

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
April 28th, 2020

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. **Timothy Smith**, at 4:00 p.m. with the following members present: Ms. Judith **Hines**, Mr. Joe **Long**, Ms. Kathy **Limes** and Ms. Judy **Paredes**. Also present: Ms. Gina **Fernbaugh**, Treasurer, Mr. Mark **North**, Superintendent.

Absent:

None

Visitors Present - Marie Thomas Baird – Sentinel Tribune

Approval of Agenda

Ms. Hines moved and Mr. Long seconded the motion to approve the board agenda.

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

Approval of the Minutes

Ms. Limes moved and Ms. Paredes seconded the motion to approve the February 25, 2020 board minutes.

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 Treasurer’s Reports and Recommendations- The Treasurer’s Reports and recommendations for the previous months were provided to each Board member. Members had the opportunity to ask questions or make comments regarding the reports. Ms. Limes moved and Ms. Hines seconded the motion to approve the Treasurer’s reports for the following months March and February:

Mr. Long requested that Item C – Bills be voted on separately.

A. Cash Reconciliation Reports – Exhibit 7

Approval of the Cash Reconciliation Reports for the months of March & February 2020.

B. Financial Reports – Exhibit 8

Approval of the Financial Reports for the months of March & February 2020.

C. Bills – Exhibit 9

Approval of the Bills for the Months of March & February 2020.

D. Investment Transaction Ledger – Exhibit 10

Approval of the Investment Transaction Ledger for the months of March & February 2020.

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E. WCESC Service Agreements with Agencies & School Districts – Exhibit 11

Approval of the following Service Agreements:

Fiscal Year 2020

- Toledo Christian School – ATOD Youth Mental Health First Aid Training

Fiscal Year 2021

- Bowling Green C.S.D. – Consortium services
- Bowling Green C.S.D. – Specialized services
- Elmwood L.S.D. – Consortium services
- Lake L.S.D. – Consortium services
- Lake L.S.D. – Specialized services
- Northwood L.S.D. – Consortium services
- Northwood L.S.D. – Specialized services
- Rossford E.V.S.D – Speech Language Pathologist services
- Rossford E.V.S.D – Canine Crew & Summer Academy Intervention services

F. Grant Amendments – Exhibit 12

Approval of the following grant amendment:

TANY SY'20 – Fund 502-9520

Original: \$122,022

Amended: \$172,022

G. Grant: --Exhibit 13

Approval of the following Grant:

Amount	Grant Title	Beginning Date	Ending Date	Fund/Spec
\$ 231,739.00	ATOD FY'21	7/1/20	9/30/2020	019-9021

H. Appropriation Amendments: - Exhibit 14

Approval of the following Appropriation Amendments:

General Fund:	\$ 1,093.31
Special Revenue Funds:	\$46,372.50
Total:	\$47,465.81

I. Workers' Compensation Program Group Rating Year 2021 – Exhibit 15

Approval of the following Group Retrospective Service Agreement between Sheakley UniService, Inc., and Wood County Educational Service Center effective January 1, 2021 through December 31, 2021 at an enrollment cost of \$3,150.

J. Amended Section 125 Flexible Benefit Plan Adoption Agreement – Exhibit 16

Approval of the following amended Section 125 Flexible Benefit Plan Adoption Agreement with American Fidelity effective April 28, 2020.

K. Uncollectable Accounts – Exhibit 17

Approval of the following Community Learning Center (CLC) accounts as uncollectable.

L. Dishonesty & Faithful Performance of Duty Policy – Exhibit 18

Approval of the following resolution to purchase an Employee Dishonesty and Faithful Performance of Duty Policy effective August 1, 2020 – August 1, 2025 instead of an individual surety bond for the Treasurer.

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

Approval of Bills – Mr. Long moved and Ms. Hines seconded the motion to approve the bills for the months of March & February 2020.

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

Approval of Superintendent’s Policies and Contracts –: Mr. Long moved and Ms. Paredes seconded the approval of the Superintendent’s Policies and Contracts.

1. First Reading of Board Policies – Exhibit 19

Approval of the First Reading of the following Board Policies.

BDC	Executive Sessions
BDDG	Minutes
CCA	Organizational Chart
DJH	Credit Cards
DLC-R	Expense Reimbursements
GBCB	Staff Conduct
GBH	Staff-Student Relations
GCBDB	Professional Staff Sick and Pregnancy Leave
GCBE	Professional Staff Vacations and Holidays
GDBDB	Support Staff Sick and Pregnancy Leave
GDBE	Support Staff Vacations and Holidays
JED	Student Absences and Excuses
JEE	Student Attendance and Accounting
JFCF	Hazing and Bullying
JFCF-R	Hazing and Bullying
JM	Staff-Student Relations

2. 9/10 Month In-House Staff Calendar – Exhibit 20

Approval of the following 9/ 10-month In-House Calendar for the 2020-2021 school year

3. Pest Control Services – Exhibit 21

Approval of the following one-year renewal contract with Banfax, Inc. for exterminating and pest control services as follows:

Term of Contract:	7/1/2020-6/30/2023
Service Terms:	Bi-monthly beginning 7/1/2020
Cost:	\$40 per spray for crawling insects \$97 per spray for clover mites \$105 per spray for bees, wasps, and hornets \$320 per spray for fleas – entire building \$150 per spray for fleas – ½ building

4. Erate Consultant Services Agreement – Exhibit 22

Approval of the following 3-year agreement between WCESC and Businessmap (Consultant) for Erate Consultation Services from July 1, 2021 – June 30, 2023 in the amount of \$2,000 annually, to be paid in the quarterly installments as follows:

October 1	\$500
January 1	\$500
April 1	\$500
June 30	\$500

5. Youth Empowerment Agreement- Exhibit 23

Approval of the following agreement with Case Western Reserve University to conduct consultation, evaluation and training services beginning April 1, 2020 and ending June 30, 2020:

6. Food Service Agreement – Exhibit 24

Approval of the following FY 2021 National School Lunch Program 1-year renewal contact with the Maumee Valley Restaurant Group beginning August 1, 2020 and ending June 30, 2021.

7. National Webcheck Maintenance Service Agreement – Exhibit 25

Approval of the following one-year renewal service agreement with Gemalto Cogent, Inc. in the amount of \$780 for maintenance on the BCII-FBI fingerprinting machine for the period of July 1, 2020 – through June 30, 2021.

8. HVAC Preventative Maintenance Service Agreement – Exhibit 26

Approval of the following two-year renewal service agreement with Gearhart Plumbing & Heating in the amount of \$2,990 per year for HVAC Preventative Maintenance for the Period of July 1, 2020 through June 30, 2022.

9. First Presbyterian Church Lease Agreement – Exhibit 27

Approval of the following 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, 2020 through June 30, 2021 at a fee of \$200 per month.

10. Mental Health America of Northern Kentucky and Southwest Ohio (MHANKYSWOH) Agreements – Exhibit 28

Approval of two separate agreements between MHANKYSWOH and WCESC, effective March 1, 2020 through June 30, 2021. The total amount to WCESC for providing services to MHANKYSWOH shall not exceed \$3,600 and \$5,000 respectively.

11. Declaration of Impossibility or Impracticability of Conducting Evaluations for Certain Employees – Exhibit 29

Approval of the following Declaration of Impossibility or Impracticability of Conducting Evaluations for Certain Employees.

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 Staff Personnel -- Ms. Limes moved and Mr. Long seconded the motion to approve the following staff personnel:

1. Resignation, Abolish, RIF & Retirements – Exhibit 30

Approval of the following:

Resignations:

Gregory **Anderson**, CLC Seasonal Program Assistant, effective 05/09/2020
 Taylor **Bond**, CLC Seasonal Program Assistant, effective 05/09/2020
 Megan **Brinkman**, CLC Seasonal Program Assistant, effective 05/09/2020
 Tylre **Brock**, CLC Seasonal Program Assistant, effective 05/09/2020
 Mallory **Brooks**, CLC Seasonal Program Assistant, effective 05/09/2020
 April **Bryant**, Paraprofessional, effective 08/07/2020
 Amber **Calabrese**, CLC Seasonal Program Assistant, effective 05/09/2020
 Sophia **Cook**, CLC Seasonal Program Assistant, effective 05/09/2020
 Steve **Davis**, Paraprofessional, effective 06/02/2020
 Madison **Duling**, CLC Seasonal Program Assistant, effective 05/09/2020
 Rebekah **Haase**, CLC Seasonal Program Assistant, effective 05/09/2020
 Marjorie **Harris**, Paraprofessional, effective 08/07/2020
 Danielle **Kane**, CLC Seasonal Program Assistant, 05/09/2020
 Catherine **Kucharski**, CLC Seasonal Program Assistant, effective 05/09/2020
 Nia **Little**, CLC Seasonal Program Assistant, effective 05/09/2020
 Kaylin **Mathis**, CLC Seasonal Program Assistant, effective 3/14/2020
 Hannah **Miedema**, Speech Language Pathologist, effective 08/05/2020
 Jenai **Patrick**, CLC Seasonal Program Assistant, effective 3/24/2020
 Emily **Perkins**, CLC Seasonal Program Assistant, effective 05/09/2020
 Ellen **Richman**, Paraprofessional, effective 08/07/2020
 Stephanie **Ross**, CLC Seasonal Program Assistant, effective 3/13/2020
 Kari **Shupe**, CLC Seasonal Program Assistant, effective 05/09/2020
 Darnard **Turner**, CLC Seasonal Program Assistant, effective 05/09/2020
 Lauren **Welker**, CLC Seasonal Program Assistant, effective 05/09/2020
 Shelby **Wilburn**, CLC Seasonal Program Assistant, effective 05/09/2020
 McKenzie **Whitacre**, CLC Seasonal Program Assistant, effective 05/09/2020
 Melissa **Young-Notestine**, Prevention Education Specialist, effective 06/05/2020

Retirements:

Connie **Bierley**, Paraprofessional, effective 07/01/2020
 Linda **Tipton**, Paraprofessional, effective 06/01/2020

2. Classified Personnel – Exhibit 31

Approval of the following:

New Hires 2019-2020 School Year

Darisa **Taylor**, Para/Educational Aide, 6.5 hrs. p/day, 5 days p/wk., 46 days, A/N/7, effective 3/11/2020

New Hires Student Workers 2019-2020 School Year

Collin **Chase**, WIOA Student Worker, 8 hrs. p/day, as needed, Effective 02/24/2020

Supplemental 2019-2020 School Year

Mary **Dudley**, Para Extra Hours, effective 02/06/2020-05/21/2020, as needed, Max 10 hrs., A/N/18

Supplementals 2020-2021 School Year

Leslie **Head**, YEP Program Coordinator, effective 08/01/2020-07/31/2021, 260 days

Leslie **Head**, Credit Recovery Liaison, effective 08/01/2020-7/31/2020, 260 days

Changes 2019-2020 School Year

Melinda **Edgington**, From Para/Educational Aide, as needed, A/N/7, To Unit Para, 6.5 hrs. p/day, 5 days p/wk., UP/0, 38 days, effective 3/30/2020

Jessica **McReynolds**, From Unit Para, as needed, UP/0, To Para/Educational Sub Aide, as needed, A/N/6, effective 3/16/2020

3. Certified Personnel – Exhibit 32

Approval of the following:

New Hires 2019-2020 School Year

Brittany **Flory**, Speech Language Pathologist, 7 hrs. p/day, 3 days p/wk., 39 days, SLP/M/4, effective 03/09/2020

Changes 2020-2021 School Year

Kim **Campbell**, From ALC Intervention Specialist Tutor, 7 hrs. p/day, 5 days p/wk, 185 days, TO ALC Intervention Specialist Teacher, 7 hrs. p/day, 5 days p/wk., 185 days

Michelle **Reed**, From OGT Coordinator Penta, 7 hrs. p/day, as needed, \$220.27 p/day, To OGT Coordinator Penta, 7 hrs. p/day, as needed, Max 455 hrs., Effective 08/10/2020

4. New Classified Contracts for 2020-2021 – Exhibit 33

Approval the following New Classified Contracts for the 2020-2021 School Year:

5. New Certified Contracts for 2020-2021 – Exhibit 34

Approval of the following New Certified Contracts for the 2020-2021 School Year:

6. Non-Renewals 2020-2021—Exhibit 35

Approval of following Non-Renewals for 2020-2021 School Year:

7. Substitute Personnel – Exhibit 36

Approval of the following certificated teachers and other classified personnel to substitute in the Wood County Schools. The hire date of these 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.

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Governing Board Updates

Superintendent's Report:

- Discussed Governor Dewine's 4/27/20 press conference.
- Informed the Board that we are taking the temperature of everyone who enters the building, installing additional hand sanitizers, and working on reorganizing work stations to allow for more distancing.

Penta Career Center Report: Judith Paredes – reported the following:

- Dr. Robert Falkenstein has started working earlier than planned at Penta Career Center.
- Teachers are struggling to keep students engaged.
- Have scheduled individual graduation dates and printed the graduation booklets.
- One of the culinary arts aides is leaving Penta Career Center due to relocating for his spouse's new job.

Legislative Liaison Report: Joe Long – No Report

Adjournment

Motion by Ms. Hines and Seconded by Ms. Paredes to adjourn the meeting at 5.07p.m.

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

ATTEST:

Timothy Smith, President

Gina R. Fernbaugh, Treasurer/CFO

