

**WOOD COUNTY EDUCATIONAL SERVICE CENTER**  
**Regular Governing Board Meeting Minutes**  
**December 20, 2022**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. Joe **Long**, at 4:07 p.m. with the following members present: Ms. Judith **Hines** (joined late – Item III-D), Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Brad **McCracken**, Treasurer and Mark **North**, Superintendent.

**Absent:**

**Kathy Limes, Vice President**

**Visitors Present**

**N/A**

**Approval of Agenda**

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

*Roll Call: Yeas: 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.

Mr. Smith moved and Ms. Paredes seconded the motion to approve the Cash Reconciliation report for the month of November 2022:

*Roll Call: Yeas: 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.

Ms. Paredes moved and Mr. Smith seconded the motion to approve the Financial report for the month of November 2022:

*Roll Call: Yeas: 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. Smith moved and Ms. Paredes seconded the motion to approve the Bills for November 2022:

*Roll Call: Yeas: 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, Ms. Paredes moved and Mr. Smith seconded the motion to approve the Investment Transaction Ledger for the month of November 2022:

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

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**Approval of Fixed Asset Disposals** – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded, the motion to approve the following fixed asset disposals:

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

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

**Fiscal Year 2023:**

- *Bowling Green S.D. – Prevention Education On-Site Services*
- *North Baltimore S.D. – Preschool Itinerant Services*
- *Northwood S.D. – Behavior Support Specialist Services*
- *Perrysburg S.D. – Occupational Therapy Services*
- *Sylvania S.D. – Speech Language Pathology Services*

*Roll Call: Yeas: Ms. Hines, 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, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following cash donations:

\$100.00      State Bank, Defiance, OH  
                  *To Benefit the Grandparents Raising Grandchildren Program – Meals*

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

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**Approval of Creating a Special Fund for Unclaimed Funds** – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Smith seconded the motion to approve creating a fund 007-9023 for unclaimed funds in compliance with the Ohio Auditor of State’s office:

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

**Approval of Ohio Deferred Compensation 457-Plan ROTH Adoption Agreement** – Upon recommendation of the Treasurer, Ms. Hines moved and Mr. Smith seconded the motion to approve the Ohio Deferred Compensation 457-Plan ROTH Adoption Agreement:

*Roll Call: Yeas: Ms. Hines, 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 Memberships** – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following memberships:

- Ohio School Boards Association in the amount of \$3,909
- Bowling Green Economic Development in the amount of \$750

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

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**Recommendation Pertaining to Revised Salary Schedules** – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following revised salary schedule:

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

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### Staff Personnel

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

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

#### **New Hires 2022-2023 School Year**

Theresa **Grande**, Receptionist/Office Coordinator, 7 hrs. p/day, 5 days p/wk., 145 days, Secty/6, effective 12/12/2022

#### **Changes 2022-2023 School Year**

Julie **Bulkowski**, From Receptionist/Office Coordinator, 7 hrs. p/day, 5 days p/wk., 106 days, Secty/25, \$15,764.32

To Receptionist/Office Coordinator, 7 hrs. p/day, 5 days p/wk., 106 days, Secty/25, effective 7/1/2022

Julie **Bulkowski**, From Executive Secretary/ EMIS, 7 hrs. p/day, 5 days p/wk., 155 days, ExecSecty/25, \$29,376, To Executive Secretary/ EMIS, 7 hrs. p/day, 5 days p/wk., 155 days, ExecSecty/25, effective 11/28/2022

Stephanie **Dyar**, From Personnel Secretary/ Sub Coordinator, 7 hrs. p/day, 5 days p/wk., 261 days, Secty/14, \$35,899, To Personnel Secretary/ Sub Coordinator, 7 hrs. p/day, 5 days p/wk., 261 days, Secty/14, effective 7/1/2022

Sena **Hildebrand**, From Student Services/ Office Secretary, 7 hrs. p/day, 3 days p/wk., 157 days, Secty/4, \$16,882, To Student Services/ Office Secretary 7 hrs. p/day, 3 days p/wk., 157 days, Secty/4, effective 7/1/2022

**Governing Board Updates:**

**Penta Career Center Report:** Judith Paredes reported that:

- 545 Juniors/116 sophomores have committed to attend Penta next year. 600-700 people also attended career night.

**Legislative Liaison Report:** N/A

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

**Adjournment**

Motion by Mr. Smith and seconded by Ms. Paredes to adjourn the meeting at 5:04 p.m.

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

ATTEST:

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Joe Long, President

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Brad McCracken, Treasurer/CFO