

REGULAR MEETING OF THE GOVERNING BOARD OF
THE KNOX EDUCATIONAL SERVICE CENTER
MOUNT VERNON, OHIO

AGENDA
Monday, April 18, 2016
12:00 NOON

- I. Call to Order
 - II. Roll Call
 - III. Guests:
 1. Pam Schehl – Mount Vernon News
 - IV. Public Participation
 - V. Treasurer's Agenda:
 1. Recommendation: Approve the minutes for the March 9, 2016 regular meeting.
 2. Recommendation: Approval of Bills, Payroll, Budget and Cash Reports.
 - VI. Legislative Update / Board Information
 1. Revised Board meeting dates
 - Wednesday, May 18
 - Wednesday, June 8
 - Thursday, July 7
 - Wednesday, August 3
 2. K12 Enterprise
 - VII. Superintendent's Recommendations and Reports
- POLICY AND PROGRAM
1. Recommendation: Approve the provided agreement with the Northmor Local Schools for special education instruction at the Knox Learning Center.
- PERSONNEL
1. Recommendation: Accept the following resignations:
 - Scott McKnight, East Knox Educational Aide; Effective
 - Jennifer Hurlow, Learning Center Tutor; Effective after Friday, April 8, 2016

2. Recommendation: Approve the following for the position indicated; effective as needed:

Substitute Aides

Tessa Bordenkircher
Ashley Dill
Marilyn Harezga
Rosemary Hedge
William Lonsinger
Jennifer Nothacker
Janet Stutz
Jarod Thomas
Amanda Wesley

Substitute Teachers

Thomas Gongwer

Clear Fork Valley Bus Drivers

Karen Neel
Sara Saxton

Reading Specialists

Josh Brown (Mount Vernon)
Jana Stewart (Mount Vernon)
Diane Thomas

3. Recommendation: Approve non-renewal of the following contracts for the 2016-2017 school year:

David Bell, Learning Center Aide
Linda Craft, Occupational Therapist
Alexander Evers, Digital Academy Room Monitor
Christie Grogg, Preschool Secretary
Candice James, Digital Academy Tutor
Teresa Kramer, Preschool Teacher
Sandra McGegor, Special Education Teacher
Debra Ronk, Occupational Therapist
Andrew Stebbins, Digital Academy Tutor
Alexandra Strouse, Preschool Teacher
Diane Zolman, Digital Academy Tutor

3. Recommendation: Approve the following contracts for the 2016-2017 school year:

Special Education Teachers

Kim Aritonovich, Art Teacher, One Year, BA Step 4
Karol Arnette, Special Education Teacher, Continuing MA Step 13
Candace Crawford, Special Education Teacher, One Year, MA Step 6
Bianca Dingman, Special Education Teacher, One Year, BA Step 1
Hannah Ginn, Special Education Teacher, One Year, MA Step 2
Nancy Gregg, Special Education Teacher, Three Year, 5 YR Step 13
Julie Grinstead, Special Education Teacher, One Year, 5 Year Step 6
Timothy Schrader, Special Education Teacher, BA Step 1
Sarah Smith, Special Education Teacher, One Year, MA Step 2
Linda Whitehead, Special Education Teacher, MA Step 1

Preschool Teachers

Jennifer Briggs, Preschool Teacher, Three of Three Year, BA Step 6
Wendy Cagle, Itinerant Preschool Teacher, One Year, MA Step 11
Allison Henthorn, Itinerant Preschool Teacher, One Year, BA Step 1
Jaquelyn Nutt, Preschool Teacher, Three Year, 5 Year Step 7

Lindsay Sanders, Preschool Teacher, One Year, BA Step 3
Jessica Super, Preschool Teacher, One Year, BA Step 2
Tonya Wickham, Preschool Teacher, BA Step 1

Digital Academy:

Kasandra Brooks, Digital Academy Tutor, One Year
Bradley Davis, Digital Academy Room Monitor, One Year
Kari Talbott, Digital Academy Tutor, One Year
Adrianna Trace, Digital Academy Room Monitor, One Year
Rebecca Wentworth, Digital Academy Tutor, One Year

Teacher's Assistants:

Lisa Burke, Teacher's Assistant, Two of Two Year, Step 5
Amy Calkins, Preschool Teacher's Assistant, Continuing, Step 5
Tara Clark, Teacher's Assistant, Continuing, Step 5
Kelly Davis, Teacher's Assistant, Continuing, Step 5
Barbara Drews, Teacher's Assistant, Two Year, Step 5
Kelly Freeman, Teacher's Assistant, Continuing, Step 5
Stephanie Furnis, Teacher's Assistant, One Year, Step 0
Lisa Grizenko, Teacher's Assistant, Two of Two Year, Step 5
Cathy Guthrie, Teacher's Assistant, Two of Two Year, Step 5
Delaine Haywood, Teacher's Assistant, Continuing, Step 5
Judith Hobbs, Teacher's Assistant, Continuing, Step 5
Barbara Holdren, Teacher's Assistant, Continuing, Step 5
Cindy Horton, Preschool Teacher's Assistant, Continuing, Step 5
Lydia Kennedy, Teacher's Assistant, Continuing, Step 5
Karen Kreps, Teacher's Assistant, Two Year, Step 4
Lynn Marcum, Teacher's Assistant, Continuing, Step 5
Joellen McGuire, Teacher's Assistant, Two Year, Step 5
Kelly Montgomery, Teacher's Assistant, Two Year, Step 5
Valerie Moore, Teacher's Assistant, Continuing, Step 5
Wendy Moore, Teacher's Assistant, Two Year, Step 5
Philanna Parnell, Preschool Teacher's Assistant, Two Year, Step 3
Jennifer Purdy, Teacher's Assistant, Continuing, Step 5
Debra Ridgeway, Teacher's Assistant, Step 1
Heidi Saunier, Teacher's Assistant, Continuing, Step 5
Michelle Shillito, Preschool Teacher's Assistant, Continuing, Step 5
Sheri Stoyale, Teacher's Assistant, Continuing, Step 5
Cheryl Tokasz, Teacher's Assistant, Two Year, Step 4
Gretchen Wheeler, Preschool Teacher's Assistant, Two year, Step 2

Therapists:

Courtney Dugan, Occupational Therapist, Two Year, BA Step 2
Angela Grimm, Occupational Therapy Assistant, Two year, OTA Step 3
Patricia Keefer, Speech Therapist, Two Year, MA Step 6
Jolene Kiser, Occupational Therapist Assistant, One Year, as needed, hourly \$40.66

Susan Langdon, Occupational Therapy Assistant, Two Year, OTA Step 8
Trudy Mercer, Occupational Therapy Assistant, Two Year, OTA Step 5
Joyce Ross, Occupational Therapy Assistant, Two Year, OTA Step 4
Darci Untied, Occupational Therapist, Two Year, MA Step 13
Kelly Wilcox, Speech Therapist, Continuing, MA Step 12
Kathleen Young, Speech Therapist, Two of Two Year, MA Step 3

Other:

Kathy Belcher, St. Vincent Secretary, One Year, as needed
Ashley DeFrancisco, CRC Tutor, One Year, as needed
Carol DeLano, Reading Tutor, One Year
Carla Douglas, Office Manager, Two Year, Step 5
Lauren Downes, Knox Learning Center Administrative Assistant
Roxanne Eddy, Reading Tutor, One Year
Cassie Fahrni, Reading Tutor, One Year
Shanna Grennell, Nurse, One Year, as needed
Cecile Hendrickson, St. Vincent Reading Tutor, One Year
Teresa Kouba, Reading Tutor, One Year
Barbara Martinez, ESL Interpreter, One Year
Tammy Morningstar, Nurse, One Year, as needed
Lisa Phillips, Reading Tutor, One Year
Inger Raymond, Reading Tutor, One Year
Wendy Sharpes, Reading Tutor, One Year
Billie Shire, Centerburg School Psychologist, One Year, as needed
Karen Shriver, Reading Tutor, One Year
Gwen Smith, Superintendent Secretary, Two Year, Step 6
Jana Stewart, Reading Tutor, One Year
Diane Thomas, Reading Tutor, One Year
Barbara Waite, Special Education Secretary, Two of Two Year, Step 8
Kendall Waite, Substitute Secretary, One Year
Becky Wallace, Reading Tutor, One Year
Chris Wooden, Courier, One Year, as needed

Substitute Aides:

Christina Alfrey
Tessa Bordenkircher
Kimberly Bradley
Pat Brady
Perry Brokaw
Joshua Brown
Karen Bumpus
Carol Carpenter
Kellie Christy
Doug Denbow
Stephanie Desrosiers
Marcia Durbin

Heidi Ehret
Joann Gibbs
Belinda Harding
Rosemary Hedge
Kathleen Herrman
Joyce Johnson
Vicki Leasure
Hannah Legros
Tanya Lewis
Virginia Linson
Jennifer Love
Patsy Lyons
Paulette Martin
Shannon McGregor
April Miller
Laura Miller
Tonya Sant
Jenny Sason
Tyler Scott
Kyna Shindle
Diane Simmons
Mike Skaggs
Rebekah Smith
Kathleen Spohn
Ashley Taylor
Barbara Taylor-Leedy
Jerod Thomas
Amanda Wesney
Helena Woodworth
Hannah Yoder
Nicole Yoder

KNOX EDUCATIONAL SERVICE CENTER GOVERNING BOARD

NORTHMOR LOCAL SCHOOLS

Service Agreement
2015-2016 School Year

R.C. 3313.843 and R.C. 3317.11(D)

This AGREEMENT (“Agreement”) is made by the Northmor Local Schools (“Board” or “District”) and the Knox Educational Service Center Governing Board (“Knox ESC”).

WHEREAS, the Board desires to enter into an agreement with the Knox ESC to be in compliance with R.C. 3313.843 and to provide services as set forth in this Agreement.

NOW THEREFORE, in consideration of the promises contained herein, the parties agree as follows:

1. ENGAGEMENT AND DUTIES

- a. During the term of this Agreement, the Board hereby engages the Knox ESC to perform services required by the Board pursuant to R.C. 3313.843. These services may include supervisory teachers; in-service and continuing education programs for District personnel; curriculum services; research and development programs; academic instruction for which the Knox ESC employs teachers pursuant to R.C. 3319.02; assistance in the provision of special accommodations and classes for students with disabilities; or any other services the Board and Knox ESC agree can be better provided by the Knox ESC and are not provided under an agreement entered into under R.C. 3313.845. The specific services to be provided by the Knox ESC shall be:

1. The Knox ESC will provide special education instruction for District students at the Knox Learning Center, 900 West Vine Street, Mount Vernon, Ohio.

2. TERM

The Knox ESC and Board shall adopt a resolution ratifying this Agreement. This Agreement shall begin on August 19, 2015, and terminate on May 27, 2016, unless and until terminated by the Board pursuant to R.C. 3313.843(D)(1) or by the Knox ESC upon thirty (30) business days written notice to the Board.

3. COMPENSATION

The District will reimburse the pro-rated amount due and owing to the Knox ESC as follows for personnel and administrative costs:

1. Estimated Annual Knox Learning Center ED Instruction: \$9800

- a. The cost of all services to be provided to the Board by the Knox ESC, as provided in Section 1(c) of this Agreement, are estimated costs only. On a quarterly basis, the Knox ESC will provide the Board with an invoice reflecting the actual cost of the services provided to the Board by the Knox ESC under this Agreement. The actual cost of these services may be in excess of or less than the estimated cost.
- b. If the actual cost of services provided to the Board by the Knox ESC under this Agreement exceeds the estimated cost, the Board shall pay the Knox ESC the difference between the actual cost and the estimated cost during the school year. Specifically, the Board shall provide the Knox ESC with a written statement that clearly indicates the payments owed and is signed by the Board's Superintendent or Treasurer. The Board agrees to tender the amount due and owing to the Knox ESC under this section directly to the Knox ESC.
- c. If the actual cost of services provided to the Board by the Knox ESC under this Agreement is less than the estimated cost, the Knox ESC shall reimburse the Board the difference between the actual cost and the estimated cost by providing the Board with a credit in that amount towards the cost of services to be provided by the Knox ESC to the Board during the school year. In the event the Board will not receive services from the Knox ESC during the school year or the cost of the services the Board will receive from the Knox ESC is less than the amount owed to the Board by the Knox ESC, the Knox ESC shall pay the difference to the Board.
- d. Based on the estimated cost of the services provided to the Board by the Knox ESC, as provided in Section 1(c) of this Agreement, as provided in Section 3(e) of this Agreement, the Board agrees to tender the amount due and owing to the Knox ESC under this section directly to the Knox ESC.

4. LICENSURE/CERTIFICATION

The Knox ESC will ensure that all individuals providing services under this Agreement obtain and maintain all necessary licensure and/or certification. A copy of all such credentials/licenses shall be maintained by the Knox ESC for inspection, upon request, by the Board.

5. CRIMINAL RECORDS CHECKS ON EMPLOYEES

The Knox ESC will ensure that all applicable criminal records/background check laws and any hiring restriction imposed by those laws, including but not limited to those set forth in R.C. Chapter 3319, are adhered to and satisfied.

6. CONFIDENTIALITY/EDUCATION AND STUDENT RECORDS

- a. The Board and Knox ESC acknowledge that in the course of performing their obligations under this Agreement, both may obtain certain confidential and proprietary information about the other party (collectively "Confidential Information"). Both the Board and Knox ESC agree that they will only use Confidential Information of the other party in the performance of its obligations under this Agreement and that it will not, at any time during or following the term of this Agreement, divulge, disclose or communicate any Confidential Information to any other person,

firm, corporation or organization or otherwise use the Confidential Information for any purpose whatsoever without the prior written consent of the disclosing party.

- b. Confidential Information does not include information which is: (a) in the public domain other than by a breach of this Section on the part of the recipient; (b) rightfully received from a third party without any obligation of confidentiality; (c) rightfully known to the recipient without any limitation on use or disclosure prior to its receipt from the disclosing party; (d) independently developed by the recipient; or (e) disclosed pursuant to the order or requirement of a court, administrative agency or other government body.

7. NOTICES

All notices, requests, demands and other communications provided for by this Agreement shall be in writing and (unless otherwise specifically provided herein) shall be deemed to have been given at the time when delivered via registered or certified mail, postage prepaid, and addressed to the party at the address set forth below, or to such changed address as a party may have fixed by notice to the other party hereto; provided, however, that any change of notice of address shall be effective only upon receipt.

Such notices shall be provided to:

If to the Knox ESC:

Knox County Educational Service Center
308 Martinsburg Road
Mount Vernon, OH 43050

If to the Board:

Northmor Local Schools
5247 County Road 29
Galion, OH 44833

8. GOVERNING LAW

The laws of the State of Ohio shall govern this Agreement with venue in Knox County, Ohio. If any provisions of this Agreement are invalid or inoperative under law, the remaining provisions of this Agreement shall continue in full force and effect.

9. FORCE MAJEURE

Neither Board nor Knox ESC shall be deemed to be in breach or default of any provision of this Agreement by reason of a delay or failure in performance due to acts of God, acts of governments, wars, riots, strikes, accidents in transportation, or other causes beyond the control of the parties.

10. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the parties, and supersedes any previous agreements they may have made, whether orally or in writing.

11. BENEFIT AND ASSIGNMENT

This Agreement may not be assigned or subcontracted by either party without the prior written consent of the other party.

12. AMENDMENT

Except as otherwise provided herein, this Agreement shall not be amended except in writing signed by both parties hereto and this Agreement may not be discharged except by performance in accordance with its terms or by writing signed by the party to be charged. However, if the Board and/or Knox ESC is required to amend the Agreement pursuant to a change in the Ohio Department of Education guidelines or other federal, state, or local health, safety, or civil rights law, it is agreed that this Agreement can be amended pursuant to such mandate through mutual consent of the Board and Knox ESC.

13. WAIVER OF BREACH

The waiver by any party of breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach hereof, or as to any party hereto.

14. INSURANCE/RESPONSIBILITY

Each party shall be responsible for the payment of claims for loss, personal injury, death, property damage, or otherwise, arising out of any act or omission of their respective employees or agents in connection with the performance of the services for which they may be held liable under applicable law. Each party shall maintain at its sole expense adequate insurance or self-insurance coverage to satisfy its obligations under this Agreement. In the event a lawsuit is brought against the Board and/or Knox ESC as a result of the Knox ESC's provision of services under this Agreement, the Board and Knox ESC shall each be responsible for its own attorney fees and costs associated with such litigation.

15. COUNTERPARTS

This Agreement may be signed by the parties hereto in counterparts, and, taken together, shall constitute one and the same Agreement.

16. BINDING EFFECT

This Agreement shall not be binding until adopted by the Board and Knox ESC in public session and executed by the parties.

IN WITNESS THEREOF, the parties hereto have set their hands.

NORTHMOR BOARD OF EDUCATION

By _____
President (In his/her official capacity only) Date _____

And/or by _____
Superintendent (In his/her official capacity only) Date _____

And/or by _____
Treasurer (In his/her official capacity only) Date _____

* This Agreement has no legal effect absent Board action

KNOX EDUCATIONAL SERVICE CENTER

By _____
President (In his/her official capacity only) Date _____

And/or by _____
Superintendent (In his/her official capacity only) Date _____

And/or by _____
Treasurer (In his/her official capacity only) Date _____

* This Agreement has no legal effect absent Governing Board action