

**GOVERNING BOARD MINUTES OF THE
NORTHWEST OHIO EDUCATIONAL SERVICE CENTER**

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The Governing Board of the Northwest Ohio Educational Service Center met for the regular monthly meeting on Tuesday, November 26, 2019, at 6:30 pm in the conference room of the Northwest Ohio Educational Service Center. The meeting was called to order by Mrs. Nona Rupp.

The pledge of allegiance was recited. Members present for roll call were: Mr. Brian Baker, Mr. Ronald Crawford, Mr. Jim George, Mrs. Nona Rupp, Mrs. Lori Weber, and Mrs. Diane Wyse. Also present were the following members of the administrative team: Ms. Kerri Gearhart, Superintendent; Mr. Homer Hendricks, Chief Financial Officer/Treasurer; Mrs. Jill Gilliland, Director of Special Education; and Mrs. Kris Dobbelaere, Director of Curriculum, Instruction, and Professional Development.

Board members Mrs. Sandra Friess, Mr. Tom Gerig, Dr. Christine Smallman, and Administrative Team member Mr. Chad Rex were absent.

REPORTS:

•**OSBA LEGISLATIVE LIAISON:** Mr. Baker provided an update on the following legislation items. He reviewed SB 26, permitting teachers to deduct from their state income taxes up to \$250 for out-of-pocket expenses for classroom supplies and professional development. He shared the Report Card Legislative Committee heard testimony from several education-based groups. Mr. Baker went over HB 326 permitting a Public Employees Retirement System or School Employees Retirement System disability benefit recipient elected to certain offices to continue receiving a disability benefit during their term of office. He then presented SB 119 seeking to exempt Ohio from daylight saving time. He discussed HB 375 permitting a refundable income tax credit equal to the amount of an extracurricular activity fee paid by or on behalf of a low-income public school student. Mr. Baker concluded with HB 398, which would make Election Day a legal holiday.

•**CFO/TREASURER:** Mr. Hendricks shared in late October ODE informed us that we were designated a high-performing ESC for the fourth year in a row. All 52 ESCs in the state earned the designation for the fourth year in a row as well. He stated the annual GAAP report was submitted last week. The auditors reached out recently to begin their audit in early December. Mr. Hendricks shared the business office staff attended the fall eFinancePlus (eFP) user group meeting where he led a session on the Billing and Receipts module. He also presented the insurance changes from this year's open enrollment along with the current enrollment totals by coverage.

•**DIRECTOR OF SPECIAL EDUCATION:** Mrs. Gilliland reported on several student-focused programs and activities taking place in our consortium classrooms specifically work transition, preschool, the Independence Education Center, and hearing impaired classrooms. She also shared that Niki Herold, a long-standing parent mentor at the NWOESC, was asked to assist the State Department of Education in providing training to new parent mentors.

•**DIRECTOR OF CURRICULUM, INSTRUCTION, AND PROFESSIONAL DEVELOPMENT:** Mrs. Dobbelaere shared professional development sessions that have occurred in the past month including Teacher Talks for Science, Grades 2 and 3 and ELA and reviewed upcoming events. She shared more details regarding a training session for districts participating in the revised Ohio Teacher Evaluation System and EdCamp hosted in partnership with NWOCA.

•**DIRECTOR OF TECHNOLOGY:** Mr. Rex opened with a review of recent and upcoming technology leader meetings. He shared about assisting OMEC in the research of a new phone system and working with NWOCA to develop a proposal. Mr. Rex stated the online enrollment project for PRESIS has kicked off with implementation in phases over the coming months. He discussed a database consultant was brought in to assess our remaining databases and submit a proposal for redesign and maintenance. He also reviewed the process of implementing a new internet filter. Lastly, Mr. Rex reported that he purchased a Google Voice line to pilot for its potential benefits to the ESC's communication efforts.

MOTION: #19-11-082 Approve Consent Agenda Items

•Mr. Crawford moved to approve the following items under the consent agenda format:

•**APPROVAL OF MINUTES** from the regular board meeting held October 22, 2019.

•**FINANCIAL TRANSACTIONS**

APPROPRIATION MODIFICATIONS				November
Fund	Func	Object	SCC	
			Special Revenue/Grant Funds	
451		9200	FY20 Ohio K-12 Network Connection Grant	-1,800.00

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505	9960	FY19 Migrant Title I-C Grant	-46,627.94
505	9200	FY20 Migrant Title I-C Grant	46,627.94
551	9960	FY19 Title III LEP Grant	-5,142.88
551	9200	FY20 Title III LIEL Grant	3,425.38
		Total All Grant Funds	-3,517.50
		Total All Funds	-3,517.50

•AGREEMENTS

-Fulton County Job & Family Services to provide to NwOESC, Career Counseling Services Funding not to exceed \$53,742.18 for the period of 11/1/19-9/30/20.

-Deb Jackson to provide to NwOESC, 21st Century (Patrick Henry Elem.), Extended Learning Opportunities Involving Baton Twirling Services for the period of 10/1/19-6/1/20.

-Diana Patton to provide to NwOESC, 21st Century (Defiance MS), Positive Youth Development Services for the period of 12/1/19-6/30/20.

-Diana Patton to provide to NwOESC, 21st Century (Wauseon MS), Positive Youth Development Services for the period of 12/1/19-6/30/20.

-NwOESC to provide to Sylvania City School District, Hearing Impaired Classroom & Related Services for the period of 8/15/19-6/15/20.

•LEAVES

FMLA

- Bell, Heidi, SLP, Maternity, 8 weeks, start 1/22/20
- Eckley, Lindsey, Intervention Specialist, 4 weeks, 12/11/19 to 1/06/20
- Fouts, Jill, Maternity, 8 weeks approx. start 1/14/20
- Lero, Phyllis, Paraprofessional, 12/12/19 to 12/19/19
- Ranzau, Christi, Intervention Specialist, 10/24/19 to 11/01/2019 and 11/18/19 to 11/23/19
- Schroeder, Jacqueline, Intervention Specialist, 2 weeks, start 11/18/19
- Volkert, Michael, Intervention Specialist, 10/14/19 to 1/09/20

Extended Medical Leave

- Baden, Denise, Paraprofessional extended leave until 1/07/20
- Ford, Erin, Paraprofessional, Maternity, 12 weeks, approx. start 1/10/20
- Nickels, Christina, Paraprofessional, 7 weeks, 11/15/19 to 1/6/20

•RETIREMENTS

- Mary Brandon, Gifted Education Teacher, effective 5/31/2020

•RESIGNATIONS

- Jackie Fouty, Paraprofessional, effective 12/3/2019

•EMPLOYMENT RECOMMENDATIONS

CONTRACTS

Certified Limited

Name	Contract	Length	Schedule & Column	Step	Rate
Fraker, Christine	CERT-1 Yr	12/1/19-7/31/20	Teacher/IS-MA	11	\$37.57/Hr

Classified Limited

Name	Contract	Schedule & Column	Step	Rate
Fouty, Jackie	CLASS-CONT	Hourly-Grade 4	13	\$16.78/Hr

Certified Limited School Enrichment

Name	Contract	Beginning	Schedule & Column	Step	Rate
Eidenier, Victoria	CERT-1 Yr	11/1/19-5/31/20	Board Approved Rate – N/A	N/A	\$160.00/Day

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Classified Limited School Enrichment

Name	Contract	Beginning	Schedule & Column	Step	Rate
Hutchinson, Shelly	CLASS-1 Yr	11/1/19-5/31/20	Board Approved Rate - N/A	N/A	\$160.00/Day
Keller, Teresa	CLASS-1 Yr	11/1/19-5/31/20	Board Approved Rate - N/A	N/A	\$13.00/Hr
Mann, Donna	CLASS-1 Yr	11/1/19-5/31/20	Board Approved Rate – N/A	N/A	\$13.00/Hr

Certified Supplemental

Millen, Christopher	CERT-1 Yr	11/18/19-7/31/20	Board Approved Rate/NA	N/A	\$28.38/Hr
Schmidt, Chantelle	CERT-1 Yr	11/18/19-7/31/20	Board Approved Rate/NA	N/A	\$28.38/Hr

Additional Wage Payments

\$600.00 for Year 1 Mentor Service to Resident Educators to the following individuals: Jennifer Wade mentoring Chantelle Schmidt, Christi Ranzau mentoring Sara Knapp, Jody Mohring mentoring Tara Tietje, Alissa Brown mentoring Nichole Tripp, and Michelle Winters mentoring Buffy Kelb & Raellen Merritt

\$400.00 for 2 Year Mentor Service to Resident Educators to the following individuals: Glenda Funnell mentoring Joilyn Waidelich, and Jennifer Wade mentoring Rick Custar & Emily Hammersmith

\$225 for 3 Year Mentor Service to Resident Educators to the following individuals: Adrian Whitney mentoring Catlyn Pavel and Jody Mohring mentoring Jackie Roehrig & Samantha Cares

\$200.00 for Year 4 Mentor Service to Resident Educators to the following individuals: Christi Ranzau mentoring Tammie Boyd, Rhonda Wise mentoring Megan Weaver and Michelle Winters mentoring Tricia Yoho & Jessie Rentschler

After School Program Assistant (\$15.00/hour)

Brooke Ostrander

Substitute Paraprofessionals

Traci Bovee, Sheila Parcher, Jennifer Perry, Amy Sauder, Marjorie Smith, Lana St.John, Britney Sworden, Cecilia Wyse

Substitute Teachers

Lisa Carr, Rachel Eicher, Megan Fisher, Dennis Ford, Alison Garcia, Heather Grigsby, Kevin Hayes, Hannah Hesterman, David Kina, Alexander Lutheran, Samuel Luthi, Christine Nash, Dale Niederhauser, Sheila Parcher, Sheryl Plank, Darian Schnitkey, Royce Van Atta

Motion seconded by Mrs. Weber. Vote on motion: (*indicates first member to vote) Mr. Baker, aye; Mr. Crawford*, aye; Mr. George, aye; Mrs. Rupp, aye; Mrs. Weber, aye; and Mrs. Wyse, aye. Motion carried.

MOTION: # 19-11-083 Set Tuition Reimbursement Budget for 2020-21

•Mr. George moved to set the annual Tuition Reimbursement Budget for 2020-21 per board policy #3450 in the amount of \$35,000.

Motion seconded by Mrs. Wyse. Vote on motion: (*indicates first member to vote) Mr. Baker, aye; Mr. Crawford, aye; Mr. George*, aye; Mrs. Rupp, aye; Mrs. Weber, aye; and Mrs. Wyse, aye. Motion carried.

INFORMATION/DISCUSSION ITEMS:

- BOE membership update
 - District 9 – Deborah Gerken
 - District 3 – vacancy/appointment update-Discussed interviewing a potential candidate in December
- Solar Energy Audit with enTrust Ltd. – preliminary discussion
- Reviewed the following Policy Recommendations and Updates:

Policy 0113	Address	revised
Policy 1310	Employment of the Treasurer/Chief Financial Officer	revised
Policy 1340	Non-Reemployment of the Treasurer	revised
Policy 1615	Use of Tobacco by Administrators	new

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Policy 1630.01	FMLA Leave	revised
Policy 2413	Career Advising	revised
Policy 3215	Use of Tobacco by Professional Staff	revised
Policy 3430.01	FMLA Leave	revised
Policy 4215	Use of Tobacco by Classified Staff	revised
Policy 4430.01	FMLA Leave	revised
Policy 5200	Attendance	revised
Policy 5350	Student Suicide	revised
Policy 5512	Use of Tobacco	revised
Policy 7300	Disposition of Real Property/Personal Property	revised
Policy 7434	Use of Tobacco on School Premises	revised
Policy 7440.03	Small Unmanned Aircraft Systems	new
Policy 8462	Student Abuse and Neglect	revised

•**SUPERINTENDENT’S REPORT:** Ms. Gearhart shared the administrative team and several board members attended the recent OSBA Capital Conference, with opportunities for networking and learning sessions with the most up to date information on relevant topics and issues. She reviewed the four Activate Healthcare Clinics continue to be a great health care resource for covered staff members and their families. Ms. Gearhart discussed planning meetings for Student Wellness and Success funding are scheduled for the first week of December with 17 districts taking part as they determine how to support, enhance or develop new programs, services, and strategies to meet the non-academic needs of students. She added within the next few months, additional state dollars will be targeted towards prevention programs through prevention funding rolled out through area ADAMHs boards (\$18 million), and additional funding to ESCs (\$2 million) to assist with professional development and training related to prevention education. Ms. Gearhart presented ALICE training was completed on November 4 for NwOESC and NWOCA building staff with a full-scale drill was held on November 7th for the Main Office in coordination with Archbold Police Chief Leo Wixom. The IEC/Opportunity School held its full-scale drill on November 19 in conjunction with the Defiance County Sheriff’s office. Drills in our other “offsite” locations are in process and we continue to explore and take measures to enhance safety and security in all facets of the organization.

•As all of the business of the evening was complete, Mr. Baker moved for adjournment, motion seconded by Mrs. Weber. Meeting adjourned at 7:28 pm. The next meeting will take place on December 17, 2019, at 6:30 pm at the Northwest Ohio Educational Service Center, 205 Nolan Parkway, Archbold, OH.

President

Treasurer/Chief Financial Officer