

The following actions were taken by the Northwest Ohio Educational Service Center Governing Board at their organization and regular meeting held January 30, 2024.

The organizational meeting was called to order at 6:00 p.m. by President Pro-Tem Deborah Gerken. All in attendance recited the Pledge of Allegiance.

-The Treasurer administered the oath of office to Brian Baker, Deborah Gerken, Kelly Hug, Nona Rupp, Christine Smallman, Ross Stambaugh, and Lori Weber.

•Approved the appointment of Jim George (Henry County District 5) and Mary Alice Nagel (Defiance County District 6) as Northwest Ohio Educational Service Center Board Members effective January 30, 2024 through December 31, 2025.

-The Treasurer administered the oath of office to Jim George and Mary Alice Nagel.

•Elected Deborah Gerken as President of the NwOESC Governing Board for 2024.

•Elected Brian Baker as Vice-President of the NwOESC Governing Board for 2024.

•Established the following for regular monthly meetings; (4th Tuesday unless noted)

TIME: 6:00 p.m.
LOCATION: NwOESC Conference Room
DATES: February 27, 2024
March 26, 2024
April 23, 2024
May 28, 2024
June 25, 2024
July 23, 2024
August 27, 2024
September 24, 2024
October 22, 2024
*November 19, 2024 (3rd Tuesday)
*December 17, 2024 (3rd Tuesday)

-Records Commission to meet as needed after the regular NwOESC Governing Board meetings.

•Approved the appointment of the Superintendent, Director of Special Education, and the Director of Curriculum, Instruction & Professional Development as purchasing agents for 2024 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 & Professional Development per purchase. Purchase requests in excess of the Superintendent's limit will require Board approval.

•Granted the Treasurer/Chief Financial Officer, Homer Hendricks:

- Authority to pay bills, process payrolls, invest Board funds and make all necessary cash advancements to grants during 2024.
- Serve as the designee for each NwOESC governing board member effective 01/01/24 to comply with the requirements of the Ohio Public Records Law.

•Approved motion to allow the Superintendent, Kerri Weir (or her designee as applicable):

- To participate in Federal, State or other funded grants, contracts or agreements as they become available to the Board in 2024, and then be brought to the Board for ratification.
- To permit the superintendent to hire employees during 2024 contingent upon Board approval at the next regularly scheduled meeting.

- 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
- 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.

•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

•Appointed Jill Gilliland as Compliance Officer female representative and Andy Hunter 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 2024.

•Appointed Jill Gilliland and Andy Hunter as Title IX Coordinators for the purpose of coordinating the Center's efforts to comply with applicable Federal regulations regarding nondiscrimination on the basis of sex in education programs and activities for 2024.

•Appointed the following people to serve as OSBA Liaisons:

OSBA Legislative Liaison: Mr. Brian Baker

OSBA Student Achievement Liaison: Dr. Christine Smallman

•Appointed individuals to serve on the following Committees:

Audit/Finance Committee: Homer Hendricks, Ross Stambaugh, Jim George, Mary Alice Nagel

Building and Grounds Committee - Kerri Weir, Homer Hendricks, Chad Rex, Brian Baker, Deborah Gerken, Christine Smallman

Policy Committee - Kerri Weir, Homer Hendricks, Nona Rupp, Lori Weber, Kelly Hug

•As the Organizational meeting was complete, the meeting was adjourned at 6:15 pm.

REGULAR MEETING:

The Regular Meeting was called to order by President Deborah Gerken.

REPORTS:

•**OSBA LEGISLATIVE LIAISON:** Mr. Brian Baker reported on several legislative items of interest. The Senate joined the House and voted 24-8 to override Governor DeWine's veto of House Bill (HB) 68, which would prohibit gender affirming care for minors and would designate the act as the Ohio Saving Adolescents from Experimentation (SAFE) Act. The bill also included HB 6, which would enact the Save Women's Sports Act to require schools, state institutions of higher education and private colleges to designate separate single-sex teams and sports for each sex. HB 68 now takes effect on April 23, 2024. The Senate Education Committee heard sponsor testimony on HB 214, which would require each public school to adopt a policy regarding certain expectations related to the performance of staff member professional duties. The bill clarifies that schools cannot require employees or job applicants to offer an

opinion about specific beliefs, affiliations, ideals, or principles. The committee heard sponsor testimony on SB 205, which would require the Department of Education and Workforce (DEW) and the Department of Mental Health and Addiction Services to develop a list of evidence-based curricula, materials and instruction in the harmful effects of and legal restrictions against drug abuse, alcoholic beverages, marijuana and tobacco in schools.

•OSBA STUDENT ACHIEVEMENT LIAISON: Dr. Christine Smallman provided information on student achievement efforts. U.S. schools have experienced a 37% rise in chronic absenteeism that affects 13.6 million students nationwide. School districts are addressing the crisis by implementing support services, such as youth centers, to eliminate barriers like housing and food instability that contribute to student absences. Employability Day gives Pennsylvania students with disabilities a chance to participate in job shadowing to learn about careers of interest. Local grocers, construction companies, salons, childcare centers, and others participate by taking students through a typical workday, allowing them to gain hands-on experience. According to a MS English-language arts teacher, interactive student notebooks are boosting engagement and comprehension. A recent ACT survey indicates that almost half of students in grades 10-12 use artificial intelligence (AI) tools primarily for language arts and social studies assignments. The research also highlights students' reservations about AI, with concerns about accuracy, ethical use in college admissions essays and varied opinions on AI bans on school-issued devices. Students not using AI cited a lack of interest in the tools, distrust in the information provided and that they did not know enough about AI. ChatGPT was cited as the most used AI tool, and 90% of those polled reported they had not considered using any type of AI tool to write their college admission essays. These students reported some skepticism about accuracy of the information reported in responses, with 63% noting they had found errors or inaccuracies in generated responses. ChatGPT reports that students primarily use the resource for homework help, explanations of complex concepts and providing additional resources to students.

•CFO/TREASURER: Mr. Homer Hendricks reviewed the mid-year program cost estimate update for this school year that was distributed to districts on January 9th and also shared about the upcoming initial program cost estimates for next school year. He announced Patty Ehlinger as the new Payables Accountant. Mr. Hendricks discussed a change in purchasing card providers for next school year to Huntington Bank. He also shared that the annual audit report has been released and commended the Business Office staff for a clean audit this year.

•DIRECTOR OF SPECIAL EDUCATION: Mrs. Jill Gilliland shared that Terrence Talley, a motivational speaker, along with the band, Ten Talents, put on an assembly at the IEC on January 10, 2024 through Relevant Speakers Network. The cost of the assembly was covered by a grant through the Ridge Project out of McClure, Ohio. Songwriting classes will be held with students in grades 6-12 in mid-February. Thank you to Ms. Curry for coordinating this event! Early childhood screenings are scheduled for February through March. The following groups hold these screenings as a collaborative effort: Early Intervention/Boards of DD, the Family and Children First Council, local school districts, and the NWOESC. Thank you to Jessica Fredrick, Troy Merillat, and Emily Gerken for their work with related services and managing substitute coverage. Thank you to Matt Ferguson for supporting substitutes as well!

•DIRECTOR OF CURRICULUM, INSTRUCTION, & PROFESSIONAL DEVELOPMENT: Mr. Andy Hunter noted that the department has collected scholarship applications and is currently in the process of scoring each of these applications to award district and county winners for the Franklin B. Walter program coming up in March. He also discussed county Spelling Bees and thanked the schools that hosted (Ayersville and Stryker) and the many people that it takes to make the events successful. Congratulations to all our participants! Mr. Hunter also thanked Julie Weber for doing a tremendous job with social media highlighting events, showing off some of our amazing people, and even getting traction in some difficult-to-fill positions.

•DIRECTOR OF TECHNOLOGY & OPERATIONS: Mr. Chad Rex completed a summary report and project plan related to the Cyber Insurance Readiness Report that was received in Fall 2023. Many of the requirements/standards have already been met, while others are in progress. Mr. Rex shared that the goal is to meet all the requirements within our reach by August of 2024. The Governing Board iPads arrived, and the setup process has been completed. Cisco Duo multi-factor authentication software licenses have been

purchased to use with the ESC's VPN and network/computer administrator accounts. Mr. Corey Todd has been working on this configuration and deployment. Mr. Rex met with Sophos to discuss their EPP/EDR solutions (for anti-malware/ransomware) and is moving forward to help us protect, detect, and respond to any attacks on our computers and servers. Mr. Rex met with NWOCA to plan and implement a separate student Wi-Fi network. The technology department will be testing and then moving all student devices to this network in the coming weeks. In the last 90 days, the Technology Department has resolved over 200 technology requests. Mr. Larry Davis worked with Veregy to complete the "freeze protection" measures for the Main Office to ensure the heating system will run if the outdoor temperature

•Approved the following items under the consent agenda format:

- Minutes from the regular board meeting held December 19, 2023.

•DONATIONS

-VFW Post 3360-Defiance to IEC Activity Fund - \$300.00

-Xperience Church to IEC Activity Fund - \$130.00

•AGREEMENTS

-AAW Consulting, LLC to provide to NwoOESC, Intervention Specialist Services at St. Anthony of Padua School (GEER II) for the period of 1/1/24-9/30/24.

-NwoOESC to provide to Anthony Wayne Local Schools, Instructional Services at the Liberty Education Center for the 2023-24 academic year.

-NwoOESC to provide to Four County Career Center, Treasurer/Chief Financial Officer Search Services for the period of 11/20/23-position is finalized or until agreed upon by both parties to terminate services.

-NwoOESC to provide to Patrick Henry Local Schools, Behavior Consultant Services for the period of 8/1/23-6/15/24.

-NwoOESC to provide to Patrick Henry Local Schools, ESL Instructional Assistant for the period of 8/1/23-6/15/24.

•LEAVES

FMLA and Disability

•RESIGNATIONS

Ashton Johnson, Paraprofessional, effective 12/18/2023 (position abandonment)

Brooke Waite, Paraprofessional, effective 1/26/2024

Caryn Gray, Paraprofessional, effective 1/26/2024

Catherine Royal, Paraprofessional, effective 1/19/2024 (position abandonment)

Jessica White, Paraprofessional, effective 2/9/2024

•EMPLOYMENT RECOMMENDATIONS

CONTRACTS

Certified Limited

Name	Contract	Length	Schedule
Karcher, Donald	CERT-1 YR	2/26/2024-7/31/2024	Salary

Classified Limited

Name	Contract	Length	Schedule
Lynch, Saratita	CLASS-1 YR	1/16/2024-7/31/2024	Hourly
Oberlin, Amy	CLASS-1 YR	1/24/2024-7/31/2024	Hourly

Steffes, Anthony	CLASS-1 YR	1/03/2024-7/31/2024	Hourly
Voyer, Heather	CLASS-1 YR	1/19/2024-7/31/2024	Hourly
Wellman, Gina	CLASS-1 YR	1/29/2024-7/31/2024	Hourly

Teaching Assignments for staff in which licensure does not align to the positions listed- Second Semester 23-24

Last Name	First Name	Position	Location
Ball (Gentit)	Madison	Intervention Specialist	Independence Education Center
Beck	Amy	PS Intervention Specialist	Montpelier Elementary School
Bishop	Mackenzie	Intervention Specialist	Ayersville Middle School
Botjer	Kaylee	PS Intervention Specialist	Patrick Henry Elementary School
Cole	Rachel	Intervention Specialist	Independence Education Center
Estrada-Guerrero	Taylor	PS Intervention Specialist	Defiance Preschool
Haines	Brooke	Intervention Specialist	Edon Jr/Sr. High School
Hug	Skeat	Intervention Specialist	Independence Education Center
Klausing	Sandra	PS Intervention Specialist	Defiance Preschool
McBride	Tiffany	Intervention Specialist/APE	Multiple Locations
Prigge	Cailyn	PS Intervention Specialist	Tinora Elementary School
Smith	Susan	PS Itinerant Teacher	Multiple Locations
Thomas	Cheyenne	Intervention Specialist	Wauseon Primary

Additional Wage Payments

Year 1 Mentor Service to Resident Educators to the following individuals:

- Rhonda Wise mentoring Alexis Samlow & Kaitlin Bryson
- Jana Lentz mentoring Katelyn Yenser
- Christi Ranzau mentoring Cailyn Prigge
- Michelle Winters mentoring Natalie Nelson
- Glenda Funnell mentoring Jessica Cheek

Year 2 Mentor Service to Resident Educators to the following individual:

- Cathy Gribler mentoring Hillary Moore
- Jody Mohring mentoring Taylor Estrada-Guerrero
- Kris Ritter mentoring Hanna Jeffers & Skeat Hug

Year 3 Mentor Service to Resident Educators to the following individual:

- Glenda Funnell mentoring Bryn Parker

21st Century Program Assistant

Defiance Elementary- Jenna Bishop, Amanda Killion

21st Century Teacher

Hicksville Elementary- Amber Scranton

Substitute Paraprofessionals

Shelby Fackler, Jennifer Leitch, Brook Mavis, Madison Miller, Clorinda Muehfeld, Delaney Parcher, Kristen Reid, Lori Thompson

Substitute Teachers

Katelyn Barton, Natalie Bentz, Lindsay Bergman, Arielle Bernal, Adam Byram, Chelsea Dockery, William Duvall, Tammy Elling, Shelby Fackler, Jessica Hammond, Cadin Jaessing, Erica Knapp, Jennifer Leitch, Brook Mavis, Madison Miller, Mackenzie Nofziger, Delaney Parcher, Cole Plassman, Ava Powsell, Kirsten

Reid, Zoey Ripke, Austin Rogers, Madelyn Schaper, Madison Schoenauer, Halieligh Schuette, Zoe Scott, Robert Strickler, Sarah Stuckey-Diaw, Lori Thompson, Hannah Wilkinson

- Approved Commercial Card Resolution with Huntington National Bank

INFORMATION/DISCUSSION ITEMS:

- A First Reading was held for the following policies:

Policy 5330	Use of Medications	Revised
Policy 5330.05	Procurement and Use of Naloxone (Narcan) in Emergency Situations	New

- FY25 & FY26 Salary Schedule Drafts – Draft schedules were shared with the board. It is anticipated that schedules will be adopted in February.
- A reminder was provided to the Board to file 2023 Ethics Commission Financial Disclosure Statements (Due 5/15/2024)
- Discussion was held regarding transitioning to BoardDocs LT

•**SUPERINTENDENT REPORT:** Kerri Weir provided an update to the Board. The Four County Career Center CFO/Treasurer search is wrapping up. The Montpelier Superintendent posting closes February 2, and it is anticipated that interviews will be done in February. The Administrative Team has been working to develop program and service offerings for the coming year. We will be highlighting several new offerings at the February Superintendent/Treasurer meeting, and then distributing the comprehensive Program & Services Catalogue at the March Superintendent meeting. NwoESC is always looking at new ways to expand our services to better meet the needs of our member districts and ensure the students of northwest Ohio have access to great educational services, programs, and opportunities. NwoESC is in conversation with our area non-public schools about potential Educational Consultant services with a focus on Math, Literacy, and Social Emotional/Mental Health. For the upcoming months of February, March, & April the Wellness Committee is encouraging NwoESC staff to participate in our “Honoring Healthy Habits” challenge. Each month will have a specific focus, with the goal of building healthy habits in a variety of areas: Nutrition/Hydration, Mental Health, and Physical Health. February and March will consist of individual tracking through a monthly calendar, and April will offer a team-based Step/Activity competition. This program is supported by our wellness grant funds through Northern Buckeye Health Plan (NBHP). Regarding building safety and security, Emergency Management Testing Tabletop Exercises for calendar year 2023 have been completed in required sites. A.L.I.C.E. Training/Refresher are in progress or have been completed for the 2023-24 school year for the IEC/Opportunity School and for the NwoESC/NwoCA Main Office Staff. NwoESC is exploring eligibility for a federal tax credit/reimbursement related to our recent energy savings project (Solar, controls, lighting). NwoESC will be hosting OSBA for a “Board Member Basics” training at the main office on February 7. Teri Morgan and Kristi Robbins will be sharing information on Roles/Responsibilities, Governance, Best Practices, Building Team Leadership Meeting Management, Communications, and Levy Campaign Guidance.

•Entered into Executive Session for the purpose of consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or official. Upon exiting Executive Session, the board acted on the following item:

•Accepted the resignation of Treasurer/Chief Financial Officer Homer Hendricks effective 02/23/2024. The Board and Administrative Team have appreciated the opportunity to work with Mr. Hendricks these past 8 years and wish him well in his new endeavor.

•As all the business of the evening was complete, the meeting adjourned at 7:12 p.m. The next meeting will take place on February 27, 2024 at 6:00 p.m. at the Northwest Ohio Educational Service Center, 205 Nolan Parkway, Archbold, OH.