

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
June 22, 2021

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Ms. Judith **Paredes**, at 4:02 p.m. with the following members present: Ms. Judith **Hines**, Ms. Kathy **Limes**, Mr. Joe **Long** and Mr. Timothy **Smith**. Also present: Ms. Jackie **Haar**, Treasurer, Mr. Mark **North**, Superintendent.

Absent:

N/A

Staff Members Present

N/A

Visitors Present

Julie Hines

Director Report/Featured Program

N/A

Approval of Agenda

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

Roll Call: Yeas: Ms. Hines, 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 25, 2021
- Special Board Meeting – June 2, 2021

Roll Call: Yeas: Ms. Hines, Ms. Paredes, Ms. Limes, Mr. Long, 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.

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

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

INTENTIONALLY BLANK

Approval of Financial Report – Upon the recommendation of the Treasurer, Mr. Long moved and Ms. Hines seconded the motion to approve the Financial Report for the month of May 2021:

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

INTENTIONALLY BLANK

Approval of Bills – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Limes seconded the motion to approve the Bills for May 2021:

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

INTENTIONALLY BLANK

Approval of Investment Transaction Ledger – Upon the recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the Investment Transaction Ledger for the month of May 2021:

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

INTENTIONALLY BLANK

Approval of Fiscal Year 2022 Temporary Appropriations– Upon recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded, the motion to approve the following Fiscal Year 2022 Temporary Appropriations:

General Fund:	\$ 2,269,979.87
Special Revenue Funds:	\$ 803,012.77
Internal Service Funds:	\$ 167,102.34
<u>Agency Funds:</u>	<u>\$ 66,901.47</u>
Total:	\$ 3,306,996.45

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

Approval of United Way of Greater Toledo Funding Agreements – FY'22 – Upon the recommendation of the Treasurer, Ms. Hines moved and Ms. Limes seconded the motion to approve the following United Way of Greater Toledo Funding Agreements

- \$62,500 Community Learning Center – STARS Program
- \$55,575 Community Learning Center – Maumee MaKERS

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

INTENTIONALLY BLANK

Approval of Appropriations & Revenue, Adjustments and Transfers & Advances– Upon the recommendation of the Treasurer, Mr. Smith moved and Mr. Limes seconded the motion to approve fiscal year-end adjustments to close the books for Fiscal 2021:

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

Approval of Payroll Policy & Procedures Manual Adoption– Upon the recommendation of the Treasurer, Ms. Limes moved and Mr. Long seconded the motion to approve the adoption of the 2021-2022 Payroll Policies & Procedures Manual:

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

INTENTIONALLY BLANK

Approval of WCESC Service Agreements with Agencies & School Districts - Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded, the motion to approve the following Fiscal Year 2021 & 2022 Service Agreements:

Fiscal 2021

- McComb L.S.D. – Paraprofessional Student Attendant Services
- Woodmore L.S.D. – Paraprofessional Student Attendant Services

Fiscal 2022

- Bowling Green C.S.D. – Occupational Therapy Services/Physical Therapy Services/ Speech Language Pathology Services – Preschool Play-Based Assessments
- Maumee C.S.D. – 2021-2022 MaKERS Summer Edition
- Rossford E.V.S.D. – 2021-2022 Summer Academy

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

INTENTIONALLY BLANK

Approval of Fixed Asset Disposals- Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded, the motion to approve the following fixed asset disposals:

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

INTENTIONALLY BLANK

Approval of Renewal of Insurance- Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Hines seconded, the motion to approve the following insurance coverage through the Ohio School Plan effective July 1, 2021 through June 30, 2022:

<u>Liability</u>	\$7,246.
General, Legal, Employment Practices, Security & Law Enforcement	
<ul style="list-style-type: none"> • \$3 Million per occurrence • \$5 Million aggregate 	
<u>Employers Liability</u>	
<ul style="list-style-type: none"> • \$3 Million per occurrence -No aggregate 	
<u>Property/Crime</u>	\$7,542.
<ul style="list-style-type: none"> • \$5,779,256 per occurrence • Employee Theft, Forgery, Altercation, Computer Fraud & Transfer fraud • \$650,000 limit of liability 	
<u>Violence</u>	\$321.
<ul style="list-style-type: none"> • \$1 Million-member aggregate 	
<u>Automobile</u>	\$681.
<ul style="list-style-type: none"> • \$1 Million Bodily Injury Liability & Property Damage • \$75,000 Hired Car Physical Damage 	
<u>Cyber</u>	\$415.
<ul style="list-style-type: none"> • \$1 Million-member aggregate • \$20 Million policy aggregate (<i>all members combined</i>) 	
<u>Pollution</u>	\$812.
<ul style="list-style-type: none"> • \$1 Million member aggregate • \$5 Million policy aggregate (<i>all members combined</i>) 	
	\$17,017

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

INTENTIONALLY BLANK

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

Amount	Grant Title	Beginning Date	Ending Date	Fund/Spec
\$ 940,215.00	ATOD FY'22	7/1/21	6/30/22	019-9622

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

SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Recommendation Pertaining to Memberships - Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the following Memberships for FY'22:

- BASA Membership FY'22 in the amount of \$1,010.99
- Perrysburg Chamber of Commerce FY'22 in the amount of \$170

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

INTENTIONALLY BLANK

Recommendation Pertaining to Salary Schedules - Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the following Salary Schedules:

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

INTENTIONALLY BLANK

Recommendation Pertaining to Personal Leave Addendum to Staff Handbooks- Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the motion to approve the following addendum to staff handbooks:

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

INTENTIONALLY BLANK

Recommendation Pertaining to Wood County Prevention Coalition Website Design- Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the following Wood County Prevention Coalition Website Design proposal with Toledo Web Design in the amount of \$1,400.

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

INTENTIONALLY BLANK

Recommendation Pertaining to NBEC Technical Service Contract- Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Hines seconded the motion to approve the following contract with Northern Buckeye Educational Council (NBEC):

- July 1, 2021 – June 30, 2022
- Platform as a service (PAAS) – 2 servers
- \$2,436.00
- \$0.50 p/ADM – State Software
- \$7 p/USER – Zoom Licenses
- \$500 – Content Filtering
- \$100 p/Computer + \$1.00 p/GB – Data Storage Non-Critical Data

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

INTENTIONALLY BLANK

Recommendation Pertaining to Food Service Agreement- Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the motion to approve the following FY'22 National School Lunch Program 1-year renewal with the Maumee Valley Restaurant Group beginning August 1, 2021 and ending June 30, 2022.

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

INTENTIONALLY BLANK

Recommendation Pertaining to NOVA Agreement- Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Long seconded the motion to approve the following agreement between NOVA & WCESC for online course modules and learning instructors effective August 1, 2021 through June 30, 2022.

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

INTENTIONALLY BLANK

Recommendation Pertaining to Juvenile Residential Center Agreement- Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the following agreement between JRC and WCESC effective July 1, 2021 through June 30, 2022.

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

INTENTIONALLY BLANK

Recommendation Pertaining to Removal of Policy EBEA- Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Limes seconded the motion to approve the removal of Policy EBEA pertaining to Use of Face Coverings.

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

INTENTIONALLY BLANK

Recommendation Pertaining to Memorandum of Understanding with Miami University- Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve the following memorandum of understanding (MOU) agreement between Miami University and WCESC to allow Kyle Clark to assist Miami University regional team to recruit individuals from their region to participate in a Content & Delivery Advisory Committee:

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

INTENTIONALLY BLANK

Staff Personnel

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

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

Resignations:

Ashley **Baer**, Para/IEP/ETR Coordinator, effective 8/6/2021
 Timothy **Bialecki**, CLC Quality Program Coordinator, effective 6/19/2021
 Michelle **Blackburn**, Paraprofessional, effective 6/5/2021
 Michael **Blevins**, YEP Student Worker, effective 6/15/2021
 Alvin **Brown**, Paraprofessional, effective 6/13/2021
 Lisa **Conklin**, Paraprofessional, effective 8/6/2021
 Kyra **Fitzpatrick**, Paraprofessional, effective 7/31/2021
 Brandon **Hayes**, Special Contract Employee, effective 6/11/2021
 Dolly **Inman**, YEP Case Manager, effective 6/26/2021
 Konnor **Johnson**, YEP Student Worker, effective 5/28/2021
 James **Paige**, YEP Student Worker, effective 5/28/2021
 Rebecca **Sheldrick**, CLC Seasonal Program Assistant & Supplemental, effective 6/19/21
 Kayleigh **Smith**, Paraprofessional, effective 8/1/2021
 Matthew **Trehan**, YEP Student Worker, effective 6/15/2021
 Rachel **Whitescarver**, Paraprofessional, effective 6/8/2021
 Rachel **Wilson**, Paraprofessional, effective 5/28/2021
 Alyssa **Witt**, CLC Seasonal Program Assistant, effective 6/2/2021

Roll Call: Yeas: Ms. Hines, Ms. Limes, 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, Mr. Smith moved and Ms. Hines seconded the motion to approve the employment of the following Classified Personnel:

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

New Hire 2020-2021 School Year

Peter **Fellman**, Director of Technology, 7 hrs. p/day,
5 days p/wk., As needed, effective 7/1/2021

Rehire 2021-2022 School Year

Peter **Fellman**, Director of Technology, 7 hrs. p/day, 5 days p/wk.,
220 days, effective 8/2/2021

New Hire 2021-2022 School Year

Rebecca **Sheldrick**, Para/Educational Aide, 6.5 hrs. p/day,
5 days p/wk., 183 days, A/N/8, effective 8/13/2021

Seasonal New Hires 5/15/2021-8/13/2021

Emma **Billmaier**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/24/2021

Ashely **Dagostino**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 6/1/2021

Shawn **Ginnan**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/20/2021

Taylor **Haberland**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/20/2021

Katie **Kidwell**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/24/2021

Johnathan **Klocko**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/24/2021

Elena **Markley**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/17/2021

Sarah **Nieto**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 6/1/2021

Osvaldo **Orduno**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/27/2021

Isabella **Patchett**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/20/2021

Allison **Rees**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 6/1/2021

Seasonal New Hires 5/15/2021-8/13/2021 Continued

Lynsey **Spotts**, CLC Seasonal Tech Assistant, 5 hrs. p/day, 5 days p/wk., As needed, Max 80 hrs., effective 6/1/2021
 Kylie **Stanley**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 5/20/2021
 Mattie **Swonger**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 5/24/2021
 Jackson **Taylor**, CLC Seasonal Tech Assistant, 5 hrs. p/day, 5 days p/wk., As needed, Max 80 hrs., effective 6/1/2021
 Laurel **Underwood**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 5/24/2021
 Kelsey **Walborn**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 5/24/2021
 Paige **Woodruff**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 5/24/2021

New Hires Student Workers 2020-2021 School Year

Elvira **Black**, YEP Student Worker, As needed, Effective 6/10/2021
 Michael **Blevins**, YEP Student Worker, As needed, Effective 6/7/2021
 Fathia **Finton**, YEP Student Worker, As needed, Effective 6/10/2021

Summer Supplementals 2020-2021

Kayla **Aytes**, Para/Educational Aide – Extra Hours, 5.75 hrs. p/day, 4 days p/wk., As needed, A/N/7, effective 6/14/2021-7/1/21
 Courtney **Cooper-Laing**, Para/Educational Aide – Extra Hours, 5.75 hrs. p/day, 4 days p/wk., As needed, A/N/7, effective 6/14/2021-7/1/21
 Martin **DeStazio**, Para/Educational Aide – Extra Hours, 5.75 hrs. p/day, 4 days p/wk., As needed, A/N/7, effective 6/7/2021-7/1/21
 Melinda **Edgington**, Unit Para – Extra Hours – Bus Riding, 6 hrs. p/day, 5 days p/wk., As needed, Max 180 hrs., UP/0, Effective 6/7/2021-8/12/21
 Susan **Hottinger**, Unit Paraprofessional, 5.75 hrs. p/day, 4 days p/wk., As needed, UP/2, effective 6/7/2021-7/1/2021
 Bonita **Howard**, Unit Para – Extra Hours – Bus Riding, 4 hrs. p/day, 5 days p/wk., As needed, Max 96 hrs., UP/2, effective 6/7/2021 – 8/12/21
 Michelle **Johnson**, Para/Educational Aide – Extra Hours, 3.25 hrs. p/day, 4 days p/wk., As needed, A/N/14, effective 6/7/2021-7/1/21

Summer Supplementals 2020-2021 Continued

Michelle **Johnson**, Unit Para – Extra Hours – Bus Riding,
7 hrs. p/day, 5 days p/wk., As needed, Max 16 hrs., UP/4,
effective 6/7/2021-8/12/21

Bianca **Mastriciano**, Unit Para – Extra Hours – Bus Riding,
4 hrs. p/day, As needed, Max 24 hrs., UP/0, effective 6/7/2021 –
8/12/21

Kayla **Minniear**, Unit Para – Extra Hours – Bus Riding, 4 hrs. p/day,
As needed, Max 24 hrs., UP/1, effective 6/7/2021-8/12/21

Jill **Morse**, Unit Para- Extra Hours – Bus Riding, 4 hrs. p/day,
As needed, Max 30 hrs., UP/5, effective 6/7/2021-8/12/21

Monica **Pillen**, Para/Educational Aide – Extra Hours,
Max 5 hrs. p/day, Max 25 hrs. p/wk., As needed, Max 60 hrs.,
A/N/5, effective 6/8/2021-7/31/2021

Julianna **Ruetz**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/27/2021

Rebecca **Sheldrick**, Para/Educational Aide, 3.25 hrs. p/day,
4 days p/wk., A/N/7, effective 6/7/2021-7/1/21

Darisa **Taylor**, Para/Educational Aide – Extra Hours, 5.75 hrs. p/day,
4 days p/wk., As needed, A/N/7, effective 6/7/2021-6/24/21

Marcella **Welling**, Unit Para – Extra Hours – Bus Riding, 4 hrs. p/day,
Max 6 hrs. p/day, 4 days p/wk., Max 30 hrs. p/wk., Max 120 hrs., UP/5,
effective 6/7/2021-8/12/21

Supplementals 2021-2022 School Year

David **Gamboa**, Behavior Support Paraprofessional, 5 days p/wk.,
As needed, 192 days, effective 8/9/2021-6/10/2022

Scott **Mitchell**, Behavior Support Paraprofessional, 5 days p/wk.,
As needed, 192 days, effective 8/9/2021-6/10/2022

Andrew **Thomas**, MD- Job Coach, 5 days p/wk., As needed,
192 days, effective 8/9/2021-6/10/2022

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

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

New Hires 2021-2022 School Year

Sara **Balsmeyer**, COTA, 7 hrs. p/day, 5 days p/wk.,
185 days, AA/1, effective 8/9/2021

Barbara **Hayden**, Special Contract Employee, 6.75 hrs. p/day,
5 days p/wk., 180 days, BG/SC, effective 8/25/2021

Summer Supplementals 2020-2021

Julie **Muchiarone**, OT – Extra Hours, As needed,
Max 30 hrs., OT/PT/9, effective 6/1/2021-8/6/2021

Delores **Perkins**, JRC Summer School Substitute Teacher,
7 hrs. p/day, 4 days p/wk., As needed, effective 6/7/2021-
7/30/2021

INTENTIONALLY BLANK

Approval of Seasonal CLC Tutors - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve the following Seasonal CLC Tutors for 5/15/2021 – 8/13/2021:

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

INTENTIONALLY BLANK

Governing Board Updates:

Penta Career Center Report: Penta yearbook is great. 200 to participate in STEM camp. Student enrollment status: 67 on wait list.

Legislative Liaison Report: Updated board on latest publication.

Student Achievement Liaison Report: - N/A

Executive Session

Motion by Mr. Smith, seconded by Mr. Long to move into executive session to personnel purpose of an employee at 4:53 p.m., inviting only the Board.

Board came out of Executive Session at 5:07 p.m. & voted to end Executive Session.

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

Keep Mark **North's** salary the same move vacation leave to 30 days from 25 days effective 21-22 school year.

Adjournment

Motion by Mr. Smith and Seconded by Ms. Hines to adjourn the meeting at 5:10 p.m.

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

ATTEST:

Judith Paredes, President

Jackie Haar, Treasurer/CFO