

**Ohio Valley Educational Service Center  
Board Meeting Minutes  
Thursday, December 13, 2018 – 6:00 P.M.  
Lori's Restaurant, Caldwell, Ohio**

Opening ceremony with Pledge of Allegiance and Prayer

The regular meeting was called to order by President, Gary Johnson.

Roll Call: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland

Absent: Irvine and Lang

Public Participation – none.

Mr. Winland moved to **approve the following Treasurer's recommendations**. Mr. Quimby seconded the motion.

- **Approval** of minutes from the regular meeting on October 18, 2018 as mailed the week before the present meeting
- **Approval** of the Treasurer's report and bills of \$786,996.58 for October, 2018 and \$785,904.40 for November, 2018
- **Approval** to accept the Ohio-K12 Network Connectivity Grant for the 2018-2019 year in the amount of \$1,800 (451-9019)
- **Approval** of a 36 month contract with Nextiva effective 11/29/18 for phone service for both the Cambridge and Marietta offices
- **Approval** of the light duty work agreement for Deloris Terry, Paraprofessional at Ewing School, for the period of October 24 – November 30, 2018
- **Approval** of an agreement with the Management Council - Ohio Education Computer Network (MCOECN) for use of the HR Kiosk
- **Approval** of a contract with Building Bridges to Careers for a Placement Coordinator effective October 1, 2018 – March 31, 2019
- **Approval** of a quote for services from Rowe Wireless Networks LLC for installation of cameras in the Cambridge office and for the Marietta office

**VOTE:** Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland

Nays: None. The motion carried.

Mr. Burrow moved to approve the following **Superintendent's recommendations**. Mr. Ogle seconded the motion.

It is recommended by the Ohio Valley ESC Superintendent that the personnel listed be employed for the term indicated and at the existing salary schedule (where applicable) pending certification (where applicable) and satisfactory BCI/FBI background check (where applicable).

**PERSONNEL:**

**CERTIFIED:**

- **Jacoby, Valerie**....Speech Language Pathologist ....Washington County....to be issued a one year limited contract for up to 75 days.... effective 2018-2019 school year....paid by Washington County districts

**CLASSIFIED:**

- **Bolden, Amber**....Paraprofessional....OVESC Preschool....to be issued a one year limited contract for up to 190 days ....for up to 8 hours per day....effective 2018-2019 school year....paid by OVESC Preschool
- **Casada, Michelle**....Paraprofessional....Ewing School....to be issued a one year limited contract for up to 190 days ....for up to 8 hours per day....effective 2018-2019 school year....paid by Ewing Consortium Districts
- **Corbitt, Mika**....Paraprofessional....Ewing School....to be issued a one year limited contract for up to 190 days ....for up to 8 hours per day....effective 2018-2019 school year....paid by Marietta City Schools

- **Smith, Lori L.**....Paraprofessional....Switzerland of Ohio Schools....to be issued a one year limited contract for up to 75 days....for up to 8 hours per day....effective 2018-2019 school year....paid by Switzerland of Ohio Schools
- **Spung, Lana**....Paraprofessional....OVESC Preschool....to be issued a one year limited contract for up to 190 days ....for up to 8 hours per day....effective 2018-2019 school year....paid by OVESC Washington Preschool Consortium Districts
- **Approval** to hire the following **Classified Substitutes** on an as needed basis for the 2018-2019 school year....Paid as per the substitute salary schedule:
  - **Heiney, Monica**
  - **Holloway, Elizabeth**

#### **SUPPLEMENTAL CONTRACTS:**

- **Armstrong, Miranda**....Teacher....East Guernsey....to be issued a one-time stipend of \$913.13 for the 2018-2019 school year
- **Beckett, Kayla**....Paraprofessional....East Guernsey....to be issued a one-time stipend of \$395.02 for the 2018-2019 school year
- **Charleston, Deborah**....Paraprofessional....East Guernsey....to be issued a one-time stipend of \$418.08 for the 2018-2019 school year
- **Coffman, Ashley**....Speech Language Pathologist....East Guernsey....to be issued a one-time stipend of \$1,464.32 for the 2018-2019 school year
- **Day, Sandra**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days....payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Dunbar, Lisa**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days....payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Kettering, Carla**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days....payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Laughman, Jennifer**....Paraprofessional....East Guernsey....to be issued a one-time stipend of \$499.81 for the 2018-2019 school year
- **Lawrence, Denise**....Paraprofessional....East Guernsey....to be issued a one-time stipend of \$247.13 for the 2018-2019 school year
- **Linton, Tabetha**....Teacher....East Guernsey....to be issued a one-time stipend of \$1,064.89 for the 2018-2019 school year
- **Maze, Jennifer**....Paraprofessional....Belpre....to be issued a one year part time limited contract for up to 5 days.... payable upon receipt of timesheets....effective 2018-2019 school year....paid by Belpre Schools
- **Mazgaj, Kaila**....Teacher....East Guernsey....to be issued a one-time stipend of \$1,136.44 for the 2018-2019 school year
- **McDuggle, Bria**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days.... payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Miller, Amanda**....Paraprofessional....East Guernsey....to be issued a one-time stipend of \$395.02 for the 2018-2019 school year
- **Donna Morris**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days....payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Oakley, Jamie**....Paraprofessional....East Guernsey....to be issued a one-time stipend of \$281.56 for the 2018-2019 school year
- **Rankin, Jade**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days....payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Shepherd, Rachel**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days....payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Spung, Lana**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for up to 10 days.... payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Taylor, Sarah**....Teacher....East Guernsey....to be issued a one year part time limited contract for up to 30 days.... payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **Taylor, Sarah**....Teacher....East Guernsey....to be issued a one-time stipend of \$379.73 for the 2018-2019 school year
- **Townsend, Jessica**....Paraprofessional....OVESC Preschool....to be issued a one year part time limited contract for 1 day.... payable upon receipt of timesheets....effective 2018-2019 school year....paid by OVESC Preschool
- **West, Bridget**....Paraprofessional....East Guernsey....to be issued a one-time stipend of \$170.82 for the 2018-2019 school year
- **Zimmerman, Carol**....Social Worker....East Guernsey....to be issued a one-time stipend of \$1,332.25 for the 2018-2019 school year

## RESIGNATIONS:

- **Brown, Judy**.....Recommendation to approve the resignation of Judy Brown...Paraprofessional...Switzerland of Ohio Local Schools.....effective November 23, 2018
- **Blackstone, Louise**....Recommendation to approve the resignation of Louise Blackstone...Paraprofessional...Switzerland of Ohio Local Schools....effective December 12, 2018
- **Wheeler, Ashlee**....Recommendation to approve the resignation of Ashlee Wheeler....Secretary....Rolling Hills....effective November 29, 2018

## ADJUSTMENTS:

- **Coffman, Sherry**.....Recommendation to modify the resignation of Sherry Coffman that was effective August 31, 2018 to a retirement effective August 31, 2018.
- **Garcia, Janet**.....Recommendation to adjust contract days of Janet Garcia....Physical Therapist....from up to 160 days to up to 180 days, effective November 16, 2018

## REDUCTION IN FORCE:

- **Black, Faye**.....Paraprofessional....Switzerland of Ohio....approval of a reduction in position effective immediately

**VOTE:** Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

Mr. Winland moved to **approve the** termination of Janis Baker, Paraprofessional at Ewing school, effective immediately and Mrs. Winland seconded the motion.

**VOTE:** Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

Mr. Ogle moved to **approve the following Recommendations.** Mr. McKee seconded the motion.

- **Recommendation** to approve the Ohio Valley ESC's Continuous Improvement Plan for the period of 2018-2021
- **Recommendation** to approve the following policies as presented effective immediately:
  - Conflict of Interest Policy
  - Procurement Policy
- **Recommendation** to approve the OVESC Preschool Classes at Beallsville to go on a field trip to Movie Theater/Highlands & Olive Garden on November 28, 2018
- **Recommendation** to approve unpaid leave for **Nancy Brown**....Paraprofessional.... Switzerland of Ohio Schools.... effective November 14, 2018 until further notice
- **Recommendation** to approve unpaid leave for **Vickie Hensley**....Paraprofessional.... Cambridge City Schools.... effective December 10 until February 22, 2019
- **Recommendation** to approve extended Family and Medical Leave for **Lorrene Seebach**...Paraprofessional...Ewing School.... effective December 4, 2018 until January 2, 2019
- **Recommendation** to approve unpaid leave for **Natalie Knowlton**....Paraprofessional.... Cambridge Schools.... For one day, November 8, 2018
- **Recommendation** to approve the following job description:
  - Tutor
- **Approval** to hire the following as Mentors for Resident Educators for the 2018-2019 school year....at the rate of \$1,000 per resident educator....for the 2018-2019 school year...payable upon completion of duties:
  - **Baumgard, Sharon (3)**
  - **Leach, Erin (2)**
  - **Kanzigg, Carla (3)**
  - **Wright, Buffy (1)**
  - **Fouss, Melanie (2)**
  - **Miley, Annette (1)**
  - **Mazgai, Kaila (2)**
  - **Ames, Samantha (1)**
  - **Zoulek, Pam (1)**
  - **Miller, Jane (1)**
  - **Smith-Betts, Brittany (1)**

**VOTE:** Yeas: Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

Mr. Winland moved to **approve the Resolution #121318-01** to participate in the Ohio School Bards Association (OSBA) Legal Assistance (LAF) for the 2019 calendar year. Mr. Burrow seconded the motion.

**VOTE:** Yeas: Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

Mr. Biggs moved to **approve the Resolution #121318-02** to accept the resignation of Larry Holdren as appointed member of the Washington County Career Center effective December 31, 2018 and to appoint Pat Lang for the remainder of the three year term (original term January 1, 2017- December 31, 2019). Mrs. Ingram seconded the motion.

**VOTE:** Yeas: Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

Mr. Biggs moved to **appoint Gary Quimby** as president pro-tem for the January, 2019 organizational meeting. Mr. Winland seconded the motion.

**VOTE:** Yeas: Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

Mr. Burrow moved to **approve to set the date** for the organizational and next regular board meeting as January 17, 2019 at 6:00pm at Lori's Restaurant. Mr. Winland seconded the motion.

**VOTE:** Yeas: Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

Mr. Burrow moved to **approve the Business Advisory Council joint agreement with East Guernsey Local School District**. Mr. Winland seconded the motion.

**VOTE:** Yeas: Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

**Information of the following upcoming professional development sessions:**

***Continuing Education*** – Byesville – 10/17/18, 11/07/18, 3/13/19 – Bentley

***PECS*** – Cleveland – 11/01/18 – Jones, Loughry

***Ohio School Psych Association*** – Columbus - 11/07/18 through 11/09/18 – Lang, Jellen-Tennant

***OCALICON Conference*** – Columbus – 11/14/18 through 11/16/18 – Bowen, Buchanan, Mitchell, Swaney

***EMIS/Gifted Accelerating Training*** – St. Clairsville – 11/29/2018 – Boggs

***Child Abuse Prevention & Recognition*** – Cambridge - 12/03/18 – Mitchell

***OAGC Gifted Coordinator Winter Workshop*** – Columbus – 12/07/18 – Boggs

***Continuing Education for PT License*** – Online Course – Mitchell

***Regional SLP Meeting*** – Zanesville – 03/29/2019 – Jones

***Google Training & Advancement*** – Sandusky – 5/13 and 5/14/19 – Kaplet

**Superintendent Reports and Updates:**

- Camera installation is underway in the Cambridge Office
- Work is underway on the grease pit for the elevator in the Cambridge Office
- Ohio Valley ESC's McKinney-Vento grant allocation has been increased from \$75,000.00 to \$150,000.00 for the current fiscal year
- The ESC mourns the loss of one of its preschool students earlier this month

- The ESC is looking to local superintendents and their district teams to coordinate a trip of Gulfport, Mississippi to explore Career Pathways options and ideas to bring back to this area
- Superintendent Chris Keylor let the board know of his intent to resign in the upcoming future and suggested the board begin the process of filling the position

Mr. Quimby moved to **adjourn**. Mr. Winland seconded the motion.

**VOTE:** Yeas: Yeas: Biggs, Burrow, Ingram, Jackson, Johnson, McKee, Ogle, Quimby and Winland  
Nays: None. The motion carried.

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President

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Treasurer