

- CALL TO ORDER** A regular meeting of the NCOESC Board of Governors was called to order by President Pam Pinney at 7:05 p.m. at North Central Ohio Educational Service Center, Marion, Ohio.
- ROLL CALL** Roll call found the following members present: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney. Mr. Koschnick, Mr. McFarland and Mr. Snavelly were absent.
- PUBLIC PARTICIPATION** No public participation.
- APPROVAL OF AGENDA AND ADDENDUM NCO-23-61** It was moved by Mr. Sayre and seconded by Mr. Ellis to approve the agenda and addendum as distributed.
- Vote: Yeas: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney
Nays: None
- APPROVAL OF MINUTES NCO-23-62** Mr. Ellis made the motion, seconded by Mr. Pelter to approve the minutes of the October 17, 2023 Regular Board meeting.
- Vote: Yeas: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney
Nays: None
- TREASURER'S REPORT NCO-23-63** It was moved by Mr. Landon and seconded by Mr. Bumgarner to approve the following items contained in the Treasurer's Report:
- Financial Report
 - Healthcare Trust Fund Report
 - Donations
 - Transfer
 - Appropriations
 - "Then & Now" PO
 - Micro-purchase threshold change
 - Policy 6325 revision
- A. Financial Report for October, 2023**
- B. Healthcare Trust Fund Report for October, 2023**
- C. Approval of the following donations:**
- | | | | |
|------------|--|----|---------------------|
| \$50.00 | Timothy Hill (Maryl Hill Memorial Donation) | to | FCFC |
| \$1,500.00 | Tiffin Community Foundation | to | Friendship Club |
| \$30.00 | Maryl Hill Memorial Donation | to | FCFC |
| \$50.00 | Maryl Hill Memorial Donation | to | FCFC |
| \$50.00 | Maryl Hill Memorial Donation | to | FCFC |
| \$50.00 | John/Jo Ellen Seiler (M. Hill Memorial Donation) | to | FCFC |
| \$300.00 | John Hill (M. Hill Memorial Donation) | to | FCFC |
| \$50.00 | Ronald/Patricia Hertzell (M. Hill Memorial Donation) | to | FCFC |
| \$50.00 | Peter/Barbara Bronson (M. Hill Memorial Donation) | to | FCFC |
| \$100.00 | Janice Baldwin (M. Hill Memorial Donation) | to | FCFC |
| \$100.00 | Constance English (M. Hill Memorial Donation) | to | FCFC |
| \$200.00 | S. Oleson (M. Hill Memorial Donation) | to | FCFC |
| \$50.00 | James/Karen Nordholt (M. Hill Memorial Donation) | to | FCFC |
| \$50.00 | Janice Gucker (M. Hill Memorial Donation) | to | FCFC |
| \$120.00 | Maryl Hill Memorial Donation | to | FCFC |
| \$150.00 | Jim/Andrea Bernard | to | General Donation |
| \$1,000.00 | WM Kay Davis Foundation | to | Marion Spelling Bee |
| \$150.00 | Jill Gosche | to | SMYL |
- D. Approval of the following transfer:**
- | | | |
|-----------------------|----------|--------------|
| From: General Fund | 001-0000 | \$222,048.29 |
| To: Debt Service Fund | 002-0000 | \$222,048.29 |
- E. Approval of the following appropriations:**

Appropriations	Description	Amount	
001	General Fund – Overhead	\$ 2,652.02	<i>increase</i>
001	General Fund – Programs	\$1,412,978.51	<i>increase</i>
018	Activity Funds	\$ 100.00	<i>increase</i>
019	Other Local Grants	\$ 1,000.00	<i>increase</i>
022	FCFC	\$ (68,007.90)	<i>decrease</i>
Total		\$1,348,722.63	

F. Approval of the following “Then & Now” purchase order:

Young, Desiree \$8,985.12 FY23 Tuition Reimbursement

G. Approval of the following resolution to increase the micro-purchase threshold:

BOARD OF DIRECTORS RESOLUTION

SELF-CERTIFICATION OF INCREASE TO MICRO-PURCHASE THRESHOLD
WHEREAS, North Central Ohio Educational Service Center Board of Directors Policy 6325 and the federal procurement standards in 2 C.F.R. Part 200, Subpart D, address the procurement of supplies, materials, equipment and services paid for from Federal funds or NCOESC matching funds;

WHEREAS, the NCOESC is authorized to use informal procurement methods for micro-purchases, defined by Board Policy 6325 and 2 C.F.R. 200.1/48 C.F.R. 2.101 as the acquisition of

supplies and services, the aggregate dollar amount of which does not exceed \$10,000, to expedite the completion of transactions and minimize the associated administrative burden and cost of formal procurement methods;

WHEREAS, 2 C.F.R. 200.320(a)(1)(iv) permits a non-federal entity to self-certify an increase to the micro-purchase threshold up to \$50,000 on an annual basis;

WHEREAS, the NCOESC is a non-federal entity under the definition set forth in 2 C.F.R. 200.1;

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

WHEREAS, pursuant to Ohio Revised Code 3313.46, in addition to any other law governing the bidding for contracts by the board of directors, when any such board determines to build, repair, enlarge, improve, or demolish any school building, the cost of which will exceed \$50,000, except in cases of urgent necessity, or for the security and protection of school property, and except as otherwise provided under Ohio law, competitive bidding is required;

NOW THEREFORE, BE IT RESOLVED by the North Central Ohio Educational Service Center Board of Directors that, in accordance with 2 C.F.R § 200.320(a)(1)(iv) and applicable provisions of Ohio law, the Board hereby self-certifies an increase to the micro-purchase threshold up to \$50,000 which is a “higher threshold consistent with State law;”

BE IT FURTHER RESOLVED that the Board’s decision to increase the micro-purchase threshold up to \$50,000 is justified by its desire to provide the NCOESC with increased flexibility in obtaining supplies and services in a timely manner in such a way as to minimize administrative burden and cost and in keeping the threshold consistent with State law;

BE IT FURTHER RESOLVED that the self-certification made herein shall be effective July 1, 2023;

BE IT FURTHER RESOLVED that the Board authorizes and directs the Superintendent and Treasurer to take all actions necessary to update the Board’s purchasing policies to reflect the Board’s action taken herein, and to take all actions to carry into effect the purpose and intent of the foregoing Resolution.

H. Approval of revision of policy 6325

(under Procurement Methods, #2 Small Purchases, change \$50,000 to \$250,000) – retro to

July 1, 2023

Vote: Yeas: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney
Nays: None

COMMUNICATIONS
Tri-Rivers Career Center
NCOESC Superintendent

Tri-Rivers Career Center Report (Mr. Landon, Mrs. Pinney)

- Tri-Rivers just received a \$8.1 million grant. This will be used for their welding, CDL, driver's education and heavy equipment departments.

NCOESC Superintendent's Report (Ms. Luhring)

- Our Buildings & Grounds Director, Tim Chaney will be resigning, effective January 5, 2024. We will be employing Tim Weber to be his replacement.
- Ms. Luhring and Mr. Wolph will be meeting with Greg Edinger from Vanguard-Sentinel to discuss an AIM program that he currently has, in which students in grades 9-12 can become credentialed in several areas. This program currently has a waiting list and he needs more space to be able to accommodate more students. Would NCA be interested in becoming that space for these other students on the wait list? This is just the beginning stages of discussion.

NEW BUSINESS
-Purchased Service
Contract
-Program Contracts
-ESCCO Math Spec Reg
Lead MOU
-FY23 Tuition
Reimbursement
-ESCCO DM/CS & MMR
MOU
-REVISED Shelby Title I-D
Agreement
-ODCY Subgrant
Agreement
-TCS Title I-D Agreement
-Shelby/St. Mary's Pooling
Agreement
-Shelby/Sacred Heart
Pooling Agreement
-Plymouth-Shiloh/St.
Mary's Pooling Agreement
-Mid-Ohio/St. Mary's of the
Snow Agreement
-Office Holiday Closed
Days
-Crestview/St. Mary's
Pooling Agreement
-Colonel Crawford/Sacred
Heart Pooling Agreement
-Buckeye Central/Sacred
Heart Pooling Agreement
-Crestline/Sacred Heart
Pooling Agreement
Galion/Sacred Heart
Pooling Agreement
COMMUNITY SCHOOL
-Contract Review Notice
NCO-23-64

Mr. Landon made the motion, seconded by Mr. Ellis to approve the following new business items:

A. Purchased Service Contracts:

- Deborah Brink - See-the-Sound Visual Phonics Training
- Courtney Dexter - Bucyrus City Schools Grant Presentation
- AIM Institute for Learning & Research - Literacy Training
- Frontline Education - FY24 Applicant Tracking Services - \$3,322.97 (01/01/2024 – 03/31/2024)
- Ervin Educational Consulting, LLC - Behavioral Leadership Strategy Training
- Marion City School - Aide Services

B. Program Contracts:

- FY24 Data Gathering Tool Services for the following districts:
Colonel Crawford, Elmwood, Mohawk, Wynford
- Clyde-Green Springs EVSD - FY24 LPDC Database Services
- Clyde-Green Springs EVSD - FY24 Adapted PE Services
- Tri-Rivers Career Center - FY24 Employee Evaluation Services
- Seneca County Opportunity Center - FY24 Braille Services
- A Little Faith Ministries - 2024 Website Hosting Services
- Seneca County Opportunity Center - FY24 Physical Therapy Services
- Shelby St. Mary's - FY24 Physical Therapy Services
- Seneca County Opportunity Center - REVISED FY24 Aide Services
- Shelby City School - FY24 Gifted Intervention Specialist Services
- Margaretta Local School - FY24 Audiology Services
- Pleasant Local School - FY24 Behavior Professional Development Services
- Upper Sandusky EVSD - FY24 Behavior Professional Development Services
- Carey EVSD - FY24 Board Certified Behavior Analyst Services
- Upper Sandusky EVSD - FY24 REVISED Preschool Student Attendant Services
- Gilead Christian School - FY24 REVISED Speech Services #2

C. Other:

- Approval of MOU between ESC of Central Ohio and North Central Ohio ESC for Math Specialist Regional Lead Work
- Approval of Tuition Reimbursement for employees for the time period September 2022 – August 2023
- Approval of MOU between ESC of Central Ohio and North Central Ohio ESC for DM/CS and MMR
- Approval of REVISED Title I-D Interagency agreement between North Central Ohio ESC, Shelby City Schools and Abraxas Institution

- Approval of Ohio Department of Children and Youth Subgrant Agreement Amendment #1
- Approval of FY24 Title I-D Partnership Agreement between North Central Ohio ESC, Tiffin City Schools and the Seneca County Youth Center
- Approval of FY24 Title I Nonpublic School Program Pooling Agreement between North Central Ohio ESC, Shelby City Schools and Shelby St. Mary's
- Approval of FY24 Title I Nonpublic School Program Pooling Agreement between North Central Ohio ESC, Shelby City Schools and Shelby Sacred Heart
- Approval of FY24 Title I Nonpublic School Program Pooling Agreement between North Central Ohio ESC, Plymouth-Shiloh Local Schools and Shelby St. Mary's
- Approval of the FY24 service agreement between North Central Ohio ESC, St. Mary of the News (Mansfield) and Mid-Ohio ESC for Tiffany Stout
- Approval of the following closed office days:
 - November 22 - 24, 2023
 - December 22, 2023
 - December 25 - 26, 2023
 - January 1 - 2, 2024
- Approval of FY24 Title I Nonpublic School Program Pooling Agreements between the following schools:
 - North Central Ohio ESC, Crestview and Shelby St. Mary's
 - North Central Ohio ESC, Colonel Crawford and Shelby Sacred Heart
 - North Central Ohio ESC, Buckeye Central and Shelby Sacred Heart
 - North Central Ohio ESC, Crestline and Shelby Sacred Heart
 - North Central Ohio ESC, Galion and Shelby Sacred Heart

D. COMMUNITY SCHOOL CONTRACTS AND NEW BUSINESS:

Purchased Service Contracts:

- None

Program Contracts:

- None

Other:

- Notice of the following for board:
The following community school contracts will expire June 30, 2024: Ann Jerkins-Harris Academy of Excellence, Focus Learning Academy of Northern Columbus, and North Central Academy. The Sponsor has compiled a renewal committee which includes 4 NCOESC Community Support Staff and 1 outside stakeholder with vast community school experience. The Sponsor will have the recommended renewal terms for these schools to the NCOESC Board by the December 2023 board meeting.

Vote: Yeas: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney
Nays: None

EMPLOYMENT AND
PERSONNEL
-Certified Staff
-Substitute Teachers

It was moved by Mr. Bumgarner and seconded by Mr. Ellis to approve the following employment and personnel items:

A. APPROVE EMPLOYMENT OF CERTIFICATED & CLASSIFIED STAFF:

-Non-Certified Staff
-Supplemental Contracts
-Substitute Aides
-Leave of Absences
-Salary Schedules
-Resignations
-Retirement
-TRCC Board
Appointments
-T. Chaney leave payout
COMMUNITY SCHOOL
-AMENDED Salary
Schedules
-Leave of Absence
NCO-23-66

1. Certified staff:

- *Melanie Sutter* - Gifted Intervention Specialist (Shelby) - effective 11/06/2023 – 07/31/2024
- *Abbigail Sendelbach* - Tutor (Mansfield St. Mary) - \$30.00/hr - effective 08/23/2023 - 07/31/2024

2. Substitute Teachers for the 2023-2024 school year:

- *Kelly Brickner*
- *Allison Daniel*
- *Noah Davoli*
- *Brooklyn Gillig*
- *Abbigail Holbrook*
- *Michael Lyons*
- *Jessica Mahl*
- *Caitlin Reinhart*
- *Ronda Tischer*
- *Tegan Wietrzykowski*
- *Nicole Ammanniti*
- *Chelsea Crist*
- *Lara Gottfried*

3. Classified/Non-certified Staff:

- *Abigail King* - Paraprofessional (Fremont City) - effective 10/30/2023 - 07/13/2024
- *Cherie Hoffman* - Paraprofessional (Fremont City) - effective 10/25/2023 – 07/31/2024
- *Natasha Kingseed* - One-on-One Aide (Mohawk) - \$17.00/hr - effective 11/13/2023 – 07/31/2024
- *Shane Vernon* - AMENDED SST7 Administrative Support - effective 11/01/2023
- *Thea Coyan* - Preschool Paraprofessional (Upper Sandusky) - effective 11/13/2023 – 07/31/2024
- *Rita Nead* - SST7 Administrative Assistant - effective 11/27/2023 - 06/30/2024
- *Taylor Michalski* - One-on-One Aide (SCOC) - effective 11/13/2023 - 07/31/2024
- *Deanne Corbin* - One-on-One Aide (SCOC) - effective 11/13/2023 - 07/31/2024
- *Jeremy Burkhart* - Aide (Marion St. Mary's) - \$14.54/hr - effective 10/23/2023 – 07/31/2024
- *Robyn Burkhart* - Aide (Marion St. Mary's) - \$21.80/hr - effective 10/23/2023 – 07/31/2024
- *Tim Chaney* - Maintenance - up to 20 days at \$269.18/day - effective 01/08/2024 – 07/31/2024
- *Timothy Weber* - Buildings & Grounds Supervisor - effective 01/01/2024 – 07/31/2024
- Rescind the following contract previously approved at 08/15/2023 meeting:
 - *Kenya VanHorne* - Paraprofessional (Fremont City) - effective 08/01/2023 – 07/31/2024
- *Brianne Fox* - AMENDED Coordinator of PD, Partnerships & Marketing
- *Melinda Dickerson* - Aide (Marion St. Mary's) - \$15.00/hr - effective 08/15/2023 – 07/31/2024

4. Supplemental Contract(s):

- *Jennifer Bartsch* - ESL Teacher Retention - effective 08/01/2023 - 07/31/2024
- *Jennifer Kuhn* - AMENDED Attendance Work - effective 03/01/2023 - 06/30/2024
- *Kim Pachis* - Director of Early Childhood (Wyandot FCFC EI Supervision) - not to

exceed 120 hours at her current hourly rate - effective 08/01/2023 - 07/31/2024

5. Approval of Substitute Educational Aides for the 2023 - 2024 school year:

- *Nicole Ammanniti*
- *Allison Daniel*
- *Payton Delaney*
- *Amber Frank*
- *Cherie Hoffman*
- *Abbigail Holbrook*
- *Abigail King*
- *Marnie Lillo*
- *Jeannette Plisky*
- *Tegan Wietrzykowski*

6. Approval of Leave(s) of absence:

- *Dori Sorgen* - Intervention Specialist (Fremont City) - FMLA effective 12/22/2023
- *Robin Gardner* - Intervention Specialist (Fremont City) - FMLA effective 05/13/2024
- *Amy Bores* - Intervention Specialist (FLC) - FMLA effective 01/03/2024

7. Approval of Salary Schedule(s):

- Gifted Intervention Specialist (Shelby)
184 Days
\$56,934
- Buildings & Grounds Supervisor
260 Days
\$56,000
- AMENDED FY24 SST7 Staff

Project Director State Support Team 255 days Salary \$108,453	<i>George Csanyi</i>
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Educational Consultant - Early Childhood State Support Team 215 Days Salary \$82,000	<i>Tom Main</i>
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CPTD Consultant State Support Team 215 Days Salary \$84,460	<i>Julie Frankl</i>
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Associate Director for Special Education State Support Team 255 days Salary \$101,493	<i>Edward Kapel</i>
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Educational Consultant State Support Team 215 Days Salary	
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Educational Consultant State Support Team 215 Days Salary	
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\$84,460	<i>Stacy Hunsinger</i>
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\$82,000	<i>Olivia Siegfried</i>
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Regional Early Literacy Specialist	
State Support Team	
215 Days	
Salary	
\$82,000	<i>Erin Adkins</i>

Educational Consultant	
State Support Team	
215 Days	
Salary	
\$84,460	<i>Stephen Short</i>

Educational Consultant	
State Support Team	
215 Days	
Salary	
\$80,000	<i>Stacey Swank</i>

Educational Consultant	
State Support Team	
215 Days	
Salary	
\$82,000	<i>Michael Hebenthal</i>

Educational Consultant	
State Support Team	
215 Days	
Salary	
\$80,000	<i>Anne Ditlevson</i>

NON-CERTIFIED STAFF

SST Administrative Assistant	
255 Days	
7 hrs/day	
Salary	
\$23.00	
\$41,055	<i>Rita Nead</i>

SST Administrative Support	
250 Days	
7 hrs/day	
Salary	
\$22.00	
\$38,500	<i>Shane Vernon</i>

8. Resignation(s), Retirement(s) and Reductions in Force (RIFs):

Resignations:

- *Michelle Dotterweich* - Paraprofessional - effective 11/03/2023
- *Tim Chaney* - Director of Buildings & Grounds - effective 01/05/2024
- *Ashley Myers* - Paraprofessional (Wynford) - effective 12/20/2023
- *Timothy Weber* - Technology Coordinator (Tiffin City) - effective 12/29/2023
- *Savannah Pena* - TDC Student Attendant - effective 01/01/2024

Retirement:

- *Eric Basinger* - Preschool Intervention Specialist - effective 07/31/2024

RIFs:

- None

Non-Renewal:

- None

Terminations:

- None

9. Other:

- Approval of reappointment of *Mick Landon* and *Pamela Pinney* to Tri-Rivers Career Center Board effective 01/01/2024 - 12/31/2026
- Approval of payout of full vacation and personal days remaining upon resignation of *Tim Chaney* - Director of Buildings & Grounds

10. Community School – Employment and Personnel

Certified Staff:

- None

Non-Certified Staff:

- None

Substitute Teachers for the 2023-2024 School Year:

- None

Supplemental Contract(s):

- None

Salary Schedule(s):

- AMENDED FY24 NCA Teacher (Ruffing)
115 Days
\$32,752
- AMENDED FY24 Guidance Counselor
190 Days
\$52,020
- AMENDED FY24 NCA Superintendent
260 Days
\$97,013
- AMENDED FY24 NCA Educational Aide/Tutor (Stiith)
195 Days
\$29,580
- AMENDED FY24 NCA Student Services Coordinator (Martorana)
Hourly Rate \$21.33

- AMENDED FY24 NCA Teacher

BASE \$31,977

	FY24	FY24	FY24
LEVEL	BA	150 HRS	MA

0	\$31,977	\$33,191	\$35,017
1	\$33,289	\$34,665	\$36,646
2	\$34,598	\$36,137	\$38,276
3	\$35,912	\$37,603	\$39,905
4	\$37,223	\$39,074	\$41,535
5	\$38,532	\$40,547	\$43,168
6	\$39,842	\$42,017	\$44,801
7	\$41,153	\$43,489	\$46,429
8	\$42,464	\$44,960	\$48,060
9	\$43,775	\$46,429	\$49,692
10	\$45,089	\$47,902	\$51,323
11	\$46,404	\$49,371	\$52,951
12	\$47,708	\$50,842	\$54,585
13	\$47,970	\$52,451	\$56,213
14	\$48,239	\$53,833	\$57,846
15	\$49,020	\$55,277	\$60,124
20	\$50,334	\$56,714	\$61,687
25	\$51,642	\$58,189	\$63,292

Substitute Teacher \$125.00

Leave of Absence(s):

- *Catherine Factor* - NCA Teacher - FMLA effective 12/13/2023

Resignation(s):

- None

Retirement(s):

- None

RIF(s):

- None

Other:

- None

Vote: Yeas: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney
 Nays: None

employment, dismissal, discipline, promotion, demotion, compensation, or the investigation or complaint of public employees or regulated individuals.

Vote: Yeas: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney
Nays: None

RETURN TO REGULAR
SESSION

The board returned to regular session at 8:15 p.m. No action was needed.

NEXT MEETING

The next regular meeting will be held on Tuesday, December 19, 2023 at 7:00 p.m. at North Central Ohio ESC (Tiffin Campus), 928 West Market Street, Tiffin, OH with a holiday dinner served prior. More details to follow.

ADJOURN

Mr. Bumgarner made the motion to adjourn, seconded by Mr. Sayre.

Vote: Yeas: Mr. Bumgarner, Mr. Ellis, Mr. Landon, Mr. Pelter, Mr. Sayre and Mrs. Pinney
Nays: None

Meeting was adjourned at 8:16 p.m.

President

Treasurer