

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
January 8, 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 4:04 p.m. with the following members present: Ms. Judith **Hines**, Mr. Joe **Long**, and Ms. Judy **Paredes** and Mr. **Timothy Smith**. Also present: Ms. Gina **Fernbaugh**, Treasurer, Mr. Kyle **Kanuckel**, Superintendent.

Absent:

Kathy Limes, Board Member

Staff Members Present

Kyle **Clark**, Prevention Education Director

Susan **Spencer**, CLC Director

Visitors Present

Marie Thomas **Baird**, Sentinel Tribune Reporter

Featured Program Presentation - School Board Recognition Month

Approval of the Minutes

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

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

(Due to scheduling, the Board did not hold a December meeting)

Roll Call: Yeas: Ms. Hines, Mr. Long, Ms. Paredes. Mr. Smith abstained. 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 months of November 2017 and December 2017:

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

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Approval of Financial Reports – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the Financial Reports for the months of November 2017 and December 2017:

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

Approval of Bills – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the Bills for the months of November 2017 of December 2017:

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

Approval of Investment Transaction Ledgers – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the Investment Transaction Ledgers for the months of November 2017 and December 2017:

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

Approval of Grant Amendments – Upon the recommendation of the Treasurer, Ms. Hines moved and Mr. Smith seconded the motion to approve the following Grant Amendments:

WIOA FY'18 Youth Employment Fund 502-9618

Original: \$64,620.12

Amended: \$65,708.22

TANF FY'18 Youth Employment Fund 502-9518

Original: \$160,000

Amended: \$260,000

Roll Call: Yeas: Ms. Hines, 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 Appropriation Modifications:

Special Revenue Funds:	\$1,088.10
Total:	\$1,088.10

Roll Call: Yeas: Ms. Hines, 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. Paredes seconded the motion to approve the following Fiscal Year 2018 Service Agreements:

- Otsego L.S.D. – Nurse Consultant
- Perrysburg E.V.S.D. – ATOD On-Site Services
- Perrysburg E.V.S.D. – Certified Occupational Therapist Assistant
- Perrysburg E.V.S.D. – Intervention Specialist
- Perrysburg E.V.S.D. – Speech Language Therapist

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

Approval of Cash Donation – Upon the recommendation of the Treasurer, Ms. Hines moved and Mr. Smith seconded the motion to approve the following Cash donation:

\$225.00 Bethlehem Lutheran Church
 Pemberville, OH
 (to benefit the ED program at PATHE)

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

SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Policies/Contracts

Recommendation Pertaining to Approval of Penta CC Board Representative – Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the appointment of **Kathy Limes**, for Penta Career Center Board Representative, to serve a three-year term, as Ms. Limes' term expired 12/31/2017.

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

Approval of Legislative Liaison Representative – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve the following board member to serve as the Legislative Liaison – **Tim Smith**.

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

Approval Student Achievement Liaison Representative – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve the following board member to serve as the Student Achievement Liaison - **Joe Long**.

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

Recommendation Pertaining to Approval of OSBA Membership – Upon the recommendation of the Superintendent, Ms. Hines moved and Ms. Paredes seconded the following OSBA Annual Membership, and Electronic Briefcase News, January 2018 through December 2018, in the amount of \$3,205:

Membership	\$3,055.
School Management News	150.
OSBA Briefcase (electronic)	Free
Total	\$3,205.

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

Recommendation Pertaining to Approval of OSBA Legal Assistance Fund – Upon the recommendation of the Superintendent, Ms. Hines moved and Ms. Paredes seconded the following OSBA Legal Assistance Fund in the amount of \$250:

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

Recommendation Pertaining to Lamar Outdoor Advertising Agreement – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the following advertising agreement with Lamar Outdoor Advertising, effective November 22, 2017 through August 6, 2018, in the amount of \$2,400:

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

Recommendation Pertaining to Wood County Economic Development Commission Membership – Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the following Wood County Economic Development Commission Membership, effective January 1, 2018 through December 31, 2018, in the amount of \$500:

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

Recommendation Pertaining to Rossford Business Association Membership – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the following Rossford Business Association Membership, effective January 1, 2018 through December 31, 2018, in the amount of \$50:

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

Recommendation Pertaining to Bowling Green Chamber of Commerce Membership – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the following Bowling Green Chamber of Commerce Membership, effective January 1, 2018 through December 31, 2018, in the amount of \$150:

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

Recommendation Pertaining to Bowling Green Community Development Foundation Membership – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the following Bowling Green Community Development Foundation Membership, effective January 1, 2018 through December 31, 2018, in the amount of \$750:

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

Recommendation Pertaining Wood County Youth Olympics – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the following donation to the 2018 Wood County Youth Olympics, in the amount of \$500:

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

Resignations

Tim Bialecki, CLC Site Coordinator, effective 12/31/2017 (going to CLC Sr. Team Leader)
Michelle Fais, LK Paraprofessional, effective 12/01/2017
Elizabeth Garner, CLC Seasonal Program Assistant, effective 12/08/2017
Colleen Irvin, Para/Student Attendant, effective 01/12/2018
Melissa Kozina, NW Paraprofessional, effective 12/05/2017
Abigal Ludke, Youth Empowerment Program, effective 12/08/2017
Abigael Minninger, CLC Seasonal Program Assistant, effective 11/29/2017
Monica Nainiger, BG Special Contract Employee, effective 12/21/2017
Mary Roberts, PB Paraprofessional, effective 01/05/2018
Thomas Russell, CLC Seasonal Program Assistant, effective 11/29/2017
Taylor Siegrist, CLC Seasonal Program Assistant, effective 12/01/2017
Allison Vollmer, CLC Seasonal Program Assistant, effective 12/13/2017
 (going to Youth Employment Program)

Supplemental Resignation

Monica Nainiger, Mtgs & Prof. Development, effective 12/21/2017

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

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

New Hires for TANF School Year 2017-2018

Aaliyah Jones-Montgomery, TANF Student Worker, effective 11/16/2017 –
 06/30/2018, Max 8 hrs. p/day, 5 days p/wk, As Needed
Russell Zahs, TANF Student Worker, effective 12/11/2017- 06/30/2018,
 Max 8 hrs. p/day, 5 days p/wk, As Needed

Seasonal New Hires through 05/12/2018

Allison Arthur, CLC Seasonal Program Assistant, effective 01/01/2018,
 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Alexis Hart-Nichols, CLC Seasonal Program Assistant, effective 01/01/2018,
 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Madeline Innes, CLC Seasonal Program Assistant, effective 01/01/2018,
 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Bailey Moore, CLC Seasonal Program Assistant, effective 01/01/2018,
 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Dominique Scriptor, CLC Seasonal Program Assistant, effective 12/14/2017,
 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Support Personnel - Continued

Seasonal Changes for 2017-2018 School Year

Brittany Hoffman, effective 12/04/2017

From – CLC Seasonal Program Assistant, 5 hrs p/day, 5 days p/wk, As Needed, CLC PA/3

To – Seasonal Team Leader, 5 hrs p/day, 5 days p/wk, As Needed, CLC/TL/4

Martina Weems, effective 12/18/2017

From – CLC Seasonal Program Assistant, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

To – Senior Team Leader, 6 hrs p/day, 5 days p/wk, 140 days, CLC/STL/0

New Hires for 2017-2018 School Year

Farhana Alvi, Para/District Substitute, effective 01/09/2018, 6.25-6.75 hrs p/day,

5 days p/wk, As Needed, A/N/1

Alyshia Byer, Para/Educational Aide, effective 11/27/2017, 6.5 hrs p/day, 4 days p/wk,

103 days, A/N/2 – 1 yr limited

Jessica Johnson, Para/Educational Aide, effective 12/04/2017, 6.75 hrs p/day, 5 days p/wk,

119 days, A/N/0 – 1 yr limited

Carlos Olivarez, CLC Senior Team Leader, effective 11/13/2017, 6 hrs p/day, 5 days p/wk,

165 days, CLC/STL/0

Marilyn Shaffer, Para/District Substitute, effective 01/09/2018, 6.25-6.75 hrs p/day,

5 days p/wk, As Needed, A/N/0

Rehires for 2017-2018 School Year

Timothy Bialecki, Senior Team Leader, effective 01/01/2018, 6 hrs p/day, 5 days p/wk,

130 days, CLC/STL/1

Allison Vollmer, YEP Community Outreach Specialist, effective 12/12/2017, 20 hrs p/wk,

As Needed – 1 yr hrly limited

Changes for 2017-2018 School Year

Chantille Frazier, effective 11/29/2017

From – Para/Student Attendant / To - Para/Educational Aide

Courtney Jablonski, effective 01/03/2018

From – Para/Student Attendant / To – Para/Educational Aide

Brandon Paulus, effective 01/01/2018

From – CLC Senior Team Leader, 6 hrs p/day, 5 days p/wk, 260 days

To – CLC Senior Team Leader, 6 hrs p/day, 5 days p/wk, 130 days

& CLC Site Coordinator, 8 hrs p/day, 5 days p/wk, 130 days

Katie Williams, Unit Paraprofessional, effective 01/09/2018

From – 6.25 hrs p/day, 5 days p/wk, 183 days

To – 90 days @ 6.25 hrs p/day & 93 days @ 6.5 hrs p/day, 183 days

Support Staff - Continued

Supplementals for 2017-2018 School Year

Peyton Himburg, Unit Paraprofessional, effective 11/14/2017-05/28/2018,
Max 10 hrs p/wk, As Needed, UP/2

Tracy Hoover, Unit Paraprofessional, effective 11/14/2017-05/28/2018,
Max 10 hrs p/wk, As Needed, UP/2

Kathleen Keel, Unit Paraprofessional, effective 11/14/2017-05/28/2018,
Max 10 hrs p/wk, As Needed, UP/2

Kristina Olinger, Unit Paraprofessional, effective 11/14/2017-05/28/2018,
Max 10 hrs p/wk, As Needed, UP/1

Danielle Wilhelm, Unit Paraprofessional, effective 08/09/2017-05/25/2018,
Max 8 hrs p/wk, As Needed, UP/1

Tricia Young, Unit Paraprofessional, effective 11/27/2017-05/25/2018,
Max 10 hrs p/wk, As Needed, UP/1

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

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

New Hires for 2017-2018 School Year

Julie Brenizer, BG Special Contract Employee, effective 12/08/2017, 6.75 hrs p/day,
5 days p/wk, 102 days, BG/SC – 1 yr limited

Ashley Monteleone, BG Special Contract Employee, effective 01/02/2018,
6.75 hrs p/day, 5 days p/wk, 92 days, BG/SC – 1 yr limited

Seasonal Rehire for 2017-2018 School Year

None

Changes for 2017-2018 School Year

None

Supplementals for 2017 - 2018

Julie Brenizer, Professional Dev. & Mtgs, effective 12/08/2017–05/24/2018,
As Needed, BG/SC

Ashley Monteleone, Professional Dev. & Mtgs, effective 01/02/2018 – 05/24/2018,
As Needed, BG/SC

Anita Walker, Preschool Teacher, 1 day extended time, effective 01/02/2018, 1 day,
As Needed, M/13

Patricia Willford, Speech/Language Pathologist, effective 12/15/2017, 7 hrs, 1 day,
As Needed, SLP/M/5

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

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

Governing Board Updates

Superintendent's Report:

Kyle Kanuckel, Superintendent, reported the following:

- Water damage to the ESC building due to a broken pipe

Directors Report -

Kyle Clark, Prevention Education Director, reported the following:

- Owens CC provided Scantron machines to tabulate the results of the Youth Surveys that were collected
- March 9th – Wood County Prevention Coalition meeting – Public release of the results of the Youth Surveys.
- Submitted final Drug Free Community Grant – fifth & final year 9/30/2018 – 9/29/2019
- Possible opportunity for competitive continuation of the Drug Free Community grant for another 5 years.
- WCADAMHS – Secured state funding for opiate education
- WCADAMHS is amending the WCESC contract to increase funding to provide stronger community outreach efforts

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

- Speaking at Bowling Green Rotary on January 11th at 11:00 a.m.
- Shared a collection of success stories regarding CLC programs
- Presented a United Way Needs Assessment of WCESC's Community Learning Centers' population prepared by a BGSU graduate class – Department of Political Science.

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Executive Session

Motion by Ms. Hines, and Seconded by Mr. long, to move into Executive Session at 4:46 p.m., for the purpose of discussing employee employment, inviting the Board members, Superintendent and Treasurer.

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

Board returned to Regular Session at 5:03 p.m.

Adjournment

Motion by Mr. Long, and Seconded by Ms. Hines, to adjourn the meeting at 5:04p.m.

ATTEST:

Joe Long, President

Gina R. Fernbaugh, Treasurer/CFO