

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
June 24, 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 4:00 p.m. with the following members present: Kathy **Limes**, Mr. Joe **Long** and Mr. Timothy **Smith**. Also present: Mr. Mark **North**, Superintendent, Kyle **Kanuckel**, Associate Superintendent and Mr. Brad **McCracken**, Treasurer.

Board Members Absent

Judy **Hines**, Board Member

Staff Members Present

N/A

Visitors Present

Mr. North introduced Jae & Aaron Cookson to the Board.

Director Report/Featured Program

N/A

Public Participation

N/A

Approval of Agenda

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

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

Approval of the Minutes

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

- Regular Board Meeting – May 27, 2025
- Special Board Meeting – June 6, 2025

Roll Call: Yeas: Ms. Limes, 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 May, 2025:

Roll Call: Yeas: Ms. Limes, 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.

Ms. Limes moved and Mr. Long seconded the motion to approve the Financial Report for the month of May, 2025:

Roll Call: Yeas: Ms. Limes, 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. Limes seconded the motion to approve the Bills for May, 2025:

Roll Call: Yeas: Ms. Limes, 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. Limes moved and Mr. Long seconded the motion to approve the Investment Transaction Ledger for the month of May, 2025:

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

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Approval to Accept Donations – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve to accept the following donations:

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

\$159.93	Chipolte <i>For: Community Learning Centers</i>
\$80.00	Jupmode <i>For: Grandparents Raising Grandchildren</i>

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Approval of Inventory Disposal – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve the following inventory disposal:

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

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Approval of FY26 Northern Buckeye Education Council NWOCA Membership Fees – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion to approve the following FY26 Northern Buckeye Education Council NWOCA Membership Fees, in the amount of \$24,701.61:

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

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Approval of United Way of Greater Toledo Funding Agreement for FY26 – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve the following funding agreement with the United Way of Greater Toledo Funding Agreement for FY26:

- Community Learning Centers – STARS Program \$35,763.61

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Approval of Addition to the Non-Salary Staff Pay Schedule for 25/26 SY – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve the following addition to the non-salary staff pay schedule for the 2025-2026 school year:

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Approval of Science of Reading Stipend – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded the motion to approve the following payment of a Science of Reading stipend of \$2,000 each to the following teachers upon their Board approved hiring by the Wood County ESC, completion of their first day of employment and ODEW required training:

- Andrew Bremner
- Autum Graves
- Beth Hall

Approval of Ohio Schools Council Membership Fee for FY26 – Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded the motion to approve The Treasurer recommends the Board’s approval of the following Ohio Schools Council membership fee for FY26, in the amount of \$350:

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Approval of Monthly Stipend in Lieu of Cell Phone Provided for ESC Management – Upon recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded the motion to approve that in addition to the ESC staff members for whom a monthly \$50 stipend in lieu of an ESC-provided cell phone was approved on 9/24/24, the Wood County ESC hereby authorizes offering payment of a monthly stipend of \$50 in lieu of an ESC-provided cell phone to the following WCESC staff member:

- Assistant Director of Educational Services for JDC/JRC & Pathe/Pace

Approval to Purchase of Cell Phone, Case & Charger – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve the sale of Samsung Galaxy S24 Cell Phone, Case & Charger to Kyle Clark for \$50:

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Approval to Create a Treasurer's Office Change Fund – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve to create a \$50 Treasurer's office change fund for FY26, to be opened after July 1, 2025.

Approval to Amendments to the Contracts of the Superintendent & Associate Superintendent– Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve the following amendments to the contracts of the Superintendent & Associate Superintendent for the 2025-2026 school year:

- The Board hereby approves a 2.75% salary increase to the contract of Mark North, Superintendent, effective 8/1/2025. The annual salary shall be \$76,135.70 for the period 8/1/2025-7/31/2026.
- Furthermore, the Board hereby grants that Mr. North shall be entitled to 10 vacation days per year. These days cannot to accumulate and must be used within the contract year, or reimbursed at the then current per diem rate.
- The Board hereby approves a 2.75% salary increase to the contract of Kyle Kanuckel, Associate Superintendent, effective 8/1/2025. The annual salary shall be \$76,135.70 for the period 8/1/2025-7/31/2026.
- Furthermore, the Board hereby grants that Mr. Kanuckel shall be entitled to 10 vacation days per year. These days cannot to accumulate and must be used within the contract year, or reimbursed at the then current per diem rate.

Approval to Transfer Year-End Fund Balances – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded the motion to approve the following transfers of year-end balances of 011 Credit Recovery and 020 Prevention Education – Out of County accounts from FY25 to FY26, starting balances to TBD.

Approval of Revised 2025-2026 Salary Schedule – Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded the motion to approve the following revision to page 1 of the 2025-2026 salary schedule:

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

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Approval to Waive Preschool Fees – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve to waive the following preschool fees, totaling \$612:

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

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Approval to FY25 Year-End Adjustments – Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded the motion to approve the following FY25 year-end adjustments:

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Approval of PowerSchool Invoice for Records/Records Contracts – Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded the motion to pay the following PowerSchool invoice for Records and Records Contracts, effective 7/1/2025-6/30/2026:

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

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

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

Roll Call: Yeas: Ms. Limes, 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 Administrative Support Vendor Contract – Upon recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded of the following Administrative Support Vendor Contract between the Wood County Educational Service Center, the Wood County Schools Benefits Plan and Carrie Herringshaw:

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

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

- School Psychologist

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

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Approval of Membership Fees – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following membership fees:

- BASA \$694.36
- CORAS \$5,000

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

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Approval of ADAMHS Contract/Agreement – Upon recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded of the following contract/agreement between ADAMHS and Wood County ESC to provide mental health and substance use disorder services, effective July 1, 2025-June 30, 2026:

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

Resignations:

Darci **Bowser**, Para/Student Attendant (WL), effective 8/2/2025

Joslyn **Gillen**, Para/Educational Aide (NB), effective 6/18/2025

Jenny **Johanns**, Para/Educational Aide (NW), effective 8/2/2025

Wyatt **Lang**, CLC Seasonal Program Assistant, effective 6/12/2025

Christine **Puhala**, Para/Student Attendant (EA), effective 8/2/2025

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

Seasonal New Hires/ Rehires 5/18/2025-8/16/2025

Aurora **Dzurko**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 6/12/2025-8/16/2025

Hannah **Yarger**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 6/3/2025-8/16/2025

Changes 2024-2025 School Year

William **Hamilton**, Prevention Education Specialist-Extra Hours,
From 50 hrs. To 57 hrs., N/A, 6/1/2025-6/30/2025

Supplementals 2024-2025 Extended School Year (ESY)

Polly **Emch**, Summer School Para (EW), As needed (60 hrs. Max), PD/8,
effective 6/9/2025-7/1/2025

Courtney **Iler-Bailey**, Prevention Specialist – Extra Hours,
As needed (54 hrs. Max), N/A, effective 7/1/2025-7/31/2025

Kelly **Rate**, Para/Educational Aide – Extra Hours (EW),
As Needed (60 hrs. Max), PD/12, effective 6/4/2025-8/15/2025

Rebecca **Yanez**, Summer Reading Academy Support (PB), As needed,
UP/2, effective 6/10/2025-7/31/2025

New Hires/ Rehires 2025-2026 School Year

Kenadi **Lennard**, Para/Educational Aide (NB), 7 hrs. p/day, 5 days p/wk., 187 days, PD/1, effective 8/18/2025-5/29/2026

Katie **Ruffell**, Middle School Secretary (BG), 6.5 hrs. p/day, 5 days p/wk., 195 days, N/A, effective 8/6/2025-6/1/2026

Changes 2025-2026 School Year

Deborah **Eppard**, Para/Student Attendant, From NW To LA, 5.95 hrs. p/day, 5 days p/wk., 189 days, PMD/7, effective 8/6/2025-6/2/2026

Pam **Hanely**, From MD Para/Educational Aide, 6.75 p/day, 5 days p/wk., 189 days, PMD/17, \$22.54 p/hr. To Para/Educational Aide (LA), 6.75 p/day, 5 days p/wk., 187 days, PMD/17, effective 8/18/2025-6/2/2026

Lonna **Meadows**, Para/Educational Aide (LA), From 5 days p/wk. To 4 days p/wk., 151 total days, PD/9, effective 4/7/2025-6/6/2025

Cayleigh **Vance**, Para/Educational Aide, From LA To Living Classroom, 6.75 hrs. p/day, 5 days p/wk., 191 days, PMD/6, effective 8/6/2025-5/29/2026

Supplementals 2025-2026 School Year

Steven **Beck**, Maintenance – Extra Hours, As needed, Cust/20, effective 7/1/2025-6/30/2026

Addison **Clark**, Fiscal – Extra Duties, As needed, N/A, effective 7/1/2025-6/30/2026

Alicia **Dodd**, Behavior Support Para @ Pathe, As needed, N/A effective 8/6/2025-5/29/2026

Delores **Haynes**, Food Service Assistant, As needed, PMD/10, effective 8/6/2025-5/29/2026

Kelly **Llanas**, Sub Coordinator – Extra Hours, As needed, N/A effective 7/1/2025-6/30/2026

Morgan **Musser**, Behavior Support Coordinator – Extra Duties, As Needed, N/A, effective 8/6/2025-6/30/2026

Morgan **Musser**, Food Service Assistant, As needed, STRC/6 W/Degree, effective 8/6/2025-5/29/2026

Minda **Parker**, Food Service Assistant, As needed, PMD/31, effective 8/6/2025-5/29/2026

Andrew **Thomas**, MD Job Coach, As needed, N/A effective 8/6/2025-6/5/2026

Michele **Thomas**, Food Service Assistant, As needed, PMD/18, effective 8/6/2025-5/29/2026

Cayleigh **Vance**, MD Job Coach, As needed, N/A effective 8/6/2025-6/5/2026

Austin **White**, MD Job Coach, As needed, N/A effective 8/6/2025-6/5/2026

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

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

CLC Seasonal Tutors (Rossford Summer Academy) 5/18/2025-8/16/2025

Madison **Atkinson**, Rossford Summer Academy Tutor, As needed,
CLC/TU/B/0, effective 5/18/2025-8/16/2025

Janelle **Ruetz**, Rossford Summer Academy Tutor, As needed,
CLC/TU/B/0, effective 5/18/2025-8/16/2025

Margo **Schaffer**, Rossford Summer Academy Tutor, As needed,
CLC/TU/B/6, effective 5/18/2025-8/16/2025

Ann **Tronsdon**, Rossford Summer Academy Tutor, As needed,
CLC/TU/M/0, effective 5/18/2025-8/16/2025

Changes 2024-2025 Extended School Year (ESY)

Elizabeth **Luce**, JRC Summer School Teacher, From 28 days to As
Needed, effective 6/23/2025-7/25/2025

Diana **Neumann**, JRC Summer School Teacher, From 15 days to As
Needed, effective 6/23/2025-7/25/2025

Supplementals 2024-2025 Extended School Year (ESY)

Josie **Rowe**, PT – Extra Hours, As needed (5 hrs. Max), OT/PT/16,
effective 7/1/2025-7/25/2025

New Hires/ Rehires 2025-2026 School Year

Jennifer **Brian**, Special Contract Employee (BG), 6.75 hrs. p/day,
5 days p/wk., 183 days, N/A, effective 8/18/2025-5/29/2026

Aaron **Cookson**, Assistant Director of Educational Services (JDC/JRC &
Pathe/Pace), 7 hrs. p/day, 5 days p/wk., 225 days, AD/M/15,
effective 8/1/2025-7/31/2026

Kelly **Heinl**, RESA Mentor (4 teachers), As Needed,
effective 9/1/2025-5/29/2026

Christin **Lee**, Intervention Specialist (PB), As Needed,
M/16, effective 8/11/2025-5/21/2026

Ashley **Reed**, COTA, 7 hrs. p/day, 5 days p/wk., 185 days,
OT/AA/8, effective 8/6/2025-5/21/2026

Claire **Silverman**, SLP, 7 hrs. p/day, 3 days p/wk., 111 days,
SLP/M/11, effective 8/6/2025-5/21/2025

Changes 2025-2026 School Year

Teresa **Kitchen**, From Director of Special Education/Behavior Programming
To Director of Special Education/Behavior Programming/JDC/JRC

Supplementals 2025-2026 School Year

Cheryl **Grote**, LPDC Chairman, As needed, N/A,
effective 9/3/2025-6/5/2026

Cheryl **Grote**, LPDC Representative, 4 mtgs. p/yr.,
effective 9/3/2025-6/5/2026

Kim **Kamelesky**, LPDC Representative, 4 mtgs. p/yr.,
effective 9/3/2025-6/5/2026

Kaelyn **Moore**, LPDC Representative, 4 mtgs. p/yr.,
effective 9/3/2025-6/5/2026

Kaelyn **Moore**, Pathe/Pace State Testing, As needed,
effective 8/6/2025-5/29/2026

Jennifer **Robertson**, LPDC Representative, 4 mtgs. p/yr.,
effective 9/3/2025-6/5/2026

Joe **Taylor**, LPDC Representative, 4 mtgs. p/yr.,
effective 9/3/2025-6/5/2026

Recommendation Pertaining to Substitutes – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following new Substitutes for the 2025-2026 school year:

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

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Governing Board Updates:

Penta Career Center Report:

- Ms. Paredes reported on Penta CC activities and recognition of Penta's newsletter.
- Penta students @ Atlanta competition
- GED graduation

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

Motion by Ms. Limes and Mr. Long seconded by to adjourn the meeting at 5:55 p.m.

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

ATTEST:

Judy Paredes, President

Brad McCracken, Treasurer/CFO