

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
May 23, 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** @ 5:00 p.m. with the following members present: Ms. Judith **Hines**, Mr. Joe **Long**, Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Mr. Brad **McCracken**, Treasurer.

Absent:

N/A

Staff Members Present

N/A

Visitors Present

N/A

Director Report/Featured Program

N/A

Public Participation

N/A

Approval of Agenda

Mr. Smith moved and Ms. Paredes 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

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

- Regular Board Meeting – April 25, 2023

Roll Call: Yeas: Ms. Hines, Ms. Limes (abstained), 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.

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

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 – 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. Paredes moved and Ms. Hines seconded the motion to approve the following Financial Report for the month of April, 2023:

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, Mr. Smith moved and Mr. Long seconded the motion to approve the following Bills for April, 2023:

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, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following Investment Transaction Ledger for the month of April, 2023:

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, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following Donation:

The New Sportsman Club \$404.00 for Hooked on Fishing

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 2023-2024 Non-Salary Schedule Staff Salaries – Upon recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded the motion to approve the following 2023-2024 Non-Salary Schedule Staff Salaries (highlighted areas):

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 Section 125 Plan Restatement – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the following Section 125 Flexible Benefit Plan Adoption Agreement:

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 Julian & Grube Proposal – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following 3-year contract with Julian & Grube for Cash Basis Compilation Services replacing GAAP conversion as a cost saving measure commencing with statements for FY23:

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 the Ohio Schools Plan Insurance Renewal Summary – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Hines seconded the motion to approve the following Ohio Schools Plan insurance coverage effective 7/1/2023-6/30/2024:

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 Revised FY23 Forecast for Revenues & Appropriations – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following FY23 Forecast for Revenues and Appropriations:

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 Adding Wording to Non-Teaching Contracts & New Hire Forms– Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following wording added to Non-Teaching Contracts & New Hire Forms.

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

Added to all Non-Teaching Contracts:

Applicable to positions for less than 30 hours per week

I select _____ 12 month stretch pay, or _____ pay over 9 months (no summer stretch pay) and I understand this is a one-time designation and the decision cannot be changed during the contract year. If there is no response the contract will be stretch-paid over 12 months.

Added to New Hire Forms:

By signing this form, you, the authorized hiring agent, are authorizing the payment of all additional and overtime hours as approved by the supervisor on approved time sheets. Assignments to any other job as defined by a different title, wage scale, step, or rate of pay, will require the submission of a new Supplemental Hiring Form for that job.

Approval of Benefit Packages for 2023-2024 – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Hines seconded the motion to approve the following Benefit Packages for 2023-2024:

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 WCESC Service Agreements with School Districts – Upon recommendation of the Treasurer, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following FY23 Service Agreements:

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

Approval of Revision of Board Policy (First Reading) – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following revision to Board Policy EFF1:

c: Adding: The ESC also complies with all Buy American provisions if/where applicable.

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

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 Off-Campus Work-Study Contract– Upon recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following contract for employment of Owens Community College students on an off-campus project under provisions of the College Work-Study Program from July 1, 2023 – June 30, 2024:

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 Abolishments, Resignations, Retirements, LOAs, RIFs, and

Terminations – Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the following Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations:

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

Resignations:

Cayden **Adams**, CLC Seasonal Program Assistant, effective 5/6/2023
 Heaven **Anderson**, CLC Senior Team Leader, effective 5/6/2023
 Hanna **Bingle**, CLC Site Coordinator, effective 5/20/2023
 Jonelle **Diefenthaler**, SLP, effective 8/5/2023
 Carol **Doerfler**, Para/Educational Aide, effective 5/26/2023
 Jessica **Fitch**, Special Contract Employee, effective 8/5/2023
 Sarah **Ford**, CLC Seasonal Program Assistant, effective 5/16/2023
 Nicole **Grzymkowski**, SLP, effective 8/5/2023
 Kiana **Haney**, CLC Seasonal Program Assistant, effective 5/3/2023
 Alejandra **Huizar**, Unit Para, effective 5/26/2023
 Danielle **Jarvi**, Unit Para, effective 5/27/2023
 Sophie **Konrad**, CLC Seasonal Program Assistant, effective 5/20/2023
 Amanda **Nubert**, CLC Program Assistant, effective 5/20/2023 (revised date)
 Ashli **Poole**, Para/Educational Aide, effective 8/5/2023
 Clayton **Rolf**, Intervention Support Professional, 8/5/2023
 Heidi **Runkel**, S CLC Program Assistant, effective 5/5/2023
 Chad **Sattler**, Para/Student Attendant, effective 5/26/2023
 Samantha **Sendral**, CLC Seasonal Program Assistant, effective 5/16/2023
 Machiko **Underwood**, Para/Educational Aide, 8/5/2023
 Tatiyana **Welch**, CLC Seasonal Program Assistant, effective 5/16/2023
 Caroline **Witt**, CLC Seasonal Program Assistant, effective 5/17/2023

Rescind Resignation

Paul **von de Embse**, CLC Seasonal Program Assistant (rescinded resignation dated 5/8/2023)

Leave of Absence 2022-2023 School Year

Marcella **Welling**, Transitional Para, April 13, 2023 – end of school year

Retirement

Cathy **Ray**, Para/Educational Aide, effective 5/20/2023

Non-Renewals for the 23-24 School Year

Ashton **Byers**, ATOD/Childcare for Grandparents Night

Brittany **Clairday**, Para/Educational Aide

Marion **Hill**, Unit Para

Donna **Lydy**, Behavior Support Professional

Aimee **Miller**, Transitional Para

Jan **Miller**, Para/Educational Aide

Tiffany **Petrie**, Para/Educational Aide

Madelyn **Potts**, NWOET-Technical Support Student

Destiny **Schuler**, Unit Para

Approval of Employment of Classified Personnel – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long 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 2022-2023 School Year

Cayden **Adams**, CLC Site Coordinator, 8 hrs. p/day, 5 days p/wk.

40 days, CLC/SC/0, effective 5/8/2023-6/30/2023

Mmaduabuchi **Akujuobi**, Para/Student Attendant, 7/5 hrs. p/day,

5 days p/wk., P/10, effective 5/8/2023-6/1/2023

Jennifer **Dreier**, Payroll Specialist, 7/5 hrs. p/day, 5 days p/wk.,

30 days, Fiscal/10, effective 5/22/2023-6/30/2023

Sophia **Konrad**, CLC Site Team Leader, 6 hrs. p/day, 5 days p/wk.,

28 days, CLC/STL/0, effective 5/22/2023-6/30/2023

New Hires & Rehires 2023-2024 School Year

Leslie **Petroff**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk.,

190 days, P/2, effective 8/9/2023

Joelle **Thompson**, Para/Educational Aide, 6.75 hrs. p/day,

5 days p/wk., 192 days, P/3, effective 8/9/2023-5/24/2024

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

Sam **Berry**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 4/19/2023

Brooke **Brown**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 3/23/2023

Chloe **Cavins**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 4/19/2023

Hannah **Jaqua**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 4/19/2023

Brenna **McCombs**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 4/22/2022

Summer **Naylor**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 5/10/2023-5/20/2023

Makenna **Ray**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 4/19/2023

Lauren **Rohrs**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 5/10/2023-5/20/2023

Hope **Roth**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 4/25/2023

Paul **Viafranco**, CLC Seasonal Program Assistant, As needed,

CLC/PA/0, effective 5/3/2023-5/20/2023

Megan **Wagenblast**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/10/2023-5/20/2023

Olivia **Walker**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/16/2023-5/20/2023

Seasonal New Hires 5/21/2023-8/12/2023

Hanna **Bingle**, CLC Seasonal Program Assistant, As needed,
CLC/PA/3, effective 5/21/2023-8/12/2023

Brooklin **Gelbaugh**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/21/2023-8/12/2023

Summer **Naylor**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/21/2023-8/12/2023

Lauren **Rohrs**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/21/2023-8/12/2023

Julie **Spencer**, CLC Seasonal Program Assistant, As needed,
CLC/PA/3, effective 5/30/2023-8/12/2023

Megan **Wagenblast**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/21/2023-8/12/2023

Olivia **Walker**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 5/21/2023-8/12/2023

Changes 2022-2023 School Year

Jodi **Johnson**, Prevention Education Specialist, From 26 Max
Hours To 32 Max Hours, effective 2/14/2023

Sophia **Konrad**, CLC Seasonal Program Assistant, As needed,
5 days p/wk., From CLC/PA/0 To CLC/PA/3,
effective 6/5/2023-8/12/2023

Jenessa **Miller**, CLC Seasonal Program Assistant, As needed,
5 days p/wk., From CLC/PA/0 To CLC/PA/3,
effective 4/24/2023-5/20/2023

Rylin **Parsell**, CLC Seasonal Program Assistant, As needed,
5 days p/wk. From CLC/PA/1 To CLC/PA/4, effective 5/22/2023

Aurora **Szablewski**, CLC Seasonal Program Assistant, As needed,
5 days p/wk., From CLC/PA/0 To CLC/PA/3,
effective 4/24/2023-5/20/2023

Alissa **Vertucci**, From Para/Educational Aide To Unit Para, 6.5 hrs. p/day,
5 days p/wk., From P/10 To UP/0, effective 4/24/2023-5/25/2023

Supplementals 2022-2023 School Year

Victoria **Dotson**, Para/Student Attendant – Extra Hours
(field trip to Cedar Point), P/10, effective 5/18/2023

Victoria **Dotson**, Para/Student Attendant – Extra Hours, P/10
effective 9/1/2022-6/1/2023

Charlotte **Russell**, Nurse Assistant – Overtime Hours, Max 5 hrs.,
Effective 4/23/2023

Susan **Spencer**, CLC Grant & Reporting Liaison – PD Training,
effective 5/15/2023-6/30/2023

Alisa **Vertucci**, Unit Para, As needed, UP/0, effective
1/16/2023-5/26/2023

Approval of Employment of Certified Personnel – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long 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.

Changes 2022-2023 School Year

Bill **Hamilton**, Prevention Education Specialist – Extra Hours,
From 50 Max Hours To 100 Max Hours, effective 8/1/22-6/30/23

Supplementals & Summer Supplementals – 2022-2023 School Year

Jonelle **Diefenthaler**, SLP – Extra Hours (for BG,5 play-based sessions/50 hrs. ESY), As needed, SLP/M/11,
effective 6/1/2023-8/5/2023

David **Gamboa**, MD Teacher – Extra Hours (Max – 18hrs.
for dyslexia training), effective 3/1/2023-8/8/2023

Lori **Hutton**, SLP-Extra Hours (Max – 24 hrs.), As needed, SLP/M/10,
effective 6/1/2023-8/18/2023

Adam **Jolliff**, MD Teacher – Extra Hours (Max – 18hrs.
for dyslexia training), ED/MD/M/10, effective 3/1/2023-8/8/2023

Jennifer **Robertson**, OT-Extra Hours (for Kindergarten Screening),
As needed, OT/PT/31, effective 6/1/2023-8/18/2023

Josie **Rowe**, PT-Extra Hours (Max – 12 hrs.), As needed, OT/PT/14
effective 6/1/2023-8/18/2023

Robyn **Sharninghouse**, OT-Extra Hours (Max – 12 hrs.), As needed,
OT/PT/12, effective 6/1/2023-8/18/2023

Cordie **Stone**, MD Teacher – Extra Hours (Max – 18hrs.
for dyslexia training), ED/MD/M/4, effective 3/1/2023-8/8/2023

Aaron **Witt**, SLP-Extra Hours (Max – 12 hrs.), SLP/M/0
effective 6/1/2023-8/8/2023

New Hires 2023-2024 School Year

Autumn **Gebhart**, Intervention Specialist-ED, 7 hrs. p/day, 5 days p/wk.,
185 days, ED/MD/B/0, effective 8/9/2023-5/24/2023

Misty **Gilliam**, WCA Teacher, 7 hrs. p/day, 5 days p/wk., 185 days,
ED/MD/B/0, effective 8/9/2023-5/24/2024

Nina **Russo**, SLP, 7 hrs. p/day, 5 days p/wk., 185 days, SLP/M/0,
effective 8/9/2023-5/21/2024 (pending ODE licensure)

Supplementals 2023-2024 School Year

Kelly **Heinl**, RESA Mentor (Domonique Woods), ED/MD/M/25
effective 8/9/2023-6/3/2023

Kyle **Kanuckel**, JRC Sub/Intervention, As needed, Max - 20 hrs. p/wk.,
M/10, effective 8/8/2023-5/17/2024

Recommendation Pertaining to Substitutes for the 2022-2023 School Year – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Hines seconded the motion to approve the following substitutes 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.

Domonique Woods	Substitute
Leda Hayes	Substitute Teacher & Para
Lauren Tecca	Substitute Teacher
Brystal Murphy	Substitute Teacher & Para

Recommendation Pertaining to Classified Contracts for the 2023-2024 School Year – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following Classified Contracts for the 23-24 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 Certified Contracts for the 2023-2024 School Year – Upon the recommendation of the Superintendent, Ms. Hines moved and Mr. Smith seconded the motion to approve the following Certified Contracts for the 23-24 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 Seasonal Summer Contracts for 5/21/23-8/12/23 – Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve the following Seasonal Summer Contracts for 5/21/23-8/12/23:

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 Johnson Controls Planned Service Agreement – Upon the recommendation of the Treasurer, Mr. Long moved and Mr. Smith seconded the motion to approve the following 2-year Planned Service Agreement with Johnson Controls for fire and security system, effective 7/1/2023 – 6/3/2025:

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

Fire Alarm Testing & Inspection	\$623.48
Fire Alarm Monitoring	\$460.00
Intrusion Panel Testing & Inspecting	\$650.00
Intrusion Monitoring	<u>\$404.12</u>
Total	\$2,137.60

Approval of United Way of Greater Toledo Funding Agreements-FY23 – Upon recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following United Way Of Greater Toledo Funding Agreements

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

Community Learning Centers – STARS Program	\$56,562.48
Community Learning Centers – Maumee MaKERS	\$49,832.73

Governing Board Updates:

Penta Career Center Report:

Judith Paredes reported that:

Penta graduation was Tuesday, Wednesday & Thursday of last week
Sign-up day 360 students committed to the incoming class
FCCLA is going to Denver in July

Legislative Liaison Report: N/A

Student Achievement Liaison Report: N/A

Adjournment

Motion by Ms. Hines and Mr. Long seconded by to adjourn the meeting at 6:13 p.m.

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

ATTEST:

Kathy Limes, President

Brad McCracken, Treasurer/CFO

The next regular board meeting was moved to June 20th @ 4:30pm.

There will be a special board meeting on June 30th @ 10:30am.