

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
November 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 Mr. Timothy **Smith**. Also present: Ms. Gina **Fernbaugh**, Treasurer, Mr. Mark **North**, Superintendent.

Absent:

None

Staff Members Present

Kyle **Clark**, Prevention Education Director
Susan **Spencer**, Community Learning Centers Director
Milan **Karna**, Prevention Education Program Manager
Linda **Tipton & Spouse**, Paraprofessional

Visitors Present –

Marie **Baird Thomas** – Sentinel Tribune

Executive Session

Motion by Ms. Paredes, seconded by Mr. Smith to move into executive session to discuss employee employment at 2:59 p.m., inviting the Mr. & Mrs. Tipton.

Mr. & Mrs. Tipton exited at 3:17pm.

Board returned to regular session at 3:25 p.m.

Kyle Clark, Susan Spencer, Milan Karna, Marie Baird Thomas & Angela Patchen entered room.

Approval of the Minutes

Ms. Hines moved and Mr. Long seconded the motion to approve the following minutes:
Regular Board Meeting – October 22, 2019

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

REPORTS OF THE TREASURER

Approval of Cash Reconciliation Reports- The Cash Reconciliation Report for the previous month was provided to each Board member. Members had the opportunity to ask questions or make comments regarding the report. Ms. Paredes moved and Ms. Hines seconded the motion to approve the Cash Reconciliation report for the month of October 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, Mr. Smith moved and Mr. Long seconded the motion to approve the Bills for the month of October 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. Long moved and Mr. Smith seconded the motion to approve the Investment Transaction Ledger for the month of October 2019:

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

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

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

Approval of Appropriation Amendments & Modifications – Upon the recommendation of the Treasurer, Mr. Long moved and Ms. Hines seconded the motion to approve the following Appropriation Amendments & Modifications:

Special Revenue Fund	\$ - 45,902.27
Total:	\$ - 45,902.27

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

Approval of WCESC 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 WCESC Service Agreements with Agencies & School Districts:

Fiscal Year 2020 Service Agreements:

- Lake L.S.D. – Alternative School services
- Otsego L.S.D. – ATOD On-Site services
- Otsego L.S.D. – Behavior Support Specialist services
- Perrysburg E.V.S.D. – Occupational Therapy services
- Rossford E.V.S.D – Alternative School services

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

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

- | | |
|-------|---|
| \$250 | The Andersons Incorporated
To benefit the CLC to purchase coats, hats, & gloves for students in need |
| \$20 | Robert Moody, ESC Employee
To benefit the ATOD Teen Institute Program |

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

Approval of Newly Elected Board Member Mileage Rate – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded, the motion to approve the mileage reimbursement rate in the amount of \$0.58 for newly elected board members effective January 1, 2020.

Board members:

1. Kathy Limes
2. Joe Long

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

Approval of Organizational Meeting Appointment – Upon the recommendation of the Governing Board President, Ms. Paredes moved, and Ms. Hines seconded, the motion to appoint Mr. Timothy Smith to call the January 2020 Organizational Meeting to Order and preside until officers are elected.

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

SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD

Policies

Recommendation Pertaining to Approval of Seconded Regarding of Board Policies – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Hines seconded the first reading of the following Board Policies:

EFG	Student Wellness Program
GBK	Smoking on Educational Service Center Property by Staff Members
GCBDA	Professional Staff Personal Leave
GCBDB	Professional Staff Sick and Pregnancy Leave
GDBDA	Support Staff Personal Leave
GDBDB	Support Staff Sick and Pregnancy Leave
IGBE	Remedial Instruction
JEDA	Truancy
JFCG	Tobacco Use by Students
JGD	Student Suspension

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

Recommendation Pertaining to Chamber of Commerce Memberships – Upon the Recommendation of the Superintendent Mr. Smith moved, and Ms. Paredes seconded the motion to approve the following Chamber of Commerce Memberships:

- Bowling Green Chamber of Commerce CY’20 -- \$150
- North Baltimore Chamber of Commerce CY’20 -- \$200

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

Recommendation Pertaining to Penta Career Center Board Appointment -- Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded that Ms. Paredes serve as the Wood County ESC Representative on the Penta CC School District Board of Education, to serve a three-year term.

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

Recommendation Pertaining to TMACOG Membership – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve the following CY'20 TMACOG Membership in the amount of \$688:

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

Recommendation Pertaining to NBEC Technical Service Contract FY20 -- Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following contract with Northern Buckeye Education Council (NBEC):

- Data Storage for Business Data
- \$100 Per Year
- Plus \$1.00 per GB
- July 1, 2019 – June 30, 2020

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

Recommendation Pertaining to Evaluation Service Agreement – Upon the recommendation of the Superintendent, Mr. Smith moved, and Mr. Long seconded the motion to approve the following service agreement between Bill Ivoska and Wood County Educational Service Center effective July 1, 2019 through June 30, 2020 at a cost of \$70,100:

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 Abolishment's, 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:

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

Resignations:

Jennifer **Banks**, CLC Seasonal Program Assistant, effective 11/16/2019
 Holli **Brackman**, CLC Seasonal Program Assistant, effective 12/7/2019
 Jacob **Brewer**, CLC Seasonal Program Assistant, effective 12/21/2019
 DaQuain **Butler**, Paraprofessional, effective 10/28/2019
 Mackenzie **Clymer**, CLC Seasonal Program Assistant, 01/01/2020
 Amber **Collins**, CLC Seasonal Program Assistant, 11/14/2019
 Michael **Foster**, CLC Seasonal Program Assistant, effective 11/2/2019
 Katelin **Hales**, CLC Seasonal Program Assistant, effective 11/13/2019
 Katerine **Hicks**, CLC Seasonal Program Assistant, effective 10/26/2019
 Madline **Innes**, CLC Seasonal Program Assistant, 11/2/2019
 Breanna **Jones**, CLC Seasonal Program Assistant, effective 10/26/2019
 Jacob **Jones**, CLC Seasonal Program Assistant, effective 10/26/2019
 Kathleen **Jones**, CLC Seasonal Program Assistant, effective 10/26/2019
 Gabriella **Knauss**, CLC Seasonal Program Assistant, effective 11/20/2019
 Ashley **McCaster**, CLC Seasonal Program Assistant, effective 10/26/2019
 Katherine **Niehaus**, CLC Seasonal Program Assistant, effective 11/2/2019
 David **Paul**, CLC Seasonal Program Assistant, effective 12/21/2019
 Justin **Steiner**, CLC Seasonal Program Assistant, effective 10/26/2019

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

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

New Hires 2019-2020 School Year

Steven **Davis**, Para/Educational Aide, 6.75 hrs. p/day,
5 days p/wk., 130 days, A/N/10, effective 11/8/19
Deborah **DeSteno**, Para/Student Attendant, 7 hrs. p/day,
5 days p/wk., 136 days, A/N/3, effective 11/4/2019
Melinda **Edgington**, Para/Educational Aide, 6.5 hrs. p/day,
5 days p/wk., As needed, A/N/7, effective 11/18/19
Hannah **Lord**, Para/Student Attendant, 6.75 hrs. p/day,
5 days p/wk., 131 days, A/N/0, effective 11/11/19
Storm **Lutz**, Para/Educational Aide, 6.75 hrs. p/day,
5 days p/wk., 129 days, A/N/0, effective 11/11/2019
Brittany **Milhbauer**, Para/Educational Aide, 6.5 hrs. p/day,
5 days p/wk., 130 days, A/N/6, effective 10/28/2019

Seasonal New Hires 08/19/2019 – 05/09/2020

Michael **Bishop Jr.**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., as needed, effective 12/16/19, CLC/PA/0
Emily **Gerther**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., As needed, effective 10/25/2019, CLC/PA/0
Leah **Nerone**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., As needed, effective 11/5/2019, CLC/PA/0
Emily **Perkins**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., As needed, effective 11/1/2019, CLC/PA/1
Lauren **Schultz**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., As needed, effective 11/5/2019, CLC/PA/0
Kari **Shupe**, Seasonal Program Assistant, 5 hrs., p/day, 5 days p/wk.,
As needed, effective 10/29/2019, CLC/PA/0
Courtney **Swisher**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., As needed, effective 10/25/2019, CLC/PA/0
Allison **Van Dine**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., As needed, effective 10/25/2019, CLC/PA/0
Dyah **Zingale**, Seasonal Program Assistant, 5 hrs. p/day,
5 days p/wk., As needed, effective 11/5/2019, CLC/PA/0

Student Worker New Hires 2019-2020 School Year

Gwen **Landry**, WIOA Student Worker, 8 hrs. p/day, As needed, Effective 11/5/2019

Joshua **McCauley**, WIOA Student Worker, 8 hrs. p/day, As needed, Effective 11/11/19

Amber **Polen**, TANF Student Worker, 8 hrs. p/day, As needed, Effective 10/28/2019

Darek **Souvenir**, TANF Student Worker, 8 hrs. p/day, As needed, Effective 11/11/19

Morgan **Tatro**, TANF Student Worker, 8 hrs. p/day, As needed, Effective 10/28/2019

Seasonal Rehires 12/23/19-5/22/2020

Shanna **Gilkeson**, Tech Support Student Worker, as needed, Max 25 hrs. p/wk., effective 12/23/2019, NWOET/SW/3 +\$1.00

Olivia **Martin**, Receptionist, as needed, effective 1/2/2020, NWOET/SW/2

Nashitha Reddy **Nareddi**, as needed, Max 20 hrs. p/wk., Effective 1/2/2020, NWOET/SW/1

Adam **Novy**, Tech Support Student Worker, as needed, Max 20 hrs. p/wk., effective 1/2/2020, NWOET/SW/2 + \$.50

Supplementals 2019-2020 School Year

Rosemarie **Barton**, Educational Aide Training Hours, Effective 11/14/19 – 11/14/19, As needed, Max 3 hrs., A/N/6

Catherine **Grice**, Educational Aide Training Hours, Effective 11/14/19 – 11/14/19, As needed, Max 3 hrs., A/N/8

Therese **Makar**, Special Needs Para, effective 10/1/19 – 05/3/2020, as needed, Max 5 hrs., A/N/19

Amanda **Queen**, Educational Aide Training Hours, effective 11/14/19-11/14/19, as needed, Max 3 hrs., A/N/7

Andrea **Reed**, Unit Para Training, effective 11/12/19 – 11/14/19, as needed, Max 6 hrs., UP/2

Carrie **Shook**, Special Needs Para, effective 10/1/19 – 5/31/2020, as needed, Max 10 hrs., A/N/19

Changes 2019-2020 School Year

Kelley **Allred**, From Payroll & Accounting Specialist, 262 days, \$22.93 p/hr. \$45,057, 7.5 hrs. p/day, 5 days p/wk.,

To Payroll Specialist, 129 days, \$23.75 p/hr, 7.5 hrs p/day, 5 days p/wk., (Prorated from \$46,669), Effective 1/2/2020, Fis/11

Gregory **Anderson**, From CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, CLC/PA/3 To

CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed. CLC/PA/0, effective 11/18/19

Alli **Baker**, From Para/Student Attendant To Para/Educational Aide Effective 8/19/19

Changes 2019-2020 School Year Continued

Tonya **Empcke**, From Para/Student Attendant To
Para/Educational Aide, effective 8/19/19

Milan **Karna**, From ATOD Program Manager To Prevention
Education Program Manager, effective 09/21/2019

Elizabeth **Niederkorn**, From Para/Educational Aide, 7 hrs. p/day,
4 days p/wk., 157 days, A/N/3, \$13,518 To Para/Educational Aide
7 hrs. p/day 4 days p/wk., 110 days, A/N/5 & 7 hrs. p/day,
4 days p/wk., A/N/3, 47 days, effective 11/4/19

Angie **Patchen**, From ATOD Program Manager To Prevention
Education Program Manager, effective 09/21/2019

Audreigh **Riter**, From Para/Educational Aide, 6.25 hrs. p/day,
4 days p/wk., As needed, \$12.67 p/hr., A/N/4 To Para/Educational Aide,
6.5 hrs. p/day, 4 days p/wk., A/N/4, effective 11/11/19

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

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

Supplementals 2019-2020 School Year

Bailey **Bellitto**, 5th Grade Camp Attendant, effective 11/11/19-11/15/2019, 5 days

Jennifer **Marenburg**, Substitute Teacher PD & Mtgs, 7.6 hrs. Max, 5 days p/wk., As needed, effective 08/16/2019 – 12/20/2019

Changes 2019-2020 School Year

Martha **Foltz**, From SLP Sub, effective Jan. 6, 2020, SLP/M/5, as needed, To SLP Sub, effective Dec. 1, 2019, As needed

APE Field Placement Students

Morgan **Anderson**

Approval of Substitute Personnel - Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve the following substitute list:

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

Governing Board Updates

Superintendent's Report:

Director Reports:

Kyle Clark, Prevention Education Director, reported the following:

- Reported on the Innovation NOW award recently received. A ceremony was held at the Statehouse on October 30, 2019.
- Since 2003, the WCADAMHS Board has awarded the ESC \$9 million in funding, and the ESC prevention program has received \$10.5 million in grant funding.

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

- Meijer, Principal Business and the Andersons provided donations to the CLC program to help provide coats, hats, and gloves to the CLC students in need.
- Presented to the Maumee City S.D. Board on the new Maumee MaKERS program that the CLC operates in Maumee.
- Participated in a Prevention Coalition podcast in November.
- On September 19, 2019, SSOE hosted a STEM Kit build as part of their United Way Campaign. These kits were distributed to students in the CLC programs at Northwood and Rossford.

Penta Career Center Report –

Judith Paredes – reported the following:

- Ryan Lee will be replacing Jeff Kurtz at Penta Career Center due to the pending retirement of Jeff.
- Received the Purple Star Designation. This program serves students and families of anyone in the military. Only one other school in the state received this designation.
- The Penta Career Camporee was held October 18-20 with 120 scouts participating. 375 merit badges were started or earned during this event. 23 Penta staff provided sessions in 21 different areas.

Legislative Report

Joe Long – reported the following:

- The bullying bill has not moved any further in the house or senate.
- A bill has been introduced to end daylight savings time.

Executive Session

Motion by Mr. Smith, seconded by Mr. Long to move into executive session to evaluate the Superintendent at 5:00 p.m., inviting the Superintendent.

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

Board returned to regular session at 5:13 p.m.

Adjournment

Motion by Mr. Smith and Seconded by Ms. Paredes to adjourn the meeting at 5:20 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