

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
August 25, 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**, Mrs. Kathy **Limes**, Mr. Joe **Long**, and Ms. Judy **Paredes**. Also present: Ms. Gina **Fernbaugh**, Treasurer, Mr. Mark **North**, Superintendent.

Absent:

N/A

Visitors Present -

Teresa Kitchen – PATHE/PACE Supervisor

Marie Thomas- Baird – Sentinel Tribune

Julie Hines

Featured Program

Ms. Teresa Kitchen, Supervisor, presented on the WCESC ED programs at both the CRC and at the ESC. Currently 44 students are enrolled in the programs, with 11 referrals at this time.

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 August 4, 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 month were provided to each Board member. Members had the opportunity to ask questions or make comments regarding the reports. Mr. Long moved and Ms. Hines seconded the motion to approve the Treasurer’s reports for the following month of July:

A. Cash Reconciliation Reports – Exhibit 7

Approval of the Cash Reconciliation Reports for the month of July 2020.

B. Bills – Exhibit 8

Approval of the Bills for the month of July 2020.

C. Investment Ledger – Exhibit 9

Approval of the Investment Transaction Ledger for the Month of July 2020.

D. Grants – Exhibit 10

Approval of the following Grants:

Amount	Grant Title	Beginni ng Date	Ending Date	Fund/Spec
\$ 25,000.00	Parent Mentor – FY’21	7/16/20	6/30/2021	516-9921
\$ 21,567.44	Early Childhood Special Ed IDEA – FY’21	7/17/20	6/30/2021	587-9521
\$150,000.00	21’st Century FY’21 – NB/NW Yr 4 of 5	7/1/20	6/30/2021	509-9321
\$200,000.00	21’st Century FY’21 – BG Crim / Kenwood Yr 1 of 5	7/1/20	6/30/2021	509-9121
\$200,000.00	21’st Century FY’21 – Rossford 1 of 5	7/1/20	6/30/2021	509-9221

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

Approval of the following service agreements:

Fiscal Year 2021:

- Eastwood Local S.D. – On-Site Prevention Services
- Elmwood Local S.D. – On-Site Prevention Services
- Lake Local S.D. – On-Site Prevention Services
- North Baltimore Local S.D. – ESY Preschool Evaluation Services

F. Fixed Asset Disposals – Exhibit 12

Approval of the following fixed asset disposals:

G. Subaward Agreement – FY21 Educational Technology Grant --Exhibit 13

Approval of the following Subaward agreement between Bowling Green State University and Wood County E.S.C. for NWOET, effective July 1, 2020 through June 30, 2021 in the amount of \$146,401.74.

H. Transfers - Exhibit 14

Approval of the following transfers of funds:

From:	WIOA FY'20 502-7200-910-9620-999	(\$105,857.85)
	ATOD FY'20 019-7200-910-9620-999	(\$11,758.00)
To:	WIOA FY'21 502-5100-9621-999	\$105,857.85
	ATOD FY'21 019-5100-9621-999	\$11,758.00

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

Approval of Superintendent's Policies and Contracts –: Ms. Limes moved and Ms. Hines seconded the approval of the Superintendent's Policies and Contracts.

1. Second Reading of Board Policies – Exhibit 15

Approval of the Second Reading of the following Board Policies.

EBEA	Use of Face Coverings
GCBDB	Professional Staff Sick and Pregnancy Leave

2. Wood County Family and Children First Coordinator Fee - Exhibit 16

Approval of the following Wood County Family and Children First Council coordinator fee. As a mandated member the ESC will contribute \$15,000 to the Wood County Family and Children First Council to support a Part-Time Council Coordinator and one Part-Time Wraparound Coordinator, as well as direct services, but are not limited to respite services, day camps, furnishings and clothing for children, mentoring services, parenting education services, and a wide variety of other direct services to help maintain family stability and prevent removal of the children from their homes and community.

3. Northwest Ohio Education Technology NWOET Agreement – Exhibit 17

Approval of the following lease agreement between Wood County E.S.C. and NWOET for the time period of December 1, 2020 – June 30, 2022.

4. Community Learning Centers COVID-19 Safety Plan – Exhibit 18

Approval of the following Community Learning Center COVID-19 Safety Plan.

5. Prevention Education Program Policy & Procedure Manual – Exhibit 19

Approval of the following Prevention Education Policy & Procedure Manual.

6. COVID-19 Guidelines for WCESC Staff – Exhibit 19A

Approval of the following COVID-19 Guidelines for WCESC Staff.

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

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

1. Resignation, Abolish, RIF & Retirements – Exhibit 20

Approval of the following:

Resignations:

Donyelle **Benedict**, Paraprofessional, effective 08/05/2020

Stormy **Chaney**, CLC Seasonal Program Assistant, 8/22/2020

Jessica **Fink**, Paraprofessional, effective 08/05/2020

Tara **Ford**, Paraprofessional & Supplemental effective 08/07/2020

Tracy **Hahn**, Paraprofessional, effective 8/12/2020

Jenny **Johanns**, Paraprofessional, effective 08/05/2020

Teri **King**, Paraprofessional, effective 08/29/2020

Lindsey **McBride**, Paraprofessional, effective 08/05/2020

Nicole **Porter**, Paraprofessional, effective 08/05/2020

Katie **Throckmorton**, CLC Seasonal Program Assistant, effective 8/19/2020

Aaron **Witt**, Paraprofessional, effective 8/14/2020

Jay **Young**, Paraprofessional, effective 8/13/2020

2. Classified Personnel – Exhibit 21

Approval of the following:

New Hires 2020-2021 School Year

Courtney **Cooper-Laing**, Para/Educational Aide, 6.5 hrs. p/day,
4 days p/wk., as needed, A/N/7, effective 08/25/2020

Blair **Detray**, CLC Senior Team Leader, 6 hrs. p/day,
5 days p/wk., 228 days, CLC/STL/2, effective 08/17/2020

Charli **Dillie**, CLC Administrative Support Specialist, 6 hrs. p/day,
5 days p/wk., 228 days, CLC/ADSS/0, effective 08/17/2020

Melinda **Edgington**, Unit Para, 6.75 hrs. p/day, 4 days p/wk.,
As needed, UP/0, effective 08/17/2020

Sena **Hildebrand**, CLC Data Assistant, 4 hrs. p/day,
5 days p/wk., as needed, CLC/DA/3, effective 8/11/2020

Brittany **Hoffman**, CLC Site Coordinator, 8 hrs. p/day,
5 days p/wk., 228 days, CLC/SC/2 , effective 8/17/2020

Hilaree **Kindelt**, CLC Senior Team Leader, 6 hrs. p/day,
5 days, 225 days, CLC/STL/0, effective 08/20/2020

New Hires 2020-2021 School Year Continued

Megan **Myers**, CLC Site Coordinator, 8 hrs. p/day,
5 days p/wk., 228 days, CLC/SC/0, effective 8/10/2020
Angela **Navarro**, Para/Educational Aide, 6.5 hrs. p/day,
4 days p/wk., as needed, A/N/7, effective 08/25/2020
Lauren **Payton**, Para/Educational Aide, 6.5 hrs. p/day,
4 days p/wk., as needed, A/N/5, effective 08/25/2020
Peter **Short**, Para/Educational Aide, 6.5 hrs. p/day,
4 days p/wk., as needed, A/N/7, effective 08/25/2020
Terrez **Siggers**, Para/Educational Aide, 6.75 hrs. p/day,
5 days p/wk., 189 days, A/N/5, effective 08/24/2020
Alexandra **Stelnicki**, CLC Program Quality Coordinator,
8 hrs. p/day, 5 days p/wk., 218 days, CLC/PQC/3
Effective 8/30/2020
Karen **Winkler**, Unit Para, 6.5 hrs. p/day, 4 days p/wk.,
As needed, UP/0, effective 08/25/2020

Changes 2020-2021 School Year

Deborah **Arnesen**, From Para/Educational Aide, 6.75 hrs. p/day,
5 days p/wk., 190 days, A/N/10, \$18,545 To Para/Educational Aide,
6.75 hrs. p/day, 4 days, 153 days, A/N/10, effective 08/10/2020
Alyshia **Byer**, From Student Attendant, 6.75 hrs. p/day,
5 days p/wk., 191 days, A/N/5, \$17,186 To Student Attendant,
6.75 hrs. p/day, 5 days p/wk., 190 days, A/N/5, effective 8/10/2020
Victoria **Dotson**, From Student Attendant, 6.75 hrs. p/day,
5 days p/wk., 190 days, A/N/9, \$18,058 To Student Attendant,
6.75 hrs. p/day, 4 days p/wk., 153 days, A/N/9, effective 08/10/2020
Tonya **Empcke**, From Para/Educational Aide, 4.75 hrs. p/day,
5 days p/wk., 190 days, A/N/7, \$12,707 To Para/Educational Aide,
4.75 hrs. p/day, 153 days, A/N/7, effective 08/10/2020
Samantha **Frederick**, From Unit Para, 6.75 hrs. p/day,
5 days p/wk., 182 days, UP/5, \$23,378 To Unit Para,
8.5 hrs. p/day, 4 days p/wk., 149 days, UP/5, effective 8/10/2020
Josiah **Hanson**, From Unit Para, 6.5 hrs. p/day, 4 days p/wk.,
153 days, UP/3, \$17,871 To Unit Para, 6.5 hrs. p/day,
5 days p/wk., 184 days, UP/3, effective 8/14/2020
Katie **Hyden**, From Student Attendant, 6.75 hrs. p/day,
5 days p/wk., 190 days, A/N/2, \$15,647 To Student Attendant,
6.75 hrs. p/day, 4 days p/wk., 153 days, A/N/2, effective 8/10/2020
Hannah **Lord**, From Student Attendant, 6.75 hrs. p/day,
5 days p/wk., 190 days, A/N/1, \$15,172 To Student Attendant,
6.75 hrs. p/day, 4 days p/wk., 153 days, A/N/1, effective 8/10/2020
Aimee **Miller**, From Unit Para, 6.75 hrs. p/day, 4 days p/wk.,
149 days, UP/4, 18,606 To Unit Para, 6.75 hrs. p/day,
5 days p/wk., 182 days, effective, 8/14/2020

Changes 2020-2021 School Year Continued

Cathy **Mohre**, From Student Attendant, 6.75 hrs. p/day,
5 days p/wk., 192 days, A/N/11, \$18,740 To Para/Educational Aide
6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/11

Jennifer **Naus**, From Student Attendant, 6.75 hrs. p/day,
5 days p/wk., 190 days, A/N/7, \$18,058 To Student Attendant,
6.75 hrs. p/day, 4 days p/wk., 153 days, A/N/7, effective 8/10/2020

Elizabeth **Niederborn**, From Para/Educational Aide, 7 hrs. p/day,
4 days p/wk., 153 days, \$14,662, A/N/6 To Para/Educational Aide,
6.75 hrs. p/day, 5 days p/wk., 190 days, A/N/6, effective 8/13/2020

Shauna **Rensch**, From Para/Educational Aide, 7.75 hrs. p/day,
4 days p/wk., 156 days, A/N/22, \$18,389 To Para/Educational Aide,
7.75 hrs. p/day, 4 days p/wk., 153 days, A/N/22, effective 8/10/2020

Bailey **Ridge**, From Para/Educational Aide, 7.75 hrs. p/day,
4 days p/wk., 156 days, A/N/5, \$16,116 To Para/Educational Aide,
7.75 hrs. p/day, 4 days p/wk., 153 days, A/N/5, effective 8/10/2020

Sue **Sebo** From Para/Educational Aide, 6.5 hrs. p/day,
4 days p/wk., 149 days, A/N/18, \$14,363 To Para/Educational Aide
4 hrs. p/day, 4 days p/wk., 2 days @ \$193 and 147 days @ \$8720,
A/N/18, effective 08/19/2020

Abigail **Spangenberg**, From Student Attendant, 6.5 hrs. p/day,
5 days p/wk., 190 days, A/N/5, \$16,463 To Student Attendant,
6.5 hrs. p/day, 4 days p/wk., 153 days, A/N/5, effective 8/10/2020

Linda **Woods**, From Para/Educational Aide, 7.75 hrs. p/day,
4 days p/wk., 156 days, A/N/7, \$17,023 To Para/Educational Aide,
7.75 hrs. p/day, 4 days p/wk., 153 days, A/N/7, effective 08/10/2020

Nikki **Wright**, From Unit Para, 6.75 hrs. p/day, 5 days p/wk.,
183 days, UP/5, \$19,139 To Para/Educational Aide, Max 6 hrs. p/day.,
as needed, Max 20 hrs. p/wk., A/N/7, Effective 8/13/2020

Jennifer **Yost**, From Unit Para, 6.75 hrs. p/day, 4 days p/wk.,
153 days, UP/5, \$19,653 To Unit Para, 6.75 hrs. p/day, 5 days p/wk.,
184 days, UP/5, effective 8/14/2020

Mary **Young**, From Unit Para, 6.5 hrs. p/day, 4 days p/wk.,
149 days, UP/1, \$16,368 To Unit Para, 6.5 hrs. p/day, 5 days p/wk.,
182 days, UP/1, effective 8/17/2020

Supplementals 2020-2021 School Year

Steve **Beck**, Custodian Overtime Hours, as needed,
effective 07/01/2020

Daniel **Black**, Unit Para Extra Hours, as needed,
Max 20 hrs., UP/2, effective 08/10/2020-5/28/2021

Christy **Bennett**, Unit Para Extra Hours, as needed,
Max 40 hrs., UP/4, effective 08/06/2020-5/26/2021

Shelia **Davis**, Behavior Support Paraprofessional, as needed,
191 days, effective 09/01/2020-06/03/2021

Supplementals 2020-2021 School Year Continued

David **Gamboa**, Student Attendant Transportation,
1.5 hrs. p/day, 5 days p/wk., 169 days, as needed, A/N/7
effective 09/08/2020-6/11/2021

Tiffany **Keeton**, Unit Para Extra Hours, as needed,
Max 20 hrs., UP/5, effective 08/20/2020-5/27/2021

Beth **Jacobson**, Unit Para Extra Hours, as needed,
Max 40 hrs., UP/1, effective 08/06/2020-5/26/2021

Michelle **Johnson**, Unit Para Extra Hours, as needed,
Max 60 hrs., UP/1, effective 08/03/2020-5/26/2021

Jessica **Kizer**, Para Extra Hours, as needed,
Max 20 hrs., A/N/8, effective 08/20/2020-5/27/2021

Andrea **Reed**, Unit Para Extra Hours, as needed,
Max 40 hrs., UP/3, effective 08/06/2020-5/26/2021

Terrez **Siggers**, MD Job Coach, 6.75 hrs. p/day,
5 days p/wk., 189 days, effective 08/24/2020 – 6/11/2021

Marcella **Welling**, Unit Para Extra Hours, as needed,
Max 40 hrs., UP/5, effective 08/10/2020-5/26/2021

Jennifer **Yost**, Unit Para Extra Hours, as needed,
Max 40 hrs., UP/5, effective 08/03/2020-05/26/2021

Mary **Young**, Unit Para Extra Hours, as needed,
Max 40 hrs., UP/1, effective 08/06/2020-5/26/2021

3. Certified Personnel – Exhibit 22

Approval of the following:

New Hires 2020-2021 School Year

Brandon **Hayes**, Special Contract Employee, 6.75 hrs. p/day,
5 days p/wk., 180 days, BG/SC, effective 08/24/2020

Jennifer **Nichols**, Special Contract Employee, 6.75 hrs. p/day,
5 days p/wk., 180 days, BG/SC, effective 08/24/2020

Changes 2020-2021 School Year

Emily **Avers**, From OT, as needed, 2.5 days p/wk.,
93 days, OT/PT/11 (50%), \$30,249 To OT, as needed,
3 days p/wk., 111 days, OT/PT/11 (60%)

Melissa **Snyder**, From OT Extra Hours, As needed,
Max 20 hrs., To OT Extra Hours, as needed, Max 25 hrs.,
OT/PT9

Joy **Torres**, From YEP Curriculum Consultant, as needed,
Max 20 hrs. p/wk. TO YEP Curriculum Consultant, as needed,
Max 9 hrs. p/wk.

Supplementals 2020-2021 School Year

Amanda **Johnson**, MD Teacher, K-6 – Extra Hours, as needed,
Max 2 days, effective 08/24/2020-10/02/2020

Julie **Lach**, MD Teacher K-6 – Extra Hours, as needed,
Max 2 days, Effective 09/08/2020-10/02/2020

Lauren **Maag**, COTA Sub, 7 hrs. p/day, 2 days p/wk.,
As needed, AA3, effective 08/20/2020-11/20/2020

4. CLC Seasonal Program Assistants for 8/17/2020-5/14/2021 – Exhibit 23

Approval of the following CLC Seasonal Program Assistants for 8/17/2020-5/14/2021.

5. Substitutes – Exhibit 24

Approval of the following Substitutes for the 2020-2021 School Year.

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:

- ODE distributed cloth face masks to ESCs throughout the state for delivery to be made to surrounding school districts. Delivered 13,000 masks to the schools in Wood County.
- Reorganizing space at the east end of the building. Removing unused cubicles to make room to redesign area for meeting rooms. Partitions and barriers are being installed so that staff are protected from each other and the public.
- NWOET will begin renting office space from the ESC in December.
- Discussed Student of the Month recognition, and how to proceed in this COVID-19 climate. The Board recommended that recognition materials be mailed to the students.

Penta Career Center Report: Judith Paredes – No Report**Legislative Liaison Report: Joe Long** – Reported the following

- The Senate unanimously passed Senate Bill 134, the “School Bus Safety Act” sponsored by Senator Theresa Gavarone. The bill is now in the House for further consideration.
- Ohio House Democrats introduced HB 738 on July 29th. This legislation would repeal HB 6, a \$1 billion bailout for Ohio’s two nuclear power plants, which was signed into law in July 2019.

Executive Session –

At 4:32 p.m. Ms. Limes moved and Ms. Hines seconded to move into Executive Session to discuss Employee Employment, inviting just the Board.

Treasurer Fernbaugh was invited into executive session from 4:45 – 5:05 p.m.

Superintendent North was invited into executive session from 5:06 – 5:16 p.m.

Adjournment

Motion by Mr. Long and Seconded by Ms. Paredes to adjourn the meeting at 5:16 p.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