

**WOOD COUNTY EDUCATIONAL SERVICE CENTER**  
**Regular Governing Board Meeting Minutes**  
**April 27, 2021**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Ms. Judith **Paredes**, at 4:01 p.m. with the following members present: Ms. Kathy **Limes**, Mr. Joe **Long** and Mr. Timothy **Smith**. Also present: Ms. Jackie **Haar**, Treasurer, Mr. Mark **North**, Superintendent.

**Absent:**

**Judith Hines**

**Staff Members Present**

**N/A**

**Visitors Present**

**N/A**

**Director Report/Featured Program**

**N/A**

**Approval of Agenda**

Mr. Long moved and Mr. Smith seconded the motion to approve the board agenda.

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The chair declared the motion carried.*

**Approval of the Minutes**

Ms. Limes moved and Mr. Smith seconded the motion to approve the following minutes:

- Regular Board Meeting – March 23, 2021

*Roll Call: Yeas: Ms. Paredes, Ms. Limes, Mr. Long, and Mr. Smith. The chair declared the motion carried.*

**REPORTS OF THE TREASURER**

**Approval of Cash Reconciliation Reports-** The Cash Reconciliation Report for the previous month was provided to each Board member. Members had the opportunity to ask questions or make comments regarding the report.

Mr. Smith moved and Ms. Limes seconded the motion to approve the Cash Reconciliation report for the month of March 2021:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Financial Report** – Upon the recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded the motion to approve the Financial Report for the month of March 2021:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Bills** – Upon the recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve the Bills for March 2021:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Investment Transaction Ledger** – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve the Investment Transaction Ledger for the month of March 2021:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Workers' Compensation Program Group Rating 2022** – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded, the motion to approve the following Group Retrospective Service Agreement between Sheakley UniService, INC., and Wood County Educational Service Center effective January 1, 2022 through December 31, 2022 at an enrollment cost of \$3,150.

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Uncollectable Accounts** – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve the following Community Learning Center (CLC) accounts as uncollectable.

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Grant Amendments**– Upon the recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded the motion to approve the following grant Amendments:

**Title I-D – Fund 572-9021**

Original: \$132,370.43

**Amended: \$136,776.56**

**Title VI-B Preschool FY'21 – Fund 587-9521**

Original: \$21,527.51

**Amended: \$21,527.45**

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Appropriation Amendments** - Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded, the motion to approve the following Appropriation Amendments:

General Fund:	\$10,000.00
Special Revenue Fund:	\$31,440.00
Agency Fund:	(\$51,075.43)
<b>Total:</b>	<hr/> <b>(\$9,635.43)</b>

*A detailed listing for information purposes only follows.*

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD**

**Recommendation Pertaining to Second Reading of Board Policies** - Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Long seconded the motion to approve the Second Reading of following Board Policies:

BCA	GOVERNING BOARD ORGANIZATIONAL MEETING
CBC	SUPERINTENDEN’S CONTRACT/COMPENSATION AND BENEFITS
EB	SAFETY PROGRAM
EBC	EMERGENCY MANAGEMENT PLANS
EBCD-R	EMERGENCY CLOSINGS
EFH	FOOD ALLERGIES
GA	PERSONNEL POLICIES GOALS
GBRA	FAMILY AND MEDICAL LEAVE ACT EXPANSION
GBRA-R	FAMILY AND MEDICAL LEAVE ACT EXPANSION
GCB	PROFESSIONAL STAFF CONTRACTS AND COMPENSATION PLANS
GCBDB	PROFESSIONAL STAFF SICK AND PREGNANCY LEAVE
GCD	PROFESSIONAL STAFF HIRING
GDBDB	SUPPORT STAFF SICK AND PREGNANCY LEAVE
IF	CURRICULUM DEVELOPMENT
IGCG	PRESCHOOL PROGRAM

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Recommendation Pertaining to Salary Schedules for 2021-2022 School Year-** Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the motion to approve the following salary schedules for the 2021-2022 School Year.

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Recommendation Pertaining to Job Descriptions** – Upon recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded, the motion to approve the following Job Descriptions for:

- CLC – Seasonal Tech Assistant
- Restorative Practices Liaison - Perrysburg

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Recommendation Pertaining to Prevention Coalition Evaluation Services FY'21** – Upon recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded, the motion to approve the following service agreement between Bill Ivoska and Wood County Educational Service Center effective January 4, 2021 through December 30, 2021 at a cost of \$12,500.

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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## Staff Personnel

### Recommendations Pertaining to Abolishment's, Resignations, Retirements, LOAs, RIFs, and

**Terminations:** - Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the following, LOA, Resignations & Terminations:

#### Resignations:

Jane **Bowes**, Secretary, Effective 4/9/2021  
 Ashley **Chapski**, CLC Seasonal Program Assistant, effective 4/16/2021  
 Rikki **Costell**, COTA, effective 8/6/2021  
 Cassidy **Eblen**, CLC Seasonal Program Assistant, effective 4/19/2021  
 Tyler **Fairchild**, Paraprofessional, effective 5/28/2021  
 Gina **Fernbaugh**, Associate Treasurer, effective 4/22/2021  
 Jessaca **Graves**, CLC Seasonal Program Assistant, effective 4/23/2021  
 Amanda **Johnson**, MD Intervention Specialist, effective 8/6/2021  
 Kortaney **Kitchen**, CLC Seasonal Program Assistant, effective 5/1/2021  
 Katie **Kramer**, CLC Seasonal Program Assistant, effective 5/1/2021  
 Emma **LaMunyon**, CLC Seasonal Program Assistant, effective 4/12/2021  
 Chariti **Lockard**, Paraprofessional, effective 4/17/2021  
 Brandon **Polen**, YEP Student Worker, effective 1/18/2021  
 Terez **Siggers**, Paraprofessional, effective 8/6/2021  
 Judith **Steiner**, DFC Coordinator, effective 4/24/2021  
 Alexandra **Stelnicki**, CLC Program Quality Coordinator, effective 3/24/2021  
 Melody **Vartanian**, CLC Seasonal Program Assistant, effective 3/22/2021

#### Non-Renewals 2021-2022 School Year

Heather **Butterfield**, Paraprofessional

#### Retirement

Kathy **Breitigam**, Paraprofessional, effective 6/1/2021

#### Administrative Paid Leave

Kimberly **Isabell**, Paraprofessional, effective 4/26/2021

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

**Approval of Employment of Classified Personnel** – Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the employment of the following Classified Personnel:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

**New Hires 2020-2021 School Year**

Tina **Bradley**, DFC Coordinator, 8 hrs. p/day, 5 days p/wk., 50 days, (\$56,000 Prorated), effective 5/24/2021

Bianca **Mastriciano**, Unit Para, 6.5 hrs. p/day, 5 days p/wk., As needed, UP/0, effective 3/8/2021

Channel **Simpkins**, Para/Student Attendant, 7.5 hrs. p/day, 5 days p/wk., 39 days, A/N/0, effective 4/6/21

**Rehires 2020-2021 School Year**

Gina **Fernbaugh**, Consultant to the Treasurer, As needed, Effective 4/21/2021

Judith **Steiner**, YEP Program Manager, 8 hrs. p/day, 5 days p/wk., 70 days, YEP/MGR/9, effective 4/26/2021

**Student Workers 2020-2021 School Year**

Isaiah **Biglow**, CCMEP TANF Student Worker, 8 hrs. p/day, As needed, effective 4/16/2021-6/4/2021

**Seasonal New Hires 5/15/2021-8/13/2021**

Megan **Jarosz**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, Effective 5/15/2021

**Changes 2020-2021 School Year**

Christy **Bennett**, From Unit Para, 6.5 hrs. p/day, 4 days p/wk., 149 days, UP/4, \$18,606 To Unit Para, 6.5 hrs. p/day, 5 days p/wk., 154.5 days, UP/4, effective 4/26/21

Charli **Dillie**, From CLC Administrative Support Specialist, 6 hrs. p/day, 5 days p/wk., 228 days, CLC/ADSS/0, \$20,438 To CLC Administrative Support Specialist, 8 hrs. p/day, 5 days p/wk., 228 days. CLC/ADSS/0, Effective 3/29/2021

William **Hamilton**, From Prevention Specialist – Extra Hours, As needed, Max 75 hrs., \$32.39 p/hr., To Prevention Specialist – Extra Hours, As needed, Max 75 hrs., effective 3/18/2021

**Changes 2020-2021 School Year Continued**

**Bonita Howard**, From Para/Educational Aide, 6.5 hrs. p/day, 4 days p/wk., 149 days, A/N/13, \$14,005 To Para/Educational Aide, 6.5 hrs. p/day, 5 days p/wk., 154.5 days, A/N/13, effective 4/26/21

**Kimberly Isabell**, From Para/Educational Aide, 6.5 hrs. p/day, 4 days p/wk., 149 days, A/N/10, \$14,005 To Para/Educational Aide, 6.5 hrs. p/day, 5 days p/wk., 154.5 days, A/N/10, effective 4/26/21

**Beth Jacobson**, From Unit Para, 6.5 hrs. p/day, 4 days p/wk., 149 days, UP/1, \$16,368 To Unit Para, 6.5 hrs. p/day, 5 days p/wk., 154.5 days, UP/1, effective 4/26/21

**Heather Meter**, From Para/Student Attendant, 6.75 hrs. p/day, 4 days p/wk., 155 days, A/N/7, \$14,731 To Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 164 days, A/N/7, effective 4/5/2021

**Jill Morse**, From Transition Para, 6.75 hrs. p/day, 4 days p/wk., 149 days, TR/5, \$20,708 To Transition Para, 6.75 hrs. p/day, 5 days p/wk., 154.5 days, TR/5, effective 4/26/2021

**Andrea Reed**, From Unit Para, 6.75 hrs. p/day, 4 days p/wk., 149 days, UP/3, \$18,010 To Unit Para, 6.75 hrs. p/day, 5 days p/wk., 154.5 days, UP/3, effective 4/26/2021

**Elisha Shaner**, From Para/Student Attendant, 6.75 hrs. p/day, 4 days p/wk., 134 days, A/N/0, \$10,357, To Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 143 days, A/N/0, effective 4/5/2021

**Marcella Welling**, From Unit Para, 6.5 hrs. p/day, 4 days p/wk., 149 days, UP/5, \$18,431 To Unit Para, 6.5 hrs. p/day, 5 days p/wk., 154.5 days, UP/5, effective 3/3/2021

**Rachel Whitescarver**, From Para/Student Attendant, 6.75 hrs. p/day, 4 days p/wk., 155 days, A/N/11, \$15,129 To Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 164 days, A/N/11, effective 4/5/2021

**Supplementals 2020-2021 School Year**

**Kayla Minniear**, Unit Para – Extra Hours, As needed, UP/0, Effective 3/1/2021-5/28/2021

**Supplementals 2021-2022 School Year**

**Naomi Stickles**, Secretary – Extra hours, As needed, Max 40 hrs. p/year, Secretary/30, effective 7/1/2021-6/30/2022

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**Approval of Employment of Certified Personnel** – Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the employment of the following Certified Personnel:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

**Changes 2021-2022 School Year**

Cheryl **Grote**, From JRC Summer School Teacher, 7 hrs. p/day, 4 days p/wk., 31 days, \$4,340 To JRC Summer School Teacher, 7 hrs. p/day, 4 days p/wk., 32 days, effective 6/7/2021

Diana **Neumann**, From JRC Summer School Teacher, 7 hrs. p/day, 4 days p/wk., 31 days, \$4,340 To JRC Summer School Teacher, 7 hrs. p/day, 4 days p/wk., 32 days, effective 6/7/2021

**Approval of Classified Personnel** - Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the following New Classified Contracts for the 2021-2022 School Year

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Certified Personnel** - Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following New Certified Contracts for the 2021-2022 School Year

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of New Seasonal Summer Contracts** - Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the following New Seasonal Summer Contracts for 5/15/2021-8/13/2021:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Approval of Substitute Personnel** - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the motion to approve the following substitute list:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried.*

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**Governing Board Updates:**

**Penta Career Center Report:** Ms. Paredes updated the board on the various camps/clinics and showcases to be held at Penta. Senior recognition ceremonies will be starting mid-May. Penta retirees from both 2020 and 2021 will be recognized.

**Legislative Liaison Report:** N/A

**Student Achievement Liaison Report:** - N/A

**Adjournment**

Motion by Ms. Limes and Seconded by Mr. Long to adjourn the meeting at 5:03 p.m.

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The chair declared the motion carried.*

ATTEST:

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Judith Paredes, President

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Jackie Haar, Treasurer/CFO