

**WOOD COUNTY EDUCATIONAL SERVICE CENTER**  
**Regular Governing Board Meeting Minutes**  
**November 23, 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 4:05 p.m. with the following members present: Ms. Kathy **Limes**, Mr. Joe **Long** and Mr. Timothy **Smith**. Also present: Mr. Mark **North**, Superintendent.

**Absent:**

**Judy Hines**

**Jackie Haar**

**Staff Members Present**

**Joe Taylor**

**Visitors Present**

**Director Report/Featured Program**

**Joe Taylor reported on Owens Community College collaboration along with overview on the MD programs.**

**Approval of Agenda**

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

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

**Approval of the Minutes**

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

- Regular Board Meeting – October 26, 2021

*Roll Call: Yeas: Ms. Limes, Mr. Long, Ms. Paredes, 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. Long moved and Mr. Smith seconded the motion to approve the Cash Reconciliation report for the month of October 2021:

*Roll Call: Yeas: 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. Limes moved and Mr. Smith seconded the motion to approve the Financial Report for October 2021:

*Roll Call: Yeas: 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. Limes moved and Mr. Smith seconded the motion to approve the Bills for October 2021:

*Roll Call: Yeas: 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 Mr. Long seconded the motion to approve the Investment Transaction Ledger for the month of October 2021:

*Roll Call: Yeas: 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 Agencies and School Districts-** Upon recommendation of the Treasurer, Mr. Smith moved and Mr. Long seconded, the motion to approve the following Fiscal Year 2022 Service Agreements:

- Genoa L.S.D. – Emotionally Disturbed Program Services
- Maumee C.S.D. – MaKERS School Year and Summer Services
- Northwood L.S.D. – Prevention Education On-Site Services
- Northwood L.S.D. – Wood County Academy Services
- Perrysburg E.V.S.D. – COVID-19 Contact Tracer & Manager (Steven Slivka)
- Woodmore L.S.D. – Cooperative Services – Emotionally Disturbed Program

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

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

\$500            Sue Ullman  
                    To Benefit the CLC Programs

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

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

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

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

Amount	Grant Title	Beginning Date	Ending Date	Fund/Spec
\$ 175,669.04	GEER FY'2022	10/1/21	6/30/22	508-9022
\$ 53,744.93	ESSER FY'2022	10/1/21	6/30/22	507-9022
\$ 1,800.00	Ohio K-12 (Subsidy)	7/1/21	6/30/22	451-9022

*Roll Call: Yeas: 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 Second Reading of Board Policies** - Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Long seconded the motion to approve the second reading of the following Board Policies:

ACAA	Sexual Harassment
ACAA-R	Sexual Harassment Grievance Process
DECA	Administration of Federal Grants
DJF-R	Purchasing Procedures
GBK	Smoking on Educational Service Center Property by Staff Members
GBL	Personnel Records
GBQ	Criminal Records Check
GCC	Professional Staff Recruiting
GCD	Professional Staff Hiring
GDC/GDCA/GDD	Support Staff Recruiting/Posting of Vacancies/Hiring
IGAE	Health Education
IGAG	Drugs, Alcohol and Tobacco Education/Prevention
IGAH/IGAI	Family Life/Sex Education
IGBE	Remedial Instruction
IGBEA	Reading Skills Assessment and Intervention
IGBEA-R	Reading Skills Assessment and Interventions
IICC	School Volunteers
JHCB	Immunizations
JHCC	Communicable Diseases
JP	Positive Behavioral Interventions and Supports
KGC	Smoking on Educational Service Center Property

*Roll Call: Yeas: 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, Mr. Smith moved and Mr. Long seconded the motion to approve the following job descriptions:

- Credit Recovery Specialist
- School District ELA Tutor
- School District Math Tutor

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

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**Recommendation Pertaining to Resolution to expand employment of substitute teacher's consistent with SB.1** - Upon the recommendation of the Superintendent, Ms. Limes moved and Mr. Long seconded the motion to approve the following resolution to expand employment of substitute teachers consistent with SB. 1 signed by Governor DeWine on October 28, 2021. The WCESC board authorizes the employment of substitute teachers, as-needed, who do not hold a post-secondary degree, as otherwise required pursuant to Ohio Law and regulations, including Ohio Revised Code 3319.226 and 3319.30, Ohio Administrative requirements and procedures, including successful completion of a criminal background check and evidence of non-renewable temporary license issued by Ohio Department of Education, have been satisfied.

This temporary resolution of the WCESC Board, and the authority granted by resolution extends from the effective date through June 30, 2022.

[Pursuant to existing O.R.C. 3319.226, the WCESC Board should otherwise re-approve other substitutes who are post-secondary degree holders, who are substitute teaching in a subject area that is not directly to the subject of the class that the license holder will teach.]

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

**Recommendation Pertaining to Credit Recovery Consulting Contract** - Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Limes seconded the motion to approve the following Credit Recovery Consulting Contract between WCESC and Jami Sunday for the completion of each course review and rewrite, not to exceed 3 courses in the amount of \$600 per course completion effective October 26, 2021 through May 31, 2022.

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

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**Recommendation Pertaining to Agreement between Wood County ADAMHS Board & Wood County ESC**

Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve following agreement between Wood County ADAMHS Board & Wood County Educational Service Center pertaining to Wood County ADAMHS Prevention Education Services to support Wood County School Districts in the amount of \$59,200.67

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

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**Recommendation Pertaining to Memberships** - Upon the recommendation of the Superintendent, Mr. Long moved and Mr. Smith seconded the motion to approve following CY'22 memberships:

- TMACOG in the amount of \$688

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

## Staff Personnel

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

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

#### Resignations:

Kelley **Allred**, Payroll Specialist, effective 12/4/2021

Angela **Bosworth**, Paraprofessional, effective 11/27/2021

Hope **Brown**, CLC Seasonal Program Assistant, effective 10/1/2021

Kaleb **Cheney**, Student Worker, effective 10/27/2021

Mallory **Dockery**, COTA, effective 1/1/2022

Jane **Kertesz**, Paraprofessional, effective 10/27/2021

Amy **Reshni**, CLC Seasonal Program Assistant, effective 11/18/2021

Rebecca **Wachter-Parker**, Prevention Specialist, effective 11/3/2021

*Roll Call: Yeas: 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. Long moved and Ms. Limes 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*

**New Hire 2021-2022 School Year**

Richard **Bitner**, Para/Educational Aide, 6.5 hrs. p/day,  
5 days p/wk., 131 days, A/N/7, effective 11/1/2021  
Morgen **Browning**, Para/Educational Aide, 6.5 hrs. p/day,  
5 days p/wk., As needed, A/N/7, effective 11/5/2021  
Jasmine **Forbes**, Para/Educational Aide, 6.75 hrs. p/day,  
5 days p/wk., 115 days, A/N/4, effective 11/29/2021  
Christine **Hernandez**, Para/Educational Aide, 6.5 hrs. p/day,  
5 days p/wk., 112 days, A/N/7, effective 11/29/2021  
Tiffany **Nicely**, Para/Educational Aide, 6.5 hrs. p/day,  
5 days p/wk., 116 days, A/N/7, effective 11/22/2021  
Destiny **Schuler**, Unit Para, 6.5 hrs. p/day, 5 days p/wk.,  
120 days, UP/0, effective 11/15/2021  
Alex **Vucco**, Payroll Specialist, 7.5 hrs. p/day, 5 days p/wk.,  
As needed, Fiscal/5, effective 11/18/2021  
Sara **Williams**, Para/Educational Aide, 6.5 hrs. p/day,  
5 days p/wk., As needed, A/N/7, effective 11/8/2021

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

Noel **Barrera**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 10/27/2021  
Hadlee **Bruns**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 11/2/2021  
Chloe **Cox**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 11/4/2021  
Leah **Davis**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 11/2/2021  
Kristiana **Dunsmore**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 11/15/2021  
Haven **Flores**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/5, effective 11/1/2021  
Cordelia **Hudak**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 11/5/2021  
Paulina **Legakis**, CLC Seasonal Program Assistant, As needed,  
CLC/PA/0, effective 11/11/2021

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

Madelyn **Marsh**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/4/2021  
 Jenessa **Miller**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/4/2021  
 Jacilyn **Millhouse**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/1/2021  
 Kelsey **Simmery**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/9/2021  
 Nyah **Wright-Walker**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/19/2021

**Supplementals 2021-2022 School Year**

Alma **Aguirre-Padilla**, Transition Training, As needed, Max 30 hrs., TR/0, effective 10/1/2021-5/24/2022  
 Tamie **Aragon**, Unit Training, As needed, Max 30 hrs., UP/0, effective 8/16/2021-5/24/2022  
 Rosemarie **Barton**, Special Needs Training, As needed, Max 20 hrs., A/N/8, effective 8/16/2021-5/24/2022  
 Morgen **Browning**, Unit Para, 3.5 hrs. p/day, 5 days p/wk., 121 days, UP/0, effective 11/15/2021-5/27/2022  
 Martin **DeStazio**, Para/Educational Aide – Extra Training Hours, As needed, Max 10 hrs., A/N/8, effective 11/1/2021-5/25/2022  
 Melinda **Edgington**, Transition Para – Extra Hours, As needed, TR/5, effective 8/16/2021-5/24/2022  
 Catherine **Grice**, Para/Educational Aide – Extra Training Hours, As needed, Max 10 hrs., A/N/10, effective 11/1/2021-5/25/2022  
 Caylee **Hewitt**, Unit Para – Training, As needed, UP/6, effective 8/16/2021-5/24/2022  
 Marion **Hill**, Unit Training, As needed, Max 30 hrs., UP/2, effective 8/16/2021-5/24/2022  
 Susan **Hottinger**, Unit Para – Extra Hours, As needed, Max 25 hrs., UP/3, effective 8/17/2021-5/26/2022  
 Sharon **Hudson**, Para/Educational Aide – Extra Training Hours, As needed, Max 10 hrs., A/N/8, effective 10/1/2021-5/25/2022  
 Tiffany **Keeton**, Unit Para – Extra Training Hours, As needed, Max 10 hrs., UP/6, effective 11/1/2021-5/25/2022  
 Jessica **Kizer**, Unit Para – Extra Training Hours, As needed, Max 10 hrs., UP/1, effective 11/1/2021-5/25/2022  
 Therese **Makar**, Para/Educational Aide – Extra Training Hours, As needed, Max 10 hrs., effective 11/1/2021-5/25/2022



### **Supplementals 2021-2022 School Year Continued**

Ashley **Pettry**, Prevention Specialist – Extra Hours, As needed, Max 72 hrs., effective 12/1/2021-6/30/2022

James **Pierce**, Unit Training, As needed, Max 20 hrs., UP/0, effective 8/16/2021-5/24/2022

Emily **Shaver**, Para/Educational Aide – Extra Curriculum Hours, As needed, Max 4 hrs., A/N/4, effective 11/1/2021-5/31/2022

Carrie **Shook**, Para/Educational Aide – Extra Training Hours, As needed, Max 10 hrs., A/N/21, effective 11/1/2021-5/25/2022

Linda **Simmons**, Para/Educational Aide – Extra Training Hours, As needed, Max 10 hrs., A/N/24, effective 11/1/2021-5/25/2022

Joelle **Thompson**, Para/Educational Aide – Extra Curriculum Hours, As needed, Max 4 hrs., A/N/1, effective 11/1/2022-5/31/2022

Erin **Vile**, Para/Educational Aide – Extra Training Hours, As needed, Max 10 hrs., A/N/8, effective 11/1/2021-5/25/2022

Christina **Williams**, Para/Educational Aide – Extra Curriculum Hours. As needed, Max 4 hrs., A/N/4, effective 11/1/2021-5/31/2022

Tricia **Young**, Unit Para – Extra Training Hours, As needed, Max 10 hrs., UP/3, effective 11/1/2021-5/25/2022

### **Changes 2021-2022 School Year**

Alma **Aguirre-Padilla**, From Transition Para, 7 hrs. p/day, 5 days p/wk., 139 days, TR/0, \$17,855 To Transition Para, 7hrs. p/day, 5 days p/wk., 140 days, TR/0, effective 11/8/2021

Montgomery **Alexander**, From CLC Seasonal Program Assistant, As needed, CLC/PA/0, \$11.01 p/hr. To CLC Seasonal Program Assistant, As needed, CLC/PA/2, effective 12/6/2021

Morgen **Browning**, From Para/Educational Aide, 6.5 hrs. p/day, 5 days p/wk., As needed, A/N/7, \$14.40 p/hr. To Para/Educational Aide, 3 hrs. p/day, 5 days p/wk., 121 days, effective 11/15/2021

Alex **Vucco**, From Payroll Specialist, 7.5 hrs. p/day, 5 days p/wk., As needed, Fiscal/5, \$21.11 p/hr., To Payroll Specialist, 7.5 hrs. p/day, 5 days p/wk., 154 days, Fiscal/5, effective 11/29/2021

### **Supplemental Changes 2021-2022 School Year**

Jenny **Devries**, From Unit Para – Extra Hours, As needed, Max 10 hrs., UP/0, To Unit Para – Extra Hours, As needed, Max 20 hrs., UP/0, Effective 10/1/2021

**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**

Matthew **McGrath**, Special Contract Employee, 6.75 hrs. p/day,  
5 days p/wk., 133 days, BG/SC, effective 10/27/2021

**Supplementals 2021-2022 School Year**

Barbara **Hayden**, Special Contract Employee – Extra Students,  
As needed, effective 8/20/2021-6/2/2022

Matthew **McGrath**, Special Contract Employee – Professional  
Development Meetings, As needed, effective 10/26/2021-6/2/2022 \$30.00 p/hr.

Dannelle **Sutton**, School Nurse – Extra Hours, As needed,  
Max 150 hrs., B/20, effective 8/23/2021-6/7/2022

Shawn **Williams**, Special Contract Employee – Extra Curriculum Hours,  
As needed, Max 4 hrs., WCESC/SC, effective 10/29/21-5/31/2022

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

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

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

**Governing Board Updates:**

**Penta Career Center Report:** N/A

**Legislative Liaison Report:** N/A

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

**Executive Session**

Motion by Ms. Limes, seconded by Mr. Smith to move into executive session at 4:43 p.m. to evaluate superintendent inviting Mr. Mark North into executive session.

Board came out of Executive Session at 4:50 p.m. & voted to end Executive Session.

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

**Adjournment**

Motion by Ms. Limes and seconded by Mr. Smith to adjourn the meeting at 4:51 p.m.

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

ATTEST:

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Judith Paredes, President

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Jackie Haar, Treasurer/CFO