

**WOOD COUNTY EDUCATIONAL SERVICE CENTER**  
**Regular Governing Board Meeting Minutes**  
**November 26, 2024**

The regular session of the Wood County Educational Service Center Governing Board Meeting was called to order by Governing Board President, Mr. Timothy **Smith** at 3:02 p.m. with the following members present: Ms. Judith **Hines**, Ms. Kathy **Limes**, and Ms. Judy **Paredes**. Also present: Mark **North**, Superintendent, Kyle **Kanuckel**, Associate Superintendent and Brad **McCracken**, Treasurer.

**Absent:**

Mr. Joe **Long**

**Staff Members Present**

N/A

**Visitors Present**

N/A

**Director Report/Featured Program**

Hannah Feffer, Director of Community Learning Centers – Hannah spoke to the issues coming from the state not issuing new 21<sup>st</sup> Century Grants for the 2025-2026 school year.

**Public Participation**

N/A

**Approval of Agenda**

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

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

**Approval of the Minutes**

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

- Regular Board Meeting – October 22, 2024

*Roll Call: Yeas: Ms. Hines, 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. Hines seconded the motion to approve the Cash Reconciliation report for the month of October, 2024:

*Roll Call: Yeas: Ms. Hines, 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. Paredes moved and Ms. Limes seconded the motion to approve the Financial Report for the month of October, 2024:

*Roll Call: Yeas: Ms. Hines, 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. Limes moved and Ms. Paredes seconded the motion to approve the Bills for October, 2024:

*Roll Call: Yeas: Ms. Hines, 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. Hines seconded the motion to approve the Investment Transaction Ledger for the month of October, 2024:

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

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

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

- Community Learning Centers \$500  
*(from: Sue Ullman)*
- Community Learning Centers \$500  
*(from: Donald & Kathy Limes)*

**Approval of WCESC Service Agreements with Agencies & Schools** – Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following service agreements:

FY25:

- Eastwood Local S.D. – Speech/Language Pathology Services
- Wood Lane School – Physical Therapy Services
- Wood Lane School – Speech/Language Pathology Services

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

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**Approval to Mark JRC Out-of-State Receivables as Uncollectable**

Upon recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following JRC out-of-state receivables for Hamilton Community Schools as uncollectable and allow the Treasurer to write off the amount of \$4,608:

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

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**Approval of OneOhio Recovery Foundation Grant Agreement** – Upon the recommendation of the Treasurer, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following OneOhio Recovery Foundation Grant Agreement:

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

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**Approval of FY25 Forecast of Revenues & Appropriations** – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following Revised Final FY25 Forecast of Revenues & Appropriations:

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

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**Approval of Preventative Maintenance Contract w/Positive Trades Group** – Upon the recommendation of the Treasurer, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following maintenance contract w/Positive Trades Group:

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

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**SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD**

**Approval of Memberships** - Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following memberships:

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

- North Baltimore Chamber of Commerce    \$200
- TMACOG    \$688
- Bowling Green Chamber of Commerce    \$165

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**Approval of Consulting Contract w/Tina Bradley** – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded approval of the following consulting contract between Wood County Educational Service Center and Tina Bradley in the amount of \$8,750, effective November 1, 2024 – November 1, 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 Off-Campus Work Study Contract w/Owens Community College** – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded approval of the following Off-Campus Work Study Contract between Owens Community College and Wood County ESC, effective 11/4/2024-6/30/2025:

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

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**Approval of Applicant Tracking Subscription w/Red Rover** - Upon recommendation of the Superintendent/Treasurer, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following Subscription w/Red Rover for Applicant Tracking at a cost of \$2,470.10 and a one-time fee for implementation of \$2,000, effective 1/1/2024-6/30/2024:

*Roll Call: Yeas: Ms. Hines, 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. Limes moved and Ms. Paredes seconded the motion to approve the following Abolishments, Resignations, Retirements, LOAs, RIFs, and Terminations:

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

#### Resignations:

Reem **Abu Helal**, ELL Para/Educational Aide, effective 11/1/2024  
 Hannah **Corrigan**, CLC Seasonal Program Assistant, effective 10/28/2024  
 Montana **Garcia**, Para/Educational Aide, effective 11/9/2024  
 Fatima **Jarouche**, Para/Educational Aide, effective 10/23/2024  
 Lydia **Landoll**, CLC Seasonal Program Assistant, effective 11/5/2024  
 Anna **Martin**, Para/Educational Aide, effective 12/20/2024  
 Sarah **Mordhorst**, CLC Seasonal Program Assistant, effective 10/25/2024  
 Lauren **Sebring**, CLC Seasonal Program Assistant, effective 10/30/2024  
 Beth **Wadsworth**, Para/Educational Aide, effective 11/27/2024

#### Terminations

Shelby **Kaseman**, Para/Educational Aide, effective 11/13/2024

#### Leave of Absence

Elida **Amador Marcia**, Para/Educational Aide, effective 11/4/2024-12/6/2024

Approval of Employment of Classified Personnel/Interns/Volunteers – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines 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.*

#### CLC Seasonal New Hires (Fall)

Emily **Leidel**, CLC Seasonal Program Assistant, As needed,  
 CLC/PA/0, effective 11/8/2024-5/17/2025  
 Emma **Sweeney**, CLC Seasonal Program Assistant, As needed,  
 CLC/PA/0, effective 10/4/2024-5/17/2025



**New Hires/Rehires 2024-2025 School Year**

Linda **Fisher**, Para/Student Attendant, 5 days p/wk. 7.5 hrs. p/day, 128 days, PWL/3, effective 11/19/2024-6/4/2025

Ileah **Gutierrez**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 116 days, PE2/0, effective 12/2/2024-5/30/2025

Qamar **Nawazish**, Para/Educational Aide (ELL), 6.75 hrs. p/day, 5 days p/wk., 119 days, P/0, effective 11/13/2024-5/22/2025

Julie **Parsons**, Para/Student Attendant, 7.5 hrs. p/day, 5 days p/wk., 138 days, PWL/2, effective 11/4/2024-6/4/2025

**Changes 2024-2025 School Year**

Heather **Ludwig**, Para/Educational Aide, From 3 hrs. p/day, \$8,569.08 To 6.5 hrs. p/day, effective 11/8/2024-5/22/2025

Kelly **Rate**, Para/Educational Aide-Extra Hours, From 30 Max hrs. To 50 Max hrs., effective 10/25/2024-6/3/2025

**Supplementals 2024-2025**

Morgan **Musser**, Behavior Resource Coordinator – Extra Duties (2<sup>nd</sup> Sem), effective 1/1/2025-6/30/2025

**Student Teacher (January – May, 2025)**

James **Bremner** (w/Kelly Heidl)

**CLC Intern, Trainee (October – December, 2024)**

Jordan **Nudelman**

**Approval of Employment of Certified Personnel** – N/A

**Recommendation Pertaining to Substitutes for the 2024-2025 School Year** – Upon the recommendation of the Superintendent, Ms. Paredes moved and Ms. Hines seconded the motion to approve the following Substitutes for the 24-25 school year:

*Roll Call: Yeas: Ms. Hines, Ms. Limes, 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 Kelsey Frazier made an update on Food Services to the Penta board; Delta Zack made an update on FCCLA. Five were honored at the outstanding alumni banquet.

**Legislative Liaison Report:** Ms. Limes reported two elected officials complimented Superintendent Mark North for his work for ESC facility funding.

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

**Executive Session:** N/A

**Adjournment**

Motion by Ms. Hines and seconded Ms. Limes by to adjourn the meeting at 3:58 p.m.

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

ATTEST:

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Timothy Smith, President

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Brad McCracken, Treasurer/CFO