

**WOOD COUNTY EDUCATIONAL SERVICE CENTER**  
**Regular Governing Board Meeting Minutes**  
**February 25, 2020**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. **Timothy Smith**, at 3:00 p.m. with the following members present: Ms. Judith **Hines**, Mr. Joe **Long**, Ms. Kathy **Limes** and Ms. Judy **Paredes**. Also present: Ms. Gina **Fernbaugh**, Treasurer, Mr. Mark **North**, Superintendent.

**Absent:**

None

**Staff Members Present**

Susan **Spencer**, Community Learning Centers Director

**Visitors Present - None**

**The Oath of Office**

The Oath of Office was given by the Treasurer to Ms. Kathy **Limes** for her term of office of 2020 – 2024

**Approval of Agenda**

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

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

**Approval of the Minutes**

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

Organizational Board Meeting – January 28, 2020

Regular Board Meeting – January 28, 2020

*Roll Call: Yeas: Ms. Hines, Mr. Long, Ms. Paredes and Mr. Smith. Ms. Limes Abstain. 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. Ms. Limes moved and Ms. Hines seconded the motion to approve the Cash Reconciliation report for the month of January 2020:

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

**Approval of Financial Report –** Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the Financial report for January 2020:

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

**Approval of Bills –** Upon the recommendation of the Treasurer, Mr. Long moved and Ms. Hines seconded the motion to approve the Bills for the month of January 2020:

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

**Approval of Investment Transaction Ledger–** Upon the recommendation of the Treasurer, Mr. Long moved and Ms. Hines seconded the motion to approve the Investment Transaction Ledger:

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

**Approval of Fixed Asset Disposals–** Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the Fixed Asset Disposals:

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

**Approval of WCESC Service Agreements with Agencies & School Districts** – Upon the recommendation of the Treasurer, Ms. Hines moved and Mr. Long seconded the motion to approve the following WCESC Service Agreements with Agencies and School Districts:

**Fiscal Year 2020**

- Northwood L.S.D. – ATOD On-Site Prevention services
- Perrysburg E.V.S.D. – Intervention Specialist services

**Fiscal Year 2021**

- Eastwood L.S.D. – Consortium services
- Eastwood L.S.D. – Specialized services
- Otsego L.S.D. – Consortium services
- Perrysburg E.V.S.D. – Consortium services
- Perrysburg E.V.S.D. – Specialized services

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

**Approval of Donation** – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following Donation:

\$3,000                      Hancock-Wood Electric Cooperative  
(To benefit the MD Program)

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

**Approval of Credit Card Rewards Annual Report** – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following Credit Card Rewards Annual Report:

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

**Approval of Grant** – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Hines seconded, the motion to approve the following Grant:

Amount	Grant Title	Beginning Date	Ending Date	Fund/Spec
\$ 5,000.00	Teen Safety FY'20	4/1/20	3/31/21	019-9020

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

**Approval of Appropriation Amendments** – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following Appropriation Amendments:

Technology Fund:	\$ 9,098.83
Special Revenue Funds:	\$14,754.00
<b>Total:</b>	<b>\$23,852.83</b>

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

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

### **Policies**

**Recommendation Pertaining to Approval of Seconded Regarding of Board Policies** – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion of the approval of the second reading of the following Board Policies:

BDDC	Agenda Preparation and Dissemination
BDDH	Public Participation at Governing Board Meetings
KD	Public Participation at Governing Board Meetings

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

**Recommendation Pertaining to Agenda Format Policy** – Upon the Recommendation of the Superintendent, Ms. Limes moved, and Mr. Long seconded the motion to waive the first reading to approve the following Consent Format Policy:

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

**Recommendation Pertaining to Wood County LifePath Proposal** -- Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the Wood County Hospital LifePath Proposal:

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

**Recommendation Pertaining to PowerSchool Agreement** – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following PowerSchool Agreement:

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

**Recommendation Pertaining to Grand Rapids Chamber of Commerce Membership** - the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following Grand Rapids Chamber of Commerce Membership:

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

### **Staff Personnel**

**Recommendations Pertaining to Abolishment's, Resignations, Retirements, LOAs, RIFs, and Terminations:** - Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following, LOA, Resignations & Terminations:

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

#### **Resignations:**

Peyton **Himburg**, Paraprofessional & Supplementals, effective 02/22/2020

Courtney **Jablonski**, Paraprofessional, effective 02/08/2020

Sharon **Lewis**, Paraprofessional, effective 3/9/2020

Marrisa **Schwander**, Paraprofessional, effective 02/24/2020

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

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

**New Hires 2019-2020 School Year**

Hilaree **Kindelt**, CLC Senior Team Leader, 6 hrs. p/day,  
5 days p/wk., 94 days, CLC/STL/0, effective 02/20/2020  
Aaron **Witt**, Para/Educational Aide, 6.75 hrs. p/day T/TH &  
2.25 hrs. p/day M/W, 4 days' p/wk., as needed, effective 01/27/2020,  
A/N/1

**New Hires Student Workers 2019-2020 School Year**

Gianna **Gutierrez**, TANF Student Worker, 8 hrs. p/day, as needed,  
Effective 02/10/2020  
Cody **Lantz**, TANF Student Worker, 8 hrs. p/day, as needed,  
Effective 02/10/2020  
Garrett **Otley**, WIOA Student Worker, 8 hrs. p/day, as needed,  
Effective 01/27/2020  
Deja **Roosevelt**, WIOA Student Worker, 8 hrs. p/day, as needed,  
Effective 02/10/2020  
Andrew **Thompson**, TANF Student Worker, 8 hrs. p/day, as needed,  
Effective 01/27/2020  
Robert **Wilson**, WIOA Student Worker, 8 hrs. p/day, as needed,  
Effective 01/27/2020

**Seasonal New Hires 8/19/19 – 05/09/2020**

Lauryn **Boudreaux**, CLC Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, effective 02/04/2020, CLC/PA/0  
Breanna **Burnette**, CLC Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, effective 02/21/2020, CLC/PA/0  
Blair **Collins**, CLC Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, effective 02/21/2020, CLC/PA/0  
Trevor **DePew**, CLC Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, effective 02/04/2020, CLC/PA/0  
Corryn **Freeman**, CLC Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, effective 02/20/2020, CLC/PA/0  
Malik **Hayes**, CLC Seasonal Program Assistant, 5 hrs. p/day,  
5 days p/wk., as needed, effective 02/20/2020, CLC/PA/0

**Seasonal New Hires 8/19/19 – 05/09/2020 Continued**

Camryn **Hoffman**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 02/20/2020, CLC/PA/0  
 Mary **Huber**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 02/21/2020, CLC/PA/0  
 Nia **Little**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 02/21/2020, CLC/PA/0  
 Diamond **Moses**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 02/04/2020, CLC/PA/0  
 Jhane **Perdue**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 02/20/2020, CLC/PA/0  
 Laurel **Smith**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 02/03/2020, CLC/PA/0  
 Madison **Spirnak**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 02/04/2020, CLC/PA/0  
 Kaitlyn **Throckmorton**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., as needed, effective 01/31/2020, CLC/PA/0

**NWOET New Hires 12/23/2019 – 05/22/2020**

Kelsey **Pakkala**, NWOET Receptionist, 8 hrs. p/day, 5 days p/wk., as needed, Max 18 hrs p/wk., effective 02/07/2020, NWOET/3

**Supplementals 2019-2020 School Year**

Melinda **Edgington**, Unit Para Extracurricular, as needed, Max 60 hrs., Effective 01/01/2020-06/01/2020, UP/0  
 Barbara **Hayden**, PD & Meetings, as needed, Effective 01/15/2020  
 Beth **Jacobson**, Unit Para Training & Meetings, as needed, Max 10 hrs., UP/0, effective 01/01/2020-06/01/2020  
 Nicole **Porter**, Unit Para Training & Meetings, as needed, Max 10 hrs., UP/2, effective 01/01/2020-06/01/2020  
 Bree **Savidge**, Unit Para Training & Meetings, as needed, Max 10 hrs., UP/0, effective 01/01/2020-06/01/2020  
 Nikki **Wright**, Unit Para Meetings, as needed, Max 5 hrs. UP/4 effective 01/01/2020-06/01/2020

**Changes 2019-2020 School Year**

Kim **Goetz**, From Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/14 To Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/14, effective 08/12/19  
 Jessica **Johnson**, From Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/2 To Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/2, effective 08/12/19



**Changes 2019-2020 School Year**

Mary **Lowe**, From Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/2, To Para/Educational/Aide 6.75 hrs. p/day, 5 days' p/wk., 191 days, A/N/2, effective 08/12/19  
 Andrea **Reed**, From Unit Para Extra Hours, effective 8/8/19-12/31/19, Max 30 hrs. UP/2 To Unit Para Extra Hours, effective 08/08/19 – 06/01/2020, Max 50 hrs., UP/2  
 Nicholas **Young**, From Unit Para, 6.5 hrs. p/day, 5 days' p/wk., 76 days, UP/0, \$7,914, To Unit Para, 6.5 hrs. p/day, 5 days p/wk., as needed, UP/0, effective 01/27/2020

**Approval of New Classified Contracts for 2020-2021** - Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve the following New Classified Contracts for 2020-2021:

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

**Approval of New Certified Contracts for 2020-2021** - Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following New Classified Contracts for 2020-2021:

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

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

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

### **Governing Board Updates**

#### **Superintendent's Report:**

- Reviewed the draft copy of the WCESC brochure of services

#### **Director Report:**

**Susan Spencer, Community Learning Centers Director**, reported the following:

- Reviewed the brochure handout highlighting CLC Success Stories

#### **Penta Career Center Report: Judith Paredes** – reported the following:

- Skills USA was held on February 24<sup>th</sup>
  - 32 Penta students competed with 25 placing
- The cosmetology department held a fundraiser for a former student battling cancer and raised over \$6,000.

#### **Legislative Liaison Report: Joe Long** – reported the following:

- Distributed a page from the OSBA Legislative Platform book

#### **Feature Program – Students of the month**

#### **Executive Session**

Motion by Mr. Long, seconded by Ms. Paredes to move into executive session at 4:40 p.m. to discuss employee compensation, inviting only the board members.

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

Board returned to regular session at 5:06 p.m.

**Approval of Employments Contracts for the Superintendent and Treasurer**

Ms. Limes moved and Mrs. Hines seconded the motion to:

- Rescind the Superintendent’s employment contract effective August 1, 2020 and approve a new 5-year contact effective August 1, 2020 – July 31, 2025.
- Approve a new 5-year contract for the Treasurer effective August 1, 2020 – July 31, 2025.
- Grant the Superintendent and Treasurer a 2.5% raise effective August 1, 2020.

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

**Adjournment**

Motion by Ms. Limes and Seconded by Ms. Hines to adjourn the meeting at 5.15p.m.

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

ATTEST:

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Timothy Smith, President

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Gina R. Fernbaugh, Treasurer/CFO

## Student of the Month – February 25, 2020

**December**

Bowling Green	Hallie Webb
Eastwood	Kelly Royal
Elmwood	Aleiya Douglas
Lake	Samuel Herman
North Baltimore	Wyatt Mowery
Northwood	Antonio Garcia
Otsego	Elizabeth Cox
Penta	Brandon Hoile
Perrysburg	Mallory Hensen
Rossford	Jackson Murtha
Wood Lane	Andrew Tokar (Dec-Feb)

**January**

Bowling Green	Thomas Long
Eastwood	Helena Katakis
Elmwood	Haley Zimmerman
Lake	Kimberly Zoltani
North Baltimore	Abbi North
Northwood	Elisabeth Fritz
Otsego	Keegan Digby
Penta	Ronee Peterson-Loftis
Perrysburg	Austin Brooks
Rossford	Tesla Bias

**February**

Bowling Green	Zachary Nemeč
Eastwood	Josh Hahn
Elmwood	Ethan Reinhart
Lake	Natalie Bomyea
North Baltimore	Katie Dewulf
Northwood	Ross Batdorff
Otsego	Brynne Limes
Penta	Duncan Russell
Perrysburg	Alexia Moehling
Rossford	Samantha Mikonowicz