

**WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
February 26, 2019**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Ms. **Kathy Limes**, at 3:00 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. Mark **North**, Superintendent.

Absent:

None

Staff Members Present

Susan **Spencer**, Community Learning Centers Director

Visitors Present

Marie **Thomas Baird**, Sentinel Tribune Reporter

Oath of Office was given to Ms. Kathy Limes, Board President

Featured Program Presentation - Student Recognitions @ 4:00

Approval of the Minutes

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

Organizational Board Meeting – **January 22, 2019**

Regular Board Meeting – **January 22, 2019**

*Roll Call: Yeas: Mr. Long, Ms. Paredes and Mr. Smith. Abstained: Ms. Hines and Ms. Limes.
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. Long moved and Ms. Hines seconded the motion to approve the Cash Reconciliation report for the month of January 2019:

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

Approval of Financial Reports – Upon the recommendation of the Treasurer, Ms. Hines moved and Ms. Paredes seconded the motion to approve the Financial Reports for the month of January 2019:

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. Paredes moved and Mr. Long seconded the motion to approve the Bills for the month of January 2019:

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, Mr. Smith moved and Ms. Hines seconded the motion to approve the Investment Transaction Ledger for the month of January 2019:

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

Approval of Fixed Asset Disposals – Upon the recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded the motion to approve the following Fixed Asset Disposals:

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

INTENTIONALLY BLANK

Approval of Service Agreements with Agencies & School Districts – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the following Service Agreements for Fiscal Year 2019 and Fiscal Year 2020:

Fiscal Year 2019 Service Agreements:

- Elmwood Local S.D. – Occupational Therapy Services

Fiscal Year 2020 Service Agreements:

- Lake Local S.D. – Consortium Services
- Lake Local S.D. – Specialized Services
- Otsego Local S.D. – Consortium Services
- Rossford E.V.S.D. – Consortium Services
- Rossford E.V.S.D. – Specialized Services

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

Approval of GAAP Conversion Services – Upon the recommendation of the Treasurer, Ms. Hines moved and Mr. Smith seconded the motion to approve the following 3-year renewal contract with the Local Government Services Division of the Auditor of State’s office to compile Fiscal years 2019, 2020, and 2021 financial statements for the Wood County ESC at a cost of \$50 per hour not to exceed \$9,000 per year.

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

INTENTIONALLY BLANK

Approval of Lawn Care and Snow Removal Contract – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following 1-year contract with ASD, Inc., for the period of March 6, 2018 through March 31, 2019:

Lawn Care

- Mowing, trimming and blowing of debris \$96.48 per mow
- Fertilizer application \$242.40 per application

Snow Removal

- Snow Plowing \$78.20 per service
- Sidewalk Clearing \$45.80 per service
- Salt Application on Sidewalks \$45.80 per service
- Salt Application on Parking Lot or Driveway \$150.00 per application

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

INTENTIONALLY BLANK

SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Policies/Contracts

Approval of Legislative Liaison Representative – Upon the recommendation of the Superintendent, Ms. Hines moved, and Ms. Paredes, seconded the motion to appoint Mr. **Joe Long** to serve as the Legislative Liaison Representative.

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

Approval of Student Achievement Liaison Representative – Upon the recommendation of the Superintendent, Mr. Smith moved, and Ms. Hines, seconded the motion to appoint Ms. **Judy Parades** to serve as the Student Achievement Liaison Representative.

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

Approval of Franklin B. Walter Scholarship – Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the motion to approve the 201 Franklin B. Walter Scholarship in the amount of \$1,000.

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

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

- AC Nondiscrimination
- CCA Organizational Chart
- DGA Authorized Signatures
- GBH Staff-Student Relations
- JHH Notification about Sex Offenders
- JM Staff - Student Relations

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

Approval of Legend Web Works Agreement – Upon the recommendation of the Superintendent, Ms. Hines moved and Ms. Paredes seconded the motion to approve the following Web Service Agreement between Legend Web Works, LLC and Wood County ESC:

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

Approval of Grand Rapids Chamber of Commerce Membership – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the Grand Rapids Chamber of Commerce, in the amount of \$50:

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

Approval of PATHE Center First Aid Procedures – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following PATHE Center First Aid Procedures:

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

Approval of Business Advisory Council Report – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Hines seconded the motion to approve the following Business Advisory Council Quarterly Report:

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

INTENTIONALLY BLANK

Approval of Alternative School Lease Agreement – Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the motion to approve the following lease agreement lease agreement between Wood County ESC and First Presbyterian Church for the rental of two classrooms to house the Alternative Learning Center classes. The lease runs from July 1, 2019 through June 30, 2020 at a fee of \$200 per month:

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

INTENTIONALLY BLANK

Approval of Non-Salary Schedule Staff for 2019-2020 – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Non-Salary Schedule Staff for the 2019-2020 school year:

Prevention Education Director	0%
Prevention Administrative Assistant.....	0%
Prevention Specialists – Salaried	0%
Prevention Specialists – Hourly.....	0%
Prevention Specialist / YMHFA Trainer – Salaried	0%
Project Aware Program Manager	1.85%
Drug Free Community Grant Coordinator	1.85%
ESC Custodian.....	1.85%
Parent Mentors	1.85%
YEP Community Outreach/Case Manager	1.85%
YEP Specialist	1.85%
BG Middle School Secretary	1.85%
EW Technology Assistant.....	2%
EW Intervention Consultant.....	2%
EW Project Success Coordinator.....	2%
EW Secretary of Special Ed.....	2%
LK Nurse	2%
NB Psychologist	4.05%
NW Nurse for NW.....	1.85%
NWOET Director.....	0%
NWOET Associate Director of PD.....	0%
Penta Testing Coordinator.....	1.85%

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

INTENTIONALLY BLANK

Approval of Salary Schedules for 2019-2020 – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve the following Salary Schedules for the 2019-2020 school year:

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, Mr. Smith moved and Ms. Hines seconded the motion to approve the following LOA, Resignations & Terminations:

Resignations

Ashley Brown, Paraprofessional, effective 02/12/2019

Joseph Cunningham, CLC Seasonal Program Asst, effective 02/21/2019

Luke Herbert, Paraprofessional, effective 03/08/2019

Marilyn Shaffer, Paraprofessional, effective 02/01/2019

Termination

Elizabeth Petrella, CLC Seasonal Program Assistant, effective 01/28/2019

Unpaid Leave of Absence

Fran Caris, Paraprofessional, effective 12/28/2018 – 03/22/2019

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

INTENTIONALLY BLANK

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:

At Will New Hire

Teriana Durham, WIOA Student Worker, effective 02/19/2019-06/30/2019,
Max 8 hrs p/day, As Needed
Jose Gomez, WIOA Student Worker, effective 02/04/2019-06/30/2019,
Max 8 hrs p/day, As Needed,

Seasonal New Hires through 05/11/2019

Megan Brinkman, CLC Seasonal Program Assistant, effective
01/29/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Mallory Brooks, CLC Seasonal Program Assistant, effective
02/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Amber Calabrese, CLC Seasonal Program Assistant, effective
02/04/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Joy Campbell, CLC Seasonal Program Assistant, effective
02/08/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Ashley Chapski, CLC Seasonal Program Assistant, effective
02/01/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Joseph Cunningham, CLC Seasonal Program Assistant, effective
01/25/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Cassidy Eblen, CLC Seasonal Program Assistant, effective
02/06/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Katelin Hales, CLC Seasonal Program Assistant, effective
02/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Abbey Heider, CLC Seasonal Program Assistant, effective
01/29/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Kennedi Jackson, CLC Seasonal Program Assistant, effective
02/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Nadia Johnson, CLC Seasonal Program Assistant, effective
01/18/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Samantha Kopf, CLC Seasonal Program Assistant, effective
01/28/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Madalyn Laugherty, CLC Seasonal Program Assistant, effective
02/01/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Khayla Law, CLC Seasonal Program Assistant, effective
02/21/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Tiffani Mattson, CLC Seasonal Program Assistant, effective
01/25/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0
Alexis Maupin, CLC Seasonal Program Assistant, effective
02/01/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Classified Staff - Continued

Seasonal New Hires - Continued

Gabriel Olberding, CLC Seasonal Program Assistant, effective
01/29/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Jenna Robbins, CLC Seasonal Program Assistant, effective
02/01/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Megan Robinson, CLC Seasonal Program Assistant, effective
02/04/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Payton, Rohrer, CLC Seasonal Program Assistant, effective
02/21/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Diane Schimming, CLC Seasonal Program Assistant, effective
01/25/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/3

Keri Stierwalt, CLC Seasonal Support Services Assistant, effective
01/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Jamie Szychowski, CLC Seasonal Program Assistant, effective
02/11/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Mickayla Thompson, CLC Seasonal Program Assistant, effective
02/08/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Josephine Thornton, CLC Seasonal Program Assistant, effective
02/21/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

Anna Torres, CLC Seasonal Program Assistant, effective
02/21/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

McKenzie Whitacre, CLC Seasonal Program Assistant, effective
02/08/2019, 5 hrs p/day, 5 days p/wk, As Needed, CLC/PA/0

New Hires for 2018-2019 School Year

Gertrude Fails, Para/Educational Aide, effective 02/25/2019,
2.75 hrs p/day, 4 days p/wk, 48 days – 1 yr limited

Jennifer McLamb, Para/Student Attendant, effective 01/28/2019,
6.75 hrs p/day, 5 days p/wk, 83 days, A/N/5 – 1 yr limited

Christine Rollins, Para/Educational Aide, effective 02/05/2019,
6.5 hrs p/day, 5 days p/wk, 72 days, A/N/5 – 1 yr limited

Changes for 2019-2020 School Year

Alicia Leslie, effective 07/01/2019

From – Personnel Secretary/EMIS Coordinator, 7 hrs p/day,
5 days p/wk, 260 days, Secty/8

To – Executive Secretary to the Superintendent, 7 hrs p/day,
5 days p/wk, 262 days, ExecSecty/12

Classified Staff – Continued**Supplementals for 2018-2019 School Year**

Chelsea Fisher, Unit Paraprofessional, effective 01/29/2019 – 05/31/2019, Max 10 hrs, As Needed, UP/1

April Partlow, Unit Paraprofessional, effective 02/01/2019 – 05/31/2019, Max 40 hrs, As Needed, UP/0

Supplemental for 2019-2020 School Year

Naomi Stickles, Technology Assistant, effective 07/01/2019-06/30/2020, 3 days p/wk, 157 days

COTA Students to Observe Classrooms

Sara Balsmeyer	Michael Mohler
Richard Boes	Marhamat, Pahlavonova
Michael Dickrede	Amber Phlipot
Brianna Gaietto	Olivia Przeniczny
Alyssa Hacker	Todd Sanford
Elizabeth Henneman	Brett Smallman
Molly James	Andrew Tidd
Katelyn Merzke	Hayley Weis
Morgan Miller	

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

INTENTIONALLY BLANK

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

New Hire for 2018-2019 School Year

Martha Foltz, Speech/Language Pathologist Substitute, effective 04/01/2019, 7 hrs p/day, 5 days p/wk, As Needed, SLP/M/5

Changes for 2018-2019 School Year

Renee Delventhal, COTA, effective 02/04/2019

From – 7 hrs p/day, 3 days p/wk, 111 days

To – 7 hrs p/day, M, T, W, TH, & 3.5 hrs FRI,

Lisa Potter, Preschool Itinerant Teacher, effective 02/11/2019

From – Max 6 hrs p/week, As Needed

To – Max 14 hrs p/week, As Needed

Supplemental for Summer 2019

Cheryl Grote, Substitute for Summer JDC, effective 06/03/2019 – 08/03/2019, As Needed

Supplemental for 2019-2020 School Year

Christy Spontelli, ALC, JDC, JRC Testing Coordinator, effective 08/01/2019 – 06/30/2020, 262 days

Diane Witt, Special Ed Coordinator, Extra Duties, effective 08/01/2019 – 06/30/2020, 220 days

University of Toledo Student to Observe

Rachel Kersey, Speech/Language

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, 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, Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.

INTENTIONALLY BLANK

Governing Board Updates

Directors Report -

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

- Reviewed the Fall 2018 Canine Crew Report for the Rossford School District.
- On February 15th, members of the BGSU football team visited the CLC of Crim as part of Coach Loeffler's "Give Back Fridays".
- CLC staff will be participating in several professional development experiences this spring, including a refresher course on the PAX Classroom Management system, Youth Mental Health first aid, and a training about Trauma Awareness.
- CLC staff members participated in the February 8th United Way sponsored Chocolate Crawl in downtown BG.

Penta Career Center Report – February 6, 2019 Board Meeting

Judith Parades reported the following:

- The featured program was student recognitions:
 - Denae Miller – Senior from Springfield (Public Safety / Fire) – was presented a Penta Pride award for her insight and reacting to an emergency situation in which she used her training to assist in a recent medical emergency.
 - Mason Lyons – Junior from Anthony Wayne – along with his instructor Kay-Lynne Schaller, FCS instructor, presented on his recent trip to Japan due to participating and winning a FCCLA scholarship last year.
 - Skyler Pachell – Senior from Perrysburg (Marketing) – elected as state Secretary / Treasurer for DECA. She attended state competition as a junior and attended DECA camp last summer, as well as participated in Buckeye Girls State and Business Leadership camp at BGSU.
 - Carson Selley – Senior from Perrysburg (Construction Electricity) – elected as a Northwest Ohio SkillsUSA officer. Along with his science instructor Bonnie Crim, he updated the Board on his Regional office which was determined in Washington D.C. the week of January 20-25, 2019.
- Penta will hold a STEM camp June 3 – 7th.
- Taste of the Nation at Penta begins February 27th.

Executive Session

None

Adjournment

Motion by Ms. Hines, and Seconded by Mr. Long, to adjourn the meeting at 4:35 p.m.

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

ATTEST:

Kathy Limes, President

Gina R. Fernbaugh, Treasurer / CFO

