

RECORD OF PROCEEDINGS

Minutes of Bowling Green City Schools Board of Education Regular Meeting

Held Performing Arts Center September 17, 20 24

Bowling Green City Board of Education
Bowling Green, Ohio
September 17, 2024
Regular Meeting

The regular meeting of the Bowling Green City Board of Education was called to order by President Hovest at 6:00 p.m. on Tuesday, September 17, 2024 the Performing Arts Center.

Roll Call: Present: Hovest, Geer, Gonyer, Myers, Thompson

Introduction of guests and visitors: Marie Thomas-Baird-Sentinel Tribune, Jan McLaughlin-BG Independent News, and League of Women Voters

Opportunity for public to address the Board on agenda items
Susan Mezaros – Expressed concerns on relocation of High School parking lot.

Rick Busselle – Presented financial information on the State Voucher Program and the local effects.

Special Recognition
P.A.C.E. Enrichment Program Student Accomplishment ~ Perennial Math Competition
Gold Medalists Laura Weaver
Aiden Xu Intermediate and Advanced Teams; NWOC CG Scholarship Recipient
Gabriel (Gabe) Lust Intermediate Team
Mazie Perkins Intermediate
Ruby Underwood Rookie Team
Silas Kieffer-Airhart Rookie Team
Jessa Donaldson Rookie Team

Special Presentation
25th Anniversary of the BG Schools Foundation and the 25 Acts of Kindness initiate Joe Edens & Stacy Higgins

Opportunity for the Board to present additional items.
Peggy Thompson – Penta Career Center’s new E-Mobility Lab groundbreaking

Board President Report
Tracy Hovest - None

Superintendent’s Report
Dr. Ted Haselman

11768 It was moved by Myers, seconded by Thompson to approve the minutes of the regular meeting of August 21, 2024.

Roll Call: Ayes: Myers, Thompson, Geer Gonyer, Hovest
Nays: None Motion passed.

11769 It was moved by Gonyer, seconded by Geer to approve the Treasurer’s Report for August 2024, which included the Financial Report for August, 2024.

Roll Call: Ayes: Gonyer, Geer, Myers, Thompson, Hovest
Nays: None Motion passed

11770 It was moved by Thompson, seconded by Myers to approve personnel as recommended by the Superintendent.

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CERTIFICATED PERSONNEL:

Supplemental Contracts for 2024-2025

Total payment amount will be contingent upon completion of the supplemental contract.

Employment of 5th Grade Camp Counselors att contracted BGEA rate each:

Tammy Beauprez	Erin Failor	Heather Fallis	Shannon Lentz
Robert Marzola	Tamarah Matney	Joseph McFaddin	Emily Nash
Jennifer Ostrowski	Paul Reinhart	Michelle N. Thomas	

Employment of 5th Grade Camp Director Shared Supplemental:

Heather Fallis	\$1,095.50
Robert Marzola	\$1,093.50

Contract Adjustment

Jeremy Kohler	Asst Volleyball Coach	High School	TO- \$5,752.00*
Deborah Mathias	Head Volleyball Coach	High School	TO- \$5,752.00*

*Revision from the 6/20/2024 Board Agenda

All coaches possess current and valid Ohio Department of Education Pupil Activity Permits and satisfactory background checks.

A dollar amount represents a shared supplemental contract.

Preschool Speech & Language Pathologist pay to complete play-based assessments; ETR/IEP meetings; home visits; Head Start screenings & meetings. \$30 / hour up to 10 hours for the 2023-2024 school year. Additional hours as approved by the Executive Director of Pupil Services.

Kimberly Besgrove

Extended Time for 2024-2025

Molly Barnhart	School Counselor	Middle School	5 days
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Retirement

Shawn Hudson	Orchestra	District	Effective July 1, 2025
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SUPPORT PERSONNEL

Employment

Tracy Wilson	Food Svc Cashier/Worker	Middle School	Effective Sept 12, 2024
Experience Factor 1	85 working day probation		

Resignation

Amanda Scarberry	Food Svc Cashier/Worker	Middle School	Effective Aug 17, 2024
Michael Wongrowski	Substitute Bus Driver		Effective May 14, 2024

Retirement

Ronald Bechstein	Head Mechanic	Transportation	Effective Nov 1, 2024
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Termination – Failure to Appear

Delana Ball	Bus Driver Trainee	Effective Sept 17, 2024
[Hired on Sept 19, 2023 Board Agenda]		
Brooke Burkhart	Bus Driver Trainee	Effective Sept 17, 2024
[Hired on September 19, 2023 Board Agenda]		
Erika Cano	Bus Driver Trainee	Effective Sept 17, 2024
[Hired on February 15, 2022 Board Agenda]		
Jason Fox	Bus Driver Trainee	Effective Sept 17, 2024
[Hired on December 15, 2022 Board Agenda]		
Carrie Hayden	Bus Driver Trainee	Effective Sept 17, 2024
[Hired on June 27, 2023 Board Agenda]		
Brittany Meade	Bus Driver Trainee	Effective Sept 17, 2024
[Hired on June 27, 2023 Board Agenda]		
Michael Nemeth	Bus Driver Trainee	Effective Sept 17, 2024
[Hired on September 19, 2023 Board Agenda]		

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Transfer
Janice Yowler From: Bus Driver Trainee To: Regular Bus Driver Effective: August 29, 2024
85 Work Day probation Experience Factor 0
In addition, \$2,000 Sign-On Bonus as approved at August 1, 2022

Lauren Crawford From: Food Svc Manager Kenwood Elementary Effective Sept 9, 2024
To: Food Svc Cashier/Worker Conneaut Elementary
60 Work Day probation 3.5% decrease/Appendix B- OAPSE Negotiated Agreement

Substitute Custodial/Maintenance Workers 2024-2025 school year \$16.32 per hour [Hours to be determined by the Director of Buildings & Grounds]
Ashley Bodi **Alexis Duval** **Elizabeth Jones** **Brittney Sauve**

OTHER PERSONNEL
Home Instruction Tutors for special needs and other students, as needed, for the 2024-2025 school year, plus extended school year, if needed; 2024-2025 Tutor Rate [Hours to be determined by Executive Director of Teaching & Learning or Executive Director of Pupil Services, on a case by case basis]
Anne Clark **Betsy Nietz** **Daniel Stutzman**

2024-2025 Friday/Saturday School Monitor
BG Middle School – at contracted BGEA hourly rate, as needed
Erin Kozey **Betsy Nietz** **Larissa Rochester** **Jayden Stanton**
Roman Sommer

BG High School – at contracted BGEA hourly rate, as needed
Anne Clark **Holly Cummings** **Carolyn Layne** **Deborah Mathias**
Devin Radcliff **Laura Reyes** **Erika Slough**

Student Activity Contracts for 2024-2025 (Occasional employees in paid/contractual positions) Total payment amount will be contingent upon completion of the supplemental contract.
Employment
Shania Williams Assistant Cheer Coach - Competition High School
Riley Rader Assistant Cheer Coach - Fall High School
Effective Sept 9, 2024
All coaches possess current and valid Ohio Department of Education Pupil Activity Permits and satisfactory background checks.

A dollar amount represents a shared supplemental contract.

Resignation
Kennedi Priest Assistant Cheer Coach - Fall High School
Effective Sept 8, 2024

Volunteer Recognitions for 2024-2025 (Unpaid)
Zachary Thomas Assistant Boys Golf Coach High School
All coaches possess current and valid Ohio Department of Education Pupil Activity Permits and satisfactory background checks.

Game Help 2024-2025 School Year
High School: 1 Game (\$25.00); 2 Games (\$40.00); 3 Games (\$55.00)
Carolyn Layne **Kimberly Stevens**

UNCLASSIFIED II PERSONNEL

Transfer
William Burkle From: Crossing Guard Effective: August 21, 2024
To: Crossing Guard Substitute

Meeting

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(Additional hours as needed, authorized by St. Louis Principal)

Motion carried.

- For the 2024-2025 school year, Otsego LSD agrees to transfer funds from its Title I allocation in the amount of \$2,655.64 (or amount generated by the CCIP) to the Bowling Green CSD

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- The Bowling Green CSD will provide school-parent compacts for the Title I students, evidence of parent involvement activities, training, materials, progress reports for Title I students, eligibility criteria and a list of students residing in its district who attend St Louis Catholic School to the Otsego LSD.
- Eligible students from the Otsego LSD will be identified for service by the selection procedures designed by the Bowling Green CSD
- The Otsego LSD and the Bowling Green CSD agree after consultation to pool Title I funds across all participating public schools who agree to pool funds. Based on uniform criteria of educational need, the lowest-achieving Title I eligible private school children who attend St Louis Catholic School regardless of their district of residence and without regard to how much funds children from low-income families within their private school generate towards the pool will be served. Eligible low-achieving children may receive Title I services even if their school has few or no children from low-income families who generate Title I funds.
- The Bowling Green CSD agrees to include the student(s) being served from the Otsego LSD in all required district, state and/or federal Title I reports for the 2024-2025 school year.

Dr. Ted Haselman
Bowling Green City Schools
Superintendent

Date

Kevin O'Shea 8/16/24
Otsego Local Schools
Superintendent

Matt Feasel
Bowling Green City Schools
Treasurer/CFO

Date

Steve Carroll 8/16/24
Otsego Local Schools
Treasurer/CFO

Approval of a Title I Memorandum of Understanding 2024-2025 School Year between Patrick Henry Local Schools and Bowling Green City Schools for Title I pooling

TITLE I MEMORANDUM OF UNDERSTANDING
2024-2025 School Year

Title I allocations are made to public school districts based on the number of low-income children residing in a particular district. Since district residents may be attending non-public schools located within another public school district's boundaries, funds allocated on a per pupil basis can be transferred from one district to another.

In accordance with federal rules and regulations, the purpose of the Bowling Green City School District non-public program is:

- 1) To supplement the educational program for eligible students in non-public schools by providing services in consultation with the non-public school administrators.
- 2) To provide student progress reports and an annual evaluation to ensure that high quality services are being delivered; and
- 3) To provide funding to support opportunities for parent involvement to facilitate meaningful two-way communication between the parents and students served through the Title I program.

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In compliance with the purpose of the Title I Non-Public School program, the Bowling Green City School District and the Patrick Henry Local School District agree that:

The Bowling Green City School District will provide properly licensed educators to implement the Title I program serving eligible Patrick Henry LSD students attending St. Louis Catholic School, a non-public school within the Bowling Green CSD boundary. The amount of funding will be calculated from the Ohio Department of Education's CCIP per pupil amount based on economic eligibility as reported by the non-public school to the LEA. The number of eligible pupils times the per pupil allocation for each participating non-public school will be used to calculate the total amount due to the Bowling Green CSD from the Patrick Henry LSD.

The teacher will use a standardized assessment among multi-criterion to rank students based on academic performance and use this list to prioritize services for those in most need. The teacher will provide instruction based on the state academic content standards. The teacher will administer standardized post-tests to evaluate students' growth and the effectiveness of the Title I non-public program. Copies of student progress reports and the overall program evaluation will be shared in a timely manner with the LEA Federal Program Coordinator.

The Patrick Henry LSD will make payment to the Bowling Green CSD provided that they have complied with the above listed requirements and provided the Patrick Henry LSD with proper documentation.

- For the 2024-2025 school year, Patrick Henry LSD agrees to transfer funds from its Title I allocation in the amount of \$2,628.78 (or amount generated by the CCIP) to the Bowling Green CSD
- The Bowling Green CSD will provide school-parent compacts for the Title I students, evidence of parent involvement activities, training, materials, progress reports for Title I students, eligibility criteria and a list of students residing in its district who attend St Louis Catholic School to the Patrick Henry LSD.
- Eligible students from the Patrick Henry LSD will be identified for service by the selection procedures designed by the Bowling Green CSD
- The Patrick Henry LSD and the Bowling Green CSD agree after consultation to pool Title I funds across all participating public schools who agree to pool funds. Based on uniform criteria of educational need, the lowest-achieving Title I eligible private school children who attend St Louis Catholic School regardless of their district of residence and without regard to how much funds children from low-income families within their private school generate towards the pool will be served. Eligible low-achieving children may receive Title I services even if their school has few or no children from low-income families who generate Title I funds.
- The Bowling Green CSD agrees to include the student(s) being served from the Patrick Henry LSD in all required district, state and/or federal Title I reports for the 2024-2025 school year.

Dr. Ted Haselman
Bowling Green City Schools
Superintendent

Date

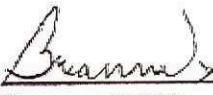

Josh Biederstedt
Patrick Henry Local Schools
Superintendent

Date

8/24/24

Matt Feasel
Bowling Green City Schools
Treasurer/CFO

Date


Breanna DeWit
Patrick Henry Local Schools
Treasurer/CFO

Date

8/30/24

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By the Superintendent			
Acceptance on the following gifts:			
\$ 100	High School Cheer Team	A.A. Green Realty, Inc.	Donation
\$200 value of School supplies	Crim Elementary	Sylvan Learning Center	Donation
		c/o Joseph Skousen	
\$400 value of Book bags & school supplies	Crim Elementary	Brown Bag Food Project	Donation
		c/o Amy	
\$50 value of School supplies	Crim Elementary	Diane Beaverson	Donation
\$900 value of Book bags & school supplies	Elementary & MS	Chartwells/BGSU Dining	Donation
\$594.28 value of 332 taco coupons	BGCS Board of Educ	Arthur Taco Bell	Donation
		Franchise Organization	
\$200 value of School supplies	Conneaut Elementary	Sylvan Learning Center	Donation
		c/o Joseph Skousen	
\$500 value of School supplies	Kenwood Elementary	Ryan Wilcox & Sherrie Sparks	Donation
\$100 value of School supplies	Kenwood Elementary	Pauline Miller	Donation
\$150 value of School supplies	Kenwood Elementary	Sylvan Learning Center	Donation
		c/o Joseph Skousen	
\$100 value of School supplies	Crim Elementary	Jeanne Langendorfer	Donation
\$66 value of School supplies	Bobcat Basics	BG Kiwanis Club	Donation
\$350 value of School supplies	Conneaut Elementary	Vollmar Family	Donation
\$200 value of School supplies	Crim Elementary	First Presbyterian Church	Donation
\$75 value of School supplies	Middle School	Nancy Hammon	Donation
\$400 value of School supplies	Crim Elementary	First United Methodist	Donation
\$100 value of Hygiene supplies	Kenwood Elem 5th grade camp	Phipps Shevlin Hebeke	Donation
\$ 4,485.28 TOTAL			

Approval of the following agreements:
Between Wood County Board of Developmental Disabilities and the Bowling Green Board of Education to provide or contract for special education and related services provided to BG students effective for the 2024-2025 school year.

AGREEMENT BETWEEN:

THE WOOD COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES

And

BOWLING GREEN
SCHOOL DISTRICT BOARD OF EDUCATION

I. PREAMBLE

Whereas, the Wood County Board of Developmental Disabilities ("Wood County Board of DD") and Wood Lane School is authorized pursuant to Ohio Revised Code 5126.05(A)(4) to provide or contract for special education services and ensure that related services are available according to the plan and priorities of such Board,

Whereas, Wood County Board of DD is, pursuant to Ohio Revised Code Sections 3323.021 and 5126.04(D) and (E), electing to participate in the provision of educational services directly or by the contracting for the provision of such services, to the extent and according to the terms indicated in this agreement,

Whereas, Ohio Revised Code 5126.05(C) permits and authorizes county boards of developmental disabilities to enter into contracts and agreements with public or private agencies or organizations of the same or another county to provide facilities, programs, and services authorized or required upon such terms as may be agreeable,

Whereas, the Bowling Green School District Board of Education ("Local Board of Education") desires to participate with Wood Lane in the provision of services upon the terms stated herein,

Therefore, Wood County Board of DD and the Local Board of Education hereby agree as follows:

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II. OBLIGATIONS

- A. The parties agree that Wood County Board of DD will not provide services directly or by contract to any individuals unless Wood Lane School has determined the individual to be eligible for its services.
- B. With regard to each child determined eligible in accordance with paragraph II(A) above, Wood Lane School agrees to notify the Local Board of Education of educational planning meetings concerning such child, including all Individual Education Plan ("IEP") conferences. Wood Lane School has the right to have a representative attend all such conferences and shall be permitted to be a signatory to any document, such as an IEP, where the resources of Wood County Board of DD may be affected. Provided that this paragraph shall have no effect unless and until Wood Lane School has notified the Local Board of Education that Wood Lane School has determined the individual to be eligible for services pursuant to this agreement and that Wood Lane School may be providing services to such individual.
- C. Wood County Board of DD may charge the Local Board of Education for services provided by Wood Lane School directly or by contract only if the Local Board of Education agrees in writing to pay for such services. Such agreement will be evidenced by one or more exhibits to this contract which shall be affixed hereto and is specifically made a part hereof or, if such agreement is entered into after the effective date of this agreement, such agreement shall be considered an addendum to this agreement and shall be subject to the terms of this agreement.
- D. If the Wood County Board of DD intends, during the next school year, to increase the amount it charges for some or all of the services for which the Local Board of Education has agreed to pay or if the Wood County Board of DD intends to cease offering all or part of any services provided, Wood County Board of DD shall notify the Local Board of Education of such intention no later than the first day of May of the current fiscal year. Wood County Board of DD shall make no changes of the type indicated in this paragraph if such notice is not provided.
- E. If the Local Board of Education intends to cease obtaining any or all services it obtains from the Wood County Board of DD for the next school year or intends to change the type or amount of services it obtains from the Wood County Board of DD for the next school year, the Local Board of Education shall notify Wood County Board of DD of such intention no later than the first day of May of the current fiscal year. The Local Board of Education shall make no changes of the type indicated in this paragraph if such notice is not provided.
- F. The parties shall collaborate with each other and other applicable government entities to maximize sources of revenue, including federal sources of revenue, in order to provide additional funds for special education services including special education related services. The parties shall document their respective efforts to maximize sources of revenue for special education services and promptly make such documentation available, upon request, to each other.
- G. If the Local Board of Education is reimbursed by any source for any services provided by the Wood County Board of DD during the term of this agreement and if the Local Board of Education is not otherwise obligated to pay the Wood County Board of DD for such services, the Board of Education shall remit to Wood County Board of DD the amount of such reimbursement within 30 days of the receipt of such reimbursement by the Local Board of Education.
- H. The Wood County Board of DD and the Local Board of Education agree to comply with all applicable federal and state laws and regulations pertaining to services provided by Wood Lane School pursuant to this agreement. It remains the Local Board of Education's legal obligation to provide a free and appropriate education to eligible individuals.

III. FURTHER TERMS

- A. Agreement to be Bound: The parties agree to be bound by all the terms of this agreement including the Preamble thereto.
- B. Term: This agreement shall be effective for the 2024 - 2025 school year unless extended, modified or terminated as hereinafter provided.
- C. Termination: This agreement may be terminated prior to the expiration of the term hereof as follows:
 - 1. Termination by Agreement: In the event the Wood County Board of DD and the

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Local Board of Education shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein.

2. Termination for Good Cause: Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible; however, this agreement can be terminated by either party for cause provided that either party provide written notice to the other party of the defaults that are claimed to have occurred and give that party thirty (30) days within which to cure such defaults. In the event that the defaults are not cured within the thirty (30) day period, notice in writing shall be given to the defaulting party and this agreement shall terminate ten (10) days from the date of such notice.

- D. Amendments, Modifications, and Extensions: This agreement may be amended, modified, or extended by the mutual agreement of the parties hereto in a written amendment or addendum to be attached to and incorporated thereby into this agreement.
- E. Notices: All notices, requests and approvals shall be made in writing and shall be deemed to have been properly given if and when personally delivered, or sent, postage prepaid, by between:

Mr. Brent Baer Superintendent
Wood Lane School
Wood County Board of DD
1921 East Gypsy Lane Road
Bowling Green, Ohio 43402

and

Dr. Ted Haselman
Superintendent
Bowling Green School District
137 Clough Street
Bowling Green, Ohio 43402

- F. Entire Agreement: This agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this agreement that is not contained herein shall be valid or binding.
- G. Assignment: Neither party shall assign any rights or obligations under this agreement without the written consent of the other party.
- H. Governing Law: The validity of this agreement and any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Ohio.
- I. Legal Construction: In the event that any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision and this agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been contained herein.
- J. Signature Indicates Authorization: The below individuals state that they have been duly and lawfully authorized to sign this agreement and to bind by their signature Wood Lane or the Local Board of Education as the case may be.

IV. SIGNATURE

For Wood Lane School

Brent Baer, Superintendent Wood County Board of DD District Date

For the Local Board of Education:

Dr. Ted Haselman, Superintendent District Date

Held _____ 20____

Agreement to Provide Speech Language Therapy Services between Montessori School of Bowling Green and Bowling Green City Schools for the 2024-2025 school year, effective August 1, 2023.

AGREEMENT TO PROVIDE SPEECH LANGUAGE THERAPY SERVICES

The Bowling Green City School District Board of Education (the "Board") and Montessori School of Bowling Green ("Montessori") hereby enter into an agreement for the provision of speech language therapy services as follows:

1. **ENGAGEMENT** The Board shall provide one (1) employee to provide speech language therapy services at Montessori and shall provide up to ten (10) hours of services per week for each week of the Montessori school year. These hours may be decreased in any week due to holidays, breaks, school closings, or other unforeseen events. These hours may also be increased in any week upon approval of the Montessori Executive Director.
2. **TERM** This Agreement is effective as of August 1, 2024 and will terminate at the end of the 2024-2025 school year. Either party may terminate this Agreement at its option upon thirty (30) days prior written notice to the other party.
3. **PAYMENT** Montessori will compensate the Board at the rate of \$60.70 per hour, plus STRS, Medicare, Workers' Compensation, and a 4% administration fee for services rendered. Payment is due within twenty (20) calendar days of presentation of an invoice from the Board.
4. **DUTIES** The Speech language therapist will be under the direct supervision of Montessori while providing therapy services pursuant to this Agreement. The Montessori shall determine the manner in which the work shall be performed and shall determine the specific procedures to be performed in rendering services under this Agreement.
5. **FACILITIES** While this Agreement is in effect, the Montessori will make available to the Speech language therapist adequate physical facilities as may be reasonably necessary to perform speech language therapy services under the terms of this Agreement.
6. **EMPLOYEES** The Speech language therapist is an employee of the Board. The Board is responsible for providing any benefits to which the Speech language therapist may be entitled. The Board is responsible for providing compensation to the Speech language therapist.
7. **ENTIRE AGREEMENT AND RELEASES** This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement, whether written or oral. This Agreement supersedes any prior written or oral agreements between the parties. Each of the parties hereby releases and discharges the other from any and all obligations and liabilities previously existing or now existing by reason of any prior agreement or relationship, it being the intention of the Board and the

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Montessori that this Agreement shall supersede and be in lieu of any and all prior agreements or understandings between them.

8. **AMENDMENT** This Agreement may be modified or amended if the amendment is in writing and signed by both parties.

9. **SEVERABILITY** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds any provision of this Agreement is invalid or unenforceable, but by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed and enforced as so limited.

10. **WAIVER OF CONTRACTUAL RIGHT** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel compliance with every provision of this Agreement.

11. **APPLICABLE LAW** This Agreement shall be governed and construed in accordance with Ohio law.

IN WITNESS WHEREOF, the parties have signed this Agreement on the dates shown below;

Montessori School of Bowling Green

Bowling Green City Schools
Board of Education

 8/29/24
Bev A. Bechstein, Principal Date

Ted Haselman, Superintendent Date

Matt Feasel, Treasurer Date

Service Agreement for ASL Interpreting Services between Bowling Green City Schools and Resolute Interpreting LLC for a special needs student effective September 17, 2024 for the 2024-2025 school year.

Terms of Service

Appointment Scheduling

- a. All requests for service can be made via phone, email, or Resolute Interpreting's online scheduling software.
- b. Resolute Interpreting (RI) is happy to honor (and even encourages) requests for specific interpreters. Please indicate these preferences in the "requestor comments" section of the request form.
- c. Due to the physically demanding nature of ASL interpreting, often times a team of interpreters are required to accurately convey the message and allow for adequate breaks. The hourly rates outlined below are inclusive of one interpreter. If a team will be required, this will be discussed and confirmed upon initial request intake
- d. 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, and billed in 15 minute increments. Extensions lasting more than 1 hour past the scheduled end time may be subject to emergency rates.
- e. Onsite and scheduled remote requests for service received with less than 24 business hours' notice prior to scheduled start will be billed an additional 25% premium & fulfillment is not guaranteed.
- f. Interpreters can be asked to arrive up to five (5) minutes earlier than the requested start time without additional charge. Anything beyond this will need to be scheduled and billed accordingly.

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Cancellation Policy

a. Requests require a 24-Business hour cancellation notice. Any request less than 24- business hours notice will be billed the full amount of the appointment. (E.g. appointments booked 10:00am Monday must be cancelled by 9:59am on the preceding Friday to avoid charges.)

Billing

- a. Services will be billed according to the rates outline in Appendix A.
- b. Invoices will be submitted weekly. A detailed bill outlining each appointment will be provided. Appointment history will be available via the online scheduling software.
- c. Payments are due net 30 days after receipt of invoice. After 30 days a 1.5% interest charge on the unpaid, undisputed balance will be assessed.
- d. Fees are calculated based on time scheduled. Any overage will be rounded to the next quarter hour.
- e. Pricing is valid for 1 year once agreement is completed and accepted by client. An email notice with a pdf of the completed agreement will be sent to both parties upon execution.
- f. Any part of the appointment falling outside of standard business hours will be billed at the applicable rate outlined in Appendix A.
- g. Any additional costs due to parking and/or entry fees will be billed to the customer with receipts for reimbursement.
- h. For any billing dispute, the customer will contact Resolute Interpreting within 30 days of the invoice date for the disputed transaction. Once the dispute is settled, the outstanding amount, if any, will be due on the next billing cycle.

Confidentiality

a. All appointment information will be kept strictly confidential in compliance with applicable privacy laws including HIPAA and FERPA. Interpreters will adhere to strict standards of confidentiality as outlined in the NAD/RID Code of Professional Conduct.

Appointment information will be available to only interpreters assigned to and only viewable using a secure web portal.

Direct Hire

a. During the term of this agreement, the Client agrees that it shall not, directly or indirectly, solicit, hire, engage, or contract with any employee or subcontractor of VLP for any employment or service relationship outside the scope of this agreement, without the prior written consent of VLP. The Direct Hire fee for this agreement will be \$5,000 per direct hire.

Appendix A: Rates

Full Time On-site Interpreting Services
in Ohio

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Performing Arts Center

September 17, 2024

Description	Item	Quantity	Price
ASL/Hour	\$57.00	2 Hours	\$114.00

All on-site interpreting services are billed at a 2 hour minimum **OR** the

Description	Item	Quantity
requested length of service, whichever is greater.		

Any service provided outside of standard business hours (Monday - Friday, 8am-5pm; Saturday and Sunday) will be billed an additional \$10/hour.

GSA Mileage billed for all on-site interpreting services

Requests for service received with less than 24 business hours' notice prior to scheduled start will be billed an additional 25% premium & fulfillment is not guaranteed.

- Approval of a Request for Student Trips
BGHS Drama Club students (16) Thespian retreat, Cross Creek Road, Bowling Green, Ohio, from Saturday, September 21 (7:00 pm) to Sunday, September 22, 2024 (8:30 am).
Advisor: **JoBeth Gonzalez.**
Costs covered by students & parents.
- BGHS and BGMS Jazz Band students to attend a live music performance at Southern Theatre, Columbus, Ohio on October 12, 2024.
Advisor: **Jennifer Metzger.**
Costs covered by students via reimbursement to the Band Boosters.
- BGMS 8th Grade Science students to attend Zoo Snooze on November 14, 2024 through November 15, 2024 at the Toledo Zoo in Toledo, Ohio.
Advisor: **Paula Williams**
Costs paid via student borne payments.

Roll Call:

Ayes: Myers, Geer, Thompson, Hovest, Gonyer

Nays: None Motion passed

- 11772** It was moved by Gonyer, seconded by Geer to Requests for Student Trips.
- Approval of a Request for Student Trips
Acknowledgment of a student trip request for DECA senior students [Penta Career Center program at BGHS] to attend the "Ultimate DECA Power Trip" Conference on November 14 to November 17, 2024 in Charlotte, North Carolina.
Advisor: **Cara Maxey**
All costs to be paid via a combination of student fund raisers, student payments. DECA-BG club account and Penta (transportation)

Meeting

Matt Feasel Treasurer/CEO (Date)
Bowling Green City School District