

**WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
August 22, 2023**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Ms. Kathy **Limes** @ 4:00 p.m. with the following members present: Ms. Judith **Hines**, Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Brad **McCracken**, Treasurer.

Absent:

Mr. Joe **Long**, Mark **North**, Superintendent

Staff Members Present

N/A

Visitors Present

N/A

Director Report/Featured Program

N/A

Public Participation

N/A

Approval of Agenda

Ms. Paredes moved and Ms. Hines seconded the motion to approve the board agenda.

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

Approval of the Minutes

Ms. Hines moved and Ms. Paredes seconded the motion to approve the following minutes:

- Regular Board Meeting – July 25, 2023

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

REPORTS OF THE TREASURER

Approval of Cash Reconciliation Report – 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.

Ms. Hines moved and Mr. Smith seconded the motion to approve the following Cash Reconciliation report for the month of July, 2023:

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

INTENTIONALLY BLANK

Approval of Financial Report – The Financial 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. Hines seconded the motion to approve the following Financial Report for the month of July, 2023:

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

INTENTIONALLY BLANK

Approval of Bills – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Bills for July, 2023:

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

INTENTIONALLY BLANK

Approval of Investment Transaction Ledger – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the following Investment Transaction Ledger for the month of July, 2023:

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

INTENTIONALLY BLANK

Approval of the following Grants for FY24 – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following grants and to establish funds for each grant list:

	<u>Grant Total</u>	<u>Fund #</u>
• Early Childhood Education (ECE) Grant	\$136,000	439-9024
• 21 st Century Grant for North Baltimore Academy	\$200,000	509-9324

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

Approval of Transfer of Fund – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the following Transfer of Funds:

- Transfer \$90,613.73 final balance from 011-9023 FY23 Credit Recovery to 011-9024 FY24 Credit Recovery
- Transfer \$141.69 balance from 001-9906 WCSN BG to 001-9100 Building Fund
- Transfer \$2,200.00 balance from 020-9023 FY23 Prevention Education Out of County Training to 020-9024 FY24 Prevention Education Out of County Training

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

Approval of Revised Final FY24 Forecast of Expected Revenues & Appropriations – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following Revised Final FY24 Forecast of Expected Revenues & Appropriations:

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

INTENTIONALLY BLANK

Approval of Terminating Employment of Payroll Specialist – Upon recommendation of the Treasurer, and consistent with Ohio Revised Code Section 3319.081, Ms. Paredes, moved and Ms. Hines seconded the motion to approve the termination of Payroll Specialist, as of August 31, 2023.

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

INTENTIONALLY BLANK

SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD

Approval of WCESC Service Agreements with Agencies & School Districts – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following FY23 (ESY) & FY24 Service Agreements with School Districts:

Fiscal Year 2023 (ESY):

- Perrysburg E.V.S.D. – SLP – Extra Hours

Fiscal Year 2024:

- Northwood Local S.D. – ESL Teacher Services
- Penta Career Center – Prevention On-Site Services

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

INTENTIONALLY BLANK

Approval of Memberships – Upon recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following memberships:

- OESC Association Membership FY24~ \$745.00

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

INTENTIONALLY BLANK

Approval of the following Academic Affiliation Agreement – Upon recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Academic Affiliation Agreement between the University of Toledo and the Wood County ESC, effective September 1, 2023-August 31, 2024:

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

INTENTIONALLY BLANK

Staff Personnel

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

Terminations – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following Abolishment's, Resignations, Retirements, LOAs, RIFs, and Terminations:

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

Resignations:

Megan **Alexander**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Rachel **Anstead**, CLC Seasonal Program Assistant, effective 8/12/2023
 Morgan **Bannister**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Lauren **Bennett**, Para/Educational Aide, effective 8/5/2023
 Hanna **Bingle**, CLC Seasonal Program Assistant, effective 8/12/2023
 Lauryn **Boudreaux**, CLC Seasonal Program Assistant, effective 8/12/2023
 Chloe **Cavins**, CLC Seasonal Program Assistant, effective 8/12/2023
 Elizabeth **Crawford**, CLC Seasonal Program Assistant, effective 8/17/2023
 Hannah **Crawford**, CLC Seasonal Program Assistant, effective 8/12/2023
 Deborah **De Steno**, Para/Student Attendant, effective 8/5/2023
 Kennedy **Durco**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Stephanie **Dyar**, Personnel Secretary/Sub Coordinator, effective 9/13/2023
 Kyle **Failor**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Mackenzie **Feathers**, Para/Student Attendant, effective 8/5/2023
 Martha **Fellman**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Jalin **Golden**, CLC Seasonal Program Assistant, effective 8/5/2023
 Jackson **Gregory**, CLC Seasonal Program Assistant, effective 8/5/2023
 Alesha **Haines**, Para/Educational Aide, effective 8/5/2023
 Tracy **Harless**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Kelly **Heinl**, RESA Mentor, effective 8/9/2023
 Olivia **Henthorn**, Para/Educational Aide, effective 8/5/2023
 Sena **Hildebrand**, Student Services/Office Secretary, effective 8/17/2023
 Kyle **Kanuckel**, Grant Coordinator, effective 7/31/2023
 Tiana **Kapitz**, CLC Seasonal Program Assistant, effective 8/12/2023
 Robert **Lillie**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Heather **Loomis**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Dawn **Mikolas**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Deven **Miller**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Jennessa **Miller**, CLC Seasonal Program Assistant, effective 8/19/2023
 Sydney **Miller**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Lily **Mominee**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Gracie **Morgan**, CLC Seasonal Program Assistant, effective 8/12/2023
 Margo **Morr**, Special Contract Employee, effective 8/5/2023
 Jennifer **Muck**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Jennifer **Mundo**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Courtney **Nantroup**, Para/Student Attendant, effective 8/5/2023

Hope **Nevins**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Lauren **O'Hare**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Emma **Olrich**, CLC Rossford Summer Academy Facilitator, effective 8/12/2023
 Brenda **Pennington**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Marina **Pennycuff**, Para/Student Attendant, effective 8/15/2023
 Monica **Pillen**, Para/Educational Aide, effective 8/5/2023
 Gregory **Pioterek**, Para/Student Attendant, effective 8/5/2023
 Christine **Price**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Lauren **Rohrs**, CLC Seasonal Program Assistant, effective 8/12/2023
 Molly **Rutkowski**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Mandy **Sargeont**, Unit Para, effective 8/5/2023
 Margo **Schaffer**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Becky **Schardt**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Kaitlyn **Scurlock**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Taylor **Sickler**, CLC Program Quality Manager, effective 8/12/2023
 Pamela **Sobecki**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Valerie **Sponaule**, Para/Student Attendant, effective 8/5/2023
 Anne **Stevens**, CLC Rossford Summer Academy Facilitator, effective 8/12/2023
 Katelynn **Strieter**, CLC Seasonal Program Assistant, effective 8/15/2023
 Grace **Stupka**, CLC Seasonal Program Assistant, effective 8/5/2023
 Amie Jo **Taylor**, Para/Student Attendant, effective 8/5/2023
 Jackson **Taylor**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Kristen **Vargo**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Taylor **Watkins**, CLC Rossford Summer Academy Tutor, effective 8/12/2023
 Megan **Weitzel**, CLC Seasonal Program Assistant, effective 8/17/2023
 Margaret **Young**, CLC Seasonal Program Assistant, effective 8/5/2023

Unpaid Leave of Absence 2023-2024 School Year

Marcella **Welling**, Transitional Para, 8/14/23-1/1/24

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

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

Seasonal New Hires 5/21/2023-8/12/2023

Hannah **Crawford**, Seasonal Program Assistant-CLC, As needed,
 CLC/PA/3, effective 8/7/2023-8/12/2023
 Kiauna **Pugh**, Seasonal Program Assistant-CLC, As needed,
 CLC/PA/0, effective 7/31/2023-8/12/2023
 Audrey **Richardson**, Seasonal Program Assistant-CLC, As needed,
 CLC/PA/0, effective 8/10/2023-8/12/2023
 Aubrie **Wilson**, Seasonal Program Assistant-CLC, As needed,
 CLC/PA/0, effective 8/3/2023-8/12/2023

Summer Supplementals 2022-2023 School Year (ESY)

Christy **Bennett**, Extra Hours -ESY, As needed, 40 hrs. Max.,
UP/7, effective 7/31/2023-8/8/2023

David **Butte**, Extra Hours – ESY, As needed, 40 hrs. Max.,
UP/1, effective 7/31/2023-8/8/2023

Heather **Butterfield**, Extra Hours – ESY, As needed, 40 hrs. Max.,
UP/0, effective 7/31/2023-8/9/2023

Ida **Cardenas**, Extra Hours – ESY, As needed, 40 hrs. Max.,
UP/0, effective 7/31/2023-8/9/2023

Dani **Donaldson**, Extra Hours– ESY (PD), 7 hrs. p/day, As needed,
15 hrs. Max. effective 8/8/2023-9/1/2023

Caylee **Hewitt**, Extra Hours -ESY, As needed, 40 hrs. Max.,
UP/7, effective 7/31/2023-8/8/2023

Beth **Jacobson**, Extra Hours -ESY, As needed, 40 hrs. Max.,
UP/4, effective 7/31/2023-8/8/2023

Derek **Jacobson**, Extra Hours – ESY, As needed, 40 hrs. Max.,
UP/3, effective 7/31/2023-8/9/2023

Kayla **Minnear**, Extra Hours – ESY, As needed, 40 hrs. Max.,
UP/1, effective 7/31/2023-8/8/2023

Karen **Schroeder**, Extra Hours– ESY (PD), 6.75 hrs. p/day, As needed,
15 hrs. Max., effective 8/8/2023-9/1/2023

Jacob **Touray**, Extra Hours – ESY, As needed, 40 hrs. Max.,
UP/0, effective 7/31/2023-8/9/2023

Erin **Wolf**, Extra Hours– ESY (PD), 6.75 hrs. p/day, As needed,
15 hrs. Max., effective 8/8/2023-9/1/2023

Seasonal New Hires 8/13/2023-5/18/2024

Kelsey **Bruzek**, Seasonal Program Assistant-CLC, As needed,
CLC/PA/0, effective 8/15/2023-5/18/2024

Jenessa **Miller**, Seasonal Program Assistant-CLC, As needed,
CLC/PA/0, effective 8/13/2023-8/20/2023

New Hires/Rehires 2023-2024 School Year

Elizabeth **Barringer**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk.,
187 days, UPK4/0, effective 8/14/2023

Cori **Bollin**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk.,
188 days, P/6, effective 8/22/2023

Ethan **Botzenhart**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk.,
189 days, P/4, effective 8/9/2023

Lauryn **Boudreaux**, Senior Team Leader-CLC, 6 hrs. p/day, 5 days p/wk.,
230 days, CLC/STL/0, effective 8/14/2023

Sarah **Browder**, Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk.,
192 days, P/0, effective 8/9/2023

Delia **Ciungan**, Para/Student Attendant, 7.5 hrs. p/day, 5 days p/wk., 192 days, P/5, effective 8/21/2023

Hannah **Crawford**, Senior Team Leader-CLC, 6 hrs. p/day, 5 days p/wk., 230 days, CLC/STL/0, effective 8/14/2023

Jessica **Earle**, Unit Para, 6.75 hrs. p/day, 5 days p/wk., 187 days, UP/0, effective 8/14/2023

Cori **Elling**, Para/Educational Aide, As needed, P/10, effective 8/21/2023

Victoria **Funk**, Unit Para, 6.5 hrs. p/day, 4 days p/wk., 155 days, UP/0, effective 8/14/2023

Jazzlyn **Gaiters**, Unit Para, 3.5 hrs. p/day, 5 days p/wk., 188 days, UP/0, effective 8/11/2023

Jazzlyn **Gaiters**, Para/Educational Aide, 3.25 hrs. p/day, 5 days p/wk., 188 days, P/10, effective 8/11/2023

Stacey **Hahn**, Para/Educational Aide, 6.75 hrs. p/day, 4 days p/wk., 152 days, P/7, effective 8/21/2023

Christopher **Jones**, Unit Para, 6.75 hrs. p/day, 5 days p/wk., 183 days, UP/0, effective 8/18/2023

Elizabeth **Kirwen**, Para/Educational Aide, 6.75 hrs. p/day, 4 days p/wk., 152 days, P/25, effective 8/21/2023

Diana **Krupp**, Student Services/Office Secretary, 7 hrs. p/day, 5 days p/wk., 214 days, Secty/5, effective 9/5/2023

Julie **Lauer**, Para/Educational Aide, 6.75 hrs. p/day, 2 days p/wk., As needed, P/10, effective 8/24/2023-5/31/2024

Megan **Maccariella**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 187 days, UPK4/0, effective 8/14/2023

Hope **Mazey**, Para/Educational Aide, 6.75 hrs. p/day, 3 days p/wk., As needed, UPK4/0, effective 8/14/2023

Jacob **McNulty**, Para/Educational Aide, 6/75 hrs. p/day, 5 days p/wk., 185 days, P/0, effective 8/21/2023

Joseph **Miller**, Para/Student Attendant, 6.25 hrs. p/day, 5 days p/wk., 190 days, P/0, effective 8/14/2023

Elizabeth **Morell**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 189 days, P/5, effective 8/9/2023

Tami **Olin**, Unit Para, 6.5 hrs. p/day, 4 days p/wk., 155 days, UPK4/0, effective 8/14/2023

Anne **Patterson**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 187 days, UPK4/0, effective 8/14/2023

Lila **Saie**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 187 days, UPK4/0, effective 8/14/2023

Autumn **Smith**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 190 days, P/2, effective 8/9/2023

Jana **Soltman**, Para/Educational Aide, 3.5 hrs. p/day, 5 days p/wk., 186 days, P/10, effective 8/21/2023

Cayleigh **Vance**, Building Sub, 7 hrs. p/day, 5 days p/wk., 89 days, N/A, effective 8/9/2023-12/21/2023

Changes 2023-2024 School Year

Gina Allen, From Para/Student Attendant (MD), 5.75 hrs. p/day, 5 days p/wk., 192 days, P/3, \$16,472, To Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 190 days, P/3, effective 8/14/2023

Michelle Bedford, From Para/Educational Aide, 6.75 p/day, 4 days p/wk., 152 days, P/4, \$15,308, To Para/Educational Aide, 6.75 hrs. p/day, 2 days p/wk., As needed, P/4, effective 8/21/2023

David Butte, Transition Para – From TR/1, \$ 24,871 To TR/2, effective 8/14/2023

Heather Butterfield, Para/Educational Aide – From 3 hrs. p/day (As needed), To 3.75 hrs. p/day, 187 days, effective 8/14/2023

Martin DeStazio, From 189 days, \$19,705 To 185 days, effective 8/14/2023

Jennifer Dewar, From Para/Educational Aide, 6.5 hrs. p/day, 4 days p/wk., 155 days, \$17,621, To Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk. 187 days, effective 8/14/2023

Melinda Edgington, Transition Para – From TR/7, \$30,042, To TR/25, effective 8/14/2023

Cathy Mohre, From Para/Student Attendant, 192 days, \$20,571 To Para/Educational Aide, 192 days, effective 8/9/2023

Randall Reffert, Para/Educational Aide – From 3/25 hrs. p/day, \$9,601 To 4.0 hrs. p/day, effective 8/10/2023

Charlotte Russell, Nurse Assistant - From \$28.66 p/hr., To \$30.00 p/hr., effective 8/21/2023

Wyatt Sanders – Para/Educational Aide, From 187 days, To 181 days, effective 8/21/2023

Chanel Simpkins – Para/Student Attendant, From P/2, \$21,485, To P/5, effective 8/21/2023

Janet Smith, Para/Educational Aide – From 189 days, To 187 days, effective 8/14/2023

Supplementals 2023-2024 School Year

Kelly Rate, Para/Student Attendant (PD), 6.75 hrs. p/day, As needed 20 hrs. Max., P/11, effective 8/21/2023-6/1/2024

Naomi Stickles, Student Services, As needed, Secty/25, Effective 8/11/2023-6/30/2024

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

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

Changes Summer 2022-2023 (ESY)

Lori **Hutton**, SLP, From 45 Max hrs. To 65 Max hrs.,
effective 7/31/2023-8/18/2023

Supplementals Summer 2022-2023 (ESY)

Amy **McAnally**, OT (Summer Clinics & Evals) – Max 20 hrs.,
effective 8/1/2023-8/20/2023

Recommendation Pertaining to New CLC Seasonal Contracts for 8/13/23-5/18/24 – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve the following CLC Seasonal Contracts for 8/13/23-5/18/24:

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

INTENTIONALLY BLANK

Recommendation Pertaining to Substitutes – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following substitutes for the 2023-2024 school year:

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

INTENTIONALLY BLANK

Approval of the following Invitation to Bidders for HVAC Upgrades – Upon recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following Invitation to Bidders for HVAC upgrade of the Direct Expansion system on existing equipment:

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

INTENTIONALLY BLANK

Governing Board Updates:

Penta Career Center Report:

Ms. Paredes reported that:

- Penta enrollment is at 95-98% capacity
- Adult Education has 80 registered

Legislative Liaison Report: N/A

Student Achievement Liaison Report: N/A

Executive Session – N/A

Adjournment

Motion by Ms. Hines and Ms. Paredes seconded by to adjourn the meeting at 4:48 p.m.

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

ATTEST:

Kathy Limes, President

Brad McCracken, Treasurer/CFO