

The following actions were taken by the Northwest Ohio Educational Service Center Governing Board at their organizational and regular meeting held January 26, 2021.

The meeting was called to order at 6:30 p.m. by President Pro-Tem Jim George, who was nominated in Diane Wyse's absence. All in attendance recited the Pledge of Allegiance.

### **ORGANIZATIONAL MEETING**

- Elected Nona Rupp as President of the NwOESC Governing Board for 2021.
- Elected Ron Crawford as Vice-President of the NwOESC Governing Board for 2021.
- Established the following for regular monthly meetings; (4<sup>th</sup> Tuesday unless noted)

TIME: (6:30 pm)  
LOCATION: NwOESC Conference Room  
DATES: February 23, 2021  
March 23, 2021  
April 27, 2021  
May 25, 2021  
June 24, 2021 (4<sup>th</sup> Thursday)  
July 20, 2021 (3<sup>rd</sup> Tuesday)  
August 24, 2021  
September 28, 2021  
October 26, 2021  
November 16, 2021 (3<sup>rd</sup> Tuesday)  
December 21, 2021 (3<sup>rd</sup> 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 & Professional Development as purchasing agents for 2021 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.

- Approved motion to grant 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 2021.
- Serve as the designee for each NwOESC governing board member effective 01/01/21 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 2021, and then be brought to the Board for ratification.
- To permit the superintendent to hire employees during 2021 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.

- 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.
- 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 2021.
- Appointed Jill Gilliland and Josh Clark 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 2021.
- Appointed the following people to serve as OSBA Liaisons:

OSBA Legislative Liaison: Brian Baker

OSBA Student Achievement Liaison: Christine Smallman

- Appointed the following Committees Members:

Audit/Finance Committee - Homer Hendricks, Ron Crawford, Jim George and Ross Stambaugh

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

Policy Committee - Kerri Weir, Homer Hendricks, Diane Wyse, Lori Weber, and Nona Rupp

- As the Organizational meeting was complete, the meeting adjourned at 7:00 pm. The regular meeting immediately followed.

## **REGULAR MEETING**

The Regular Meeting was called to order by President Nona Rupp.

-A moment of silence was observed in remembrance of Mr. Harley T. Flory who passed away at the age of 92 in late December. Mr. Flory served as the first President of the Northwest Ohio Educational Service Center upon the merger of the Defiance, Fulton, Henry and Williams County Offices in 1997. Prior to that, Mr. Flory served as a Board Member for Defiance County Schools.

## **REPORTS:**

- CFO/TREASURER:** Homer Hendricks provided an overview of the mid-year cost estimates distributed to districts in early January. He discussed the unique trends this year related to the pandemic affecting the estimates. Mr. Hendricks will be meeting with Mrs. Weir to prepare the FY2022 initial estimates, specifically to determine how to adjust for the trends from this year. He also presented Kathy Soards as the Assistant Financial Officer. She has significant experience from the business office at Northwest State Community College and was able to start at the beginning of January. Mr. Hendricks concluded with a review of the fiscal year 2020 audit that was recently released.
- DIRECTOR OF SPECIAL EDUCATION:** Jill Gilliland share appreciation for the staff members working in special education in continuing to pull together and support each other through quarantines and illnesses by filling in as needed and working from home. The school psychology team has worked to complete as much in-person assessment with students as possible early in the year so that evaluations can be completed if

quarantines or remote learning are factors. The department will be working to fill the special education office coordinator position. The Work Transition Program newsletter was shared. Students are perfecting their dog treat recipes and testing them out with staff members' pets. They are a hit so far!

•**DIRECTOR OF CURRICULUM, INSTRUCTION, & PROFESSIONAL DEVELOPMENT:** Josh Clark reported that he and Andy Hunter, NwoESC consultant, are in the process of traveling to all the NwoESC member districts and filming Franklin B. Walter student and teacher award winners, as this year's live Franklin B. Walter event has been cancelled in favor of a virtual option. Mr. Clark also reported that county events scheduled for the spring are underway, and consultants are busy planning spelling bees and quiz matches. As always, proper COVID precautions are being taken, and social distancing is being observed. Mr. Clark also reported that Summer Honors Academy will look a bit different in the COVID era. This year's SHA will feature a one-day student experience under the tutelage of some of the area's most dynamic educators. The event has been moved from Defiance Elementary to Archbold Area Schools (building unknown at this time). While SHA will be scaled back this year, it will still be an opportunity for students around the area to come together for a day of learning and fun. Finally, Mr. Clark reported that the curriculum department continues to produce Snack Size professional development opportunities. The Snack Size PD offerings have been very popular with area educators, and more offerings will be produced in the near future.

•**DIRECTOR OF TECHNOLOGY & OPERATIONS:** Chad Rex reported that some exciting new technology has been purchased and deployed in this last month. Audio and video equipment is being utilized for various professional development and project efforts. Many instructional staff are now using document cameras to enhance their in person and especially their remote instruction efforts. Mr. Rex also shared highlights from the Operations department including the creation of a new meeting space, ordering two additional video surveillance cameras and custodial equipment upgrades. Mr. Rex reported that the new part-time custodial position has been filled and will be starting at the end of January. Lastly, the energy project continues to be a focus. Mr. Rex shared that the lighting project as well as the HVAC hardware efforts will be concluded soon. Refining the HVAC controls will be the main focus in the next month. The solar array will see major progress in March and April. Mr. Rex shared that the team has been researching and reviewing the integration software and the available modules (e.g., event scheduling, controls, ticketing).

•Approved the following items under the consent agenda format:

•Minutes from the regular board meeting held December 15, 2020.

•**FINANCIAL TRANSACTIONS**

•**AGREEMENTS**

-Learn21 to provide to NwoESC, PRESIS 2.0 Master Services Agreement for the period of 1/26/21-7/31/21.

-Ohio Attorney General to provide to NwoESC, National Webcheck Program Services and Equipment beginning 1/26/21.

•**LEAVES**

FMLA and Disability

•**EMPLOYMENT RECOMMENDATIONS**

<b>CONTRACTS</b>		
<b>Classified Administrative</b>		
<b>Name</b>	<b>Contract</b>	<b>Length</b>
Soards, Kathy	CLASS ADM-1 YR	1/4/2021-6/30/2021
<b>Certified Limited</b>		

<b>Name</b>	<b>Contract</b>	<b>Length</b>
Kovnesky, Jill	CERT- 1 Yr	1/4/2021-7/31/2021
<b>Classified Limited</b>		
<b>Name</b>	<b>Contract</b>	<b>Length</b>
Blevins, Crystal	CLASS-1 Yr	1/27/2021-6/30/2021
Menz, Pamela	CLASS-1 Yr	1/13/2021-7/31/2021
<b>OMEC-CONTRACTS</b>		
<b>Certified</b>		
Warner, Page	CERT-1 Yr	6/1/2021-8/31/2021
<b>Classified</b>		
Chavez Arreola, Marta	CLASS-1 Yr	4/1/2021-12/31/2021
Florez, Barbara	CLASS-1 Yr	3/1/2021-12/31/2021
Gongora, Mara	CLASS-1 Yr	4/1/2021-12/31/2021
Hernandez, Maria	CLASS-1 Yr	4/1/2021-12/31/2021
Pacheco, Betty	CLASS-1 Yr	4/1/2021-12/31/2021

**21st Century Site Coordinators**

Defiance Middle School - Sandra Fackler

**21<sup>st</sup> Century Program Assistant**

Defiance Middle School – Devon Johnson

**Substitute Paraprofessionals**

Janelle Bok, Megan Carpenter, Kathleen Cooper, Alicia Kalik, Brock McNeal, Joshua Poulson, Elizabeth Schmucker, Autumn Stokes, Breeanne York

**Substitute Teachers**

Reid Anders, Alexandria Fitch, Kimberly Garrow, Bailey Graber, Robert Gubernath, Becca Johanns, Alicia Kalik, Kody King, Chris Kirkum, Brock McNeal, Hunter Rex, Autumn Stokes, Gabriela Torre de Vizuet, Jessica Westhoven, Breeanne York

**Student Teachers/Interns/Volunteers**

Miller, Emily, Student Teaching as a BGSU student, Spring Semester, 2021 placed with Karley Lederer Moore, Elizabeth, Methods Placement as a BGSU student, Spring Semester, 2021 placed with Tiffany Wachtman

Nardo, Sydney, Student Teaching as a University of Toledo student, Spring Semester, 2021 placed with Tricia Yoho

Thomas, Julia, Student Teaching as a BGSU student, Spring Semester, 2021 placed with Karley Lederer

- Approved resolution to extend suspending board policy related to public participation at board meetings, and authorizing continuation of remote meetings

- Approved resolution to authorize extension of paid sick leave or other available leave as applicable for pandemic-related reasons

- Approved 2021 membership dues to Ohio School Board Association including subscriptions to OSBA Briefcase (hard & electronic copies) and School Management News (hard & electronic copies).

- Approved participation in the OSBA Legal Assistance Fund Consultant Service Contract pursuant to R.C. Section 3313.171 for the period of 1/1/21-12/31/21.

**INFORMATION/DISCUSSION ITEMS:**

- A reminder to complete the Ethics Commission 2020 Financial Disclosure Statements by May 17, 2021 was provided.

- SUPERINTENDENT'S REPORT:** Kerri Weir shared about vaccination planning in process for school personnel. Governor Mike DeWine has made a commitment to prioritize the vaccination of Ohio's most vulnerable populations and to ensure that K-12 schools are able to safely provide in-person or hybrid education by March 1. As part of this commitment, Phase 1B of Ohio's COVID-19 vaccination plan includes eligibility for employees in K-12 schools and for people with a qualifying congenital, early-onset or inherited condition. Locally selected partners will assist educational entities with administering vaccines to interested school populations. Schools are expected to be notified by the end of this week regarding the tentative schedule for their vaccinations in coordination with partners, along with further information. More details will be passed along to area educational entities as it is made available, as well as shared with NwOESC staff and active consortium substitutes as the vaccination roll out evolves. A huge thank you goes out to the local health departments in Defiance, Fulton, Henry and Williams Counties for their effort in collaborating with districts and schools throughout the pandemic.

- As all of the business of the evening was complete, the meeting adjourned at 7:44 pm. The next meeting will take place on February 23, 2021 at 6:30 pm at the Northwest Ohio Educational Service Center, 205 Nolan Parkway, Archbold, OH.