

**WOOD COUNTY EDUCATIONAL SERVICE CENTER**  
**Regular Governing Board Meeting Minutes**  
**January 28, 2025**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Ms. Judy **Paredes** at 4:10 p.m. with the following members present: Mr. Joe **Long** and Mr. Timothy **Smith**. Also present: Mr. Brad **McCracken**, Treasurer and Mr. 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 program.

**Public Participation**

N/A

**Approval of Agenda**

Mr. Smith moved and Mr. Long 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**

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

- Regular Board Meeting – December 17, 2024

*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 Mr. Long seconded the motion to approve the Cash Reconciliation report for the month of December, 2024:

*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 Mr. Smith seconded the motion to approve the Financial Report for the month of December, 2024:

*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 Mr. Long seconded the motion to approve the Bills for December, 2024:

*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 Mr. Smith seconded the motion to approve the Investment Transaction Ledger for the month of December, 2024:

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

\$506.00      Betco Corp.  
*To Benefit the Community Learning Centers – General Donation*

\$3,000.00      BG Kiwanis  
*To Benefit the Community Learning Centers – Class Fees*

*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, Mr. Long moved and Mr. Smith seconded the motion to approve the following Service Agreements with School Districts:

**Fiscal Year 2025:**

- Sylvania S.D. – Speech Language Pathology Services

*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, Mr. Smith moved and Mr. Long seconded the motion to approve the following Mileage Reimbursement Rate for Board members & ESC employees, based on the IRS rate of 70¢ p/mile, beginning January 1, 2025:

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

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**Approval of Revised Grant Amounts** – Upon recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded the motion to approve the following revised grant amounts:

- Fund 587 – Title VI-B IDEA Preschool Handicapped \$40.71, increase to \$21,912.51
- Fund 572 – Title I-D (JDC/JRC) \$5,064.18, increase to \$143,731.67

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

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**Approval of Revised FY25 Forecast of Expected Revenues & Appropriation**– Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded the motion to approve the following Revised FY25 Forecast of Expected Revenues & Appropriation:

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

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**Approval of Waving Preschool Fees** – Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded the motion to waive preschools fees for Cole Krontz, son of Lindsey Krontz, NWES Principal, in the amount of \$612:

*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 Neola Select Agreement** – Upon recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the following agreement between WCESC and Neola:

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

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**Approval of Memberships** – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following memberships for CY25:

- North Baltimore Chamber of Commerce     \$200
- Perrysburg Chamber of Commerce             \$200
- Wood County Economic Development         \$500

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

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**Approval to Read New/Revised/Deleted Board Policies** – Upon recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to read the following new/revised/deleted Board policies:

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

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**Approval of New/Revised/Deleted Board Policies** – Upon recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve/adopt the following new/revised/deleted Board policies:

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

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**Approval of Treasurer Salary Change** – Upon recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following Treasurer Salary Change:

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

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**Approval of Donation of Obsolete Cell Phones** – Upon recommendation of the Superintendent/Treasurer, Mr. Smith moved and Mr. Long seconded the motion to approve of the donation of obsolete cell phones, that were disposed of from inventory, to persons of need as identified by the WCESC Diversion program and/or to The Cocoon Domestic Abuse Treatment Center of Bowling Green or other agencies/ministries in need of such devices:

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

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**Approval of WCESC County Service Agreements for FY26** – Upon the recommendation of the Superintendent/Treasurer, Mr. Long moved and Mr. Smith seconded the motion to approve the following Fiscal year 2026 County Service Agreements:

Fiscal Year 2026:

- Perrysburg E.V. S.D. – Consortium Services
- Perrysburg E.V. S.D. – Specialized Services

*Roll Call: Yeas: Mr. Long, Ms. Paredes 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, Leave of Absences** – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long 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:**

Stacy **Gerwin**, Para/Educational Aide (PB), effective 12/20/2024

Emily **Leidel**, Seasonal Program Assistant (CLC), effective 1/9/2025

**Retirements:**

Chrisine **Len**, Teacher (JRC), effective 6/1/2025

Susan **Shaffer**, Gifted Coordinator (NB), effective 1/31/2025

**Leave of Absence**

Kathleen Williams, Unit Para (PB), Unpaid leave, effective 2/3/2025-2/28/2025

**Approval of Employment of Classified Personnel** – Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith 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.*

**Seasonal New Hires 8/11/2024-5/17/2025**

Macy **Doster**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 1/17/2025-5/17/2025  
Isabelle **Furley**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 1/10/2025-5/17/2025  
Emma **Kneblewicz**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 1/13/2025-5/17/2025  
Hannah **Pittenger**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 1/13/2025-5/17/2025  
Summer **Rorrer**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 1/10/2025-5/17/2025

**New Hires/Re-Hires 2024-2025 School Year**

Brandy **Beltran**, Para/Educational Aide (PB), 6.75 hrs. p/day,  
5 days p/wk., 82 days, P/0, effective 1/21/2025-5/22/2025  
Elizabeth **Burks**, Para/Student Attendant (WL), 7.5 hrs. p/day,  
5 days p/wk., 97 days, PWL/7, effective 1/13/2025-6/4/2025  
Michelle **DeVore**, Para/Student Attendant (WL), 7.5 hrs. p/day,  
5 days p/wk., 82 days, PWL/10, effective 2/3/2025-6/4/2025  
Jackie **Harlach**, Para/Student Attendant (WL), 7.5 hrs. p/day,  
5 days p/wk., 104 days, PWL/3, effective 1/2/2025-6/4/2025  
Lucas **Hill**, Para/Educational Aide (Pathe), 6.75 hrs. p/day, 5 days p/wk.,  
84 days, PED/4, effective 1/27/2025-5/30/2025  
Prabhjot **Kaur**, Para/Educational Aide (PB), 2.75 hrs. p/day,  
4 days p/wk., 63 days, UPK4/1, effective 2/3/2025-5/22/2025

**Changes 2024-2025 School Year**

Meghan **Rodriguez**, Seasonal Program Assistant, From CLC/PA/0,  
\$11.77 p/hr. To CLC/PA/2, effective 1/14/2024-5/17/2025

**Supplementals 2024-2025 School Year**

Jessica Zamarripa, Para/Educational Aide – Extra Hours (MD),  
As needed, PMD/12, effective 1/28/2025-6/30/2025

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

**New Hires 2024-2025 School Year**

Angela **Hill**, MD Program Sub, 6.75 hrs. p/day, 5 days p/wk.,  
87 days, N/A, effective 1/21/2025-6/2/2025

Karla **Hoverman**, Intervention Specialist (I am Boundless), 15 hrs. p/wk.,  
As needed, M/2, effective 1/13/2025-6/4/2025

**Change to Supplemental 2024-2025 School Year**

Cheryl **Grote**, Tutoring Paras, From 2-1hr. sessions p/para To 2-1 hr.  
sessions unless approved by the Superintendent/Associate Superintendent,  
effective 9/1/2024-6/30/2025

**Recommendation Pertaining to Substitutes** – Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the following new Substitutes for the 2024-2025 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 on the following:

- Construction projects
- Graduating student placement into First Solar
- February 21<sup>st</sup> STEM Night @ The Huntington Center (Walleye game)
- May 9<sup>th</sup> STEM Night @ Mud Hens game
- Penta & BGSU will be partnering for Penta students to earn Associate Degree credits while at Penta

**Legislative Liaison Report:** N/A

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

**Adjournment**

Motion by Mr. Smith and seconded by Mr. Long to adjourn the meeting at 5:18 p.m.

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

ATTEST:

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Judy Paredes, President

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Brad McCracken, Treasurer/CFO