 p/hr.
Michelle Babione , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/2	\$11.72 p/hr.
Christy Bennett , Unit Para Extra Hours, effective 08/01/2018 – 05/25/2019, As Needed, Max 20 hrs, UP/2	\$16.75 p/hr.
Lisa Conklin , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/15	14.25 p/hr.
Sherri Dauer , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/5	\$12.80 p/hr.
Mary Dudley , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/17	\$14.25 p/hr.
Ellen Frank , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/17	\$14.25 p/hr.
Samantha Frederick , Unit Para, Extra Hours, effective 08/14/2018 – 05/23/2019, As Needed, Max 30 hrs, UP/3	\$17.26 p/hr.
Sara Hunyor , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/2	\$11.72 p/hr.
Courtney Krizman , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/3	\$12.08 p/hr.
Denise Maines , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/1	\$11.36 p/hr.
Beth Osborn , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/4	\$12.44 p/hr.
Christine Paul , Positive Support Training, effective 09/06/2018, 5 hrs, 1 day, A/N/4 @ \$12.44 p/hr, Max 5 hrs.	\$62.20
Nicole Porter , Unit Para, Extra Hours, effective 08/14/2018 – 05/25/2019, As Needed, Max 30 hrs, UP/1	\$16.24 p/hr.
Andrea Reed , Additional Hours, effective 08/14/2018 - 05/25/2019, As Needed, UP/1, Max 30 hrs	\$16.24 p/hr.
Kelly Schuh , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/7	\$13.53 p/hr.
Trish Willford , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 45 hrs, A/N/7	\$13.53 p/hr.
Rachel Wilson , Professional Development, effective 09/24/2018-05/23/2019, As Needed, Max 31 hrs, A/N/3	\$12.08 p/hr.

Interns with ATOD Program

Destanie Camarillo
 Luke Corrigan

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

Changes for 2018-2019 School Year

Christine Len, JRC Teacher, effective 08/13/2018

From – 150/26 @ \$60,184

To – M/26 @ \$65,204

BGSU Student Interns for Alternative School

Samuel Brown

Shanna Riley

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

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

Governing Board Updates

Superintendent Report – Mr. North reported the following:

- Met with Perrysburg EVSD supervisors regarding paraprofessional absenteeism.
- On-going meetings with staff regarding updating the ESC website and logo.
- Became the committee chair of the Coalition of Advocacy for PreK – 16 Education of Northwest Ohio (CAPE NOW).
- Serving on the BGSU College of Education Advisory Council which is looking at the issue to teacher shortage.

Directors Report -**Susan Spencer, Community Learning Centers Director reported:**

- Thanked United Way for their generous allocation of \$71,579 to help provide quality summer camp as well as the before and after school programs.
- Canine Crew at the CLC site at Rossford is up and running. This program provides homework assistance, tutoring, and targeted intervention that supports learning.

Kyle Clark, Prevention Education Director reported:

- Dr. Joan Gillece presented on Trauma at meetings held at the ESC on September 19th & 20th with approximately 100 people attending over the two day event.
- ATOD staff presented to 8th graders at Eastwood on Signs and Symptoms of Suicide Awareness. On September 27th, ATOD staff will present "Understanding and Managing Trauma in Children" to the ESC staff working at the Children's Resource Center.
- Milan Karna, Angie Patchen, and Kyle Clark participated in the BGSU Teach-In Day, a 12 hour event for community and BGSU students. Topics presented dealt with opioid and drug addiction, trauma, and prevention in schools.
- Collaborating with the Community Learning Centers on creating a support group for grandparents raising grandchildren. The meetings will be held throughout the county on the 2nd Wednesday of each month throughout the school year.

Penta Career Center Report – Judy Paredes reported:

- Reminded the Board that there are still tickets available for the December 6th Scholarship Dinner and Silent Auction event.
- Taste of the States will be going on during lunch period in the Culinary Café on October 31st and November 1-2nd.

Legislative Liaison Report – No Report**Student Achievement Liaison Report – Joe Long**

- Looking forward to meetings at the OSBA Capital Conference in November discussing high school graduation requirements.

Executive Session

None

Adjournment

Motion by Ms. Limes, and Seconded by Ms. Hines, to adjourn the meeting at 4:27 p.m.

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

ATTEST:

 Joe Long, Board President

 Gina R. Fernbaugh, Treasurer/CFO