

RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Special

Meeting

Held Administration Office

September 11 20 18

Bowling Green Board of Education
Bowling Green, Ohio
September 11, 2018
Special Meeting

The special meeting of the Bowling Green Board of Education was called to order by President Carr at 9:00 a.m. at the Administration Office, 137 Clough Street, Bowling Green, Ohio.

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

10987 It was moved by Walker, seconded by Stewart to approve personnel as recommended by the Superintendent.

SUPPORT PERSONNEL:

Resignation

Lynn Pupik - Conneaut Elementary - Custodian 2nd Shift - effective August 29, 2018

Employment

Ieasha Grimes - Middle School - Food Service Cashier/Worker
Effective August 30, 2018; Experience Factor 1; 85 working day probation

Contract Adjustment

Tonya Bean Johnson - Bus Driver
From: Experience Factor 0 (August 1, 2018 board meeting) To: Experience Factor 1

CERTIFICATED PERSONNEL:

Employment for 2018-2019

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

Thomas Schutte - School Psychologist - MA30 - Level 3 - effective August 27, 2018
*One year contract agreement

Resignation

Thomas Schutte - School Psychologist - effective September 7, 2018

UNCLASSIFIED PERSONNEL:

Review and adoption of the following revised policy:

4410 - Unclassified Employees' Terms of Employment



Exhibit 1.1

Book Policy Manual
Section REVISED POLICY
Title Copy of UNCLASSIFIED EMPLOYEES' TERMS OF EMPLOYMENT
Number p04410
Status
Adopted August 10, 2014
Last Revised May 18, 2017

4410 - UNCLASSIFIED EMPLOYEES' TERMS OF EMPLOYMENT

Pursuant to Section 192.12, Ohio Revised Code, the Bowling Green School District Board of Education designates the following positions as unclassified employees, hereinafter referred to as unclassified employees:

Table with 2 columns: Position and Contract Type. Rows include Fiscal Secretary (253 day contract), Administrative Secretary (253 day contract), Central Office EMIS Specialist (253 day contract), Payroll Clerk (253 day contract), Assistant Treasurer (253 day contract), and Curriculum Coordinator (255 day contract).

Compensation

In determining initial salary recommendations, the Superintendent shall consider the length of the work day, length of work year and other factors as appropriate to the particular position. The minimum qualifications for each position are set forth in the respective job description. Each unclassified employee's salary will be reviewed at the end of each contract year by the Superintendent. If an annual base increase has not previously been set by the Board of Education.

By July 1, annually, the Superintendent shall determine lump sum merit payments to unclassified employees (with those from the Treasurer for the Fiscal Secretary, and Payroll Clerk, and Assistant Treasurer) as a percentage of the base salary of the most recently completed contract year ending June 30, not to exceed five percent (5%) of the respective unclassified employee's current base pay. This amount shall also be added to the unclassified employee's annual base pay for the following year. The Superintendent shall approve the establishment of goals for all unclassified positions with the exception of the Fiscal Secretary, unclassified Clerk, and Assistant Treasurer for whom the Treasurer shall approve the establishment of goals.

Health Insurance

All unclassified employees shall be entitled to the same health insurance benefits (health/dental, surgical and major medical, dental vision, or any other) available to other district employees. Accordingly, the employee contribution for health/dental/vision/major medical coverage shall be twenty percent (20%) of the total monthly premium for a family plan and fourteen percent (14%) of the total monthly premium for a single plan and ten percent (10%) per month for a dental plan. The Board will pay 10 to fourteen dollars and fifty cents (\$14.00) per month for the vision insurance.

As an option within the Wood County Schools Health Insurance Consortium plan, unclassified employees shall be offered on a voluntary basis the opportunity to enroll.

In the High Deductible Health Plan (HDHP) with a Health Savings Account (HSA). The employee's share of the discounted premium associated with this plan will be twenty percent (20%) of the monthly premium for single or family coverage. In addition, the Board of Education will contribute \$1,000 to the employee's HSA account in the first year of participation and \$750 in the second year of participation.

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Employees for the BGEA USA shall be the minimums set forth by the Internal Revenue Service annually for its outwork rate and tier that amount for out of network care.

Any unclassified employee hired as a new employee to the District after April 1, 2010 shall only be allowed the High Deductible Health Plan with a flexible spending account with the terms presented herein.

Life Insurance
The Board will pay the total premium cost for term life insurance in the amount of \$50,000, as provided for other District employees.

Section 12B

This benefit provided to employees by Section 12B of the Internal Revenue Code of 1986 shall be made available to the designated unclassified employees on condition that their benefits be maintained, an amount not to exceed fifty percent (50%) of the salary may be set aside by the employee for the purpose of the benefit under Section 12B of the Internal Revenue Code, which may include but not be limited to the following: disability, medical, dental, vision, long-term care, and life insurance. The employee will be permitted to accumulate prior to a leave of absence shall be credited upon return. The same monthly amount of one and one-half (1 1/2) days per month shall continue during the time of absence, provided the employee has not been officially separated from the payroll.

Neither the employer nor the employee shall incur any fees for the setup, enrollment, and administrative services provided.

Paid Sick Leave

Unclassified employees shall be entitled to sick leave credit of one and one-fourth (1 1/4) work days with pay, per month, for a total of fifteen (15) work days. Sick leave may be used for personal illness or medical care, unless illness or death in the immediate family or for any emergency approved by the Superintendent. The total unused portion of the annual sick leave allowance shall be permitted to accumulate with sick leave accumulated prior to July 1, 2011 may be used at any time. Sick leave accumulated prior to a leave of absence shall be credited upon return. The same monthly amount of one and one-half (1 1/2) days per month shall continue during the time of absence, provided the employee has not been officially separated from the payroll.

The use of sick leave for more than five (5) consecutive working days shall require the filing of a physician's statement of recommended sick leave with the Treasurer or the Board of Education. Upon return to duty after twenty (20) consecutive working days absence, a physician's statement shall be submitted stating that the employee is fit to return to work.

Emergency Related Disability Leave

A. Accumulated sick leave may be used by any unclassified employee for reasons of pregnancy, upon application, sick leave shall be granted for a total of forty-two (42) consecutive days for prenatal care and postnatal recuperation. An unclassified employee may request an extension of maternity leave based upon written certification of a physician. The Superintendent may request a second opinion from a physician selected by the Superintendent to be paid by the Board.

B. Sick leave as authorized under this section shall not exceed the total number of accumulated and unused leave days to the credit of the unclassified employee used during the period of such leave.

C. Any unclassified employee whose accumulated sick leave days are insufficient to cover the portion of leave as set forth in subsection A shall be permitted to take unpaid leave without pay for the period of such leave. An unclassified employee may request an extension of unpaid leave based upon written certification of a physician. The Superintendent may request a second opinion from a physician selected by the Superintendent to be paid by the Board.

D. The written statement required of the attending physician upon return shall be waived if the unclassified employee is not being attended by a physician because of such unclassified employee's religious conviction. In such event, the sworn statement of such unclassified employee shall be accepted.

E. Accumulated sick leave to a total of fifteen (15) days shall be permitted for personal responsibilities related to pre- and post-natal care. Additional personal prenatal/post-natal leave shall be granted as necessary in accordance with the Family Medical Leave Act.

F. Accumulated sick leave may be used by an unclassified employee for reasons of adoption. Upon application, sick leave shall be granted for a total of forty-two (42) consecutive days.

Personal Business Leave

Each designated unclassified employee will be allowed three (3) days of absence during each school year without loss of salary to conduct personal business which cannot be conducted outside the normal work day. Such absence shall not be deducted from the unclassified employee's sick leave days.

Personal business leave shall not be granted for such purposes as shopping, golfing, vacation, seeking initial employment, recreational purposes, holidays, vacations or extensions of holidays (i.e., the day before or a holiday or vacation day), or accompanying a spouse on business trip.

Requests for personal business leave, with the exception of emergencies, shall be submitted at least seven (7) working days prior to the absence. Emergencies will need to be submitted through the Superintendent. Signed requests will be returned to the requesting employee within five (5) working days.

Vacations/Holidays

Unclassified employees who work at least 253 days per year shall be entitled to vacation as follows:

- A. After one (1) year of service - ten (10) days
- B. After seven (7) years of service - fifteen (15) days
- C. After fourteen (14) years of service - twenty (20) days
- D. After twenty-five (25) years of service - twenty-five (25) days
- E. After thirty (30) years of service - thirty (30) days

All attempts should be made to use these vacation days during the year to which they are applicable, but unclassified employees may carry forward each year an accumulated vacation balance not to exceed three (3) years accumulated. At the end of each contract year, employees shall receive vacation days money paid up to ten (10) days for unused vacation days, upon request.

Unclassified employees shall be entitled to the following paid holidays that fall within their work year as designated by the adapted calendar: Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Day, New Year's Day, Martin Luther King, Jr. Day, Presidents Day, Good Friday, Memorial Day and Independence Day.

Reimbursement for Academic Course Work

The Board will reimburse any unclassified employee for university credit taken during a fiscal year provided that the courses taken are pertinent to the individual's present position and a C or better or pass is earned in the course. Hours reimbursed will be capped at ten (10) semester or twelve (12) quarter hours per fiscal year.

The percentage of reimbursement per semester hour will be calculated as follows: Total revenue received from the Bowling Green State University contract will be divided by the total of the salary expenses for approved hours for all District employees. The employee's expense will be multiplied by this ratio to determine the amount of reimbursement. For the purpose of calculating a window for reimbursement, the year will begin on May 1 and close on April 30 of the following year. Reimbursement will become void if no contract exists between Bowling Green State University and Bowling Green City Schools.

All receipts and grade slips for course reimbursement must be submitted to the District Treasurer by July 1. Reimbursement will occur no later than July 31, following the School District's academic year.

Course reimbursement shall be limited to an amount no greater than the actual instructional fee paid for the courses taken. The total hourly instructional fee charge shall be the basis for reimbursement for University or College attendance based upon the hourly charge per semester or per semester hour, except that the amount of reimbursement for in-state students. Staff members enrolling and matriculating shall customary rates as set by Ohio state universities for in-state students. Staff members enrolling at colleges and universities other than Ohio must have their instructional fees reimbursement approved prior to course enrollment by the Superintendent.

Application forms are available at the central administration offices. This benefit will not be given to a person for the summer following an academic year if that person is not returning the following school year. Unclassified employees working a fraction of full-time will be reimbursed fifty percent (50%) of each hour successfully taken up to the maximum hours allowed as stated above. A fraction of any hour will be rounded to the nearest whole hour.

Unclassified employees will become eligible for this benefit after completing one (1) full year of service. Unclassified employees not receiving prior approval from the Superintendent for course work will not receive reimbursement. If approval is denied, this denial must be communicated to the unclassified employee within five (5) working days of the date of receipt of the request.

Retirement/Severance Pay

Upon retirement, the Board shall pay a sum equal to the employee's daily rate of pay at retirement, excluding any supplemental salary, times one-fourth (1/4) of the employee's accumulated but unused sick leave to a maximum of fifty-five (55) days. Unclassified employees retiring under this section shall be required to have served no less than ten (10) years in the Bowling Green City School District, or meet the requirements of Section 154.39, Ohio Revised Code. Prior to this payment, the Treasurer must have evidence in his/her possession that the unclassified employee is in fact in a status of retirement from an appropriate Ohio Retirement System. Further, if a non-reduced unclassified employee informs the Board in writing of intent to retire 120 days prior to the effective date of retirement, that non-reduced unclassified employee shall be entitled to an additional \$1,000 of severance pay. If a reduced unclassified employee informs the Board in writing of intent to retire by April 1, that unclassified employee shall be entitled to an additional \$1,000 of severance pay.

Payment under either situation shall be made only once to any employee and such payment shall be considered to eliminate all sick leave accrued by the employee at the time of payment. For the purposes of above, retirement shall mean disability or service retirement in the Ohio Retirement System. Only those members of the Bowling Green City School District unclassified staff whose retirement date of retirement with an appropriate Ohio Retirement System is no later than ninety (90) calendar days after the last paid day of service with the Bowling Green City Schools shall be eligible to be paid for such accrued but unused sick leave credit.

All unclassified employee resignations or retirements must have a definite effective date of end of service. No last day of school or end of school term will be accepted.

Ohio Retirement System Pick-Up

The Board shall designate each employee's mandatory contributions to an appropriate Ohio Retirement System, made after the effective date of the 1995-96 school year and thereafter, as picked up by the Board or contemplated by Internal Revenue Service Notice 97-42 and 98-36, although they shall continue to be designated as employee contributions as permitted by the Attorney General Opinion 02-027, in order that the amount of the employee's income reported by the Board be subject to federal and Ohio General Income tax which shall be reduced by the then-current percentage amount of the employee's mandatory Retirement System contribution which has been designated as picked up by the Board, and that amount designated as picked up by the Board shall be included in computing flat average pay for the Retirement System of Ohio increased thereby.

Reimbursement for Mileage

The Board shall reimburse the unclassified employees for business travel at the mileage rate currently announced as the rate by the rules and regulations of the Internal Revenue Service. Payments under this paragraph shall not exceed the amount appropriated by the Board in its annual appropriation.

Professional Growth

The Board encourages the continuing professional growth of unclassified employees through participation in professional development courses that will enhance the employee's job performance. In its encouragement, the Board shall permit reasonable amounts of released time for each unclassified employee to attend to such matters and will pay for the necessary fees for registrations, travel and subsistence expenses in accordance with District guidelines. Payments under this paragraph shall not exceed the amount appropriated by the Board in its annual appropriation.

Internet Reimbursement

Any cost incurred for Internet access shall be reimbursed on an "as used" basis at the actual monthly cost if the employee is requested to work on School District business at home by the Superintendent or Treasurer notwithstanding that such unclassified employee shall be provided with the appropriate technology tools to meet job functions, as determined by his/her supervisor and the Technology Coordinator, for use while employed by the Bowling Green City School District.

Revised 4/31/16

Last Modified by John Kaylor on September 5, 2018

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Employment

Christine Kempf Assistant Treasurer 253 Day/Year Calendar
Hourly Rate of \$28.90 September 12, 2018 through September 30, 2018, as determined by the Treasurer. Base Salary: \$58,500.00 / Year; Prorated effective October 1, 2018

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

10988 It was moved by Clifford, seconded by Walker to approve the following as recommended by the Superintendent.

Joint Agreement between Wood County Educational Service Center and Bowling Green City School District for appointing the business advisory council of the Wood County Educational Service Center to serve as the business advisory council for the school district.

Exhibit 2

JOINT AGREEMENT APPOINTING THE BUSINESS ADVISORY COUNCIL OF THE EDUCATIONAL SERVICE CENTER TO SERVE AS THE BUSINESS ADVISORY COUNCIL FOR THE SCHOOL DISTRICT

As the Bowling Green City School District Board of Education ("Board") has entered into an agreement under R.C. 3313.843 and/or R.C. 3313.845 to receive any services from the Wood County Educational Service Center Governing Board ("ESC"), the Board is not required to appoint a business advisory council pursuant to R.C. 3315.82, R.C. 3313.821, and applicable laws as the Board and ESC hereby agree that the ESC's business advisory council shall represent the business of the Bowling Green City School District consistent with the authority granted by the Ohio General Assembly. This agreement shall remain in full force and effect until either the Board or ESC terminates the same by formal resolution.

ON BEHALF OF THE BOWLING GREEN CITY SCHOOL DISTRICT:

Board President

District Treasurer

Date

Board Resolution No:

ON BEHALF OF THE WOOD COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD:

Governing Board President

ESC Treasurer

Date

Governing Board Resolution No:

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

10989 It was moved by Walker, seconded by Clifford to approve a delegate and an alternate to the OSBA Annual Business Meeting in November, 2018.

Adjustment from the August 21, 2018 appointment:

Delegate From: William Clifford To: Ginny Stewart
Alternate From: Ginny Stewart To: Jill Carr

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

Board discussion regarding starting time of regular Board of Education meetings.

10990 It was moved by Stewart, seconded by Geer to remove the issue from the table.

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

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10991 It was moved by Geer, seconded by Stewart to move the starting time of the regular Board of Education meetings to 6:00 p.m., beginning in September for a trial period through the 2018 calendar year.

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

Dr. Ann McCarty presented an update on the School Report Card.

10992 It was moved by Stewart, seconded by Walker to adjourn at 9:29 a.m.

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

President

Attest: _____ Treasurer

RECORD OF PROCEEDINGS

Minutes of Bowling Green Board of Education Regular Meeting

Held Performing Arts Center September 18 2018

Bowling Green Board of Education
Bowling Green, Ohio
September 18, 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.

An opportunity was opened for the public to address the Board on agenda items. No one responded.

Showcase Presentation – Chuck Martin: "Summer Maintenance"

The Board President reminded citizens that there was a Financial Task Force meeting scheduled for tomorrow night at 7:00 p.m. in the High School Library. A Facilities Task Force meeting is scheduled for October 11 in the High School Café at 7:00 p.m.

The Superintendent's report was presented covering the District Report Card.

10993 It was moved by Stewart, seconded by Walker to approve the minutes of the regular meeting of August 21, 2018 and the special meetings of August 1, 2018 and August 7, 2018.

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

10994 It was moved by Clifford, seconded by Geer to approve the listing of expenditures and investments made August 1 through 31, 2018, "then and now" payments and the Treasurer's monthly report.

THEN AND NOW			Sep-18
Date	Vendor	Description	
8/23/2018	Office Products Inc.	Monthly Copier/Printer Fleet Equipment Lease - May	\$ 6,344.64
8/23/2018	Office Products Inc.	Monthly Copier/Printer Fleet Equipment Lease - June	\$ 6,344.64
8/23/2018	Office Products Inc.	Monthly Copier/Printer Fleet Equipment Lease - July	\$ 6,344.64

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

10995 It was moved by Walker, seconded by Clifford to approve personnel as submitted.

CERTIFICATED PERSONNEL:

Resignation/Supplemental Contract for 2018-2019

Beth Vaughn – Choral Activities – Middle School – effective August 30, 2018

Employment

- Paul Reinhart – Camp (grandfathered)
- Robert Marzola – Camp (grandfathered)
- Tammy Beauprez – Camp
- Michelle N Thomas – Camp
- Kevin Bosl – Camp
- Nichole Simonis – Camp
- Jessica Stevens – Camp
- Anne Babcock – Camp
- Jeremy Koehler – Camp
- Emily Bechstein – Camp

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Regular Meeting

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Maggie Green – Camp
Erin Failor – Camp
Jodi Moyer – Camp
Shannon Lentz – Camp
Amy Kenyon – Camp
Brittany Howard – Camp
Andrew Haughawout – Camp
Jacob Jones – Camp
Sarah Swortchek – Camp
Patrick Hetrick – Camp
Hilary Heisman – Choral Music Advisor – Middle School
Hans Glandorff – Technology Building Representative – High School
Kimberly Stevens – Technology Building Representative – Middle School
Jennine Niekamp – Technology Building Representative – Kenwood (75%)
Kisha Nichols – Technology Building Representative – Kenwood (75%)
Shannon Kellough – Technology Building Representative – Conneaut (50%)
Robert Marzola – Technology Building Representative – Conneaut (50%)
Paul Reinhart – Technology Building Representative – Conneaut (50%) (grandfathered)
Kevin Bost – Technology Building Representative – Crim (75%)
Carrie Crawford – Technology Building Representative – Crim (75%) (grandfathered)

2018 – 2019 – Educational Advancement

Mary Kern	From: MA15	To: MA30
Bradley Szyпка	From: MA	To: MA15
Elise Buchhop	From: MA	To: MA15
Amanda McBride	From: MA	To: MA15

Retirement

Heidi Coppeler – Second Grade – Kenwood Elementary – effective July 1, 2019

Employment – 2018 - 2019 Auxiliary Service/Non Public Allocation Federal Funds Personnel

Montessori

Delores Perkins – Intervention Specialist/Tutor; \$25.64 per hour; up to 10 hours per week;
Plus additional hours authorized by the Executive Director

SUPPORT PERSONNEL:

Probation to Provisional

Leslie Beagle – Food Service Cafeteria Monitor – Middle School – effective September 6, 2018.

Retirement

Debra Horak – Secretary – Kenwood Elementary – effective February 1, 2019

Employment – Transportation Substitutes for 2018-2019 school year

\$14.33 (regular route) - \$14.02 (field trip) – Hours determined by the Director of Transportation

Lorrie Mayer

OTHER PERSONNEL:

Employment – Home Instruction Tutors for 2018-2019; \$25.64 per hour

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

Heather Tessier Marc Findley Delores Perkins

Employment – 2018-2019 Thursday/Friday/Saturday School Monitor – BG High School

\$60.00 per session, as needed.

Joanna Johnson Eva Zepeda Mary Kern Jennifer Dever
Margaret Convery (Kalmar 8/21/18)

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September 18 2018

Additional duties related to the spring musical "High School Musical"
(To be paid from the Musical Student Activity Fund)

Laura Dietz -- Costume design, Planning and Maintenance - \$1,200.00

Discussion was initiated by Walker regarding the status of bus driver needs.

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

10996 It was moved by Stewart, seconded by Walker to approve items as requested:

By the Treasurer

FY 2019 Appropriations

Bowling Green City Schools Fiscal Year 2019 Appropriations			
General Fund	Function	Description	Appropriation
001	100X	Instruction	\$20,082,637.42
	200X	Supporting Services	\$11,920,595.00
	300X	Noninstructional/Shared Services	\$115,000.00
	400X	Extra Curricular	\$638,608.00
	500X	Facilities Acquisition/Construction Services	\$21,000.00
	700X	Other Uses of Funds	\$320,000.00
Total			\$32,477,837.42

Other Fund	Function	Description	Appropriation
002		Bond Retirement Fund	\$1,668,868.00
003		Permanent Improvement Fund	\$696,638.00
004		Construction Fund	\$102,000.00
006		Food Service Fund	\$9,205,325.00
007		Trust Funds	\$18,281.64
008		Memorial Funds	\$8,525.00
018		Public School Support fund	\$91,900.00
019		Other Grants fund	\$29,900.00
022		Agency Fund	\$21,800.00
035		Severance Benefits Fund	\$577,500.00
200		Student Managed Activity Fund	\$188,203.99
300		District Managed Activity Fund	\$354,223.00
401		Auxiliary Services Fund	\$711,251.72
451		Network Connectivity Fund	\$10,800.00
516		IDEA - B Federal Grant Fund	\$725,744.90
551		Title III Federal Grant Fund	\$1,703.61
572		Title I Federal Grant Fund	\$412,631.77
587		ECSE-IDEA Federal Grant Fund	\$29,819.82
590		Title II-A Federal Grant Fund	\$94,782.32
599		Title IV-A Federal Grant Fund	\$89,893.56
Total			\$6,984,978.03

By the Superintendent

Acceptance of Gifts

Recliner Chair (Valued at \$200) BGHS Learning Center Classroom John Powell Donation

Agreements

Memorandum of Understanding between Children's Resource Center and Bowling Green City Schools for collaboration services for Early Childhood Mental Health Consultation through June 30, 2019.

Memorandum of Understanding

Between
Children's Resource Center
and
Bowling Green City Schools

This Memorandum of Understanding (MOU) sets for the terms and understanding between the Children's Resource Center (CRC) and Bowling Green City Schools (BGCS) to collaborate services for Early Childhood Mental Health Consultation.

Background
This collaboration was initiated to address the needs as described and supported by the 'Whole Child Matters' grant. These needs include a reduction in preschool expulsion rates by quickly responding to behavioral, social and emotional and general mental health needs in preschool classrooms throughout the state as well as train and promote trauma informed practices to early care providers.

Purpose
The purpose of this MOU is to identify that Bowling Green City Schools and Children's Resource Center will collaborate in providing limited (no more than 16 hours a week) early childhood mental health consultation and parent support services for kindergarten and first grade classrooms within the school system.

The above goals will be accomplished by undertaking the following activities:

- CRC will recruit, hire, train, Early Childhood Mental Health Consultants and Early Childhood Prevention Specialists.
- CRC will compensate and provide benefits for these staff through grant funding under the 'Whole Child Matters' grant, Wood County ADAMHS Board, and United Way.
- CRC will provide equipment and IT for ECHMH staff and Parent Support Specialists.
- CRC will provide ECHMH consultants and EC Parent Support Specialists who will respond to referrals (BGCS) within 24-48 hours, train childcare providers in trauma, social and emotional, and mental health topics, and provide parent support and education when needed.
- CRC will collect data and report to the appropriate funding sources.
- BGCS will provide referrals for individual and classroom consultations, staff trainings, and parent support (home-visiting), and parenting groups.
- BGCS staff will assist with completing social and emotional screenings on children (CECA and/or DERSA), completing surveys, attend parent meetings, and assist with marketing of events and trainings, as needed.

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Reporting
Children's Resource Center will evaluate the effectiveness and adherence to this agreement and report data according to what has been identified by the Whole Child Matters grant. Data will be collected on a monthly basis by consultants, which will then be reported on a monthly basis to CRC, WCM, Ohio Guidestone and Wood County ADAMHS board. Data will be compiled and reported quarterly under the requirements of the grant.

Funding
Funding for all described services to be provided by the Whole Child Matters grant; however, this MOU is not a commitment of funds.

Duration
This MOU is at-will and may be modified by mutual consent of authorized officials from Children's Resource Center and BGCS. This MOU shall become effective upon signature by the authorized officials from Children's Resource Center and BGCS and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from Children's Resource Center and BGCS this MOU shall end on June 30, 2019.

Contact Information
Children's Resource Center
Janella LaFond
Executive Director
1045 Klotz Road, P.O. Box 738
Phone: 419-352-7588
Fax: 419-354-4977
Email: janella@crewoodcounty.org

Children's Resource Center
Kristen Junga
Early Childhood Services Program Manager
1045 Klotz Road, P.O. Box 738
Phone: 419-352-7588
Fax: 419-354-4977
Email: kristen@crewoodcounty.org

Date: _____
(Partner Signature)

Date: _____
(Partner Signature)

Bowling Green City Schools
Francis Seruel
Superintendent
137 Clough St.
Bowling Green, OH 43402

Bowling Green City Schools
Melanie Garbig
Director of Pupil Services
137 Clough St.
Bowling Green, OH 43402

Date: _____
(Partner Signature)

Date: _____
(Partner Signature)

Acceptance of an Interpreting and Translation Agreement between the Bowling Green City Schools for interpreting and translation services (language as needed).

BGSU.

BOWLING GREEN STATE UNIVERSITY
Language Services Group

**Interpreting and Translation Agreement
between the Language Services Group and**

Bowling Green City Schools
(client name)

137 Clough St.
Bowling Green, OH 43402
(client address)

1. The Language Services Group at Bowling Green State University will provide interpreting and translation services (language as needed) to Bowling Green City Schools (137 Clough St. Bowling Green, Ohio 43402). Date, time and location to be determined.

2. Bowling Green City Schools agree to the service rates listed below.

3. In case of schedule change or cancellation, please inform the Language Services Group office directly via this email or phone number 419-699-7953 (ext) twenty four (24) hours before the appointment time. If the LSG does not receive the notice of cancellation twenty four (24) hours prior to scheduled services, the LSG will charge Bowling Green City Schools a \$25.00 cancellation fee.

4. The Language Services Group will not be liable for any costs or expenses to Bowling Green City Schools if the interpreter/translator will not be able to provide the services due to emergencies, such as medical conditions or any other accidents.

Rates (for public schools):

Interpreting Services	
All languages:	\$60 per hour (one hour minimum) Beyond one hour, fee will be charged in 30 minutes increment
Translation Services:	
Spanish	0.13-0.15 per word
Chinese, Japanese, Korean, Arabic and Russian	0.15-0.17 per word
Lesser-known languages	0.20 per word
Minimum fee	\$50

Bowling Green City Schools
By: _____ (print)

The Language Services Group
Bowling Green State University
By: _____ (print)
Ham I'd office manager

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Request for Student Trips

BGHS Drama Club students (18) Thespian retreat at Dr. Gonzalez' house (Cross Creek Road) from Saturday, September 29 (7:00 pm) to Sunday, September 30, 2017 (8:30 am). Advisor: JoBeth Gonzalez. Costs covered by students & parents.

Designated FFA students (10) to attend the National FFA Leadership Convention on October 24 thru October 27, 2018 -- Indianapolis, Indiana. Advisor: Stephanie Conway. Costs paid by students.

RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Regular

Meeting

Held Performing Arts Center

September 18 20 18

Approval of a student trip request for the summer of 2019 – BG French Class Students to Montreal & Quebec, Canada from June 10, 2019 through June 14, 2019. All costs will be paid by the student; liability insurance to be handled by Prométour Educational Tours and parent insurance. Transportation arrangements via parent transport to airport, plane, tour bus and metro/trains. Instructor: Mary Kern

Revised Strategic Plan (copy available in the Office of the Superintendent)

Discussion was initiated by Walker regarding language services and strategic plan and Geer regarding Powerschool advantages.

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

Opportunity was opened for the Public and/or the Board to present additional items.

Richard Stroh thanked the Board for moving the meeting time and for the concern and care in school delays, etc., and considering the safety of our kids. He also commented on the negative numbers in the five year forecast and the need to keep spending under control.

Francis Brendt – Is happy with the task forces starting up and looking forward to positive results!

10997 It was moved by Stewart, seconded by Clifford to go into Executive Session at 6:36 p.m. to discuss personnel issues.

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

10998 It was moved by Clifford, seconded by Walker to return from Executive Session at 8:20 p.m. No action was taken.

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

10999 It was moved by Clifford, seconded by Walker to adjourn at 8:21 p.m.

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

President

Attest: _____ Treasurer