

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
January 24, 2023

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board Vice President, Mr. Timothy **Smith** at 4:05 p.m. with the following members present: Mr. Joe **Long** and Ms. Judy **Paredes**. Also present: Mr. Brad **McCracken**, Treasurer and Mark **North**, Superintendent.

Absent:

Judy **Hines**, Board Member
Kathy **Limes**, President

Staff Members Present

N/A

Visitors Present

N/A

Director Report/Featured Program

Shanna **Gerken**, Parent Mentor, presented information on the Parent Mentor to the Board including accomplishments to-date and future goals.

Public Participation

N/A

Approval of Agenda

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

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

Approval of the Minutes

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

- Regular Board Meeting – November 22, 2022
- Regular Board Meeting – December 20, 2022

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.

Ms. Paredes moved and Mr. Long seconded the motion to approve the Cash Reconciliation report for the month of December, 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.

Mr. Long moved and Ms. Paredes seconded the motion to approve the Financial Report for the month of December, 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, Ms. Paredes moved and Mr. Long seconded the motion to approve the Bills for December, 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, Mr. Long moved and Ms. Paredes seconded the motion to approve the Investment Transaction Ledger for the month of December, 2022:

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

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

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

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Approval of Agreement with Corn City Bank – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Paredes seconded the motion to enter into an agreement with Corn City Bank:

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

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Approval of Agreement with e-Connect Direct – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to enter into an agreement with e-Connect Direct:

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

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Approval of Mileage Reimbursement Rate – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following Mileage Reimbursement Rate:

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

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

Roll Call: Yeas: 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. Long moved and Ms. Paredes seconded the motion to approve the acceptance of the following donations:

\$100.00 North Baltimore Arbor
To Benefit the Grandparents Raising Grandchildren Program – Meals

\$70.00 Thayer Chevrolet-Toyota
To Benefit the Grandparents Raising Grandchildren Program – Meals

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

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Approval of Revision of Board Policy – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Paredes seconded the motion to approve the following revisions to Board Policy & to waive the 2nd reading:

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

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Approval of Commercial Card Resolution – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following Commercial Card Resolution:

Roll Call: Yeas: 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. Long seconded the motion to approve the following Service Agreements with School Districts:

Fiscal Year 2023:

- Genoa S.D. – Paraprofessional Student Attendant Services
- Rossford S.D. – Wood County Academy – 1 seat
- Rossford S.D. – Summer Tutor Services

Roll Call: Yeas: 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. Long moved and Ms. Paredes seconded the motion to approve the following Fixed Asset Disposals:

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

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SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Approval of Revision of Board Policy – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following revisions to Board Policy & to waive the 2nd reading:

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

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Recommendation Pertaining to Memorandum of Understanding – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following First Amendment to the Memorandum of Understanding between the Wood County Board of County Commissioners, the Wood County Juvenile Court and the Wood County Educational Service Center:

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

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

- Wood County Economic Development Commission in the amount of \$500
- Ohio School Boards Association in the amount of \$3,909
- Grand Rapids Area Chamber of Commerce in the amount of \$50
- 2023 Legal Assistance Fund Membership in the amount of \$250

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

Recommendation Pertaining to Children’s Resource Center Transportation Agreement – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following agreement with Children’s Resource Center for transportation of students and staff of the PACE & PATHE program:

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

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Recommendation Pertaining to Credit Recovery Consulting Contract – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion that Wood County Educational Service Center enter into the following agreement with Terry Farris, Ph.D. for the completion of each course review and rewrite, not to exceed 3 courses in the amount of \$1,000 per course completion effective January 6, 2023 through June 30, 2023:

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

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Recommendation Pertaining to Training & Consulting Contract – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion that Wood County Educational Service Center enter into the following agreement with You Thrive, effective February 1, 2023 through June 30, 2023:

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

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Recommendation Pertaining to Mentoring Funding Contracts – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion that Wood County Educational Service Center enter into the following agreements with the schools listed below, effective February 1, 2023 through June 30, 2023:

- Bowling Green City Schools
- Lake Local Schools
- North Baltimore Local Schools

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

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Recommendation Pertaining to Job Description – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following job description:

- Diversion Screener

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

Recommendation Pertaining to Agreement with Dunipace Buildings – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to table the following agreement until a future date:

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

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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. Paredes seconded the motion to approve the following Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations:

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

Resignations:

Trinity **Gardner**, CLC Seasonal Program Assistant, effective 11/23/2022
 Madelynn **Gillingham**, CLC Seasonal Program Assistant, effective 1/18/2023
 Taylor **Haley**, CLC Seasonal Program Assistant, effective 12/13/2022
 Hannah **Hauck**, CLC Seasonal Program Assistant, effective 11/23/2022
 Sena **Hildebrand**, CLC Data Assistant, effective 2/2/2023
 Camryn **Hoffman**, CLC Seasonal Program Assistant, effective 10/21/2022
 Kevin **Hogains**, CLC Seasonal Program Assistant, effective 1/10/2023
 Stephanie **Holm**, Paraprofessional, effective 1/14/2023
 Jasmine **Hoskins**, CLC Seasonal Team Leader, effective 12/23/2022
 Halle **Patton**, CLC Seasonal Program Assistant, effective 1/3/2023
 Ashley **Sautter**, Paraprofessional, effective 1/3/2023
 Jennifer **Schneider**, Paraprofessional, effective 1/24/2023
 Scott **Seeliger**, Special Contract Employee, effective 12/7/2022
 Amy **Switzenberg**, Educational Aide/Para, effective 12/21/2022
 Paige **Woodruff**, CLC Seasonal Program Assistant, effective 12/23/2022
 Nyah **Wright-Walker**, CLC Seasonal Program Assistant, effective 1/10/2023

Retirement

Gertrude **Fails**, Paraprofessional, effective 1/19/2023

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

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

New Hires 2022-2023 School Year

David **Butte**, Transitional Para, 7 hrs. p/day, 5 days p/wk., 94 days, T/0, effective 1/5/2023-8/13/2023

Ida **Cardenas**, Educational Aide/Para, 6.25 hrs. p/day, 5 days p/wk., 95 days, A/N/15, effective 1/5/2023-5/25/2023

Emma **Gray**, Diversion Screener, 7 hrs. p/day, 5 days p/wk., 95 days, effective 1/13/2023-6/5/2023

Randy **Reffert**, Educational Aide/Para, 3.25 hrs. p/day, 5 days p/wk., 109 days, A/N/7, effective 12/5/2022-5/25/2023

Brandy **Vollmar**, Educational Aide/Para, 6.75 hrs. p/day, 5 days p/wk., 104 days, A/N/10, effective 12/12/2022-5/25/2023

Rehire 2022-2023 School Year

Peyton **Massey**, Mentoring Coordinator, 7 hrs. p/day, 3 days p/wk., effective 1/3/2023-1/31/2023

Seasonal New Hires 8/14/2022-5/20/2023

Jillian **Marroquin**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., CLC/PA/0, effective 1/5/2023-5/20/2023

Katie **Milkie**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., CLC/PA/0, effective 12/1/2022-5/20/2023

Autumn **Moore**, CLC Seasonal Program Assistant, 6 hrs. p/day, 5 days p/wk., CLC/PA/6, effective 11/28/2022-5/20/2023

Ashley **Parrett**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., CLC/PA/0, effective 12/2/2022-5/20/2023

Jenna **Rode**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., CLC/PA/0, effective 1/5/2023-5/20/2023

Karrina **Sayre**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., CLC/PA/0, effective 1/4/2023-5/20/2023

Samatha **Sendral**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., CLC/PA/0, effective 1/5/2023-5/20/2023

Aurora **Szablewski**, CLC Seasonal Program Assistant, 5 hrs. p/day, 5 days p/wk., CLC/PA/0, effective 12/21/2022-5/20/2023

Changes 2022-2023 School Year

Cayden **Adams**, From CLC Seasonal Program Assistant, As needed, CLC/PA/3, \$12.24 p/hr., To CLC Seasonal Program Assistant, As Needed, CLC/PA/6, effective 12/1/2022

Rebekah **Arcuri**, From CLC Seasonal Program Assistant, As needed, CLC/PA/2, \$11.90 p/hr., To CLC Seasonal Program Assistant, As needed, CLC/PA/4, effective 1/2/2023

Sarah **Ford**, From CLC Seasonal Program Assistant, As needed, CLC/PA/0, \$11.23 p/hr., To CLC Seasonal Program Assistant, As needed, CLC/PA/3, effective 1/4/2023

Jessica **McClure**, From Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., A/N/7, To Para/Educational Aide, 2.75 hrs. p/day, 5 days p/wk., A/N/7, effective 12/5/2022

Brittney **Mihlbauer**, From Para/Educational Aide, 6.5 hrs. p/day, 5 days p/wk., A/N/9, To Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., A/N/10, effective 12/12/2022

Tiffany **Petrie**, From Para/Educational Aide, 6.75 hrs. p/day, 3 days p/wk., A/N/10, To Para/Educational Aide, 6.5 hrs. p/day, 3 days p/wk., A/N/10, effective 11/21/2022

Ashlie **Poole**, From Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., A/N/8, To Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., A/N/10, effective 10/17/2022

Destiny **Schuler**, From Transitional Para, 6.5 hrs. p/day, 5 days p/wk., TR/1, To Unit Para, As needed, TR/1, effective 1/5/2023

Leah **Warnimont**, From Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., A/N/1, To Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 96 Days, A/N/1, effective 1/3/2023

Marcie **Welling**, From Unit Para, 6.5 hrs. p/day, 5 days p/wk., UP/7, To Transitional Para, 7 hrs. p/day, 5 days p/wk., TR/6, effective 10/17/2022

Sara **Williams**, From Para/Educational Aide, As needed, A/N/8, To Unit Para, As needed, UP/0, effective 12/19/2022

Elizabeth **Zimdars**, From CLC Team Leader, 8 hrs. p/day, 3 days p/wk., CLC/STL/0, To CLC Team Leader, 6 hrs. p/day, 5 days p/wk., CLC/STL/0, effective 1/2/2023

Supplementals 2022-2023 School Year

Tamie **Aragon**, Unit Para-Extra Hours, As needed, UP/1, effective 11/8/2022-5/27/2023

Ida **Cardenas**, Para/Educational Aide, As needed, A/N/15, effective 1/5/2023 – 5/27/2023

Jennifer **DeVries**, Para/Educational Aide – Extra Hours, As needed, UP/1, effective 12/1/2022-5/25/2023

Melinda **Edgington**, Transitional Para – Overtime Hours, As needed, TR/N/6, effective 8/11/2022-5/25/2023

Melinda **Edgington**, Unit Para – Overtime Hours, As needed, UP/3, effective 8/11/2022-5/25/2023

Sarah **Feick**, Para/Educational Aide – Extra Hours, As needed, UP/7, effective 12/1/2022-5/25/2023

Sena **Hildebrand**, Secretary – Extra Hours, 7 hrs. p/day, As needed, effective 11/28/2022

Stephanie **Holm**, Para/Educational Aide – Extra Hours, As needed effective 10/17/2022 – 5/27/2023

Jessica **Kizer**, Unit Para-Extra Hours, As needed, UP/2, effective 8/11/2022-5/27/2023

Susan **Marshall**, Unit Para-Extra Hours, As needed, UP/0, effective 12/1/2022-5/27/2023

Morgan **Musser**, Food Service Assistant, 1 hr. p/day, 5 days p/wk.

Tiffanie **Petrie**, Paraprofessional – Extra Hours, As needed, A/N/10, Effective 12/1/2022-5/25/2023

Kim **Randall**, Para/Educational Aide – Extra Hours, As needed, A/N/20, effective 10/3/2022 – 5/27/2023

Dani **Richards** (Donaldson), Aide/Special Contract Employee – Extra Hours (15 hrs. max), effective 1/13/2023-6/3/2023

Wyatt **Sanders**, Paraprofessional – Extra Hours, As needed, A/N/7, effective 12/1/2022-5/25/2023

Karen **Schroeder**, Paraprofessional/Classroom Aide – Extra Hours (15 hrs. max), Effective 1/13/2023-6/3/2023

Alisa **Vetrucci**, Paraprofessional – Extra Hours, As needed, A/N/10 Effective 10/23/2022-5/27/2023

Brandy **Vollmar**, Paraprofessional – Extra Hours, A/N/10, effective 12/12/2022-5/27/2023

Prevention Intern

Libbie Gleason – Senior (Social Work) @ BG, effective 1/4/2023-4/23/2023

Volunteers

Dr. Andrew Hershberger

Todd Cramer

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

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

New Hires 2022-2023 School Year

Joan **Coates**, Tutor, 6.25 hrs., 2 days p/wk.,
effective 12/6/2022-6/1/2023

Recommendation Pertaining to Substitutes – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following new Substitutes for the 22-23 school year:

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

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Governing Board Updates:

Penta Career Center Report: Judith Paredes reported that the following items are being discussed:

- Grounds security enhancements
- Culinary renovation & cosmetology labs
- Ring road upgrades/egress
- Chiller maintenance
- 12 acres of roofing

The items listed above are covered by PI funding.

Also discussed:

- E-vehicle charging ports
- A large number of adults are also attending Penta
- Friday (2-10-23) @ 6:00p.m. STEM night at the Walleye game

Legislative Liaison Report: N/A

Student Achievement Liaison Report: N/A

Recommendation Pertaining to Approval of Ohio Schools Council Governance Policy Change

Resolution – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following Ohio Schools Council Governance Policy Change Resolution:

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

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Adjournment

Motion by Ms. Paredes and seconded by Mr. Long to adjourn the meeting at 5:35 p.m.

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

ATTEST:

Joe Long, President

Brad McCracken, Treasurer/CFO