

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
March 22, 2022

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 4:02 p.m. with the following members present: Ms. Judith **Hines**, Ms. Kathy **Limes**, Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Ms. Jackie **Haar**, Treasurer, Mr. Mark **North**, Superintendent.

Absent:

N/A

Staff Members Present

Susan Spencer, CLC Director

Visitors Present

Julie Hines

Jacob Meyer & parents – Franklin B Walter winner

Marie Baird – Sentinel

Director Report/Featured Program

Franklin B Walter winner

Susan Spencer, CLC Director – reported on status of program.

Approval of Agenda

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

- Regular Board Meeting – February 22, 2022

Roll Call: Yeas: Ms. Hines, Ms. Limes, Mr. Long, Ms. Paredes, and Mr. Smith Ms. Limes. 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. Hines seconded the motion to approve the Cash Reconciliation report for the month of February 2022:

Roll Call: Yeas: Ms. Hines, Ms. Limes, 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. Paredes moved and Ms. Hines seconded the motion to approve the Financial Report for February 2022:

Roll Call: Yeas: Ms. Hines, 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, Ms. Hines moved and Ms. Paredes seconded the motion to approve the Bills for February 2022:

Roll Call: Yeas: Ms. Hines, 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 Ms. Hines seconded the motion to approve the Investment Transaction Ledger for the month of February 2022:

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

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Approval of Donations- Upon recommendation of the Treasurer, Ms. Hines moved and Ms. Paredes seconded, the motion to approve the following cash donation:

\$500 Kathy Limes
 To Benefit Wood County Academy and Pace Program

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

Approval of Credit Card Rewards Annual Report Upon recommendation of the Treasurer, Ms. Limes moved and Mr. Smith seconded, the motion to approve the following Credit Card Rewards Annual Report for Calendar Year 2021:

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

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Approval of Resolution Authorizing Contracts with E-Rate Vendors Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded, the motion to approve the following resolution:

Whereas, the Governing Board is desirous of facilitating the efficient selection of appropriate and qualified E-Rate vendors for technical services and/or equipment for the District:

Be it resolved, as follows:

That the Superintendent and Treasurer are authorized and directed to execute service agreements contracts with selected and qualified E-Rate vendors who will provide services and/or materials that are specified in Schools and Libraries Universal Services form 470 as filled by the Governing Board in FY'23.

Board President

Date

Treasurer

Date

Roll Call: Yeas: Ms. Hines, Ms. Limes, 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 Ms. Hines seconded, the motion to approve the Appropriation Modifications:

General Fund:	+ \$ 280,250.02
<u>Special Revenue Funds:</u>	<u>+ \$ 3,701.00</u>
Total:	\$ 283,953.02

Roll Call: Yeas: Ms. Hines, 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

Recommendation Pertaining to First & Second Reading of Board Policies - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the first & second reading of the following Board Policies:

First Reading:

GCB-2	Professional Staff Contracts and Compensation Plans (Administrators)
GCB-2R	Professional Staff Contracts and Compensation Plans (Alternative Administrative License)
GDBE	Support Staff Vacations and Holidays
IGCD	Educational Options
LEB	Educational Options

Second Reading:

GBS-E	Wood County School Consortium Health Insurance Plan Notice of Privacy Practices
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Roll Call: Yeas: Ms. Hines, Ms. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The Chair declared the motion carried

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Recommendation Pertaining to BG Chamber of Commerce Contract - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the motion to approve the following contract with Bowling Green Chamber of Commerce and Wood County Educational Service Center for advertisement for Bowling Green Community Grant in the amount of \$129.00

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

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Recommendation Pertaining to Fox36 Agreement Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following agreement with Wood County Educational Service Center (Prevention Coalition) and Fox36 for advertising effective May 2022 in the amount of \$1,400.00.

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

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Recommendation Pertaining to Lamar Agreement Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the motion to approve the following agreement between Wood County Educational Service Center (Prevention Coalition) and Lamar for advertising effective 7/18/2022-8/14/2022 in the amount of \$2,540.00.

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

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

- a. Director of Community Learning Center
- b. CLC Grant and Reporting Liaison

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

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

- Paraprofessional (hired after 3/26/1996)
- CLC – Sr. Team Leader/Program Quality Coordinator/ Grant & Reporting Liaison

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

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Recommendation Pertaining to Credit Recovery Consulting Contract - Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Credit Recovery Contract between WCESC and Emily Ery for the completion and rewrite of Algebra 1 in the amount of \$600 per course completion effective February 25, 2022 through June 30, 2022.

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

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Recommendation Pertaining to Credit Recovery Consulting Contract - Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Credit Recovery Contract between WCESC and Aimee Mendelsohn for the completion and rewrite of American History, World History and Civics in the amount of \$600 per course completion effective February 10, 2022 through June 30, 2022.

Roll Call: Yeas: Ms. Hines, Ms. Limes, Mr. Long, 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 - Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Hines seconded the motion to approve the following 9/10 Month In-House Staff Calendar for 2022-2023 school year.

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

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Recommendation Pertaining Kuns Northcoast Security Center Agreement - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the motion to approve the following agreement with Kuns Northcoast Security Center and Wood County Educational Service Center for additional Security for Front Entrance of the ESC in the amount of \$8,472.00.

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

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

Position	Percentage Increase
Academic Intervention Coordination (NW)	1%
Strategic Intervention Support (NW)	1%
Ranger Online Academy (NW)	1%

Roll Call: Yeas: Ms. Hines, Ms. Limes, 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, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following, LOA, Resignations & Terminations:

Resignations:

Alma **Aguirre-Padilla**, Transition Para, effective 4/15/2022
 Noel **Barrera**, CLC Seasonal Program Assistant, effective 3/8/2022
 Isabelle **Billnitzer**, CLC Seasonal Program Assistant, effective 3/15/2022
 Lisa **Feather**, Paraprofessional, effective 8/5/2022
 Melanie **Feather**, Fiscal Data Specialist, effective 3/12/2022
 Harlee **Floss**, CLC Seasonal Program Assistant, effective 3/19/2022
 Melanie **Friemoth**, Paraprofessional, effective 2/25/2022
 Logan **Genson**, Special Contract Employee, effective 3/5/2022
 Anna **Hadley**, CLC Seasonal Program Assistant, effective 3/12/2022
 Sena **Hildebrand**, CLC Data Assistant, effective 3/19/2022
 Ashlyn **Jordan**, Paraprofessional, effective 2/23/2022
 Tiffany **Keeton**, Paraprofessional & Supplemental, effective 3/12/2022
 Taylor **Rager**, CLC Seasonal Program Assistant, effective 3/24/2022
 Amal **Shaheen**, Paraprofessional & Supplemental, effective 3/19/2022
 Susan **Spencer**, CLC Director, effective 4/22/2022
 Judith **Steiner**, CLC Program Administrator, effective 4/22/2022
 Kaitlyn **Throckmorton**, EP Case Manager, effective 3/19/2022

Retirement:

Naomi **Stickles**, Secretary & Supplementals, effective 7/1/2022

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, Ms. Paredes moved and Ms. Limes 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 2021-2022 School Year

Melanie **Friemoth**, Para/Educational Aide, 6.5 hrs. p/day,
4 days p/wk., 52 days, A/N/7, effective 2/22/2022

Sena **Hildebrand**, Student Services/Office Secretary, 7 hrs. p/day,
3 days p/wk., 45 days, Secty/4, effective 3/21/2022

Keshia **Krout**, CLC Senior Team Leader, 6 hrs. p/day, 5 days p/wk.,
87 days, CLC/STL/0, effective 3/2/2022

Anna **Lancaster**, Para/Educational Aide, 6.75 hrs. p/day,
5 days p/wk., 59 days, A/N/1, effective 3/1/2022

Brandi **Taylor**, Para/Educational Aide, 6.75 hrs. p/day,
5 days p/wk., 65 days, A/N/6, effective 3/1/2022

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

Rachel **Coyne**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 3/15/2022

Alexa **Knight**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 2/16/2022

Rehire 2021-2022 School Year

Melanie **Feather**, Sub Fiscal Data Specialist, As needed,
Effective 3/14/2022-6/30/2022

Susan **Spencer**, CLC Grant & Reporting Liaison, 6 hrs. p/day,
5 days p/wk., 39 days, CLC/PQC/0, effective 5/9/2022

Judith **Steiner**, CLC Director, 8 hrs. p/day, 5 days p/wk.,
71 days, CLC/DIR/0, effective 4/22/2022

Changes 2021-2022 School Year

Chelsie Harper, From CLC Administrative Support Specialist, 6 hrs. p/day, 5 days p/wk., 231 days, CLC/ADSS/0, \$21,178, To CLC Administrative Support Specialist, 8 hrs. p/day, 5 days p/wk., 124 days @ 6 hrs. p/day & 107 days @ 8 hrs. p/day, effective 2/2/2022

Autumn Moore, From CLC Seasonal Team Leader, 6 hrs. p/day, 5 days p/wk., 127 days, CLC/STL/0, \$9,609 To CLC Senior Team Leader, 6 hrs. p/day, 5 days p/wk., 127 days, CLC/STL/0, Effective 1/5/2022

Greg Pioterek, From Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/5, \$17,572, To Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 191 days, A/N/5, effective 8/9/2021

Christine Puhala, From Para/Educational Aide, 6 hrs. p/day, 5 days p/wk., 191 days, A/N/2, \$14,302 To Para/Student Attendant, 6 hrs. p/day, 5 days p/wk., 191 days, effective 8/9/2021

Elisha Shaner, From Para/Student Attendant, 6.75 hrs. p/day, 4 days p/wk., 156 days, A/N/1, \$12,741, To Para/Educational Aide, 6.75 hrs. p/day, 4 days p/wk., 156 days, A/N/1, effective 8/9/2021

Supplemental 2021-2022 School Year

Linda Deichert, Para/Educational Aide – Extra Hours, As needed, Max 10 hrs., A/N/20, effective 1/1/2022-5/27/2022

Carol Doerfler, Para/Educational Aide -Extra Hours, As needed, Max 10 hrs., A/N/7, effective 1/1/2022-5/27/2022

Sena Hildebrand, CLC Data Assistant, 7 hrs. p/day, 1-day p/wk., As needed, CLC/DA/3, effective 3/22/2022-6/30/2022

Morgan McLane, Para – Extra Hours – Bus Riding, 2 hrs. p/day, 4 days p/wk., As needed, Max 100 hrs., UP/0, effective 2/23/2022-5/26/2022

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

Coury Palovcik, Para/Educational Aide – Extra Hours, As needed, Max 10 hrs., A/N/7, effective 8/17/2021-5/27/2022

Mandy Sargeont, Unit Para – Extra Hours, As needed, UP/0, effective 2/14/2022-5/28/2022

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

New Hires 2021-2022 School Year

Taryn **Joyce-Mendive**, Sub COTA, 7 hrs. p/day, 5 days p/wk.,
As needed, AA/2, effective 3/11/2022

New Hire - Summer 2021-2022

Sarah **Schaefer**, JRC Summer School Teacher, 7 hrs. p/day,
4 days p/wk., 8 days, Effective 6/6/2022-7/29/2022

Supplementals 2021-2022 School Year

Lori **Hutton**, SLP – Extra Hours, As needed, SLP/M/9,
Effective 2/28/2022-6/30/2022

Brittany **Mihlbauer**, Substitute Teacher, As needed,
Effective 1/1/2022-5/27/2022

Summer Supplementals 2021-2022 School Year

Andy **Friess**, JRC Summer School Teacher, 7 hrs. p/day,
2 days p/wk., 2 days, effective 7/6/2022-7/7/2022

Cheryl **Grote**, JRC Summer School Teacher, 7 hrs. p/day,
4 days p/wk., 29 days, effective 6/6/2022-7/29/2022

Kyle **Kanuckel**, JRC Summer School Teacher, 7 hrs. p/day,
4 days p/wk., 23 days, effective 6/13/2022-7/29/2022

Diana **Neumann**, JRC Summer School Teacher, 7 hrs. p/day,
4 days p/wk., 31 days, effective 6/6/2022-7/29/2022

Clinical Students

Matthew **Reibly**

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

Recommendation Pertaining to New Classified Contracts for 2022-2023 School Year - Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following New Classified Contracts for the 2022-2023 School Year:

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

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Recommendation Pertaining to New Certified Contracts for 2022-2023 School Year - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the motion to approve the following New Certified Contracts for the 2022-2023 School Year:

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

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Recommendation Pertaining to Substitutes Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Smith seconded the motion to approve the following substitutes for the 2021-2022 school year.

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

Governing Board Updates:

Penta Career Center Report:

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 5:02 p.m.

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

ATTEST:

Joe Long, President

Jackie Haar, Treasurer/CFO