

The following actions were taken by the Northwest Ohio Educational Service Center Governing Board at their organizational and regular meeting held January 22, 2019.

The meeting was called to order at 6:30 pm by President Pro Tem Ron Crawford. All in attendance recited the Pledge of Allegiance.

ORGANIZATIONAL MEETING

- Elected Nona Rupp as president of the NwOESC governing board for 2019.
- Elected Ronald Crawford as vice-president of the NwOESC governing board for 2019.
- Established the following for regular monthly meetings:

TIME: 6:30 pm
LOCATION: NwOESC Conference Room
DATES: February 26, 2019
March 26, 2019
April 22, 2019 (fourth Monday)
May 28, 2019
June 25, 2019
July 23, 2019
August 27, 2019
September 24, 2019
October 22, 2019
November 26, 2019
December 17, 2019 (third Tuesday)

-Records commission to meet two times after the regular NwOESC governing board meetings.

- Approved the appointment of the superintendent, director of special education, and the director of curriculum, instruction, and professional development as purchasing agents for 2019 with the dollar limit of \$15,000 for the superintendent per purchase, and \$7,500 for the director of special education and the director of curriculum, instruction, and professional development per purchase. Purchase requests in excess of the superintendent's limit will require Board approval.

- Approved motion to grant the Treasurer/Chief Financial Officer authority to pay bills, process payrolls, invest Board funds and make all necessary cash advancements to grants during 2019.

- Approved motion to allow the superintendent or designees to participate in Federal, State or other funded grants, contracts or agreements as they become available to the Board in 2019, and then be brought to the Board for ratification.

- Approved motion to permit the superintendent to hire employees during 2019 contingent upon Board approval at the next regularly scheduled meeting.

- Approved motion to authorize the Superintendent, on behalf of this Board, and to acknowledge acceptance of such offer on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

- Approved motion to set the fees to individuals requesting copies of the schedule of meetings, agenda, or notice of individual meetings.

- Approved a resolution expressing public purpose for educational service center activities.
- Approved a resolution allowing the superintendent of the Northwest Ohio Educational Service to approve school bus drivers and van drivers for Board certification who have met all of the established requirements. At the next regularly scheduled Governing Board meeting, these names will be approved also by the NwOESC Governing Board.
- Appointed Jill Gilliland as Compliance Officer female representative and Steve Hastings as Compliance Officer male representative for the purpose of coordinating the Center's efforts to comply with applicable Federal and State laws and regulations, including the duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination/retaliation or denial of equal access (i.e. Civil Rights, Anti-Harassment, Section 504, ADA, and Title IX) for 2019.
- Appointed Homer Hendricks as the designee for each NwOESC governing board member effective 01/01/19 to comply with the requirements of the Ohio Public Records Law.
- Appointed the following people to serve as OSBA Liaisons:

OSBA Legislative Liaison: Brian Baker

OSBA Student Achievement Liaison: Sandra Friess

•Appointed the following Committee Members:

- Audit/Finance Committee - Homer Hendricks, Ronald Crawford, Jim George, and Tom Gerig
- Building and Grounds Committee - Kerri Gearhart, Homer Hendricks, Brian Baker, Sandra Friess, and Christine Smallman
- Policy Committee - Kerri Gearhart, Homer Hendricks, Nona Rupp, Lori Weber, and Diane Wyse

REGULAR MEETING

REPORTS:

•OSBA LEGISLATIVE LIAISON: Brian Baker reported that due to the partial shutdown of the Federal Government, timely reimbursements to schools for free and reduced lunches may be impacted. The United States Department of Education has announced an initiative to review inappropriate use of restraint and seclusion in schools across the country. The Office for Civil Rights and the Office of Special Education and Rehabilitative Services will jointly oversee the initiative.

•OSBA STUDENT ACHIEVEMENT LIAISON: Jim George reported Hubbard Elementary school has started a science, technology, engineering and math class in which students build structures with Legos and learn computer skills. Parents' fundraising efforts contributed to the program, intended to teach students 21st-century skills such as problem-solving. Youngstown City's East High will be the third high school in the country to feature an advanced manufacturing program called Ignite: Mastering Manufacturing. The program is the result of a partnership between Youngstown-based America Makes and two other institutes located in Detroit and Chicago. Students will learn about materials science in their first year and advanced manufacturing over the following two years. A report first released in 2000, "How People Learn: Brain, Mind, Experience, and School: Expanded Edition," has been an important research article in the field of K-12 education over the past 18 years. According to researchers, the updated version, "How People Learn II," picks up from the original research, and provides new insights related to the ground covered in the first report, expanding the discussion to include learning that occurs beyond K-12. Key findings indicate culture plays an important and complex role in shaping how people learn; learning is a dynamic process that

continues across the lifespan; mental models help people retain lessons learned by applying knowledge appropriately to solve new problems or make inferences; and motivation evolves throughout the lifespan.

•**CFO/TREASURER** - Homer Hendricks shared that mid-year estimates were distributed on January 8 and ODE deduction changes are being processed for several districts. The student list distribution in December greatly reduced the number of issues with the estimates and helps estimate completion in a more efficient manner. Fiscal year 2020 estimates will be distributed on February 5 at the combined superintendent & treasurer meeting. The Business Office has successfully completed the W-2 and 1099 processing in eFinancePlus for the first time. These are some of the last processes to be completed for the first time and were handled in a timely and efficient manner. The fiscal office staff's work through the last year is to be commended as knowledge and use of the new system has improved. The auditors have completed most of their onsite work with only another day or two on site. No substantial problems with them auditing in two fiscal systems - state software and eFinancePlus - have been identified. The auditors have only presented a few minor issues and do not anticipate anything significant. The total audit work and review should be complete by the end of February.

•**DIRECTOR OF SPECIAL EDUCATION** - Jill Gilliland reported that due to increased caseloads, NwOESC is adding a preschool itinerant teacher to our team. A primary MD classroom at Wauseon has also been added due to the increased need for this programming. Early Childhood screening dates and locations have been set and will occur between February 25 and April 8 in Defiance, Henry, Fulton, and Williams counties. The NwOESC preschool team is part of this collaborative effort with other agencies to provide free screenings for children birth to age 5.

•**DIRECTOR OF CURRICULUM, INSTRUCTION, AND PROFESSIONAL DEVELOPMENT** - Kris Dobbelaere reported on professional development in districts recently attended. Professional development opportunities at the NwOESC were shared as well as the Educational Consultant newsletter with information on Ohio's strategic plan and differentiation as well as county events that have been happening in the four county area. The board was also invited to attend the Franklin B. Walter Scholarship Celebration held at the NwOESC on March 11, 2019 honoring students and teachers from the twenty-four districts served by the NwOESC. Mrs. Dobbelaere commended the work of the Educational Consultants on the facilitation of county events as well as their efforts in supporting districts in their work.

•**DIRECTOR OF TECHNOLOGY** - Chad Rex provided a report with updates on the STEAM Coalition drone project and the Tech Leader meetings that have occurred this school year. Regarding the drone project, districts have developed hardware specifications and other details are in process. A domain has been purchased and a Twitter handle (@NWOeLeague) has been established. Events are planned for April and May in area districts. The January Tech Leader meeting was hosted by the Ayersville district, which included a tour of the new facility. The group was impressed by the design and excellent planning. Perrysburg and Four County JVS will be hosting upcoming meetings in February and March.

Approved the following items under the consent agenda format:

•Minutes from the regular board meeting held December 18, 2018.

•**DONATIONS**

-Donations to the IEC Activity Fund

Sharon Frey	\$100.00	
D & W Collision	\$20.00	
Defiance College-Pay It Forward		\$2,000.00
Kristine Walters	\$100.00	
Hope Services	\$250.00	
Buehrer Power Equipment	\$50.00	
BGT Charities	\$50.00	
Bethlehem Lutheran Church	\$500.00	

•AGREEMENTS

-NwOESC to provide to Antwerp Local Schools, Co-Teaching Training Services for the period of 1/1/19-1/31/19.

-NwOESC to provide to North Central Local Schools, Home Instruction/Tutor Services for the period of 11/20/18-6/30/19.

•LEAVES

FMLA and Disability

•RETIREMENTS

Marjorie Fogle, Paraprofessional, effective 5/23/2019

•RESIGNATIONS

Buffy Kelb, Paraprofessional, effective 1/27/19

Elise Marks, 21st Century Coordinator, effective 1/31/2019

•EMPLOYMENT RECOMMENDATIONS

CONTRACTS

Certified Limited

Name	Contract	Length
Oehlers, Amanda	CERT-1 Yr	1/03/19-7/31/19
Kelb, Buffy	CERT-1 Yr	1/28/19-7/31/19

Classified Limited

Name	Contract	Length
Alig, Martha	CLASS-1Yr	1/24/19-7/31/19
Babcock, Makayla	CLASS-1 Yr	1/1/19-7/31/19
Brown, Kelsey	CLASS-1 Yr	1/16/19-7/31/19
Dunlap, Ashlyn	CLASS-1Yr	1/9/19-7/31/19

Substitute Social Worker

Julia Rossow

Substitute Paraprofessionals

Brynn Ballmer, Brittany Dominique, Anita Eureste Kryder, Bethany Krueger, Dustin Roth

Substitute Teachers

Regina Hanson, Taylor Haydinger, William McKinney V, Dustin Roth, Elizabeth Steen, June Turanski

•Approved tuition reimbursement agreement at specific district request for Alison Luderman to obtain gifted licensure through Muskingum University beginning in the Fall 2018 and extending through Summer 2020.

INFORMATION/DISCUSSION ITEMS:

- Calendar Year 2018 Financial Disclosure Statements are due May 15, 2019 - The Business Office will provide board members with the web link or paper copies.
- School Psychology "Grow Your Own" Recruitment and Retention Program - An overview of the plan was provided to the board members. There is support for program implementation in the 2019-20 school year, so further planning will take place with the University of Toledo and legal counsel.
- 2019-20 Salary Schedule – Preliminary Discussion - a summary of area salary adjustments was shared. Draft schedule(s) will be provided to the board prior to the February meeting.

•**SUPERINTENDENT'S REPORT** - Kerri Gearhart reported a County School Finance District meeting will be held on later this month for districts considering participation in an initiative. A "Meet and Greet" for clients of the Activate Health and Wellness Clinic will be held on later this week at the new Napoleon location. Clinics are now operating in all four counties. In 2015, NwOESC established a fiscal committee comprised of superintendent and treasurer representatives of our member districts to increase communications, promote transparency and gain district feedback regarding NwOESC fiscal operations. This committee has been utilized to help work through the re-amendment of the building lease with NWOCA, the creation of an ESC Operating Balance policy, the adjustment in IEC billing from biannual student count to actual days of enrollment, and the establishment of ESC Consortium Classroom hosting offset. An early February meeting is being scheduled. District billing and service meetings are now underway, as the administrative team offers to meet face-to-face on site with each member district. Eleven visits are scheduled for January and February, as well as four board of education presentations to member districts. The local Chief of Police conducted a walk-through of the main office recently, and provided recommendations for review. As a result, NwOESC will be working with NWOCA to address main building needs. This work will be done in conjunction with the required Safety Plan 3-year resubmission as well as efforts to secure Ohio Bureau of Worker Compensation Safety Grant funding on eligible items. Safety planning and upgrades are taking place at the Independence Education Center and the Opportunity Center as well. With the retirement of Rick Edwards from the Athens-Meigs ESC in late December, Kerri Gearhart is now serving an early term as the President of the Ohio Educational Service Center Association, which will continue through the 2019-20 school year.

•As all of the business of the evening was complete, Diane Wyse moved for adjournment, motion seconded by Lori Weber. Meeting adjourned at 7:37 pm. The next meeting will take place on February 26, 2019 at 6:30 pm at the Northwest Ohio Educational Service Center, 205 Nolan Parkway, Archbold, OH.