

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
July 28, 2026

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. Joe **Long** at 4:00 p.m. with the following members present: Ms. Kathy **Limes** (left meeting te9@ 4:20p), Ms. Judy **Paredes**, Mr. Timothy **Smith** and Ms. Bethany **Vincent**. Also present: Kyle **Kanuckel**, Associate Superintendent and Mr. Brad **McCracken**, Treasurer.

Absent:

Mark **North**, Superintendent

Staff Members Present

N/A

Visitors Present

N/A

Director Report/Featured Program

N/A

Public Participation

N/A

Approval of Agenda

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

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

Approval of the Minutes

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

- Regular Board Meeting – June 23, 2026

Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes, Mr. Smith and Ms. Vincent
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 Ms. Vincent seconded the motion to approve the Cash Reconciliation report for the month of June, 2026:

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes, Mr. Smith and Ms. Vincent
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.

Ms. Limes moved and Ms. Vincent seconded the motion to approve the Financial Report for the month of June, 2026:

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

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Approval of Bills – Upon the recommendation of the Treasurer, Ms. Vincent moved and Ms. Limes seconded the motion to approve the Bills for June, 2026:

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

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Approval of Investment Transaction Ledger – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Vincent seconded the motion to approve the Investment Transaction Ledger for the month of June, 2026:

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

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Approval of FY27 Grant Allocations – Upon the recommendation of the Treasurer, Ms. Vincent moved and Ms. Limes seconded the motion to approve the following FY27 grant allocations:

\$75,000	ECE Preschool (439-9027)
\$150,000	North Baltimore 21 st Century Funding (509-9327)
\$22,839.19	Title IV-8 Preschool (587-9527)
\$30,202.02	School Psychologist Grant (499-9227)

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

Approval of Addition to the Non-Salary Schedule Staff for 2026-2027 – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following addition to the Non-Salary Schedule Staff for 2026-2027:

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

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Approval of Red Rover Records Pricing Agreement – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Vincent seconded the motion to approve the following pricing agreement between Red Rover and the Wood County Educational Service Center:

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

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Approval of Huntington Payment Processing Agreement – Upon the recommendation of the Treasurer, Ms. Vincent moved and Ms. Limes seconded the motion to approve the following Huntington Payment Processing Agreement:

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

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Approval of Ohio Department of Children & Youth FY27 ECE Grant Provider Agreement – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following Ohio Department of Children & Youth FY27 ECE Grant Provider Agreement:

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

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Approval of FBI Background Check Rate Increase – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following \$3 increase in the cost of FBI background checks, effective October 1, 2026:

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

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Approval of IRS Mileage Rate Increase to \$0.76 p/mile – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve the IRS mileage rate increase to \$0.76 p/mile, effective July 1 2026:

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

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Approval to Appoint a Delegate for the Upcoming OSBA Business Meeting – Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to appoint a Wood County ESC Board Member as WCESC's delegate for the upcoming OSBA Annual Business meeting. The Board appointed Tim Smith as a delegate.

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

Approval of Pest Control Service Agreement w/Banfax, Inc. – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve the following Pest Control Service Agreement w/Banfax, Inc., at a bi-monthly cost of \$46, effective August 1, 2026 – July 31, 2027:

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

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Approval of WCESC Service Agreements w/Local School Districts – Upon recommendation of the Treasurer, Ms. Smith moved and Ms. Limes seconded the motion to approval of the following service agreements w/local school districts:

Fiscal Year 2026 (ESY):

- Bowling Green City S.D. – Occupational Therapy Services
- Eastwood Local S.D. – Paraprofessional Services
- Genoa Local S.D. – APE Home Instruction
- Genoa Local S.D. – Intervention Specialist Services
- Genoa Local S.D. – MD – 1:1 Instruction/Planning
- Genoa Local S.D. – MD Tutor/Instruction
- Genoa Local S.D. – SLP Instruction
- North Baltimore Local S.D. – Intervention Specialist
- North Baltimore Local S.D. – Para/Educational Aide – Extra Duties
- Rossford E.V.S.D. – Paraprofessional Services
- Rossford E.V.S.D. – Preschool Itinerant Services

Fiscal Year 2027:

- Bowling Green City S.D. – Prevention Education On-Site Services
- Bowling Green City S.D. – Prevention Education On-Site Services
- Eastwood Local S.D. – Prevention Education On-Site Services
- Elmwood Local S.D. – Prevention Education On-Site Services
- North Baltimore Local S.D. – Prevention Education On-Site Services
- Northwood Local S.D. – Prevention Education On-Site Services
- Penta Career Center – Prevention Education On-Site Services
- Perrysburg E.V.S.D. – Prevention Education On-Site Services
- Perrysburg E.V.S.D. – Prevention Education On-Site Services
- Rossford Local S.D. – Prevention Education On-Site Services

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

Approval of WCESC County Service Agreements – Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following WCESC county service agreements:

Fiscal Year 2027:

- Springfield Local S.D. – Consortium Services

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

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Approval of Increase of 3 Work Days for Eastwood Employees on Calendars 100 or 101 – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve an increase of 3 work days for Eastwood employees on calendars 100 or 101:

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

Approval of FY26 Revised Forecast Revenues & Final Appropriations – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Revised FY26 Forecast of Expected Revenues & Appropriation:

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

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Approval of FY27 Forecast Revenues & Appropriations – Upon recommendation of the Treasurer, Ms. Vincent moved and Ms. Limes seconded the motion to approve the following FY27 Forecast Revenues & Appropriations:

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

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SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS TO BOARD

Approval of Agreement for Educational Services w/JRC – Upon recommendation of the Superintendent, Ms. Vincent moved and Ms. Paredes seconded of the following agreement for educational services with the Juvenile Residential Center, effective January 1, 2026 – June 30, 2029 :

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

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Approval of Mental Health & Substance Use Disorder Services Agreement – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Vincent seconded the motion to approve the following agreement to provide mental health and substance use disorder services. This agreement is made and entered into as of July 1, 2026, by and between the Wood County Alcohol, Drug Addiction and Mental Health Services Board and Wood County Educational Service Center.

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

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Lifetouch Service Agreement – Tabled

Approval of Underwriting Contract w/WBGU Radio – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Underwriting Contract w/WBGU Radio:

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

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

Buckeye Association of School Administrators (BASA)	\$713.45
Wood County Safety Council	\$150.00
Ohio Educational Service Center Association (OESCA)	\$7,091.58
Kiwanis Club of Bowling Green Ohio (for CLC)	\$160.00

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

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Approval of Job Description – Upon recommendation of the Superintendent, Ms. Vincent moved and Ms. Paredes seconded the following Job Description:

- District Behavioral Services Coordinator

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

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Approval of 2026-2027 Employee Handbook, Payroll/Procedures Manual – Upon recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following 2026-2027 Employee Handbook, Payroll/Procedures Manual:

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

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Approval of 2026-2027 Handbooks – Upon recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following 2026-2027 Handbooks:

- L.I.F.E. Skills Parent Handbook
- Pathe Parent/Student Handbook
- Eastwood Parent Handbook for Preschool
- North Baltimore Parent Handbook for Preschool
- Northwood Parent Handbook for Preschool

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

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Approval of Increase for Fixed-Rate Supplemental Contracts – Upon recommendation of the Superintendent, Ms. Vincent moved and Mr. Smith seconded the motion to approve a 2.75% pay increase for the following fixed-rate supplemental contracts for the 2026-2027 school year:

- Behavioral Resource Coordinator
- JRC Summer School Teacher (Summer 2027)
- LPDC Chairman
- LPDC Representative
- MD Job Coach
- OT Mentor
- Pathe Test Coordinator
- RESA Mentor
- SLP – CF Supervisor
- Substitute Coordinator

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

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Approval of Off-Campus Work Study Contract – Upon recommendation of the Superintendent, Mr. Smith moved and Ms. Vincent seconded the motion to approve the following Off-Campus Work Study Contract w/Owens Community College:

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

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Approval to Approve & Adopt & 403(b) Retirement Plan – Upon recommendation of the Superintendent/Treasurer, Ms. Vincent moved and Ms. Paredes seconded the motion to approve & adopt the following Wood County Educational Service Center Governmental Pre-Approved 403(b) Plan Adoption Agreement #12-001:

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

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Staff Personnel

Approval of Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations, Leave of Absences – Upon the recommendation of the Superintendent, Ms. Vincent moved and Ms. Paredes seconded the motion to approve the following Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations:

Resignations

Elida **Amador-Marcia**, Para/Educational Aide (PB), effective 8/2/2026
 Ronnie **Hogue**, Para/Educational Aide (LA), effective 8/2/2026
 Angela **Patchen**, Prevention Program Manager, effective 8/1/2026
 Hannah **Pickett**, Para/Educational Aide (LA), effective 8/2/2026
 Jenalynne **Sudlow**, Para/Educational Aide (PB), effective 8/2/2026
 Sophia **Wellman**, Seasonal Program Assistant (CLC), effective 8/5/2026
 Kathleen **Williams**, Unit Para (PB), effective 7/7/2026

Non-Renewals

Ronnie **Hogue**, Para/Educational Aide (LA), effective 7/28/2026 (changed to resignation)

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

Approval of Classified Personnel – Upon the recommendation of the Superintendent, and in accordance with the provisions of the Ohio Revised Code, Ms. Paredes moved and Mr. Smith seconded the motion to approve the employment of the following Classified Personnel:

New Hires/Rehires 2025-2026 School Year

Aidan **Boulton**, Prevention Education Specialist,
 As needed (Max 120 hrs.), N/A, effective 7/1/2026-7/31/2026
 Amy **Harnishfeger**, Prevention Education Specialist,
 As needed (Max 120 hrs.), N/A, effective 7/13/2026-7/31/2026 .

CLC Summer New Hires/Rehires

Candy **Jacobs**, Seasonal Program Assistant CLC, As needed,
 CLC/PA/0, effective 6/30/2026-8/15/2026

Supplementals 2025-2026 (ESY)

Hannah **Madaras**, Prevention Education Specialist – Extra Hours,
 As needed (Max 35 hrs.), N/A, effective 7/20/2026-7/31/2026 .
 Annie **Pilmore**, Prevention Education Specialist – Extra Hours,
 As needed (Max 35 hrs.), N/A, effective 7/20/2026-7/31/2026 .
 Shauna **Rensch**, Para/Educational Aide – Extra Hours, As needed,
 PPS/27, effective 6/1/2026-8/16/2026 .
 Michelle **VonLehmden**, Prevention Education Specialist – Extra Hours,
 As needed (Max 35 hrs.), N/A, effective 7/20/2026-7/31/2026

New Hires/Rehires 2026-2027 School Year

Avalyn **Bihary**, Para/Student Attendant (MD), 6.75 hrs. p/day, 5 days p/wk., 187 days, PMD/1, effective 8/5/2026-5/27/2027

Lisa **Carney**, MS Secretary (BG), 6.5 hrs. p/day, 5 days p/wk., 194 days, N/A, effective 8/6/2026-5/27/2027

Danielle **Engard**, Para/Student Attendant (NB), 7 hrs. p/day, 5 days p/wk., 187 days, PD10, effective 8/17/2026-5/27/2027

Derek **Hettesheimer**, Administrative Support Specialist (CLC), 6.95 hrs. p/day, 5 days p/wk., 255 days, CLC/ADM SS/0, effective 7/9/2026-6/30/2026

Nicole **Hollister**, Para/Educational Aide (PB), 6.5 hrs. p/day, 4 days p/wk., 148 days, UPK4/0, effective 8/10/2026-5/20/2027

Hannah **Pickett**, Para/Educational Aide (PB), 6.75 hrs. p/day, 5 days p/wk., 177 days, UPK4/4, effective 8/6/2026-5/20/2027

Melinda **Spoores**, Para/Educational Aide (ED), 6.75 hrs. p/day, 5 days p/wk., 191 days, PED/3, effective 8/5/2026-5/28/2027

Changes 2026-2027 School Year

Emily **Kimble**, Para/Educational Aide (NB), From 5.75 hrs. p/day, \$20,021.16 To 6.5 hrs. p/day, effective 8/17/2026-5/27/2027

Michelle **VonLehmden**, Prevention Education Specialist, From \$39,399

Supplementals 2026-2027 School Year

Rescind \$2,500 Supplement for Alicia Dodd for Behavior Support Para. She was hired as a Behavior Support Para at an AA pay scale.

Steve **Beck**, Custodian – Extra Hours, As needed, CUST/21, effective 7/1/2026-6/30/2027

Aidan **Boulton**, Prevention Education Specialist – Extra Hours, As needed (Max 70 hrs.), N/A, effective 8/1/2026-7/31/2027

Abigail **Kerner**, Child Care Kinship Group, As needed, N/A, effective 8/1/2026-6/30/2027

Rileigh **Roule**, Child Care Kinship Group, As needed, N/A, effective 8/1/2026-6/30/2027

Taylor **Sickler**, Food Services, As needed, N/A, effective 8/1/2026-7/31/2027

Unpaid leave of Absence

Elizabeth **Apple**, Para/Educational Aide (NB), effective 8/17/2026-11/30/2026

Trisha **Chambers**, Para/Student Attendant (WL), effective 9/1/2026-9/27/2026

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

Approval of Classified Personnel through Contract Management – Upon the recommendation of the Superintendent, and in accordance with the provisions of the Ohio Revised Code, Mr. Smith moved and Ms. Paredes seconded the motion to approve the employment of the following Classified Personnel through Contract Management for the 2026-2027 school year:

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Approval of CLC Seasonal Program Assistants through Contract Management – Upon the recommendation of the Superintendent, and in accordance with the provisions of the Ohio Revised Code, Ms. Paredes moved and Ms. Vincent seconded the motion to approve the employment of the following CLC Seasonal Program Assistants through Contract Management for the fall session (August 16, 2026 – May 15, 2027):

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Approval of Certified Personnel – Upon the recommendation of the Superintendent, and in accordance with the provisions of the Ohio Revised Code, Ms. Vincent moved and Ms. Paredes seconded the motion to approve the employment of the following Certified Personnel:

Supplementals 2025-2026 (ESY)

Diana **Neumann**, JRC Summer School, 6.5 hrs. p/day, As needed,
Effective 7/6/2026-7/24/2026

Marina **Williford**, ECs Intervention Specialist – Extra Hours, As Needed,
M/35, effective 6/1/2026-8/16/2026

New Hires 2026-2027 School Year

Racquel **Ellis**, MD Teacher/Intervention Specialist, 7 hrs.p/day, 5 days p/wk.
(Contingent on completing all requirements and getting proper certification.)

Diana **Miller**, Special Contract Employee (NW), 6.75 hrs. p/day, 5 days p/wk.,
184 days, SC/NW, effective 8/13/2026-5/28/2027

Araya **Musselman**, School Psychologist Intern (BG), 7 hrs. p/day,
5 days p/wk., 185 days, N/A, effective 8/5/2026-5/28/2026

Marissa **Poalson**, Occupational Therapist, 7 hrs. p/day, 5 days p/wk.
(Contingent on completing all requirements and getting proper certification.)

Changes 2026-2027 School Year

Diana **Neumann**, JRC Teacher/Intervention Specialist, From 5 days p/wk.,
185 days, \$77,460 To 3 days p/wk., 111 days, effective 8/5/2026-5/27/2027

Supplementals 2026-2027

Kelly **Heinl**, RESA Mentor x3, As needed, effective 8/5/2026-6/4/2027

Kim **Kamelesky**, RESA Mentor x3, As needed, effective 8/5/2026-6/4/2027

Jane **Lingenfelder**, Curriculum Consultant, As needed, N/A,
effective 8/1/2026-7/31/2027

Diana **Neumann**, RESA Mentor, As needed, effective 8/5/2026-5/20/2027

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

Approval of Substitutes – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following new Substitutes for the 2026-2027 school year:

*Roll Call: Yeas: Mr. Long, Ms. Paredes, Mr. Smith and Ms. Vincent
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**Adjournment**

Motion by Mr. Long and seconded by Mr. Smith to adjourn the meeting at 4:33 p.m.

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

ATTEST:

Joseph Long, President

Brad McCracken, Treasurer/CFO