

RECORD OF PROCEEDINGS

Exhibit 1

Minutes of Bowling Green Board of Education Special Meeting

Held Administration Office November 6 20 18

Bowling Green Board of Education
Bowling Green, Ohio
November 6, 2018
Special Meeting

The special meeting of the Bowling Green Board of Education was called to order by President Carr at 4:00 p.m. at the Administration Building, 137 Clough St., Bowling Green, Ohio.

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

11013 It was moved by Clifford, seconded by Stewart to go into executive session to begin negotiation preparation at 4:01 p.m.

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

11014 It was moved by Stewart, seconded by Geer to return from executive session at 5:56 p.m. no action was taken.

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

11015 It was moved by Clifford, seconded by Stewart to adjourn at 5:57 p.m.

Roll Call: Ayes: Clifford, Stewart, Geer, 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

November 13 20 18

Bowling Green Board of Education
Bowling Green, Ohio
November 13, 2018
Regular Meeting

The regular meeting of the Bowling Green Board of Education was called to order by President Carr at 6:00 p.m. in the Lobby of the Performing Arts Center.

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

Opportunity for public to address the Board on Agenda items. No one responded.

Special Recognition – Dirk Conner

2018 High School Golf Boys

Isaac Elsasser – NLL Player of the Year

2018 High School Golf Girls

Macy Hanus –NLL Tournament Medalist, State Qualifier, NWOGL Player of the Year
Brennin Gray-DuVall –1st Team All - NLL

2018 High School Soccer Girls

Audrey Lerch –1st Team All - NLL

2018 High School Volleyball

Abby Ray –1st Team All - NLL

2018 High School Football

Kyle Jackson –1st Team All – NLL WR
Jayden Barton –1st Team All – NLL G
Max Fausnaugh –1st Team All – NLL DE

Showcase Presentation -- Jim Lang, Conneaut Elementary

"Conneaut Lunch Bunch" ~ Sara Meyer, Jane Fawcett, Katie Burris, Jessica Lincoln and Jamie Alt

Jill Carr gave an update on task force meetings to be held: Financial Task Force -- November 14 at 7:00 p.m. at HS cafeteria; Facilities Task Force – December 12 at Kenwood at 7:00 p.m.

The Superintendent's report was presented regarding NEOLA production

11016 It was moved by Stewart, seconded by Geer to approve the minutes of the regular meeting of October 16, 2018 and the special meetings of October 16, 2018 and October 30, 2018.

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

11017 It was moved by Walker, seconded by Stewart to approve the listing of expenditures and investments made October 1 through 31, 2018, and the Treasurer's monthly report.

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

11018 It was moved by Walker, seconded by Geer to approve personnel as recommended by the Superintendent.

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CERTIFICATED:

Leave Request for 2018-2019

Amanda McBride – effective March 6, 2019 through April 30, 2019
Using available sick leave

Mary Beth Ellison - Effective October 23, 2018 through November 25, 2018
Using available sick leave

Supplementals for 2018 – 2019

Resignation

Shane Kokensparger – Assistant Coach – Wrestling / High School
Effective October 29, 2018

Employment

Tyler Nye – Camp

Alyssa Fussell – 8th Grade Coach – Girls Basketball – Middle School *

*Contingent upon completion of all training requirements, background checks & receipt of valid Pupil Activity Permit

2018-2019 Educational Advancement

Margaret Convery From: BS To: BS+15

Stacey Lucas From: MA To: MA+15

Extension of Previously Approved Leave Request

Courtney Boswell – August 13, 2018 through November 2, 2018 (Approved 5/15/18 Board Meeting)
Extended through November 5, 2018 – Using available sick leave

2018-2019 Resident Educator Mentor Program

Mentee Pay

Bree Savidge – First Year – (Third Grade – Crim Elementary)

Mentors Pay – First & Second Year- Supplemental contract/ 0.04 supplemental / BA Step

Stacey Higgins (Bree Savidge) effective October 15, 2018

Change in Mentor effective October 22, 2018:

From: **Jonelle Semancik** To: **Jana Metzger** (Katelyn Bixler)

Discontinue Mentor Pay

Nicole Myers (Dylan Stark) effective October 30, 2018

SUPPORT PERSONNEL:

Resignation

Cara Zavaleta – Cafeteria Monitor – Conneaut Elementary
Effective October 20, 2018

Probation to Provisional

Ruby Watkins – Secretary – Pupil Services – Effective November 20, 2018

Employment

Nicole Reilly – Cafeteria Monitor – Conneaut Elementary
Effective October 29, 2018; Experience Factor 0; 85 working day probation

Kelly McGiffin – Cashier/Worker – High School
Effective October 31, 2018; Experience Factor 2; 85 working day probation

OTHER PERSONNEL:

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

Contract Adjustment

John Pickens – Head Coach – Wrestling – High School

Revise stipend approved at October 16, 2018 board meeting From: \$500.00 To: \$3,809.30

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Volunteer Recognitions (Unpaid)

Halle Bender – Volunteer Assistant Cheerleading Coach – Middle School

Resignation

Jill Roth Boessel – Accompanist – High School/Middle School Choir
Effective November 10, 2018

Employment / Accompanist – High School/Middle School Choir

Olga Meade – effective November 12, 2018 for 2018 / 2019 school year
26.5 hours per week plus performances as required; \$15.95 per hour

Additional duties related to the Spring Musical "High School Musical"

Adam Jarvis – Accompanist for rehearsals and performances – not to exceed \$2,000.00
(To be paid from the Musical Student Activity Fund)

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

11019 It was moved by Clifford, seconded by Walker to approve items as requested:

By the Treasurer

Fiscal Year 2019 Appropriation Amendments

Fund	Func	Description	Amount Increase(Decrease)
300		District Managed Activity Fund	\$ 7,500.00
499		Misc. State Grants Fund (Safety)	16,627.95

By the Superintendent

Acceptance of a Second Year Agreement for PBIS Support Funding (Project Aware) between Wood County Educational Service Center (WCESC) and Bowling Green City Schools effective October 1, 2018 through September 29, 2019. Agreement includes a monetary reimbursement award to BGCS for PBIS implementation.

2018-2019 SECOND YEAR AGREEMENT FOR PBIS SUPPORT FUNDING (PROJECT AWARE) BETWEEN WOOD COUNTY EDUCATIONAL SERVICE CENTER AND BOWLING GREEN CITY SCHOOLS

PBIS AGREEMENT is made this _____ day of _____, 2018, Bowling Green, Ohio, by and between the Wood County Educational Service Center (hereinafter "WCESC"), located at its 1867 North Research Drive, Bowling Green, Ohio 43402 and Bowling Green City Schools, located at 137 Clough Street, Bowling Green, OH 43402, (herein referred to as the "Schools");

WHEREAS, WCESC was awarded a Project Advancing Wellness and Resilience in Education (AWARE) grant from the Substance Abuse and Mental Health Administration (SAMHSA), to invest in Wood County for the purpose of advancing mental health in schools; one aspect of which may include promoting implementation of Positive Behavior Interventions and Supports (PBIS); and

WHEREAS, WCESC desires to increase the number of districts implementing PBIS with fidelity; and

WHEREAS, WCESC has allocated funding from that grant to be used by Wood County School Districts to advance their training in and implementation of PBIS; and

WHEREAS, Schools are in need of funding to advance their training in and implementation of PBIS, and desire to take advantage of this elective opportunity for said funding; and

WHEREAS, Parties agree that effective implementation of PBIS requires awareness of a Schools' readiness for implementation and a commitment to the values and activities associated with the implementation of PBIS with fidelity; and

NOW, THEREFORE, the Parties hereto, each in consideration of mutual promises and obligations assumed herein by the other, agree as follows:

I. WCESC RESPONSIBILITIES

- A. WCESC agrees to award Schools up to \$10,000.00 plus an additional amount of \$7,600 (calculation based on their October 2017 Average Daily Membership (ADM) for a total of \$17,600 to be used for items on the Team Implementation Checklist (TIC 3.1) that were scored as "Not Yet Started" or "In Progress" at the time of the August 2018 rating.
- B. WCESC will reimburse Schools up to \$17,600 for PBIS expenses based on invoices received, but shall not exceed that amount.
- C. WCESC will work with Schools to develop a sustainability plan.
- D. WCESC will provide consultation and serve as a resource for PBIS implementation.

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II. SCHOOLS RESPONSIBILITIES

- A. Schools completed the initial TIC 3.1 checklist in October 2017; the initially completed TIC 3.1 is incorporated herein as a part of this Agreement.
B. Schools shall update the TIC 3.1 at the end of the 2018-2019 school year and submit it to the Project AWARE staff by June 30, 2019.
C. Schools shall have consistent administrative participation at all PBIS trainings. "Administrator" may include a superintendent, a principal or a vice principal.
D. Schools shall work with the Project AWARE staff at the WCESC on making a plan for sustainability prior to the end of this agreement.

III. INVOICING AND CONSIDERATION

- A. School shall submit monthly invoices, which must indicate the item on the TIC 3.1 that was satisfied by the purchase/expense. Invoices are submitted by US Mail to:

Gina Fernbaugh, Treasurer/CFO
Wood County Educational Service Center
1837 North Research Drive
Bowling Green, Ohio 43402

If submitted by e-mail, they must go to: accountspayable@wcscso.org.

- B. Invoice shall include sufficient information as to be apparent for what the expense was as it pertained to the Schools' PBIS TIC 3.1.
C. WCESC reserves the right to disallow all or part of the expense if it is not sufficiently related to advancing the PBIS activities in the attached TIC 3.1.
D. Schools shall not use funds for general operating expenses.
E. If Schools' allocated amount (\$17,600) has not been used by May 1, 2019, Schools must notify Kyle Clark, Prevention Director or Angela Pritchett, Project Manager, by e-mail (kclark@wcscso.org or apatchett@wcscso.org) of plans to use funds between May 1, 2019 and June 1, 2019. WCESC reserves the right to reallocate the remainder to another school district or for another purpose.
F. Final invoices need to be provided to WCESC no later than June 1, 2019. Invoices received after June 1, 2019 will not be eligible for reimbursement.

IV. MISCELLANEOUS

- A. If any section, subsection, sentence, clause, phrase, or portion of this Agreement shall for any reason be held invalid, unenforceable, or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and

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independent provision and such holding shall not affect the validity of the remaining portions hereof.

- B. Any amendments, changes, or modifications of this agreement must be in writing, executed by both parties.
C. This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of Ohio.

V. EFFECTIVE DATE

This Agreement shall be effective as of October 1, 2018, and end on September 29, 2019.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as evidenced by their signatures below:

In the Presence of

WITNESSES:

In the Presence of

WITNESS:

FOR WCESC:

Joe Long, Board President

Date

Gina Fernbaugh, Treasurer

Date

For Schools:

Board President

Date

Treasurer

Date

APPROVED AS TO FORM:

Paul A. Dobson,

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Service Agreement for interpreting services between Bowling Green City Schools and Resolute Interpreting LLC for the 2018 – 2019 school year.

Resolute Interpreting

Terms of Service

1) Appointment Scheduling

- a. All requests for service can be made via Resolute interpreting's online scheduling software, by phone or by email.
- b. Resolute Interpreting is happy to honor requests for specific interpreters. Please indicate these preferences when making your request for service.
- c. Requests must be received at least 24 business hours prior to the start of the appointment to guarantee services and avoid an additional service premium. Premiums are listed in the pricing appendix. (E.g. An appointment for Monday at 8am must be scheduled by the preceding Friday at 8am.)
- d. Any appointment over 1.5 hours in length or that requires constant interpreting (e.g. lectures without significant breaks) may require a team of two interpreters. This will be discussed and approved by the customer at the time of scheduling.
- e. Once confirmed, services are guaranteed only for the amount of time requested during appointment intake. Extensions past the originally scheduled appointment time will be honored whenever possible subject to interpreter availability. Extensions lasting more than 1 hour past the scheduled end time may be subject to emergency rates.

2) Cancellation Policy

- a. All appointments require a 24 business hour cancellation notice. Any appointment cancelled with less than 24 business hours' notice will be billed at a minimum of two hours or requested length of service, whichever is greater. (E.g. Appointments for Monday at 8am must be cancelled before 8am the preceding Friday).

3) Billing

- a. Invoices will be submitted weekly. A detailed bill outlining each appointment will be provided. Appointment history will be available via the online scheduling software.
- b. Payments are due net 30 days. After 30 days there will be a 1.5% interest charge on the unpaid balance.
- c. Each request will be billed at a minimum of two hours or requested length of service, whichever is greater. Time will be rounded to the next quarter hour.
- d. The rates listed in Appendix A are good for one (1) year from the date of execution of this agreement.
- e. Any part of the appointment taking place after hour hours will be billed at the applicable rate.
- f. For any billing dispute the customer will contact Resolute Interpreting within 30 days of the invoice date for the disputed transaction. The invoice total will remain due minus the amount of the disputed transaction. Once the dispute is settled, the outstanding amount, if any, will be due on the next billing cycle.

Initial and date: _____

3500 Executive Parkway Suite 7-255
Toledo, OH 43608

Phone: 419-244-0277
Fax: 877-860-5558

admin@resoluteinterpreting.com
www.resoluteinterpreting.com

Resolute Interpreting

4) Confidentiality

- a. All assignment information will be kept strictly confidential. Interpreters will adhere to strict standards of confidentiality. Patient information will be available to only interpreters assigned to the appointment and only viewable using a secure web portal.

I hereby agree to the terms of service and services rates and accept financial responsibility for all services rendered under these terms.

Signature of Authorized Representative _____

Kaleigh Edwards, Operations Manager
Resolute Interpreting, LLC

Printed Name & Title _____

Date _____

Date _____

Contract for Students with Disabilities for the 2018 – 2019 school year with Defiance City Schools for two special needs students.

Acceptance of gifts:

\$ 300.00	5th Grade Camp	Tamra & Kenneth Lynch	Donation
\$ 298.51	1Book BG	Granite City Food & Brewery	Donation
\$ 1,000.00	1Book BG	Crim Elementary School PTO	Donation
\$ 22.32	BG MS Drama Club - Clp Board Reimbursement	Bowling Green Middle School PTO	Donation
\$ 1,000.00	5th Grade Camp	Paula Munson	Donation
\$ 1,000.00	5th Grade Camp	Pattie Butler	Donation
\$ 100.00	Crim Elementary Students	First United Methodist Church	Donation
\$ 100.00	5th Grade Camp	McIntosh Family	Donation

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\$ 4,920.50	5th Grade Camp	Crim Elementary School PTO	Donation
\$ 1,000.00	Class of '73 Scholarship Fund	David Pearce	Donation
\$ 1,000.00	Class of '73 Scholarship Fund	Steve Sawyer	Donation
\$ 50.00	Crim Elementary Art Department	Margery Tourje	Donation
\$ 220.00 value via GFT	Conneaut Elementary Library	Jane Wyndham	In Memory of Harold Wyndham

Review and adopt second reading of new policies:

2261.03 – District and School Report Card
7450 – Property Inventory

Rescind policy 2700 – School Report Card

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

11020 It was moved by Stewart, seconded by Walker to approve items as recommended by the Superintendent.

Adjustment to previously approved agreement between Pete Fry and Bowling Green Board of Education for the 2017 – 2018 extended school year for Special Education transportation:
From: \$7 / day (approved at June 19, 2018 BOE meeting) To: \$14 / day

Adjustment to previously approved agreement between Pete Fry and Bowling Green Board Of Education for the 2018 – 2019 school year for Special Education transportation:
From: \$7 / day (approved at June 19, 2018 BOE meeting) To: \$7 / trip, not to exceed \$14 / day

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

Opportunity for Public and/or Board to present additional items: Dallas Black, Brenda Pike and Steve Bateson responded.

11021 It was moved by Clifford, seconded by Stewart to go into Executive Session at 6:55 p.m. to discuss personnel.

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

11022 It was moved by Clifford, seconded by Carr to return from Executive Session at 7:38 p.m.

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

11023 It was moved by Stewart, seconded by Carr to adjourn at 7:39 p.m.

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

President

Attest: _____ Treasurer

RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Special

Meeting

Held Administration Office

November 28 20 18

Bowling Green Board of Education
Bowling Green, Ohio
November 28, 2018
Special Meeting

The special meeting of the Bowling Green Board of Education was called to order by President Carr at 4:00 p.m. at the Administration Office, 137 Clough St., Bowling Green.

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

11024 It was moved by Clifford, seconded by Stewart to approve the revised 2018 – 2019 Student/Teacher Calendar (previously adopted 12/19/2017).

**BOWLING GREEN CITY SCHOOLS
Student / Teacher Calendar 2018-2019**

Exhibit

August 13 & 14	New Teacher Orientation
August 17	All BGCS Staff Opening Meeting/Buildings Meetings 8:15 am - 8:30 pm
August 20	Professional Development Day
August 21	Certificated staff report to buildings/Workday
August 21	Preschool Parent Night
August 22	Opening Day of School for Students Grades 1-12
August 22	Preschool Student Classroom Visit/Kindergarten Orientation
August 23	Kindergarten Students Attend (First half to be determined by elementary building)
August 23	Preschool Students Attend (First half to be determined)
August 24	Kindergarten Students Attend (Second half to be determined by elementary building)
August 27	Preschool Students Attend (Second half to be determined)
August 27	All Kindergarten Students attend
August 28	All Preschool Students attend
September 3	Labour Day - SCHOOLS CLOSED
October 19	First Quarter Ends (45 Days: 42 Student, 1 Workday, 2 Professional Development Day)
October 22	Second Quarter Begins
October 25	Preschool/Elementary/MS/HS Evening Conferences (4:00 pm - 7:30 pm)
October 26	Preschool/Elementary/MS/HS Morning Conferences (8:15 am - 12noon)
	NO CLASSES/PK-12 STUDENTS
November 1	Preschool/Elementary Evening Conferences (4:00 pm - 7:30 pm)
November 2	Preschool/Elementary Morning Conferences (8:15 am - 12noon)-NO CLASSES/PK-5 STUDENTS
November 21	NO CLASSES/PK-12 STUDENTS/TEACHERS
November 22-23	Thanksgiving Break - SCHOOLS CLOSED
November 26	Classes Reconvene
December 20	LAST DAY OF CLASSES BEFORE WINTER BREAK
December 20	Second Quarter Ends
December 21	PROFESSIONAL DEVELOPMENT DAY
December 24-January 2	Winter Break - SCHOOLS CLOSED
January 3	*Teacher Work Day NO STUDENTS (*Teacher work day will be on the day immediately following exams)
	(Elementary: 43 Days: 39.44 Student, 2 Conference, 1 Workday, 1 Professional Development Day) (Secondary: 43 Days: 40.44 Student, 1 Conference, 1 Workday, 1 Professional Development Day)
January 4	Professional Development Day
January 7	Classes Reconvene/Third Quarter Begins
January 21	Martin Luther King Day - SCHOOLS CLOSED
February 18	President's Day - SCHOOLS CLOSED
March 4-March 8	Spring Break - SCHOOLS CLOSED
March 11	Classes Reconvene
March 22	Third Quarter Ends (49 Days: 46 Student, 1 Professional Development Day)
March 29	Fourth Quarter Begins
April 13-22	Holiday Break - SCHOOLS CLOSED
April 23	Classes Reconvene
May 24	Last Day of Classes for Seniors
May 26	Senior Class Graduation 2:00 pm
May 27	Memorial Day
May 30	Last Day of Classes for PK-11 Students
May 30	Fourth Quarter Ends (47 Days: 46 Student, 1 Workday)
May 31	Teacher Work Day NO STUDENTS
Save May 31-June 6	*First Make-Up Day to be Scheduled as needed (Teacher Workday will immediately follow the last Day of Student Attendance)
	TOTAL DAYS=184 (Elementary-175.44 Student, 3 Workday, 4.3 Prof Development & 2 Conference Days) TOTAL DAYS=284 (Secondary-178.44 Student, 3 Workday, 4.3 Prof Development & 1 Conference Day)

ADOPTED AT THE 12/19/2017 DOE MEETING (BOARD INFO ADDED 6/28/18)

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

11025 It was moved by Stewart, seconded by Geer to adjourn at 4:05 p.m.

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

President

Attest: _____
Treasurer