

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
January 25, 2022

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. Joseph **Long**, at 3:55 p.m. with the following members present: Ms. Judith **Hines**, Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Ms. Jackie **Haar**, Treasurer, **and** Mr. Mark **North**, Superintendent.

Absent:

Kathy Limes

Staff Members Present

N/A

Visitors Present

Julie Hines

Director Report/Featured Program

N/A

Approval of Agenda

Mr. Smith moved and Ms. Paredes 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

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

- Regular Board Meeting – December 20, 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.

Ms. Hines moved and Mr. Smith seconded the motion to approve the Cash Reconciliation report for the month of December 2021:

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

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

Roll Call: Yeas: Ms. Hines, 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. Hines seconded the motion to approve the Bills for December 2021:

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

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 and School Districts- Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded, the motion to approve the following Fiscal Year 2022 Service Agreements:

- Elmwood L.S.D. – Wood County Academy

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

General Fund:	+ \$ 0.00
Special Revenue Funds:	- \$ 287,403.50

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

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Approval of Depository Agreement- Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded, the motion to approve the following agreement 5-year depository agreement(s) with:

The Corn City State Bank, effective February 3, 2022 through February 2, 2027 with the following terms:

- \$3,000,000 Active, Inactive and Interim Deposits

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

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Approval of Optical Mark Reader Maintenance Service Agreement Upon recommendation of the Board President, Ms. Hines moved and Mr. Smith seconded, the motion to approve the following 6-month maintenance agreement (1/11/22 through 6/25/22) with Scantron Corporation on the scanner at a cost of \$215.00.

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

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

FROM:

Drug Free Communities FY'22 Yr. 8 of 10 \$0

TO:

Drug Free Communities FY'22 Yr. 8 of 10 \$125,000

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

Approval of Public Records Training Designee Upon recommendation of the Board President, Ms. Paredes moved and Ms. Hines seconded, the motion to approve Alicia Holdren, Executive Secretary to the Superintendent, to attend H.B.9 Public Records Training, on behalf of the Governing Board members.

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 Second Reading of Board Policies - Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the second 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

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Recommendation Pertaining to Memberships Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve the following CY'22 memberships:

- Bowling Economic Development Membership in the amount of \$750
- Wood County Economic Development Membership in the amount of \$500

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 Mileage Reimbursement Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following mileage reimbursement rate of 58.5 cents effective January 1, 2022

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

Recommendation Pertaining to 2022-2023 Salary Schedules - Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following Salary Schedules for the 2022-2023 school year:

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 Non-Salary Schedule Staff 2022-2023 Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve following non-salary schedule staff for the 2022-2023 school year:

Position	Percentage Increase
ATOD Prevention Director	2%
ATOD Prevention Administrative Assistant	2%
ATOD Prevention Specialist	2%
ATOD Prevention Education Program Manager	2%
ATOD Prevention Specialist – JDC (Kipplen)	0%
DFC Grant Program Coordinator	2%
Parent Mentor	0%
EP Case Manager	2%
EP Intake Specialist	2%
ELAR – Grant Coordinator	2%
Family & Community Liaison	2%
Technology Coordinator	2%
BG Middle School Secretary	2.5%
ELM School Psychologist (12 month)	2%
EW Intervention Consultant	3%
NB School Psychologist (10 month)	2%

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

Recommendation Pertaining to Consulting Contract Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve following Consulting Contract with WCESC (Wood County Prevention Coalition) and Bill Ivoska effective January 25, 2022 through September 29, 2022 in the amount of \$12,500.

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

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Staff Personnel

Recommendations Pertaining to Abolishment's, Resignations, Retirements, LOAs, RIFs, and

Terminations: - Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following, LOA, Resignations & Terminations:

Resignations:

Catherine **Bennett**, Paraprofessional, effective 1/14/2022

Jami **Bettinger**, Paraprofessional & Supplementals, effective 1/08/2022

Blair **DeTray**, CLC Senior Team Leader, Effective 1/29/2022

Kathryn **Lehsten**, Paraprofessional, effective 1/12/2022

Mackenzie **Lehsten**, Paraprofessional, effective 1/29/2022

Jocelyn **Leto**, Paraprofessional & Supplementals, effective 12/24/2021

Mary **Lowe**, Paraprofessional, effective 1/13/2022

Michelle **McIntyre**, Paraprofessional, effective 2/12/2022

Brandee **Miller**, CLC Seasonal Program Assistant, effective 1/10/2022

Sue **Nagy**, Prevention Specialist, effective 12/31/2021

James **Pierce**, Paraprofessional & Supplemental, effective 1/22/2022

Stephanie **Randall-Gabel**, Paraprofessional, effective 12/22/2021

Michael Freeman **Roberts**, Paraprofessional, effective 1/22/2022

Tatiana **Welch**, CLC Seasonal Program Assistant, effective 1/15/2022

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

Jennifer **Jacques**, Para/Educational Aide, 6.75 hrs. p/day,
5 days p/wk., 103 days, A/N/4, effective 1/3/2022
Autumn **Moore**, CLC Senior Team Leader, 6 hrs. p/day,
5 days p/wk., 127 days, CLC/STL/0, effective 1/5/2022

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

Alexandra **Barnes**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 1/13/2022
Sheridan **Burns**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 1/3/2022
Elizabeth **Crawford**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 1/6/2022
Margaret **Fay**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 1/6/2022
Sarah **Swuager**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 1/12/2022
Madison **Topjian**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 1/13/2022

Student Worker New Hires 2021-2022 School Year

Alexzander **Kreger**, EP Student Worker, 6 hrs. p/day, As needed,
effective 1/11/2022

Supplementals 2021-2022 School Year

Jami **Bettinger**, Para/Educational Aide – Extra Hours, As needed,
Max 30 hrs., A/N/7, effective 12/1/2021-5/25/2022
Mary **Dudley**, Para/Educational Aide – Extra Hours, As needed,
A/N/20, effective 12/1/2021-5/25/2022
Chris **Cottle**, Unit Para – Extra Hours, As needed, Max 30 hrs.,
UP/0, effective 12/1/2021-5/25/2022
Suzanne **Eames**, Prevention Specialist – Extra Hours, As needed,
Effective 1/20/2022-6/30/2022
Christine **Hernandez**, Para/Educational Aide – Extra Hours, As needed,
Max 30 hrs., A/N/7, effective 12/1/2021-5/25/2022

Supplementals 2021-2022 School Year Continued

Jennifer **Jacques**, Para/Educational Aide – Extra Hours, As needed,
Max 1 day, A/N/4, effective 1/3/2022

Linda **Simmons**, Para/Educational Aide – Extra Hours, As needed,
Max 10 hrs., A/N/24, effective 8/12/2021-5/27/2022

Anne Marie **Wallace**, Unit Para – Extra Hours, As needed,
UP/0, effective 12/1/2021-5/25/2022

Sara **Williams**, Para/Educational Aide – Extra Hours, As needed,
Max 10 hrs., A/N/7, effective 11/1/2021-5/27/2022

Changes 2021-2022 School Year

Suzanne **Eames**, From Empowerment Project Intake Specialist,
3.5 days p/wk., As needed, Max 25 hrs. p/wk., \$21.00 p/hr. To
Empowerment Project Intake Specialist, 4.5 hrs. p/day, As needed,
5 days p/wk., Up to 25 hrs. p/wk., effective 1/3/2022

Sara **Williams**, From Para/Educational Aide, 6.5 hrs. p/day,
5 days p/wk., As needed, A/N/7, \$14.40 p/hr. To Para/Educational Aide,
6.5 hrs. p/day, 5 days p/wk., 97 days, A/N/7, effective 1/3/2022

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

New Hires 2021-2022 School Year

Becky **Varner**, COTA, 7 hrs. p/day, 5 days p/wk.,
97 days, AA/12, effective 1/3/2022

Alyssa **Witchey**, Special Contract Employee, 6.75 hrs. p/day,
5 days p/wk., 94 days, BG/SC, effective 1/11/2022

Kristen **Wolfe**, Sub COTA, 7 hrs. p/day, 5 days p/wk.,
As needed, AA/2, effective 1/10/2022

Interns for Wood County Academy

Lauren **Messner**

Alexis **Sampson**

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. Paredes 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: Judy Paredes reported that all Criminal Justice Student worked with Township trustees to place wreaths on graves for Veterans Day. Penta is having difficulties finding substitutes during COVID.

Legislative Liaison Report: N/A

Student Achievement Liaison Report: - N/A

Adjournment

Motion by Ms. Hines and seconded by Mr. Smith to adjourn the meeting at 4:43 p.m.

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

ATTEST:

Joseph Long, President

Jackie Haar, Treasurer/CFO