

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
February 27, 2024

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: Mr. Joe **Long** and Ms. Kathy **Limes**. Also present: Mr. Brad **McCracken**, Treasurer and Mr. Mark **North**, Superintendent.

Absent:

Ms. Judy **Hines**, Board Member
Ms. Judy **Paredes**, Vice President

Staff Members Present

N/A

Visitors Present

N/A

Director Report/Featured Program

N/A

Public Participation

N/A

Approval of Agenda

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

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

Oath of Office

Treasurer, Mr. McCracken, administered the Oath of office to Board member Kathy Limes.

Approval of the Minutes

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

- Regular Board Meeting – January 23, 2024

Roll Call: Yeas: Mr. Long, Ms. Limes 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. Limes moved and Mr. Long seconded the motion to approve the Cash Reconciliation report for the month of January, 2024:

Roll Call: Yeas: Mr. Long, Ms. Limes 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. Long moved and Ms. Limes seconded the motion to approve the Financial Report for the month of January, 2024:

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

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Approval of Bills – Upon the recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded the motion to approve the Bills January, 2024:

Roll Call: Yeas: Mr. Long, Ms. Limes 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. Long moved and Ms. Limes seconded the motion to approve the Investment Transaction Ledger for the month of January, 2024:

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

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Approval of Grant Revisions – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded the motion to approve the following grant revisions:

- Reduction in Title 1-D, fund 572-9024, from \$160,632.79 to \$159,282.01
- Reduction in IDEA Early Childhood Special Education from \$22,455.30 to \$21,882.02

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

Approval of FY24 Expected Revenues & Appropriations – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion to approve the following FY24 Expected Revenues & Appropriations:

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

Approval of Progress Payment for HVAC Replacement – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion to approve the following progress payment for HVAC replacement in the amount of \$18,944,08 to Positive Trades Group:

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

Approval of 2024-2025 Pay Schedules – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded the motion to approve the following 2024-2025 Pay Schedules:

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

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SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD

Approval of WCESC 2024-2025 County Service Agreements – Consortium Services and Specialized Services – Upon recommendation of the Superintendent, Mr. Long moved and Ms. Limes seconded the motion to approve the following contracts for consortium services and/or specialized services:

Fiscal Year 2025:

- Elmwood Local S.D. ~ Consortium Services and Specialized Services
- Rossford Exempted S.D. ~ Consortium Services and Specialized Services

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

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Approval of Lease Agreement with Wood County Board of DD (for vehicle) – Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Long seconded the motion to approve the following lease agreement between Wood County Educational Service Center and Wood County Board of Developmental Disabilities regarding the use of the Board’s fleet of vehicles solely for transportation of students, effective January 1, 2024 – December 31, 2024 (excluding June & July) in the amount of \$2,084:

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

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Approval to Purchase Land from Bowling Green State University – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Limes seconded the motion to approve the purchase of 3.85 acres of land from Bowling Green State University at a cost of \$172,500:

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

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Approval of Project Prom 2024 Investment – Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Long seconded the motion to approve the following investment in Project Prom 2024 in the amount of \$3,500:

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

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Approval of Lawn Care & Snow Removal Contract – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Limes seconded the motion to approve the following 3-year contract with ASD-I, Inc. for lawn care and snow removal, effective April 1, 2024 – March 31, 2027:

Lawn Care	
Mowing, trimming & blowing of debris	\$125.50 p/mow
Snow Removal	
Snow plowing	\$115.00 p/service
Salt on parking lot	\$210.00 p/service

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

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Staff Personnel

Recommendations Pertaining to Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Limes seconded the motion to approve the following Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations:

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

Resignations:

Cayden **Adams**, Site Coordinator-CLC, effective 1/27/2024
 Bridget **Carpenter**, Para/Educational Aide, effective 2/10/2024
 Lauren **Deutschman**, Program Assistant-CLC, effective 2/10/2024
 Alexandra **Evans**, Senior Team Leader-CLC, effective 2/6/2024
 Ehmani **Flowers**, Para/Education Aide, effective 1/6/2024
 Jacob **Knapke**, Seasonal Program Assistant, effective 3/9/2024
 Sophia **Konrad**, Senior Team Leader-CLC, effective 1/27/2024
 Daisey **Morris**, Para/Education Aide, effective 1/30/2024
 Thomas **Vasey**, Unit Para, effective 2/16/2024

Retirement

Karin **Snyder**, Secretary (BGMS), effective 6/1/2024

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

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

New Hires 2023-2024 School Year

Jennifer **Breitbart**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 53 days, UPK4/2, effective 3/4/2024-5/23/2024
 Bridget **Carpenter**, Para/Student Attendant, 7.5 hrs. p/day, 5 days p/wk., 77 days, PWL/6, effective 2/12/2024-5/30/2024
 Lauren **Deutschman**, Senior Team Leader-CLC, 6 hrs. p/day, 5 days p/wk., 98 days, CLC/STL/0, effective 2/14/2024-6/30/2024
 Alexandra **Evans**, Senior Team Leader-CLC, 6 hrs. p/day, 5 days p/wk., 119 days, CLC/STL/0, effective 1/16/2024-6/30/2024
 Emily **Hersch**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 68 days, UPK4/0, effective 2/12/2024-5/23/2024
 Prabhjot **Kaur**, Para/Educational Aide, 3 hrs. p/day (As needed), 4 days p/wk. (As needed), 62 days (As needed), UPK4/0, effective 2/5/2024-5/23/2024
 Katlyn **Kendall**, Senior Team Leader-CLC, 6 hrs. p/day, 5 days p/wk., 110 days, CLC/STL/0, effective 1/29/2024-6/30/2024

Sophia **Konrad**, Site Coordinator-CLC, 8 hrs. p/day, 5 days p/wk.,
110 days, CLC/SC/0, effective 1/29/2024-6/30/2024
Elizabeth **McBride**, Para/Student Attendant-MD, 4.5 hrs. p/day,
3 days p/wk., PMD/7, effective 2/7/2024-5/24/2024
Sarah **Robinson**, Para/Student Attendant-ED, 6.75 hrs. p/day,
5 days p/wk., PED/4, effective 2/20/2024-5/23/2024

Seasonal New Hires 8/14/2023-5/18/2024

Danielle **Blatnik**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/30/2024-5/18/2024
Gwendolyn **Duncan**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/29/2024-5/18/2024
Kaylee **Fair**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/3, effective 2/12/2024-5/18/2024
Sunnee Hazel, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 2/8/2024-5/18/2024
Alissa **Heyman**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 2/12/2024-5/18/2024
Felicia **Hibbard**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/29/2024-5/18/2024
Meghan **Rodriguez**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/29/2024-5/18/2024
Angela **Scott**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/29/2024-5/18/2024
Lauren **Sebring**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/29/2024-5/18/2024
Madison **Thurston**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 2/6/2024-5/18/2024
Alaina **Webb**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/10/2024-5/18/2024
Taylor **Wolfe**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 1/23/2024-5/18/2024
Emma **Zadzilka**, Seasonal Program Assistant-CLC, As needed,
As needed, CLC/PA/0, effective 2y/12/2024-5/18/2024

Changes 2023-2024 School Year

Lauren **Deutschman**, Seasonal Program Assistant-CLC,
From CLC/PA/1, \$11.84 p/hr. To CLC/PA/3, effective 1/29/2024
Morgan **Hollandsworth**, Administrative Support Specialist-CLC,
From 6 hrs. p/day, \$15,579 To 8 hrs. p/day, effective 2/5/2024
Peyton **Massey**, Seasonal Program Assistant-CLC,
From CLC/PA/2, \$12.18 p/hr. To CLC/PA/3, effective 1/22/2024
Jana **Soltman**, Para/Educational Aide, From 3.5 hrs. p/day, \$11,177
To 7.5 hrs. p/day, effective 1/22/2024
Meegan **Wilson**, Para/Educational Aide, From 6.75 hrs. p/day, 5 days
p/wk., 123 days, \$14,521 To As needed, effective 1/29/2024

Supplementals 2023-2024 School Year

Scott **Mitchell**, Prevention Education Specialist – Extra Hours,
As needed (25 hrs. max), effective 2/1/2024-6/30/2024

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

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

New Hires 2023-2024 School Year

Allyson Liederbach, Teacher-Early Childhood, 7 hrs. p/day, 5 days p/wk.,
59 days, AD/7, effective 2/26/2024-5/24/2024

Supplementals 2023-2024 School Year

Brette **Hartman**, School Psychologist – Extra Hours, As needed, N/A,
effective 2/14/2024-5/30/2024

Recommendation Pertaining to Substitutes – Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Long seconded the motion to approve the following new Substitutes for the 23-24 school year:

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

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Governing Board Updates:

Penta Career Center Report: N/A

Legislative Liaison Report: N/A

Student Achievement Liaison Report: N/A

Executive Session

The Board went into Executive Session at 3:30 p.m. A motion was made by Mr. Long and seconded by Ms. Limes to discuss personnel. Mr. North was invited into the session. At 3:42 p.m. Treasurer Brad McCracken was invited into the executive session. The Board came out of Executive Session at 3:47 p.m.

A motion was made by Mr. Long and seconded by Ms. Limes to adjust the salary of Treasurer Brad McCracken to \$126,726 effective January 1, 2024.

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

Adjournment

Motion by Ms. Limes and Mr. Long seconded by to adjourn the meeting at 3:49 p.m.

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

ATTEST:

Timothy Smith, President

Brad McCracken, Treasurer/CFO

The next regular Board meeting on March 26, 2024 will be at 4:00 p.m.