

**WOOD COUNTY EDUCATIONAL SERVICE CENTER
Special/Regular Governing Board Meeting Minutes
December 8, 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**, Mr. Joe **Long**, Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Mark **North**, Superintendent, Brad **McCracken**, Treasurer.

Absent:

N/A

Visitors Present

N/A

Director Report/Featured Program

N/A

Public Participation

N/A

Approval of Agenda

Ms. Hines moved and Mr. Smith 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

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

- Regular Board Meeting – November 28, 2023

Roll Call: Yeas: Ms. Hines, Ms. Limes, Mr. Long, 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. Paredes moved and Ms. Hines seconded the motion to approve the following Cash Reconciliation report for the month of November, 2023:

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

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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 Mr. Long seconded the motion to approve the following Financial Report for the month of November, 2023:

Roll Call: Yeas: Ms. Hines, 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, Mr. Long moved and Ms. Hines seconded the motion to approve the following Bills for November 2023:

Roll Call: Yeas: Ms. Hines, 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 Mr. Long seconded the motion to approve the following Investment Transaction Ledger for the month of November, 2023:

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

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Approval of Donations – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following Donations

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

- Owens Faculty Association \$1,500.00
For MD Life Skills
- Susan Ullman \$500.00
For Community Learning Centers

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SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD

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

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

- Bowling Green Economic Development \$1,000
- Ohio School Boards Association \$4,116

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Approval of Job Description – Upon recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the following revised Job Descriptions:

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

- Director of Educational Services (JDC/JRC/WCA)
- Director of Special Education/Student Services
- Director of Special Education/Behavioral Programming

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Approval of Revision of Board Policy – Upon recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve & adopt the following revisions to Board Policy GCBDB:

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

The first sentence will now read “An employee requesting use of sick leave shall furnish a written medical statement signed by medical personnel to justify the use of sick leave when such leave is three (3) consecutive days.”

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Staff Personnel

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

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

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

Resignations:

Alexandra **Barnes**, Seasonal Program Assistant-CLC, effective 12/06/2023
 Melissa **Bremer**, Para/Educational Aide, effective 12/22/2023
 McKenzie **Davis**, Seasonal Program Assistant-CLC, effective 11/10/2023
 Phoebe **Dieter**, Seasonal Program Assistant-CLC, effective 12/02/2023
 Maya **Fisher**, Seasonal Program Assistant-CLC, effective 11/14/2023
 Natalia **Grinberg**, Para/Educational Aide, effective 12/4/2023
 Cassidy **Hoyt**, Seasonal Program Assistant-CLC, effective 11/14/2023
 Sydney **Jones**, Seasonal Program Assistant-CLC, effective 12/01/2023
 Breanna **McCombs**, Seasonal Program Assistant-CLC, effective 11/14/2023
 Marissa **Miller**, Seasonal Program Assistant-CLC, effective 11/10/2023
 Melissa **Owens**, Early Childhood Teacher, effective 12/6/2023
 Hailey **Rode**, Seasonal Program Assistant-CLC, effective 11/30/2023
 Alayna **Rodgers**, Seasonal Program Assistant-CLC, effective 11/28/2023
 Allyson **Rose**, Seasonal Program Assistant-CLC, effective 12/2/2023
 Khamila **Stevenson**, Seasonal Program Assistant-CLC, effective 11/14/2023
 Hannah **Wren**, Seasonal Program Assistant-CLC, effective 11/10/2023

Retirements

Patricia **Willford**, Para/Educational Aide, effective 12/31/2023

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.

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

Emily **Perkins**, Seasonal Program Assistant-CLC, As needed,
 CLC/PA/0, effective 11/13/2023-5/18/2024

New Hires/Rehires 2023-2024 School Year

Brittany **Fleming**, Para/Educational Aide, 6.75 hrs. p/day, 4 days p/wk., 85 days, PPS/15, effective 1/3/2024
 Melissa **Reynolds**, Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 96 days, UPK4/0, effective 1/3/2024
 Sharmishtha **Sasmal**, Para/Educational Aide, As needed, UPK4/0, effective 11/20/2023

Changes 2023-2024 School Year

Greg **VanVorhis**, Prevention Education Specialist-Extra Hours, From 50 hrs. To 100 hrs., effective 11/10/2023-6/30/2024

Supplementals 2023-2024 School Year

Brianna **Didion**, Para/Student Attendant – Extra Hours, As needed, P/0, effective 11/15/2023-5/24/2024

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

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

Changes 2023-2024 School Year

Elizabeth **Howland**, From Long-Term Sub-1st Semester, 87 days, \$18,748.50, To Long-Term Sub-Full Year, 185 days, effective 12/22/2023
 Cayleigh **Vance**, Program Sub-1st Semester, 89 days, \$9,345, To Program Sub-Full Year, 186 days, effective 12/22/2023

Supplementals 2023-2024 School Year

Jessie **Dible**, MD Teacher 7-12 – Extra Hours, As needed, effective 1/1/2024 – 5/24/2024
 Cordie **Stone**, MD Teacher 7-12 – Extra Hours, As needed, Effective 8/1/2023-12/31/2023

Changes 2024-2025 School Year

Teresa **Kitchen**, From Special Needs Supervisor/Behavior Support Specialist To Director of Special Education/Behavioral Programming
 Christy **Spontelli**, From Coordinator of Educational Services To Director of Educational Services
 Joe **Taylor**, From Special Education Supervisor To Director of Special Education/Student Services

Approval of Employment of Substitutes – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following substitutes for the 2023-2024 school year:

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

William Duvall	Substitute Teacher & Para
Madison Fein	Substitute Teacher & Para
Makenna Ray	Substitute Teacher & Para
Oliver Soper	Substitute Teacher & Para

Nichole Lehsten	Para
Elizabeth McBride	Para

Approval of President Pro Tempore for the January, 2024 Organizational Mtg. – Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the motion to approve Judy Paredes, as President Pro Tempore, for the January 23, 2024 Organizational Mtg.

Roll Call: Yeas: Ms. Hines, 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 reported that:

- The Open House was a great success.

Legislative Liaison Report:

- Provided a report on Legislative items under consideration in Columbus.

Student Achievement Liaison Report – N/A

Executive Session – N/A

Adjournment

Motion by Mr. Long and Ms. Paredes seconded by to adjourn the meeting at 4:31 p.m.

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

ATTEST:

Kathy Limes, President

Brad McCracken, Treasurer/CFO