

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
December 20, 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. Judy **Hines**, Mr. Joe **Long** and Mr. Timothy **Smith**. Also present: Ms. Jackie **Haar**, Treasurer, and Mr. Mark **North**, Superintendent.

Absent:

Kathy Limes

Staff Members Present

Visitors Present

Julie Hines

Director Report/Featured Program

Approval of Agenda

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

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

Approval of the Minutes

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

- Regular Board Meeting – November 23, 2021

Roll Call: Yeas: Ms. Hines, Mr. Long, Ms. Paredes, 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. Long moved and Ms. Hines seconded the motion to approve the Cash Reconciliation report for the month of November 2021:

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

INTENTIONALLY BLANK

Approval of Financial Report – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the Financial Report for November 2021:

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

INTENTIONALLY BLANK

Approval of Bills – Upon the recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded the motion to approve the Bills for November 2021:

Roll Call: Yeas: Ms. Hines, Mr. Long, 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 Mr. Long seconded the motion to approve the Investment Transaction Ledger for the month of November 2021:

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

INTENTIONALLY BLANK

Approval of WCESC Service Agreements with Agencies and School Districts- Upon recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded, the motion to approve the following Fiscal Year 2022 Service Agreements:

- Genoa L.S.D. – Cooperative Services – Emotionally Disturbed Program
- Perrysburg E.V.S.D. – Summer 2021 MD Teacher K-6
- Rossford E.V.S.D. – Wood County Academy (1 seat)

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

Approval of Donations – Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded, the motion to approve the following Donation:

\$245 Hannah M Baran
 Falcon Leadership Institute
 To Benefit the CLC STARS program

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

Approval of Grant- Upon recommendation of the Treasurer, Ms. Hines moved and Mr. Smith seconded, the motion to approve the following Grants:

| Amount | Grant Title | Beginning Date | Ending Date | Fund/Spec |
|-------------|--|----------------|-------------|-----------|
| | | | | |
| \$ 3,000.00 | Safe Celebrations - 2022 From Bowling Green Community Foundation FY'22 | 11/22/21 | 11/30/22 | 019-9822 |
| \$15,000.00 | Drug Free – Gambling Prevention Grant Prevention Action Alliance | 12/21/21 | 5/30/22 | 019-9022 |

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

Approval of Procure Software Services Agreement- Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded, the motion to approve the following agreement between Procure Software (CLC Fees Collection Consultant) and Wood County ESC for Procure Essentials Desktop Service for FY'22 in the amount of \$6,162 annually (for 11 CLC Sites).

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

Approval of Organizational Meeting Appointment- Upon recommendation of the Board President, Ms. Hines moved and Mr. Smith seconded, the motion to approve the appointment of the current President to call the January 2022 Organizational Meeting to order to preside until officers are elected.

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

SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Recommendation Pertaining to First Reading of Board Policies - Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the first reading of the following Board Policies:

CCA Organizational Chart

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

INTENTIONALLY BLANK

Recommendation Pertaining to OSBA Membership & Publications Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Hines seconded the motion to approve the following membership for OSBA for calendar year 2022 in the amount of \$3,476, the Briefcase publication at no cost, and the School Management News in the amount of \$150.

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

INTENTIONALLY BLANK

Recommendation Pertaining to Increase in Minimum Wage Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following amended salary schedule for minimum wage increase effective 1/1/2022.

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

INTENTIONALLY BLANK

Recommendation Pertaining to Teen Mental Health First Aid Agreement - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve the following agreement between Teen Mental Health First Aid (tMHFA) and Wood County Educational Service Center effective 11/23/2021.

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

INTENTIONALLY BLANK

Recommendation Pertaining to OSBA Legal Assistance Consultant Service Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve following OSBA Legal Assistance Consultant Service for the period of January 1 – December 31, 2022 in the amount of \$250.

Roll Call: Yeas: Ms. Hines, Mr. Long, 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. Hines seconded the motion to approve the following, LOA, Resignations & Terminations:

Resignations:

Tatum **Aegerter**, CLC Seasonal Program Assistant, effective 12/17/2021
 Skyler **Aufmuth**, CLC Seasonal Program Assistant, effective 12/13/2021
 Alicia **Breneman**, CLC Seasonal Program Assistant, effective 12/17/2021
 Morgan **Browning**, Paraprofessional & Supplementals, effective 12/17/2021
 Mikayla **Buchanan**, CLC Seasonal Program Assistant, effective 12/21/2021
 Sheridan **Burns**, CLC Seasonal Program Assistant, effective 12/22/2021
 Jennifer **Crabtree**, Paraprofessional, effective 1/26/2022
 Allison **Crisp**, CLC Seasonal Program Assistant, effective 12/21/2021
 Morgan **Crum**, CLC Seasonal Program Assistant, effective 11/22/2021
 Morgan **Evans**, CLC Seasonal Program Assistant, effective 12/22/2021
 Noah **Fidler**, CLC Seasonal Program Assistant, effective 12/17/2021
 McKenzie **Frame**, CLC Seasonal Program Assistant, effective 12/17/2021
 Yvonne **Fullerton**, CLC Seasonal Program Assistant, effective 12/22/2021
 Zac **Goodspeed**, CLC Seasonal Program Assistant, effective 12/22/2021
 Abigail **Grillot**, CLC Seasonal Program Assistant, effective 12/22/2021
 Bailey **Hamilton**, CLC Seasonal Program Assistant, effective 12/22/2021
 Julianna **Icsman**, CLC Seasonal Program Assistant, effective 12/1/2021
 Abigail **Kaiser**, CLC Seasonal Program Assistant, effective 12/21/2021
 Emma **Keeling**, CLC Seasonal Program Assistant, effective 12/17/2021
 Lauren **Langhals**, CLC Seasonal Program Assistant, effective 12/22/2021
 Kayla **Lehsten**, Paraprofessional, effective 12/7/2021
 Abbie **Loy**, Payroll & Accounting Assistant, effective 12/8/2021
 Elena **Markley**, CLC Seasonal Program Assistant, effective 12/22/2021
 Carley **Miller**, CLC Seasonal Program Assistant, effective 12/21/2021
 Rachel **Mosko**, CLC Seasonal Program Assistant, effective 12/17/2021
 Isabella **Patchett**, CLC Seasonal Program Assistant, effective 12/17/2021
 Halle **Patton**, CLC Seasonal Program Assistant, effective 12/17/2021
 James **Runyon**, CLC Seasonal Program Assistant, effective 12/22/2021
 Danielle **Shirk**, CLC Seasonal Program Assistant, effective 12/22/2021
 Ashton **Snow**, CLC Seasonal Program Assistant, effective 11/18/2021
 Julie **Spencer**, CLC Seasonal Program Assistant, effective 12/22/2021
 Kylie **Stanley**, CLC Seasonal Program Assistant, effective 11/22/2021
 Mattie **Swonger**, CLC Seasonal Program Assistant, effective 12/22/2021
 Erin **Waitkus**, CLC Seasonal Program Assistant, effective 12/21/2021
 Jessica **Weckle**, CLC Seasonal Program Assistant, effective 12/22/2021

Resignations Continued:

Noah **White**, CLC Seasonal Program Assistant, effective 12/22/2021

Sarah **Whitkofski**, CLC Seasonal Program Assistant, effective 12/11/2021

Paige **Woodruff**, CLC Seasonal Program Assistant, effective 12/22/2021

Carley **Wynne**, CLC Seasonal Program Assistant, effective 12/22/2021

Julia **Yutkowitz**, CLC Seasonal Program Assistant, effective 12/20/2021

Roll Call: Yeas: Ms. Hines, 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. Hines 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 Hire 2021-2022 School Year

Tracy **August**, Payroll & Accounting Assistant, 7.5 hrs. p/day,
5 days p/wk., 139 days, Fiscal/25, effective 12/20/2021

Linda **Deichert**, Para/Educational Aide, 6.5 hrs. p/day, As needed,
A/N/20, effective 1/4/2022

Mary **Lowe**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk.,
118 days, A/N/4, effective 12/6/2021

Jan **Miller**, Para/Educational Aide, 6.5 hrs. p/day, 5 days p/wk.,
108 days, A/N/7, effective 12/6/2021

Jennifer **Schneider**, Para/Educational Aide, 3 hrs. p/day, 4 days p/wk.,
91 days, A/N/7, effective 12/6/2021

Ann Marie **Wallace**, Unit Para, 6.5 hrs. p/day, 5 days p/wk.,
107 days, UP/0, effective 12/6/2021

Seasonal New Hires 8/14/2021-5/20/2022

Isabelle **Billnitzer**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/9/2021

Joy **Campbell**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 11/23/2021

McKenna **Coukart**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 11/19/2021

Lauren **Degener**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/8/2021

Sarah **Ford**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/10/2021

Jalin **Golden**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/10/2021

Kevin **Hogains**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/3/2021

Brenna **Kindle**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/10/2021

Heidi **Kiskin**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/10/2021

Joshua **Kuhlman**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/9/2021

Seasonal New Hires 8/14/2021-5/20/2022 Continued

Brandee Miller, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/13/2021

Rhadiya Pata, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/13/2021

Leah Schulze, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/2/2021

Kearstin Sherick, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 12/3/2021

Supplementals 2021-2022 School Year

Kayla Aytes, Para/Educational Aide – Extra Hours, As needed,
Max 10 hrs., A/N/7, effective 12/1/2021-5/27/2022

Rosemarie Barton, Para/Educational Aide – Extra Hours, As needed,
Max 10 hrs., A/N/8, effective 12/1/2021-5/27/2022

Richard Bitner, Para/Educational Aide – Extra Hours, As needed,
Max 10 hrs., A/N/7, effective 12/1/2021-5/27/2022

Morgen Browning, Unit Para – Extra Hours, As needed,
Max 25 hrs., UP/0, effective 11/22/2021-5/27/2022

Marion Hill, Unit Para – Extra Hours, As needed,
Max 10 hrs., UP/2, effective 12/1/2021-5/27/2022

Jocelyn Leto, Unit Para, 3.5 h/rs. p/day, 5 days p/wk.,
115 days, UP/0, effective 11/23/2021-5/27/2022

Susan Marshall, Para/Educational Aide – Extra Hours,
As needed, Max 25 hrs., A/N/8, effective 8/17/21-5/27/2022

Tiffany Nicely, Para/Educational Aide – Extra Hours, As needed,
Max 10 hrs., A/N/7, effective 12/1/2021-5/27/2022

Destiny Schuler, Unit Para – Extra Hours, As needed,
UP/0, effective 11/29/2021-5/25/2022

Jacob Touray, Para/Educational Aide – Extra hours, As needed,
Max 10 hrs., A/N/8, effective 12/1/2021-5/27/2022

Kathleen Williams, Unit Para – Extra Hours, As needed,
Max 10 hrs., UP/5, effective 12/1/2021-5/27/2022

Changes 2021-2022 School Year

Christopher Cottle, From Para/Educational Aide, 6.5 hrs. p/day,
5 days p/wk., 155 days, A/N/7, \$14,508 To Unit Para,
6.5 hrs. p/day, 5 days p/wk., 155 days, UP/0, effective 11/29/2021

Jocelyn Leto, From Unit Para, 6.75 hrs. p/day, 5 days p/wk., As needed,
UP/0, \$16.76 p/hr., To Para/Educational Aide, 3.25 hrs. p/day,
5 days p/wk., 116 days, A/N/7, effective 11/22/2021

James Pierce, From Unit Para, 6.5 hrs. p/day, 5 days p/wk.,
187 days, UP/0, \$20,372 To Unit Para, 6.75 hrs. p/day, 5 days p/wk.,
187 days, UP/0, effective 11/15/2021

Changes 2021-2022 School Year Continued

Darissa **Taylor**, From Para/Educational Aide, 6.5 hrs. p/day,
5 days p/wk., 183 days, A/N/8, \$17,129 To Unit Para, 6.5 hrs. p/day,
5 days p/wk., 183 days, UP/0, effective 8/17/2021

Supplemental Changes 2021-2022 School Year

Samantha **Frederick**, From Unit Para – Extra Hours, As needed,
Max 40 hrs., UP/6, To Unit Para – Extra Hours, As needed,
Max 60 hrs., UP/6, effective 8/17/2021-5/27/2022

Peyton **Himburg**, From Unit Para – Extra Hours, As needed,
Max 10 hrs., UP/6, To Unit Para – Extra Hours, As needed,
Max 40 hrs., UP/6, effective 8/17/2021-5/27/2022

Karen **Winkler**, From Unit Para – Extra Hours, As needed,
Max 10 hrs., UP/1, To Unit Para – Extra Hours, As needed,
Max 50 hrs., UP/1, effective 8/17/2021-5/27/2022

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:

Supplementals 2021-2022 School Year

Emily Avers, OT – Extra Hours, 3.5 days p/wk., As needed,
OT/PT/12, effective 12/1/2021-6/1/2022

Supplemental Changes 2021-2022 School Year

Jane Lingenfelder, From EP Curriculum Consultant, As needed,
Max 15 hrs. p/wk., effective 8/23/2021-12/30/2021, \$21.30 p/hr.
To EP Curriculum Consultant, As needed, Max 15 hrs. p/wk.,
Effective 8/23/2021-6/30/2022

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

Recommendation Pertaining to Substitutes Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the motion to approve the following substitutes for the 2021-2022 school year.

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

Governing Board Updates:

Penta Career Center Report: Ms. Paredes updated the board on career night held on December 6. They have a record number of students committed or FY'23 school year at 556. \$1600 was made for cops and kids.

Legislative Liaison Report: N/A

Student Achievement Liaison Report: - N/A

Adjournment

Motion by Mr. Smith and seconded by Ms. Hines to adjourn the meeting at 4:27 p.m.

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

ATTEST:

Judith Paredes, President

Jackie Haar, Treasurer/CFO