

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
March 28, 2023

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Ms. Kathy **Limes** @ 4:00 p.m. with the following members present: Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Mr. Brad **McCracken**, Treasurer and Mark **North**, Superintendent.

Absent:

Judy **Hines**, Board Member
Mr. Joe **Long**, Board Member

Staff Members Present

N/A

Visitors Present

N/A

Director Report/Featured Program

Hannah Feffer – Director, Community Learning Centers

Hannah presented an overview of enrollment, staffing, grant applications and funding status. 200 registered for summer, ODE review of Lake site. Changes at Elmwood & Eastwood driven by 40% Free & Reduced limit for grant funding. Discussion is planned with BG once a new superintendent is in place. Also discussed MS/HS programs at Rossford.

Public Participation

N/A

Approval of Agenda

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

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

Approval of the Minutes

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

- Regular Board Meeting – February 28, 2023

Roll Call: Yeas: Ms. Limes, 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.

Ms. Limes moved and Ms. Paredes seconded the motion to approve the following Cash Reconciliation report for the month of March, 2023:

Roll Call: Yeas: Ms. Limes, 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 Ms. Paredes seconded the motion to approve the following Financial Report for the month of March, 2023:

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

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Approval of Bills – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following Bills for March, 2023:

Roll Call: Yeas: Ms. Limes, 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. Limes seconded the motion to approve the following Investment Transaction Ledger for the month of March, 2023:

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

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Approval of Donations – Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following Donations:

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

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Approval of 2023-2024 Salary Schedules – Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following 2023-2024 Salary Schedules:

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

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Approval of 2023-2024 Non-Salary Schedule Staff Salaries – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following 2023-2024 Non-Salary Schedule Staff Salaries:

Roll Call: Yeas: Ms. Limes, 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, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following Service Agreements with School Districts:

Fiscal Year 2023:

- Rossford S.D. – Community Learning Centers Rossford Junior/Senior High School Intervention Services

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

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Approval of WCESC 2023-2024 County Service Agreements – Consortium Services and Specialized Services – Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following contracts for consortium services and/or specialized services:

- Bowling Green City S.D. ~ Consortium Services and Specialized Services
- Eastwood Local S.D. ~ Consortium Services and Specialized Services
- North Baltimore Local S.D. ~ Consortium Services and Specialized Services
- Otsego S.D. ~ Consortium Services

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

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Approval of ESC Vehicle Lease Agreement – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following WCESC Vehicle Lease Agreement with Wood County Board of Developmental Disabilities:

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

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Approval of Juul Lawsuit Settlement – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following Government Entity Settlement Documents:

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

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SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Recommendation Pertaining to Board Forgiveness for 28 CLC Accounts – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following Forgiveness for 28 CLC Accounts:

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

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Recommendation Pertaining to Rate Increase for CLC STARS Program – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following rate increase for the Community Learning Centers (CLC) STARS program, effective August 1, 2023:

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

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Recommendation Pertaining to 9/10 Month In-House Staff Calendar for 2023-2024 School Year – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following 9/10 Month In-House Staff Calendar for the 2023-2024 School Year:

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

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Recommendation Pertaining to the following Job Description – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following job description:

- Prevention Childcare

Roll Call: Yeas: Ms. Limes, 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 – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations:

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

Resignations:

Courtney **Cooper-Lang**, Para/Educational Aide, effective 5/26/2023

Angelina **Gonzalez**, CLC Seasonal Program Assistant, effective 3/23/2023

Meredith **Gross**, CLC Seasonal Program Assistant, effective 3/23/2023

Alexa **Knight**, CLC Seasonal Program Assistant, effective 3/23/2023

Ashley **McDonald**, Unit Para, effective 3/11/2023

Maura **Metcalfe**, Occupational Therapist, effective 8/5/2023

Anysa **Mills**, CLC Seasonal Program Assistant, effective 3/23/2023

Gabriel **Olberding**, CLC Seasonal Program Assistant, effective 3/23/2023

Karinna **Sayre**, CLC Seasonal Program Assistant, effective 3/23/2023

Destiny **Solis**, CLC Seasonal Program Assistant, effective 3/23/2023

Ashlie **Spencer**, CLC Seasonal Program Assistant, effective 3/23/2023

Joelle **Thompson**, Para/Student Attendant, effective 3/18/2023

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

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

New Hires 2022-2023 School Year

Tomoko **Betz**, Para/Educational Aide, 3.25 hrs. p/day, 5 days p/wk.,
42 days, P/10, effective 4/3/2023-6/1/2023
Ashton **Byers**, Prevention Childcare, 3 hrs. p/day, 1.5 days p/wk.,
Max – 40 hrs., effective 3/6/2023-6/30/2023
Jodi **Johnson**, Prevention Specialist, As needed, As needed,
Max. – 26 hrs., effective 2/14/2023
Paige **Mabry**, Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk.,
55 days, P/0, effective 3/8/2023-6/1/2023
Ashley **McDonald**, Unit Para, 6.75 hrs. p/day, 5 days p/wk.,
58 days, UP/0, effective 2/27/2023-5/25/2023
Kaitlynn **Miller**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk.,
50 days, P/2, effective 3/15/2023-6/1/2023
Courtney **Nantroup**, Para/Student Attendant, 7.5 hrs. p/day,
5 days p/wk., 65 days, P/0, effective 3/1/2023-6/1/2023
Nicole **Spina**, Para/Educational Aide, 2.75 hrs. p/day, 4 days p/wk.,
60 days, P/7, effective 2/8/2023-5/25/2023
Ryan **Tracy**, Receptionist/Office Coordinator, 7 hrs. p/day,
5 days p/wk., 65 days, Secty/3, effective 4/3/2023-6/30/2023
Lisa **Welling**, Para/Educational Aide, 5 hrs. p/day, 5 days p/wk.,
P/0, effective 3/7/2023-5/19/2023

Seasonal New Hires 8/14/2022-5/20/2023

Rachel **Anstead**, CLC Seasonal Program Assistant, As needed,
As needed, CLC/PA/0, Effective 3/3/2023-5/20/2023
Hanna **Bingle**, CLC Site Coordinator, 8 hrs. p/day, 5 days p/wk.,
84 days, CLC/STC/0, effective 3/7/2023-6/30/2023
Kaelyn **Daugherty**, CLC Senior Team Leader, 6 hrs. p/day,
5 days p/wk., 80 days, CLC/STL/0, effective 3/13/2023-6/30/2023
Julia **Fries**, CLC Seasonal Program Assistant, As needed,
As needed, CLC/PA/0, effective 2/22/2023-5/20/2023
Marissa **Miller**, CLC Seasonal Program Assistant, As needed,
As needed, CLC/PA/0, effective 2/22/2023-5/20/2023
Gracie **Morgan**, CLC Seasonal Program Assistant, As needed,
As needed, CLC/PA/0, effective 3/14/2023-5/20/2023
Karen **Orman**, CLC Seasonal Program Assistant, As needed,
As needed, CLC/PA/0, effective 2/27/2023-5/20/2023

Molly **Walters**, CLC Seasonal Program Assistant, As needed,
As needed, CLC/PA/0, effective 2/22/2023-5/20/2023

Changes 2022-2023 School Year

Suzanne **Eames**, Community Liaison Assistant, From As needed
To Max-8 hrs. p/wk, Total Max – 96 hrs., effective 3/13/2023
Makayla **Young**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk.
65 days, From P/15 To P/20, effective 2/22/2023-6/1/2023

Supplementals 2022-2023 School Year

Suzanne **Eames**, Diversion Screener, Max-16 hrs. p/wk.,
Total Max 196 hrs., As needed, effective 3/13/2023-6/30/2023
Montana **Garcia**, Student Attendant, Max-13.75 hrs.,
effective 2/16/2023-2/21/2023
Sena **Hildebrand**, Secretary – Extra Hours, As needed, Secty/4,
effective 3/13/2023-6/30/2023
Kallie **Newberry**, Day Care/Grandparents Night, 2.5 hrs. p/day,
1-day p/wk., Max-15 hrs., effective 1/23/2023-6/30/2023
Stephanie **Peer**, Unit Para – Extra Hours, As needed, UP/0,
effective 1/17/2023-5/27/2023
Chad **Sattler**, Unit Para – Extra Hours, As needed, UP/0,
effective 10/10/2023-5/27/2023

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

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

Changes 2022-2023 School Year

Melinda **Edgington**, From Para/Educational Aide to Teacher Sub,
7.5 hrs. p/day, 5 days p/wk., 54 days, effective 3/6/2023-5/26/2023

Supplementals 2022-2023 School Year

Kristyn **Cartensen**, Ranger Online Academy Coordinator – Extra Hours,
effective 2/28/2023-6/30/2023

Brette **Hartman**, School Psychologist, As needed, As needed,
effective 3/1/2023-6/23/2023

Recommendation Pertaining to Substitutes – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following new Substitutes for the 22-23 school year:

Amrit Kaur	Teacher/Para
Haley Manning	Teacher/Para
Karlie Overstake	Teacher/Para

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

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Recommendation Pertaining to Write-Off of Inventory Items – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to write off all items from our inventory database, other than computers and electronics, with a \$0.00 depreciated value. This pertains to 2,428 items such as tables, desks, chairs, file cabinets, etc. with a \$0.00 book value. We will no longer be tracking these items. The complete list to be inactivated is available for review on the Bookkeeper’s computer desktop. Due to the length of the report we did not print a hard copy.

Roll Call: Yeas: Ms. Limes, 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 that the following items are being discussed:

- Ms. Paredes updated the board on drug free program participation, the upcoming 2-day 8th grade expo, and business mock-interview day. 100-110 businesses will be participating.

Legislative Liaison Report:

- Provided by Mr. North to the Board

Student Achievement Liaison Report: N/A

Adjournment

Motion by Ms. Paredes and seconded by Ms. Limes to adjourn the meeting at 5:00 p.m.

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

ATTEST:

Kathy Limes, President

Brad McCracken, Treasurer/CFO