

## RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Special

Meeting

Held Administration Office

August 1 2018

Bowling Green Board of Education  
Bowling Green, Ohio  
August 1, 2018  
Special Meeting

The special meeting of the Bowling Green Board of Education was called to order by President Carr at 3:00 p.m. at the Administration Office.

Roll Call: Present: Stewart, Clifford, Carr  
Absent: Walker, Geer

10974 It was moved by Stewart, seconded by Clifford to approve personnel as recommended by the Superintendent.

## SUPPORT PERSONNEL:

Resignation

Diane Shetzer – Kenwood Elementary / Food Service Cashier/Worker – effective May 24, 2018  
Traci Paxson – Bus Driver – effective August 1, 2018

Employment

Ruby Watkins – Secretary / Pupil Services  
Effective July 24, 2018; Experience Factor 5; 85 working day probation

Transfer/Promotion

Jerry Anderson From: Transportation Substitute To: Bus Driver  
Experience Factor 0 – 85 work day probation  
Effective August 17, 2018

Tonya Bean Johnson From: Transportation Substitute To: Bus Driver  
Experience Factor 0 – 85 work day probation  
Effective August 17, 2018

## CERTIFICATED PERSONNEL:

Employment for 2018-2019

(tentative salary placement pending completion of all required certification and documentation)

Adam Jarvis – English / High School – MA / Level 0

2018 - 2019 Educational Advancement

Shawn Hudson From: MA To: MA+15

Shannon Lentz From: MA To: MA+15

Joseph Hudok From: MA To: MA+15

## ADMINISTRATIVE PERSONNEL:

Employment

Emily Mennitt Special Needs Coordinator 205 Day / Year Calendar  
August 1, 2018 – July 31, 2019 Base Salary: \$70,000.00  
(From School Psychologist)

Roll Call: Ayes: Stewart, Clifford, Carr  
Nays: None Motion passed.

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Special Meeting

Held Administration Office

August 1 20 18

10975 It was moved by Stewart, seconded by Clifford to adjourn at 3:06 p.m.

Roll Call:      Ayes:      Stewart, Clifford, Carr  
                 Nays:      None          Motion passed.

\_\_\_\_\_ President

Attest: \_\_\_\_\_ Treasurer

# RECORD OF PROCEEDINGS

Minutes of Bowling Green Board of Education

Special Meeting

Held Administration Office

August 7 20 18

Bowling Green Board of Education  
Bowling Green, Ohio  
August 7, 2018  
Special Meeting

The special meeting of the Bowling Green Board of Education was called to order at 3:10 p.m. at the Administration Building.

Roll Call: Present: Stewart, Walker, Clifford, Geer, Carr  
Absent: None

10976 It was moved by Walker, seconded by Stewart at 3:11 p.m. to go into Executive Session to discuss safety and security. Invited guests were: Dr. Thomas Mowen, Department of Sociology, BGSU, the Bowling Green Police and Fire Chiefs and various staff members.

Roll Call: Ayes: Walker, Stewart, Clifford, Geer, Carr  
Nays: None Motion passed.

10977 It was moved by Clifford, seconded by Geer to return from Executive Session at 6:20 p.m. No action was taken.

Roll Call: Ayes: Clifford, Geer, Stewart, Walker, Carr  
Nays: None Motion passed.

10978 It was moved by Clifford, seconded by Geer to adjourn at 6:21 p.m.

Roll Call: Ayes: Clifford, Geer, Stewart, Walker, Carr  
Nays: None Motion passed.

\_\_\_\_\_  
President

Attest: \_\_\_\_\_ Treasurer

# RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Regular

Meeting

Held Performing Arts Center

August 21 20 18

Bowling Green Board of Education  
Bowling Green, Ohio  
Regular Meeting  
August 21, 2018

The regular meeting of the Bowling Green Board of Education was called to order by President Carr at 5:00 p.m. in the Lobby of the Performing Arts Center.

Roll Call: Present: Stewart, Walker, Clifford, Geer, Carr  
Absent: None

The opportunity was presented for the public to address the Board on agenda items but no one responded.

#### Showcase Presentation – Dr. Ann McCarty

Preliminary District Report Card and OST Data – K12 Insight Survey Data

The Board President Report – Task forces will meet August 28, 2018 at 7:00 p.m. in the High School Cafeteria.

The Superintendent's Report was presented. School begins tomorrow, August 22, 2018.

10979 It was moved by Walker, seconded by Clifford to approve the minutes of the regular meeting of July 17, 2018.

Roll Call: Ayes: Walker, Clifford, Geer, Stewart, Carr  
Nays: None Motion passed.

10980 It was moved by Walker, seconded by Stewart to approve the listing of expenditures and investments made July 1 through 31, 2018 and the Treasurer's monthly report.

Roll Call: Ayes: Walker, Stewart, Clifford, Geer, Carr  
Nays: None Motion passed.

10981 It was moved by Clifford, seconded by Stewart to approve personnel as recommended by the Superintendent.

#### CERTIFICATED PERSONNEL:

##### Auxiliary Service/Non Public Allocation Federal Funds Personnel for 2018-2019 / St. Aloysius

**Tina Sadowski** – Remedial Tutor: \$25.64 per hour; 19.5 hours per week  
184 days per school year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal; Paid with Auxiliary Service Funds)

**Mary Lou Szabo** – School Nurse: \$25.64 per hour; 6 hours per day / 5 days per week  
194 days per school year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal; Paid with Auxiliary Service Funds)

**Allison Thornton** – Intervention Specialist: \$25.64 per hour  
Up to 19 hours per week / 184 days per year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal; Paid with IDEA funds as available and/or Auxiliary Service Funds)

**Amy Paluch** – Speech Language Therapist: MA – 16 years experience;  
Up to 9 hours per week / 38 weeks per year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal; Paid with IDEA funds as available and/or Auxiliary Service Funds)

**Grace Stobaugh** – School Counselor: \$25.64 per hour;  
Up to 21 hours per week / 38 weeks per year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal; Paid with Auxiliary Service Funds)

**Anne Blanchard** – Title 1 Reading Tutor: \$25.64 per hour  
Up to 15 hours per week / 38 weeks per year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal; Paid with Title 1 funds, as available)

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Bowling Green Board of Education

Regular

Meeting

Held Performing Arts Center

August 21 2018

Auxiliary Service/Non Public Allocation Federal Funds Personnel for 2018-2019 / St. Louis

**Mary Lou Szabo** – ASP School Nurse: \$25.64 per hour  
15 hours per school year; 9 months per year;  
(Plus additional hours, as needed, authorized by Principal)

**Marc Findley** – ASP Remedial Tutor/Intervention Specialist: \$25.64 per hour  
11 hours per week; 36 weeks per year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal, Paid with Auxiliary Service Funds and IDEA Funds)

**Bree Savidge** – ASP Title 1 Reading: \$25.64 per hour  
10 hours per week; 36 weeks per year; Effective August 1, 2018  
(Plus additional hours, as needed, authorized by Principal, Paid with Title 1 funds, as available)

Auxiliary Service/Non Public Allocation Federal Funds Personnel for 2018-2019 / Montessori

**Amy Paluch** - Speech Language Therapist MA -- 16 years experience; up to 10 hours per week;  
(plus additional hours, as needed authorized by the Executive Director)

**Jakki Kleinhans** – Intervention Specialist/Tutor: \$25.64 per hour  
Up to 10 hours per week; (plus additional hours authorized by the Executive Director)

Auxiliary Service/Non Public Allocation Federal Funds Personnel for 2018-2019  
BG Christian Academy

**Michelle Davis** – Remedial Tutor: \$25.64 per hour  
Effective August 22, 2018-May 25, 2019; 25.25 hours per week  
(Plus additional hours, as needed, authorized by Principal)

**Sheri deNijs** – Remedial Tutor: \$25.64 per hour  
Effective August 20, 2018-May 24, 2019; 31 hours per week  
(Plus additional hours, as needed, authorized by Principal)

2018 – 2019 Resident Educator Mentor Program; Mentors & Mentee pay

Part I. Mentor Payment (\$15.00/hour) for attendance/participation in after hours meetings

<u>First Year Teacher name (Grade/subject – Building)</u>	
Katolyn Bixler (3 <sup>rd</sup> Grade – Crim)	Cori Gonzales (Intervention – BGHS)
Jake Jones (4 <sup>th</sup> Grade – Crim)	K.C. (Keremeth) Hale (Computer Science – BGHS)
Nicole Behrman (Intervention – Crim)	Adam Jarvis (ELA – BGHS)
Andrew Haughwout (Intervention – Kenwood)	Amory Pout (Orchestra – district)
Arika LaVoy (3 <sup>rd</sup> Grade – Conneaut)	Kelsey Frysinger (Art – Conneaut)
Chris Dirando (Health – BGHS)	Hattie Strong (Kindergarten – Conneaut)
Alyssa Fussell (Intervention – BGHS)	
<u>Second Year Teacher name (Grade/subject – Building)</u>	
Gustina Pennese (Pre-School)	Kayla Gronsky (name change from Gallatin) (BGMS)
Taylor Florca (ELA – BGMS)	Scott Wongrowski (Business – BGHS)
Dylan Stak (Art – BGMS)	Amber Ruemmele (1st- Crim)
<u>Third Year Teacher name (Grade/subject – Building)</u>	
Sarah Beamer (STEAM – BGMS)	Kelsey Howard (ELA – BGHS)
Bronah Jokes (Math – BGMS)	Nirakar Thakur (Math – BGHS)
Balloy Gooderl (Intervention – BGMS)	Caitlin Instone (2nd – Conneaut)
Beth Osten (Computer Science – BGMS)	Mike Ryder (1st grade – Crim)
Bradley Szyпка (Social Students – BGHS)	
<u>Fourth Year Teacher name (Grade/subject – Building)</u>	
Mallory Brentley (Kindergarten – Crim)	Lauron Evans (3 <sup>rd</sup> Grade – Conneaut)
Kristen Instone (Kindergarten – Kenwood)	Anna Wetzel (Intervention – BGMS)
Molly Brown (4 <sup>th</sup> Grade – Kenwood)	Eleanor McMahon (Intervention – BGMS)
Jessica Stevens (5 <sup>th</sup> Grade – Kenwood)	Kara Maxey (Math – BGMS)
Lyndi Woods (3 <sup>rd</sup> Grade – Kenwood)	Hilary Heisman (Choir – BGMS)
Alexis Rogers (2 <sup>nd</sup> Grade – Kenwood)	Tyler Nye (Science – BGMS)
Casey Boehm (1 <sup>st</sup> Grade – Conneaut)	Nate Durkin (Math – BGHS)
Nichole Simons (5 <sup>th</sup> Grade – Conneaut)	Scott Wisniewski (Science – BGHS)
Melissa Leimgruber (2 <sup>nd</sup> Grade – Conneaut)	Matt Carls (Science – BGHS)
Samantha Rampoy (3 <sup>rd</sup> Grade – Conneaut)	

Part II. Mentor Pay (mentee in parentheses)

<u>Mentors – First &amp; Second Year- Supplemental contract/ 0.04 supplemental – BA Step 0</u>	
Jonelle Somanick (Katolyn Bixler)	Ashley Schmeltz (Taylor Florea)
Carrie Cimford (Jake Jones)	Nikki Myers (Dylan Stak)
Anne Babcock (Nicole Behrman)	Beth Vaughn (Kayla Gronsky)
September Killy (Gustina Pennese)	*Hans Glandorff (Chris Dirando)
Ann Strobel (Andrew Haughwout)	*Hans Glandorff (Adam Jarvis)
Melissa Hemmingor (Amber Ruemmele)	*Dee Szalejko (Alyssa Fussell)
Bob Marzolin (Kelsey Frysinger)	*Dee Szalejko (Cori Gonzales)
Kisha Nichols (Hattie Strong)	Jennifer Dover (Scott Wongrowski)
Jeni Niekamp (Arika LaVoy)	*2 separate supplementals

Part III. RESA Facilitator Pay

RESA Facilitators – Supplemental contract (depends on number of RESA candidates assigned)

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Facilitators Assigned to 3 RESA Candidates: 0.03 supplemental BA Step 0  
Deb Mathias (Bradley Szyzka, Kelsey Howald, Nirakar Thakur)

Facilitators Assigned to 1-2 RESA Candidates: 0.02 supplemental BA Step 0  
Melanie Ferguson (Sarah Beamer, Beth Osten) Amy Strata (Bailey Goodori)  
Amy Dible (Brenah Ickes)

## Employment for 2018 – 2019

(tentative salary placement pending completion of all required certification and documentation)

Amory Fout – Orchestra (.48 part time) BA / Step 0

## Supplemental Contracts for 2018 -2019 – Resignation

Marissa Dazell – Cheerleading Co/Coach – High School – effective August 17, 2018

## Supplemental Contracts for 2018 -2019 – Contract Adjustment

Corey Sexton – Cheerleading Head Coach – High School  
Revised From: \$2,500.78 (4/19/18 agenda) To: \$3,500.78

Taylor Florea – Cheerleading Co/Coach – High School  
Revised From: \$2,500.76 (4/19/18 agenda) To: \$2,750.76

Amy Kenyon Revised From: Safety Patrol / Crim Elementary (6/19/18 agenda)  
To: Safety Patrol /Co – Crim Elementary

## Supplemental Contracts for 2018 -2019 – Employment

Patrick Hetrick – Safety Patrol/Co – Conneaut Elementary

Amory Fout – Orchestra – High School

Kevin Bosl – Safety Patrol/Co – Crim Elementary

## Education Advancement for 2018 -- 2019

Kisha Nichols From: MA To: MA+15

Debra Ondrus From: MA+15 To: MA+30

Lauren Berg From: MA To: MA+15

Amanda Suter From: MA To: MA+15

## Leave Request for 2018 – 2019

Ashley Spuhler – effective October 8, 2018 through December 21, 2018

Using available sick leave, plus leave without pay

## Extension of Previously Approved Leave Request

Angel Skiver – June 4, 2018 through September 16, 2018 (approved 4/19/18 Board Meeting)

Extended through September 23, 2018; using available sick leave

## **SUPPORT PERSONNEL:**

### Auxiliary Service Funds Personnel 2018-2019

Pamela Bowen – ASP Clerk

St Aloysius – \$25.24 per hour; 20 hours per week / 48 weeks per year;  
Plus additional 20 days @ 7 hours per day  
Plus additional hours, as needed, authorized by Principal; Effective August 1, 2018

St. Louis – \$26.28 per hour; 1 day per week / 4 hours per day; 40 days per year  
Plus additional hours, as needed, authorized by Principal;  
Effective August 1, 2018

### Employment

David Meek – Playground Monitor – Crim Elementary  
Effective August 17, 2018; Experience Factor 3; 85 working day probation

Toni Rife – Playground Monitor – Crim Elementary  
Effective August 17, 2018; Experience Factor 0; 85 working day probation

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## Probation to Provisional

Laurie Bateson – Custodian 2nd shift – Middle School – Effective July 11, 2018

Kelli Kilburn – Custodian Split Shift – Middle School/High School – Effective July 20, 2018

Lisa Rodriguez – Cafeteria Monitor – Middle School – Effective July 11, 2018

## OTHER PERSONNEL:

### Student Activity Contracts for 2018-2019 (Occasional employees in paid/contractual positions)

Ryan Alexandra Johnson – Cheerleading Co/Coach – High School: \$1,000.78 \*

\*Contingent upon issuance of valid Pupil Activity Permit from Ohio Department of Education

### Student Activity Contract Adjustment for 2018-2019

Phillip Sanderson - Cheerleading Co/Coach – High School

Revised From: \$1,000.00 (4/19/18 agenda) To: \$1,250.76

### 2018 – 2019 Thursday/Friday/Saturday School Monitor – MS - \$60.00 per session, as needed

Jordan Kielty	Taylor Florea	Bailey Gooderl	Marshal Headley
Heather Fallis	Tomas Roman	Brenah Ickes	Michelle Hanneman
Lane Hakel	Hope Henninger	Kim Stevens	Margaret Kalmar
Laura Johns			

### 2018 – 2019 Thursday/Friday/Saturday School Monitor – HS - \$60.00 per session, as needed

Robert Schultz	Nirakar Thakur	Deborah Mathias	Margaret Kalmar
Betty Dzierzak	Miranda Scholl	Shand Kokensparger	

### Summer Work – Preparation and Presentation at the New Staff Institute

To be paid from Title IIA Funds

Jonelle Semancik – One half day on August 14, 2018: \$50.00 per half day

### Tutors of Limited English Proficient students - 2018 – 2019 school year: \$25.64 per hour

As needed (Hours determined by Executive Director Teaching & Learning on a case-by-case Basis. Total combined hours not to exceed 18 hours per week

Bree Savidge

### Accompanist – High School / Middle School Choir - \$15.95 per hour

Jill Roth Boessel – effective 2018-2019 school year; 26.5 hours per week plus performances as required

### Home Instruction Tutors for 2018 – 2019 school year: \$25.64 per hour

For special needs and other students, as needed, plus extended school year, if needed (Hours determined by Executive Director of Teaching & Learning or Executive Director of Pupil Services on a case-by-case basis)

Shane Kokensparger

Sherri Ballard

## UNCLASSIFIED PERSONNEL:

### Retirement

Cindy Bell – Fiscal Secretary – effective July 1, 2019

Michele Cassidy – Payroll Clerk – effective July 1, 2019

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Minutes of **Bowling Green Board of Education**

Regular Meeting

Held Performing Arts Center

August 21 20 18

## Review and approval of the Assistant Treasurer Job Description

### BOWLING GREEN CITY SCHOOL DISTRICT JOB DESCRIPTION

**Title:** ASSISTANT TREASURER File 202

**Reports to:** Treasurer

**Job Objective:** Performs duties that support the effective management of the treasurer's office. Assists with personnel and special projects.

**Minimum:** Associate degree in accounting. Treasurer's License preferred. Work experience using governmental accounting/auditing procedures and automated data processing systems is required. Or, a comparable combination of training, education and work experience as approved by the Treasurer.

**Qualifications:**

- A record free of criminal violations that would prohibit public school employment.
- Embodies high ethical standards and integrity. Accepts responsibility for decisions and conduct.
- Meets all prerequisite qualifications to be bonded.
- Complies with drug-free workplace rules, Board policies, and administrative guidelines/procedures.
- Ability to establish working relationships with co-workers and function as part of a cohesive team.
- Commitment to keep current with workplace innovations that enhance personal productivity.
- Ability to follow complex instructions and recognize/correct errors independently.
- Ability to interact comfortably and confidently with the public. Congenial telephone etiquette.
- Consistently dependable and flexible. Accepts new responsibilities/assignments willingly.
- Proficient in office protocols, data entry, spelling, proofreading, and the correct use of grammar.
- Record maintenance skills. Ability to accurately compute and record mathematical data.
- Energetic self-starter. Thoroughly gives careful attention to details and effective customer-service.

**Essential Functions:** The following are typical work responsibilities. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Assists in appropriation procedures, budget development, cost projection and planning.
- Provides administrative support services. Uses independent judgment to organize and carry out assignments. Plans and implements strategies to accomplish tasks within adopted time-frames.
- Keeps the Treasurer/CFO aware of work progress and pending deadlines.
- Advances the district's professional image. Maintains open/effective communications. Uses problem-solving techniques to facilitate address and resolve questions/concerns.
- Refers district policy interpretation questions to administrators.
- Supports community participation in school-sponsored activities that enhance student learning.
- Facilitates teamwork. Seeks clarification when expectations or procedures are unclear. Helps resolve problems. Promotes a safe, efficient, and effective work/learning environment.
- Processes daily receipts, deposits money to bank and reconciles checks.
- Assists in maintaining salary schedule/experience level revisions, etc.
- Collaborates with the payroll department to verify the accuracy of all fiscal activities.
- Prepares billing and invoice receivables. Processes refunds.
- Assists the Treasurer/CFO with the development of line items for the annual budget.
- Prepares ledgers. Reconciles statements. Analyzes account activities. Prepares reports.
- Assists in preparing monthly financial reports for Board.
- Updates student accounts policy/purpose statements. Reviews and verifies student activity Funds Accountability forms, sales summaries, ticket reconciliation, and student program affidavits.
- Keeps informed about program/procedure changes. Serves as an information resource. Routinely interacts with all central office staff to ensure complete communications.
- Represents the Treasurer in the event of an absence.
- Assists with federal/state funds and auxiliary funds.
- Cross-trains with other office staff and assists with unexpected/urgent situations as needed. Ability to run payroll when needed and answer questions regarding benefits and paychecks.
- Pursues growth opportunities that enhance professional performance and advance district goals.
- Takes precautions to ensure safety. Watches for conduct/situations that may indicate a problem. Works with supervisors to manage or eliminate risk factors.
- Strives to develop rapport and serve as a positive role model for others.
- Maintains a professional appearance. Wears work attire appropriate for the position.
- Performs other specific job-related duties as directed.

#### ASSISTANT TREASURER

Page 2 of 2

**Abilities Required:** The following personal characteristics and skills are important for the successful performance of assigned duties.

- Demonstrates professionalism and contributes to a positive work environment.
- Effectively uses active listening, observation, reading, verbal, nonverbal, and writing skills.
- Maintains an acceptable attendance record and is punctual.
- Anticipates time constraints. Manages tasks efficiently to meet deadlines.
- Reacts productively to interruptions and changing conditions.

**Supervisory Responsibility:** Supervises and evaluates assigned staff under the direction of the Treasurer/CFO. Assumes responsibility for the results of duties delegated to staff.

**Working Conditions:** Safety is essential to job performance. Employees must exercise caution and comply with standard safety regulations and district procedures when involved in the following situations:

- Balancing, bending, crouching, kneeling, reaching, and standing.
- Exposure to adverse weather conditions and temperature extremes.
- Exposure to blood-borne pathogens and communicable diseases.
- Interactions with aggressive, disruptive, and/or unruly individuals.
- Operating and/or riding in a vehicle.
- Performing repetitive tasks quickly.
- Lifting, carrying, and moving work-related supplies/equipment.
- Traveling to meetings and work assignments.
- Using a computer keyboard and monitor for prolonged periods.

**Performance Evaluation:** Job performance is evaluated according to policy provisions and contractual agreements adopted by the Bowling Green City School District Board of Education.

The Bowling Green City School District Board of Education is an equal opportunity employer. This job description identifies general responsibilities and is not intended to be a complete list of all duties performed. This document is subject to change in response to student demographics, staffing factors, funding variables, modified operating procedures, program/curriculum changes, and unforeseen events.

*I have read and understand this job description and am able to perform the functions of this job.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

Roll Call: Ayes: Clifford, Stewart, Walker, Geer, Carr  
 Nays: None Motion passed.



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10982 It was moved by Walker, seconded by Geer to approve items as requested:

By the Treasurer

Adoption of a Resolution Approving Revisions to the OASBO Section 457 Plan

BOARD RESOLUTION APPROVING REVISIONS UNDER THE DISTRICT'S OASBO SECTION 457 PLAN

The Board of Education of the Bowling Green City Schools, Bowling Green, Ohio, met in session on 2018, commencing at at Ohio, with the following members present:

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

moved the adoption of the following Resolution:

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION APPROVING REVISIONS TO THE OASBO SECTION 457 PLAN

WHEREAS, the Bowling Green City School District (the "District") previously adopted and maintains an "eligible deferred compensation plan" under Section 457(b) of the Internal Revenue IRC ("IRC") through the Ohio Association of School Business Officials ("OASBO") OASBO 457 Deferred Compensation Plan (the "Plan"); and

WHEREAS, in prior years, OASBO has maintained a Plan Provider Agreement with Voya Retirement Insurance and Annuity Company ("Voya"), pursuant to which Voya has provided (i) group annuity contracts that meet the requirements of IRC Section 457(g)(3) ("Provider Contracts"), and (ii) assistance with certain aspects of Plan administration; and

WHEREAS, the Plan provides that it may be amended from time to time by OASBO; and

WHEREAS, OASBO has amended and restated the terms of Plan and the Plan Provider Agreement, effective as of April 1, 2017; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Bowling Green City School District, Wood County Ohio, that:

Section 1. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 2. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

- 1 -

010 2416 212511 011029 00001

Section 2.11, Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

seconded the motion.

Upon roll call on the adoption of the Resolution, the vote was as follows:

TREASURER'S CERTIFICATION

The above is a true and correct extract from the minutes of the special meeting of the Board of Education of the Bowling Green City School District, Ohio, held on 2018, showing the adoption of the Resolution hereinafter set forth.

Written notice of the time and place of that meeting of the Board was served personally upon, or actually received by, each Board member at least two days in advance of such meeting; and notice of the time, place and purposes of that meeting, was, at least 24 hours in advance of the time of such meeting, given to and received by all news media that had heretofore requested notification of such meetings pursuant to Section 121.22 of the Revised Code and the procedures established by the Board for that purpose.

Dated: 2018

Treasurer, Board of Education

Bowling Green City Schools, Bowling Green, Ohio

RECORD OF PROCEEDINGS

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By the Superintendent

Acceptance of a Service Agreement between Wood County Educational Service Center and Bowling Green City School District for ATOD On-Site Services (On-Site Prevention Specialist: Felicia Otte) for the 2018-2019 school year \$3,484.00 for one school day per week.

Wood County Educational Service Center

Exhibit

2018 - 2019 School Year Service Agreement

Bowling Green City Schools

This agreement shall serve as a contract between the Bowling Green City Schools (Receiving District) and the Wood County Educational Service Center (Providing District) for the 2018 - 2019 school year. The Bowling Green City School District shall pay the Wood County Educational Service Center \$3,484 for 1 school days of service per week during the 2018 - 2019 school year.

Services to be Provided

During the duration of this agreement, the Wood County Educational Service Center's Prevention Specialist(s) assigned to your school district will provide education, training, awareness, and alternative activities for students, staff, and parents in order to delay and reduce students' use of alcohol, tobacco, and other drugs. Some of the ways in which this might be accomplished are through Life Skills Training in the classrooms, teacher in-service training, parent education presentations, Red Ribbon Week activities, Teen Institute groups, and the support/development of community coalitions in your district.

The identification of high-risk youth, problem identification and referral for assessment, and treatment for alcohol, tobacco, and other drug (ATOD) use will also continue to be an important prevention service. During this process, the Prevention Specialist will meet individually with identified students to screen for behaviors that would warrant more serious intervention.

ATOD On-Site Services

On-Site Prevention Specialist: Felicia Otte

Invoicing for services will be made August 15, 2018. Please sign and return one copy of this agreement.

Treasurer / CFO (signature) Bowling Green City S.D.

Superintendent (signature) Bowling Green City S.D.

Date Approved

Board Resolution Number

Gina R. Fornaugh

Kyle Kanuckel

Treasurer / CFO Wood County E.S.C.

Superintendent Wood County E.S.C.

A Program Cost Agreement between Educational Service Center of Lake Erie West and Bowling Green City Schools for Audiology Services for the 2018-2019 school year, effective July 1, 2018 through June 30, 2019.

EDUCATIONAL SERVICE CENTER OF LAKE ERIE WEST PROGRAM COST AGREEMENT 2018-2019 SCHOOL YEAR

Exhibit

A contract entered into by and between the Bowling Green City School District and the Educational Service Center of Lake Erie West (hereinafter referred to as "Governing Board") and located at 2275 Collingwood Blvd, Toledo, OH 43620.

In consideration of the promises and terms contained herein and pursuant to all relevant sections of Ohio Revised Code, the Governing Board agrees to provide the following services:

Audiology Services \$85.83 per hour

for the term of the 2018-2019 school year commencing July 1, 2018 and concluding June 30, 2019. These services will be provided by the Governing Board per each student's I.P.P. The Governing Board reserves the right to limit, at any time, the contracted services described herein, in the event that student enrollment in the state funded special education units, operated by the Governing Board, exceeds that permitted under applicable state laws, regulations, and/or rules applicable to class size.

It is agreed that Bowling Green City School District will compensate the Governing Board a total sum of \$83.83 per hour plus mileage at the current IRS rate for 2018-2019 contracted services payable upon the receipt of the monthly invoice. Time for contracted services will be logged beginning from the departure from the Educational Service Center of Lake Erie West Collingwood Center to the site where the specific service is delivered and continue through service delivery and then end upon the return to the Educational Service Center of Lake Erie West Collingwood Center. It is agreed that the Educational Service Center of Lake Erie West will be listed as an additional insured under Bowling Green City School District's liability policy. It is further agreed that in the event of an unanticipated reduction in state and/or local funds received by the Governing Board during the 2018-2019 school year, the cost of contracted services will be immediately increased at the rate equal to the reduction in state and/or local funding experienced by the Governing Board.

All invoices for services provided must be paid in full by June 30, 2019.

The superintendent of the Governing Board reserves the right to determine the staffing requirements of the service to be provided and to assign the necessary personnel to perform the contracted services.

This agreement constitutes the entire agreement between the parties with respect to the services designated herein. There are no provisions, terms, conditions, or obligations other than those contained herein, and this agreement shall supersede all previous communications, representations, or agreements, whether verbal or written, between the parties or their representatives. Any subsequent agreement between the parties is a separate and distinct agreement and not a renewal hereof.

Bowling Green City School District

Educational Service Center of Lake Erie West

Treasurer

Treasurer

Date

Date 7/30/18

# RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Regular

Meeting

Held Performing Arts Center

August 21 20 18

Contract for Students with Disabilities for the 2018-2019 school year with Fremont City Schools for one special needs student.

Agreement between Wood County Board of Developmental Disabilities and the Bowling Green Board of Education to provide or contract for special education and related services provided to BG students ages 5 to 21 years effective for the 2018-2019 school year.

#### AGREEMENT BETWEEN:

THE WOOD COUNTY BOARD OF  
DEVELOPMENTAL DISABILITIES  
and  
THE BOWLING GREEN CITY SCHOOL  
DISTRICT BOARD OF EDUCATION

#### I. PREAMBLE

Whereas, the Wood County Board of Developmental Disabilities (Wood Lane) is authorized pursuant to Ohio Revised Code 5126.05(A)(4) to provide or contract for special education services and ensure that related services are available according to the plan and priorities of such Board,

Whereas, Wood Lane is, pursuant to Ohio Revised Code Sections 3323.021 and 5126.04(D) and (E), electing to participate in the provision of educational services directly or by the contracting for the provision of such services, to the extent and according to the terms indicated in this agreement,

Whereas, Ohio Revised Code 5126.05(C) permits and authorizes county boards of developmental disabilities to enter into contracts and agreements with public or private agencies or organizations of the same or another county to provide facilities, programs, and services authorized or required upon such terms as may be agreeable,

Whereas, the Bowling Green City School District Board of Education desires to participate with Wood Lane in the provision of services upon the terms stated herein,

Therefore, Wood Lane and the Board of Education hereby agree as follows:

#### II. OBLIGATIONS

A. The parties agree that Wood Lane will not provide services directly or by contract to any individuals unless Wood Lane has determined the individual to be eligible for its services.

B. With regard to each child determined eligible in accordance with paragraph II(A) above, Wood Lane agrees to notify the Board of Education of educational planning meetings concerning such child, including all Individual Education Plan ("IEP") conferences. Wood Lane has the right to have a representative attend all such conferences and shall be permitted to be a signatory to any document, such as an IEP, where the resources of Wood Lane may be affected. Provided that this paragraph shall have no effect unless and until Wood Lane has notified the Board of Education that Wood Lane has determined the individual to be eligible for services pursuant to this agreement and that Wood Lane may be providing services to such individual.

C. Wood Lane may charge the Board of Education for services provided by Wood Lane directly or by contract only if the Board of Education agrees in writing to pay for such services. Such agreement may be evidenced by an Exhibit to this contract which shall be affixed hereto and is specifically made a part hereof or, if such agreement is entered into after the effective date of this agreement, such agreement shall be considered an addendum to this agreement and shall be subject to the terms of this agreement.

D. If Wood Lane intends, during the next school year, to increase the amount it charges for some or all of the services for which the Board of Education has agreed to pay or if Wood Lane intends to cease offering all or part of any services provided, Wood Lane shall notify the Board of Education of such intention no later than the first day of March of the current fiscal year. Wood Lane shall make no changes of the type indicated in this paragraph if such notice is not provided.

E. If the Board of Education intends to cease obtaining any or all services it obtains from Wood Lane for the next school year or intends to change the type or amount of services it obtains from Wood Lane for the next school year, the Board of Education shall notify Wood Lane of such intention no later than the first day of March of the current fiscal year. The Board of Education shall make no changes of the type indicated in this paragraph if such notice is not provided.

F. The parties shall collaborate with each other and other applicable government entities to maximize sources of revenue, including federal sources of revenue, in order to provide additional funds for special education services including special education related services. The parties shall document their respective efforts to maximize sources of revenue for special education services and promptly make such documentation available, upon request, to each other.

G. If the Board of Education is reimbursed by any source for any services provided by Wood Lane during the term of this agreement and if the Board of Education is not otherwise obligated to pay Wood Lane for such services, the Board of Education shall remit to Wood Lane the amount of such reimbursement within 30 days of the receipt of such reimbursement by the Board of Education.

H. Wood Lane and the Board of Education agree to comply with all applicable federal and state laws and regulations pertaining to services provided by Wood Lane pursuant to this agreement. It remains the Board of Education's legal obligation to provide a free and appropriate education to eligible individuals.

#### III. FURTHER TERMS

A. Agreement to be Bound: The parties agree to be bound by all the terms of this agreement including the Preamble thereto.

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B. Term: This agreement shall be effective for the 2018-2019 school year unless extended, modified or terminated as hereinafter provided.

C. Termination: This agreement may be terminated prior to the expiration of the term hereof as follows:

1. Termination by Agreement: In the event Wood Lane and the Board of Education shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein.

2. Termination for Good Cause: Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible; however, this agreement can be terminated by either party for cause provided that either party provide written notice to the other party of the defaults that are claimed to have occurred and give that party thirty (30) days within which to cure such defaults. In the event that the defaults are not cured within the thirty (30) day period, notice in writing shall be given to the defaulting party and this agreement shall terminate ten (10) days from the date of such notice.

D. Amendment; Modifications; Extensions: This agreement may be amended, modified, or extended by the mutual agreement of the parties hereto in a written amendment or addendum to be attached to and incorporated thereby into this agreement.

E. Notices: All notices, requests and approvals shall be made in writing and shall be deemed to have been properly given if and when personally delivered, or sent, postage prepaid, by between:

Mr. Brent Baer
Superintendent
Wood Lane School
Wood County Board of DD
1921 East Gypsy Lane Road
Bowling Green, Ohio 43402

and

Mr. Francis Scruel
Superintendent
Bowling Green City Schools
137 Clough Street
Bowling Green, Ohio 43402

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F. Entire Agreement: This agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this agreement that is not contained herein shall be valid or binding.

G. Assignment: Neither party shall assign any rights or obligations under this agreement without the written consent of the other party.

H. Governing Law: The validity of this agreement and any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Ohio.

I. Legal Construction: In the event that any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision and this agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been contained herein.

J. Signature Indicates Authorization: The below individuals state that they have been duly and lawfully authorized to sign this agreement and to bind by their signature Wood Lane or the Board of Education as the case may be.

IV. SIGNATURE

For Wood Lane:

Signature of Brent Baer, Wood County Board of DD Superintendent, Date 7/24/18

For the Board of Education:

Signature of Francis Scruel, Superintendent, Date

Service Agreement between Springfield Local Schools and Bowling Green City Schools for speech and language services at the LEAP Program for a special Needs student effective August 24, 2017 through May 31, 2018.

Acceptance of Gifts

\$ 50.00 Bowling Green City Schools Special Education Anonymous In Memory of Emma Scruel
\$ 20.00 Bowling Green City Schools Special Education Michael & Ann Strobel In Memory of Emma Scruel
Band Uniform (Valued at \$200) Bowling Green High School Heather Barnett Donation

Authorization to contract with parent for Transportation (50% parent/50% BGCS) for the 2018-2019 school year for one special needs student to attend Ohio School for the Blind in Columbus, Ohio.

# RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

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Acceptance of the Student Transportation Trip Assignments and Route Directions for the 2018-2019 school year prepared by the Director of Transportation. (Information available in the Office of the Superintendent.

Roll Call: Ayes: Walker, Geer, Stewart, Clifford, Carr  
Nays: None Motion passed.

10983 It was moved by Walker, seconded by Geer to appoint a delegate and alternate to the OSBA Annual Business Meeting in November, 2018.

Delegate: Clifford Alternate: Stewart

Roll Call: Ayes: Walker, Geer, Stewart, Clifford, Carr  
Nays: None Motion passed.

An opportunity was presented for the Public and/or the Board to present additional items

10984 It was motioned by Geer, seconded by Walker to change the time of the monthly meeting from 5:00 to 6:00 p.m. for September, October, November and December, 2018.

Discussion and no vote was taken.

10985 It was moved by Carr, seconded by Stewart to table the motion to move the time of the monthly meeting from 5:00 to 6:00 p.m.

Roll Call: Ayes: Geer, Walker, Stewart, Carr  
Nays: Clifford Motion passed.

Todd Saylor, a community resident spoke regarding needing to pay staff to keep people and referenced an article in The Blade about average salaries. He said BGCS is the lowest in Wood County.

10986 It was moved by Stewart, seconded by Walker to adjourn at 6:21 p.m.

Roll Call: Ayes: Stewart, Walker, Clifford, Geer, Carr  
Nays: None Motion passed.

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Treasurer