

**WOOD COUNTY EDUCATIONAL SERVICE CENTER**  
**Regular Governing Board Meeting Minutes**  
**May 19, 2020**

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

**Absent:**

Timothy Smith -- President

**Visitors Present:**

**Julie Hines**

**Christy Spontelli**

**Directors Report** – **Christy Spontelli**: Reported on the JDC, JRC and ALC programs.

**Approval of Agenda**

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

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

**Approval of the Minutes**

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

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

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**Approval of Treasurer's Reports and Recommendations-** The Treasurer's Recommendations & Reports for the previous month were provided to each Board member. Members had the opportunity to ask questions or make comments regarding the reports. Ms. Hines moved and Ms. Lines seconded the motion to approve the Treasurer's reports for the following month April:

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

**A. Cash Reconciliation Reports – Exhibit 7**

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

**B. Financial Reports – Exhibit 8**

Approval of the Financial Reports for the month of April.

**C. Bills – Exhibit 9**

Approval of the Bills for the month of April 2020.

**D. Investment Transaction Ledger – Exhibit 10**

Approval of the Investment Transaction Ledger for the month of April.

**E. Mileage Reimbursement Rate – Exhibit 11**

Approval of the following mileage reimbursement rate of \$0.575 effective July 1, 2020.

**F. Board Member Mileage Decrease – Exhibit 12**

Approval of the change to board member mileage reimbursement rate from \$0.58 that was approved at the November 26, 2019 governing board meeting for newly elected board members to \$0.575 effective July 1, 2020

**Board Members**

- Kathy Limes
- Joe Long

**G. Grant: --Exhibit 13**

Approval of the following Grant:

Amount	Grant Title	Beginning Date	Ending Date	Fund/Spec
\$ 7,544.96	JDC Prevention FY'21	7/1/20	6/30/21	019-9621

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## H. Renewal of Insurance: - Exhibit 14

Approval of the following insurance coverage through the Ohio School Plan effective July 1, 2020 through June 30, 2021:

<b><u>Liability</u></b>	<b>\$7,286</b>
General, Legal, Employment Practices, Security & Law Enforcement	
<ul style="list-style-type: none"> <li>• \$3 Million per occurrence</li> <li>• \$5 Million aggregate</li> </ul>	
Employer's Liability	
<ul style="list-style-type: none"> <li>• 3 Million per occurrence – No aggregate</li> </ul>	
<b><u>Property</u></b>	<b>\$3,383</b>
<ul style="list-style-type: none"> <li>• \$5,779,256 per occurrence</li> </ul>	
<b><u>Crime</u></b>	<b>\$4,051</b>
Employee Theft, Forgery, Altercation, Computer Fraud & Funds Transfer Fraud	
<ul style="list-style-type: none"> <li>• \$650,000 limit of liability</li> </ul>	
<b><u>Violence</u></b>	<b>\$338</b>
<ul style="list-style-type: none"> <li>• \$1 Million member aggregate</li> </ul>	
<b><u>Automobile</u></b>	<b>\$681</b>
<ul style="list-style-type: none"> <li>• \$1 Million Bodily Injury Liability &amp; Property Damage</li> <li>• \$75,000 Hired Car Physical Damage</li> </ul>	
<b><u>Cyber</u></b>	<b>\$421</b>
<ul style="list-style-type: none"> <li>• \$1 Million member aggregate</li> <li>• \$20 Million policy aggregate (<i>all members combined</i>)</li> </ul>	
<b><u>Pollution</u></b>	<b>\$843</b>
<ul style="list-style-type: none"> <li>• \$1 Million member aggregate</li> <li>• \$5 Million policy aggregate (<i>all members combined</i>)</li> </ul>	

**Total: \$17,003**

**I. Public Official Bond – Exhibit 15**

Approval of the following purchase of a 5-year \$25,000 Public Official Bond in the name of the Treasurer, effective 8/1/2020-8/1/2025, at a total cost of \$400 for the 5-year term.

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

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

### **1. Second Reading of Board Policies – Exhibit 16**

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

#### **First Reading of Policies**

GBRA	Family and Medical Act Expansion
GBRA-R	Family and Medical Act Expansion
GBRAA	Emergency Paid Sick Leave
GBRAA-R	Emergency Paid Sick Leave

### **2. Children’s Resource Center Agreement - Exhibit 17**

Approval of the following agreement between CRC and WCESC effective August 1, 2020 through June 30, 2021:

Community Workers/Therapist	\$32,397
Building Usage	\$35,617
<b>Total:</b>	<b>\$68,014</b>

### 3. NWOCA Rent-a-Tech Service Agreement - Exhibit 18

Approval of the following renewal agreement with Northwest Ohio Computer Association (NWOCA) for Rent-a-Tech services beginning July 1, 2020 through June 30, 2021:

- \$265 per 7.5-hour workday
- Approximately 2 days per week
- Travel costs – IRS Mileage rate

### 4. Medical Insurance Rate for FY2021 –Exhibit 19

Approval of the following Medical Insurance rates effective for coverage beginning July 1, 2020 through June 30, 2021:

	PPO Single (For Employees Working 35 hours or More Hrs. p/wk.)	PPO Family
<b>Board Cost:</b>	<b>\$534.44</b>	<b>\$1,426.95</b>
<u>Employee Cost:</u>	<u>\$101.89</u>	<u>\$ 272.04</u>
<b>Total Cost:</b>	<b>\$636.33</b>	<b>\$1,698.99</b>

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	MVP Single (For Employees Working 35 or More Hrs. p/wk.)	MVP Family
<b>Board Cost:</b>	<b>\$401.08</b>	<b>\$1,070.90</b>
<u>Employee Cost:</u>	<u>\$ 39.67</u>	<u>\$ 105.91</u>
<b>Total Cost:</b>	<b>\$440.75</b>	<b>\$1,176.81</b>

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	MVP Single	MVP Family
<b>Board Cost:</b>	<b>\$305.44</b>	<b>\$ 305.44</b>
<u>Employee Cost:</u>	<u>\$135.31</u>	<u>\$ 871.37</u>
<b>Total Cost:</b>	<b>\$440.75</b>	<b>\$1,176.81</b>

Employees Qualifying through the ACA Measurement Period  
 OR  
 Initial Hire of 30 hours' p/week  
 OR  
 Working 33.74 -34.99 hours' p/week

### **5. Dental Insurance Rates for FY2021 - Exhibit 20**

Approval of the following Dental Insurance rates for coverage beginning July 1, 2020 through June 30, 2021:

Board Cost:	\$74.03
Employee Cost:	<u>\$19.68</u>
Total Cost:	\$93.71

### **6. Ratify actions taken related to COVID-19/Coronavirus –Exhibit 21**

Approval of Salaried and Regular Part-Time staff have continued to be compensated through telecommuting, limited physical reporting and provisions through the Families First Coronavirus Response Act – as well as a provision of Ohio Revised Code 3319.081.

### **7. Policy BDDF – Voting Method - Exhibit 22**

Approval to hold blended meetings provided by the Ohio General Assembly for the period of the state of emergency declared by Governor Mike DeWine. The board is suspending BDDF policy language for the duration of the state of emergency declared by Executive Order 2020-01D or until December 1, 2020.

### **8. Juvenile Residential Agreement -Exhibit 22A**

Approval of the following agreement between JRC and WCESC effective July 1, 2020 through June 30, 2021.

### **9. Behavior Support Salary Schedule - Exhibit 22B**

Approval of the following Salary schedule for 20-21 school year for Behavior Support.



**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 23**

Approval of the following:

**Resignations:**

Scott **Denk**, CLC Site Supervisor, effective 5/29/2020 for FY 20 & 21

Martha **Foltz**, Sub SLP & SLP St. Louis, effective 06/01/2020

Devoren **Garn**, Paraprofessional, effective 08/07/2020

Eveliina **Hartus**, BG Psych Intern, effective 06/02/2020

Laura **Oaks**, Special Contract Employee, effective 5/30/2020

Rochelle **Sikora**, Paraprofessional, effective 08/07/2020

**Abolishments FY20 & FY21 Contracts:**

Timothy **Bialecki**, CLC Program Quality Coordinator, effective 6/15/2020

Blair **DeTray**, CLC Senior Team Leader, effective 05/29/2020

Daeja **Henderson**, CLC Site Coordinator, effective 05/29/2020

Sena **Hildebrand**, CLC Data Assistant, effective 05/29/2020

Brittany **Hoffman**, CLC Site Coordinator, effective 05/29/2020

Hilaree **Kindelt**, CLC Senior Team Leader, effective 05/29/2020

Hannah **Mulford**, CLC Senior Team Leader, effective 05/29/2020

Megan **Myers**, CLC Senior Team Leader, effective 05/29/2020

Kristina **Nicolo**, CLC Data Assistant, effective 05/29/2020

Arlinda **Self**, CLC Administrative Support Specialist, effective 05/29/2020

Carrie **Waland**, CLC Site Coordinator, effective 05/29/2020

**2. Classified Personnel – Exhibit 24**

Approval of the following:

**New Hires 2019-2020 School Year**

Jacob **Touray**, Paraprofessional, 6.5 hrs. p.day, 5 days' p/wk.

49 days, A/N/5, effective 03/06/2020

\$4,153

**NWOET New Hire 2019-2020 School Year**

Rochelle **Manley**, NWOET Substitute Trainer, 7 hrs. p/day,

4 days p/wk., as needed, Max 28 hrs., effective 3/23/2020

\$85.00 p/day

**WIOA Student Worker New Hire 19-20 School Year**

Ethan **Roberts**, WIOA Student Worker, 8 hrs. p/day,

As needed, effective 05/13/2020-6/30/2020

\$10.00 p/hr.

**Seasonal New Hires 5/10/2020-8/29/2020**

Peyton **Massey**, Seasonal Program Assistant, 8 hrs. p/days,  
5 days p/wk., as needed, effective 05/26/2020, CLC/PA/1 \$10.85 p/hr.  
Julie **Spencer**, Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, effective 05/26/2020, CLC/PA/0 \$10.53 p/hr.

**New Hire 2020-2021 School Year**

Shelia **Davis**, Para/Student Attendant, 6.75 hrs. p/day,  
5 days p/wk., 191 days, A/N/10, effective 08/10/2020 \$18,643

**Rehire 19-20 School Year**

Melissa **Young-Notestine**, Prevention Education Specialist,  
As needed, Max 30 hrs., effective 06/08/2020 \$24.88 p/hr.

**Rehire 2020-2021 School Year**

Alexandra **Stelnicki**, CLC - Curriculum Development Specialist,  
5 hrs. p/day, 5 days p/wk., as needed, CLC/PA/3, effective 7/1/2020-  
8/29/2020 \$11.48 p/hr.

**Rehire NWOET 5/20/2020 – 12/18/2020**

Rochelle **Manley**, NWOET Substitute Trainer 7 hrs. p/day,  
4 days p/wk., as needed, Max 28 hrs., effective 05/20/2020 \$85.00 p/day

**Supplementals 2020-2021 School Year**

Tara **Ford**, Job Coach, effective 08/10/2020-  
06/01/2021, 5 days p/wk., as needed \$6,236  
David **Gamboa**, Behavior Coach, effective 08/10/2020-  
06/01/2021, 5 days p/wk., as needed \$4,000  
Scott **Mitchell**, Behavior Coach, effective 08/10/2020-  
06/01/2021, 5 days p/wk., as needed \$6,236  
Minda **Parker**, Food Service Support, effective 7/1/2020-  
6/30/2021, as needed, Max 5 hrs. p/wk., A/GF/26 \$20.08 p/hr.  
Andrew **Thomas**, Job Coach, effective 08/10/2020-  
06/01/2021, 5 days p/wk., as needed \$6,236

**Changes 19-20 School Year**

Alexandra **Stelnicki**, From Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, CLC/PA/1, \$10.85 p/hr. To  
CLC - Curriculum Development Specialist, 5 hrs. p/day, 5 days' p/wk.,  
as needed, CLC/PA/3, effective 5/8/2020-6/30/2020 \$11.48 p/hr.  
Classified Personnel Continued

**Changes 20-21 School Year**

Linda **Woods**, From Para/Educational Aide & Student Attendant,  
2.75-M x34dys, & 7.75-T/W/R/Fx156 dys, A/N/7, \$18,339 To  
Para/Educational Aide, 7.75 hrs. p/day, 5 days p/wk., 156 days,  
A/N/7 \$17,023

### 3. Certified Personnel – Exhibit 25

Approval of the following:

#### New Hire 20-21 School Year

Alicia <b>Conley</b> , Behavior Support Professional, 8 hrs. p/day, 5 days p/wk., 185 days, BSP/B/6, effective 08/10/2020	\$41,080
Shelby <b>Strayer</b> , Speech/Language Pathologist, 7 hrs. p/day, 5 days p/wk., 185 days, SLP/M/0, effective 08/10/2020	\$48,069

#### Changes 19-20 School Year

Nancy <b>Beck</b> , From Occupational Therapist, as needed, Max hrs. 450 To Occupational Therapist, as needed, Max hrs. 610, effective 3/13/2020	\$41.14 p/hr.
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#### Supplementals 2020-2021 School Year

Amanda <b>Johnson</b> , RESA Entry Year (Cordie Stone), as needed, Effective 08/10/2020-06/01/2020	\$1,000
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#### Supplementals Summer 19-20 School Year

Josie <b>Rowe</b> , PT Extra Hours, as needed, Max 20 hrs., Effective 06/01/2020-08/07/2020, PT/11	\$45.69 p/hr.
Melissa <b>Snyder</b> , OT Extra Hours, as needed, Max 20 hrs., Effective 06/0/2020-08/07/2020, OT/9	\$43.42 p/hr.

### 4. New Classified Contracts for 2020-2021 – Exhibit 26

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

### 5. New Certified Contracts for 2020-2021 – Exhibit 27

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

### 6. Non-Renewals 2020-2021—Exhibit 28

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

### Governing Board Updates

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

- Graduation ceremonies will be held June 2 – 3, 2020.

**Legislative Liaison Report: Joe Long** –

- For the year, 50 bills have been introduced and are in committee. No action has been taken since June, 2019.

### Adjournment

Motion by Ms. Hines and Seconded by Ms. Limes to adjourn the meeting at 5.15p.m.

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

ATTEST:

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Judith Paredes, Vice President

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Gina R. Fernbaugh, Treasurer/CFO