

**WOOD COUNTY EDUCATIONAL SERVICE CENTER  
Regular Governing Board Meeting Minutes  
September 25, 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 4:00 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  
Susan Spencer, Community Learning Centers Director

**Visitors Present**  
Marie Thomas Baird, Sentinel Tribune Reporter

**Featured Program Presentation – None**

**Approval of the Minutes**  
Ms. Limes moved and Ms. Paredes seconded the motion to approve the following minutes of the Regular Board Meeting held August 28, 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. Mr. Smith moved and Ms. Hines seconded the motion to approve the Cash Reconciliation report for the month of August 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 August 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 August 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 August 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**

- Bowling Green C.S.D. – ATOD On-Site Services
- Fostoria Local S.D. – MD Program Services
- Genoa Local S.D. – MD Program Services
- Wood Lane – Speech Language Therapy 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 Temporary Assistance to Needy Families (TANF) Program Amended Agreement with WCDJFS** – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Hines seconded the motion to approve the following amended TANF Youth Services Program Agreement between Wood County Department of Job & Family Services and Wood County ESC, effective October 1, 2017 through September 30, 2018, in the amount of \$550,187.26.

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

**Approval of Grant Amendment** – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following grant amendment:

**TANF SY'18 Youth Employment Fund 502-9518**

Original:	\$510,537.26
Amended:	\$550,187.26.

*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, Mr. Smith moved and Ms. Hines seconded the motion to approve the following

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

<b>Special Revenue Funds:</b>	<b>\$39,650.</b>
Total:	\$39,650.

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**SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD**

**Policies/Contracts**

**Recommendation Pertaining to CLC Evaluation Service Agreement** – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the following service agreement for FY19 CLC Local Program Evaluation Services between Bill Ivoska and Wood County Educational Service Center, effective October 1, 2018 through June 30, 2019, at a cost of \$12,000.

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

**Recommendation Pertaining to ATOD Evaluation Service Agreement** – Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the following service agreement for FY19 ATOD Prevention Program Evaluation Services between Bill Ivoska and Wood County ESC, effective September 25, 2018 through June 30, 2019, at a cost of \$18,000.

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

**Recommendation Pertaining to Subaward Agreement – FY19 Educational Technology Grant** – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Hines seconded the following Subaward Agreement between Bowling Green State University and Wood County ESC, effective July 1, 2018 through June 30, 2019, in the amount of \$146,401.74:

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

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**Recommendation Pertaining to Model Joint Resolution for Business Advisory Council –**

Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the following Resolution:

As the Wood County School Districts' Boards of Education (Boards) have entered into an agreement under R.C. 3313.843 and/or R.C. 3313.845 to receive services from the Wood County Educational Service Center Governing Board (ESC), the Boards are not required to appoint a business advisory council pursuant to R.C. 3313.82, R.C. 3313.821, and applicable laws as the Boards and ESC hereby agree that the ESC's Business Advisory Council (BAC) shall represent the business of the Wood County School Districts, consistent with the authority granted by the Ohio General Assembly. This agreement shall remain in full force and effective until either the Boards or ESC terminates the same by formal resolution.

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Wood County ESC Board President / 09/25/2018

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Wood County ESC Treasurer / 09/25/2018

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

**Recommendation Pertaining to Amended Wood County Substitute Salary Schedule –**

Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the following Amendment to the Wood County Substitute Network Salary Schedule:

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

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**Recommendation Pertaining to Cash Donation** – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the following Cash Donation to Wood County Educational Service Center:

**Owens Community College-Faculty Association      \$2,500**  
(to benefit the MD program)

*Roll Call: Yeas: Ms. Hines, Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. 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. Paredes moved and Mr. Smith 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**

**Donyelle Benedict**, CLC Seasonal Program Assistant, effective 08/31/2018  
(rehiring as Para @ CRC)

**Renee Bowyer**, Paraprofessional, effective 08/24/2018

**Courtney Jablonski**, Paraprofessional, effective 08/31/2018

**Bliss Like**, CLC Seasonal Program Assistant, effective 08/31/2018

**Katara Olden**, CLC Seasonal Program Assistant, effective 08/31/2018

**Taylor Robinson**, NWOET Recep/Cleric Assistant, effective 05/17/2018

**Jennifer Stein**, Paraprofessional, effective 09/24/2018

**Allison Vollmer**, YEP Specialist, effective 09/30/2018

#### **Supplemental Resignations**

**None**

#### **Request for Unpaid Medical Leave**

**Gloria Heise**, Para/Educational Aide, effective 09/10/2018 through 10/10/2018

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

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

**Seasonal New Hire Student Workers**

**Avery Bauman**, CLC Seasonal Program Assistant, effective 09/04/2018 - 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Zachary Chambers**, CLC Seasonal Program Assistant, effective 09/11/2018 - 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Taylor Evans**, NWOET Tech Support Student, effective 09/04/2018 – 12/21/2018, Max 20 hrs p/day, As Needed, NWOET/SW/2  
**Brittany Hartman**, CLC Seasonal Program Assistant, effective 09/04/2018 - 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Jena Herold**, CLC Seasonal Program Assistant, effective 09/11/2018 - 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Bradford Holmes**, CLC Seasonal Program Assistant, effective 09/04/2018 - 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Gabrielle Knauss**, CLC Seasonal Program Assistant, effective 08/28/2018 – 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Bryant Kuhlman**, CLC Seasonal Program Assistant, effective 08/28/2018 – 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Ryan Osborne**, CLC Seasonal Program Assistant, effective 09/24/2018 – 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Michaela Rhoades**, CLC Seasonal Program Assistant, effective 09/11/2018 - 05/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0  
**Michael Riojas**, NWOET Tech Support Student, effective 09/04/2018 – 12/21/2018, Max 20 hrs p/day, As Needed, NWOET/SW/2

**New Hires for 2018-2019 School Year**

**Donyelle Benedict**, Para/Student Attendant, effective 09/04/2018, 6.75 hrs p/day 5 days p/wk, 179 days, A/N/0 – 1 yr limited  
**Alaina (Alberts) Coe**, Para/Student Attendant, effective 09/18/2018, 7.5 hrs p/day, 5 days p/wk, 170 days, A/N/3 – 1 yr limited  
**Courtney Krizman**, Para/Educational Aide, effective 08/13/2018, 6.5 hrs p/day, 4 days p/wk, 151 days, A/N/3 – 1 yr limited  
**Chelsi McElrath**, ATOD Prevention Specialist, effective 08/29/2018, 7 hrs p/day, 3 days p/wk, As Needed – 1 yr hrly limited  
**Kathryn Meier**, Para/Student Attendant, effective 09/25/2018 6.75 hrs p/day, 5 days p/wk, 155 days, A/N/5 – 1 yr limited  
**Pam Miller**, Para/Student Attendant, effective 10/08/2018, 6.75 hrs p/day, 5 days p/wk, 155 days, A/N/10  
**Trey Oddenweller**, Para/Educational Aide, effective 08/06/2018, 6.75 hrs p/day, 5 days p/wk, 190 days, A/N/1 – 1 yr limited

**Classified Staff – Continued****New Hires - Continued**

**Nichole Parillo**, Para/Educational Aide, effective 09/04/2018,  
3 hrs p/day, 5 days p/wk, As Needed, A/N/0 – 1 yr hrly limited  
**April Partlow**, Para/Educational Aide, effective 08/23/2018,  
6.5 hrs p/day, 5 days p/wk, 177 days, A/N/2 – 1 yr limited  
**Amanda Rudd**, Para/Educational Aide, effective 08/22/2018,  
6.75 hrs p/day, 4 days p/wk, 152 days, A/N/1 – yr limited  
**Jodi Tipton**, Para/Student Attendant, effective 08/21/2018,  
6.75 hrs p/day, 5 days p/wk, 187 days, A/N/4 – 1 yr limited

**Changes for 2018-2019 School Year**

**Kathy Keel, Unit Paraprofessional, effective 09/03/2018,**

From – 6.5 hrs p/day, 5 days p/wk, 182 days

To – 6.5 hrs p/day, 5 days p/wk, As Needed

**Amanda Queen, effective 08/13/2018**

From – Para/Educational Aide, effective 08/13/2018 – 08/22/2018

6.5 hrs p/day, 5 days p/wk, 6, days, A/N/6

To – Unit Paraprofessional, effective 08/23/2018, 6.5hrs p/day,

5 days p/wk, 176 days, UP/0

**Rebekah Snowdy, Paraprofessional, effective 09/04/2018**

From – 6.75 hrs p/day, 5 days p/wk, 191 days

To – 11 days @ 6.75 hrs p/day & 180 days @ 6.25 hrs p/day

**Supplementals for 2018-2019 School Year**

**Vicki Bowser**, Para/Student Attendant Extra Hours, effective

09/17/2018-05/23/2019, Max 6 hrs p/wk, As Needed

**Mary Gase**, Prevention Specialist Extra Hours, effective 09/01/2018-

06/30/2019, As Needed, Max 100 hrs

**Brook Hahn**, Para/Student Attendant, effective 09/07/2018-

12/21/2018, 6.5hrs p/day, 1 day p/wk, As Needed

**Chelsi McElrath**, JDC Prevention Specialist, effective 08/29/2018 –

06/30/2019, 3 hrs p/day, 1 days p/wk, As Needed

**Chelsi McElrath**, Prevention Specialist Extra Hours, effective

08/29/2018 – 06/30/2019, Max 100 hrs

**Pam Miller**, Para/Job Coach, effective 10/08/2018-05/31/2019,

6.75 hrs p/day, 5 days p/wk, 155 days

**Felicia Otte**, Prevention Specialist Liaison, Extra Hours, effective

09/01/2018-06/30/2019, As Needed, Max 100 hrs.

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

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

**Changes for 2018-2019 School Year**

**Tonya Sanders, NWOET, Academic Director, effective 08/01/2018,**

From – NWOET/M/30/11

To – NWOET/PhD30/11

**BGSU Student Intern for Alternative School**

**Katelyn Elling**

**Christopher Lenz**

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

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## Governing Board Updates

**Superintendent Report** – Mr. North reported the following:

- Continuing to make visits to the ED and MD classrooms
- Updated the Board on the status of the Wood County Business Advisory Council

**Directors Report -**

**Susan Spencer, Community Learning Centers Director reported:**

- 90 BGSU tutors will begin working with children at all CLC sites starting the week of October 1<sup>st</sup>.
- Presented the Board with a handout on the Bobcat PAWS Program, stating that 85% of the students that participated in this program over summer break maintained one grade level.

**Penta Career Center Report – Judy Paredes reported:**

- Met 18 new staff members
- Penta Career Center & Culinary Arts will hold their Scholarship dinner on December 6<sup>th</sup> at 5:30 p.m.

**Legislative Liaison Report** –

- Discussed HB 312 regarding school district credit cards

**Executive Session**

Motion by Kathy Limes, seconded by Judith Hines to move into executive session to evaluate the Treasurer at 4:45 p.m., inviting the Board Members and Treasurer.

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

Board returned to regular session at 5:06 p.m.

**Adjournment**

Motion by Ms. Paredes, and Seconded by Ms. Hines, to adjourn the meeting at 5:07 p.m.

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

ATTEST:

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Joe Long, Board President

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Gina R. Fernbaugh, Treasurer / CFO