

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
November 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 3:03 p.m. with the following members present: Ms. Judy **Paredes** and Mr. Timothy **Smith**. Also present: Ms. Jackie **Haar**, Treasurer and Mark **North**, Superintendent.

Absent:

Judy Hines, Board Member
Kathy Limes, Vice President

Staff Members Present

Kyle Clark, Director of Prevention Education
Angie Patchen, Program Manager (ATOD)
Tina Bradley, Drug Free Coalition

Visitors Present

N/A

Director Report/Featured Program

Kyle Clark, Angie Patchen & Tina Bradley discussed updates on Prevention Education Student of the Month

Approval of Agenda

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

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

Approval of the Minutes

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

- Regular Board Meeting – October 25, 2022

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

Roll Call: Yeas: 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.

Mr. Smith moved and Ms. Paredes seconded the motion to approve the Financial report for the month of October 2022:

Roll Call: Yeas: 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. Paredes moved and Mr. Smith seconded the motion to approve the Bills for October 2022:

Roll Call: Yeas: 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 Investment Transaction Ledger for the month of October 2022:

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

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

Roll Call: Yeas: 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 cash donations:

\$300.00 Union Bank - Family & Community Partnership
To Benefit the Grandparents Raising Grandchildren Program – Meals

\$500.00 Sue Ullman
To Benefit the Community Learning Centers

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

Approval of WCESC Service Agreements with Agencies & School Districts – Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Fiscal Year 2023:

Fiscal Year 2023:

- Perrysburg E.V.S.D. – Prevention Education On-Site Services

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

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Approval of Organizational Meeting Appointment – Upon recommendation of the Board President, Ms. Paredes moved and Mr. Smith seconded, the motion to approve the appointment of the current President to call the January 2023 Organizational Meeting to order to preside until officers are elected.

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

SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO BOARD

Recommendation Pertaining to Memorandum of Understanding – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Memorandum of Understanding between Wood County Educational Service Center and Bowling Green State University if Bowling Green State University receives Child Care Access Means Parents (CCAMPIS) funding, Wood County Educational Service Center will agree to partner in the project. This will begin on the date both parties sign and end on August 31, 2023.

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

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Recommendation Pertaining to Falcon Sports Properties, LLC, Agreement – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following sponsorship agreement with Falcon Sports Properties, LLC., and Wood County Educational Service Center, effective 10/1/2022 – 6/30/2022 in the amount of \$18,000.

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

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Recommendation Pertaining to Penta Career Center Board Appointment – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion that Ms. Judy Paredes serve as the Wood County ESC Representative on the Penta CC School District Board of Education, to serve a three-year term, as the term of Ms. Paredes expires on 12/31/2022.

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

Recommendation Pertaining to Fox36 Agreement – Upon the recommendation of the Superintendent, Mr. Smith moved and Mr. Long seconded the motion to approve the following agreement with Wood County ESC (Drug Free Community) and Fox36 the advertisement of Drug Free Communities for the month of January and February 2023 in the amount of \$2,800.

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

Recommendation Pertaining to Erate Consultant Services Agreement – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following 2-year agreement between WCESC and Businessmap (Consultant) for Erate Consultation Services from July 1, 2023 – June 30, 2025 in the amount of \$2,300, installments paid quarterly.

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

Recommendation Pertaining to Memberships – Upon the recommendation of the Superintendent, Mr. Smith moved and Ms. Paredes seconded the motion to approve the following memberships:

- Bowling Green Chamber of Commerce in the amount of \$150
- TMACOG in the amount of \$688

Roll Call: Yeas: 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, Ms. Paredes moved and Mr. Smith seconded the motion to approve the following Credit Recovery Consulting Contract between WCESC and Desiree Wilkins for the completion of each course review and rewrite, not to exceed 3 courses in the amount of \$600 per course completion effective November 22, 2022 through June 30, 2023.

Roll Call: Yeas: 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 Resignations/LOAs/Retirements/Abolishments/Non-Renewals & Terminations:

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

Resignations:

Madison **Alt**, CLC Seasonal Program Assistant, effective 11/2/2022

Yasmeen **Awwad**, Paraprofessional, effective 11/2/2022

Julie **Bulkowski**, Receptionist/Office Coordinator, effective 11/26/2022

Joy **Campbell**, CLC Seasonal Program Assistant, effective 11/2/2022

James **Ginley**, CLC Seasonal Program Assistant, effective 11/16/2022

Morgan **Gourley**, CLC Seasonal Program Assistant, effective 11/16/2022

Alicia **Holdren**, Executive Secretary/EMIS & Supplemental, effective 11/26/2022

Ashlee **Hooker**, CLC Seasonal Program Assistant, effective 11/16/2022

Jessica **Lang**, CLC Seasonal Program Assistant, effective 10/8/2022

Peyton **Massey**, Mentoring Coordinator/Diversion Screener, effective 12/23/2022

Madelyn **Marsh**, CLC Seasonal Program Assistant, effective 11/17/2022

Matthew **McGrath**, Special Contract Employee, effective 8/5/2022

Jaclyn **Millhouse**, CLC Seasonal Program Assistant, effective 11/2/2022

Trey **Odenweller**, Paraprofessional, effective 10/21/2022

Sophia **Seckel**, CLC Seasonal Program Assistant, effective 11/16/2022

Evan **Snapp**, CLC Seasonal Program Assistant, effective 11/16/2022

Ashlyn **Treen**, CLC Seasonal Program Assistant, effective 11/17/2022

Unpaid Leave of Absence

Gloria **Heise**, Paraprofessional, effective 11/10/2022-11/25/2022

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

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

New Hires 2022-2023 School Year

Stacy **Gerwin**, Unit Para, 6.75 hrs. p/day, 5 days p/wk., 117 days, UP/0, effective 11/21/2022

Alicia **Holdren**, Executive Secretary Consultant, As Needed, ExecSecty/15, effective 4/1/2023

Stephanie **Holm**, Para/Educational Aide, 3.25 hrs. p/day, 5 days p/wk., 140 days, A/N/15, effective 10/17/2022

Jasmine **Hoskins**, CLC Senior Team Leader, 6 hrs. p/day, 5 days p/wk., 165 days, CLC/STL/0, effective 11/14/2022

Jessica **McClure**, Para/Student Attendant, 6.75 hrs. p/day, 5 days p/wk., 140 days, A/N/7, effective 10/26/2022

Heather **Villar**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 137 days, A/N/6, effective 10/31/2022

Rehire 2022-2023 School Year

Julie **Bulkowski**, Executive Secretary/EMIS, 7 hrs. p/day, 5 days p/wk., 155 days, ExecSecty/25, effective 11/28/2022

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

Haylee **Bayman**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 10/21/2022

Lilianna **DiBartolo**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 10/28/2022

Phoebe **Dieter**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/10/2022

Madelyn **Gillingham**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/1/2022

Anysa **Mills**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/1/2022

Maggie **Rosenfeld**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/9/2022

Julia **Zentz**, CLC Seasonal Program Assistant, As needed, CLC/PA/0, effective 11/1/2022

Changes 2022-2023 School Year

Cayden **Adams**, From CLC Seasonal Program Assistant, As needed, CLC/PA/0, \$11.23 p/hr., To CLC Seasonal Program Assistant, As needed, CLC/PA/3, effective 11/07/2022

Jennifer **Schneider**, From Para/Educational Aide, 6 hrs. p/day,
 3 days p/wk., As needed, A/N/15, \$15.54 p/hr., To Para/Educational Aide
 6 hrs. p/day, 4 days p/wk., As needed, A/N/15, effective 10/24/2022
 Jennifer **Schneider**, Para/Educational Aide, From 6 hrs. p/day, 4 days p/wk.,
 As needed, A/N/15, \$15.54 p/hr., To Para/Educational Aide, 6 hrs. p/day,
 4 days p/wk., 104 days, A/N/15, effective 11/6/2022
 Alisa **Vertucci**, From Para/Educational Aide, 6.5 hrs. p/day, 5 days p/wk.,
 151 days, A/N/10, \$14,880, To Para/Educational Aide, 6.5 hrs. p/day,
 5 days p/wk., 151 days, A/N/20, effective 10/23/2022

Supplementals 2022-2023 School Year

Stephanie **Holm**, Unit Para, 3.25 hrs. p/day, 5 days p/wk.,
 140 days, UP/0, effective 10/17/2022
 Claire **Hurt**, JDC Prevention Education Specialist – Extra Hours, As needed,
 Max 120 hrs., Effective 8/1/2022 – 6/30/2023
 Claire **Hurt**, Prevention Education Specialist – Extra Hours, As needed,
 Max 50 hrs., Effective 8/1/2022 – 6/30/2023
 Megan **Jaros**, Day Care/Grandparents Night, 2.5 hrs. p/day, 1-day p/wk.
 Max 20 hrs., As needed, effective 11/21/2022-6/30/2023
 Heather **Ludwig**, Para/Educational Aide – Extra Hours, As needed,
 A/N/20, effective 10/10/2022-5/26/2023
 Britany **Mihlbauer**, Unit Para – Extra Hours, As needed,
 Effective 11/9/2022-5/27/2023
 Tiffany **Nicely**, Unit Para – Extra Hours, As needed, UP/0,
 Effective 8/16/2022-5/27/2023
 Taylor **Oberhouse**, Para/Educational Aide – Extra Hours, As needed,
 A/N/20, effective 10/3/2022-5/27/2023
 Holly **Robbins**, Para Educational Aide – Extra Hours, As needed,
 A/N/15, effective 11/1/2022-5/27/2023
 Wyatt **Sanders**, Unit Para – Extra Hours, As needed, UP/0,
 Effective 11/1/2022-5/27/2023
 Destiny **Schuler**, Transition Para – Extra Hours, As needed,
 TR/1, effective 10/24/2022-5/28/2023
 Gregory **Van Vorhis**, Food Services, As needed,
 effective 11/28/2022-6/30/2023
 Heather **Villar**, Para/Educational Aide – Extra Hours, As needed,
 Max 15 hrs., A/N/6, effective 10/24/2022-6/1/2023

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

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

New Hires 2022-2023 School Year

Carolyn **Templin**, Itinerant Teacher ECS, 5 days p/wk., As needed, M/28, effective 11/28/2022

Supplementals 2022-2023 School Year

Karen **Burris**, WCA Teacher – Extra Hours, As needed, effective 1/1/2023-6/10/2023

Kristyn **Carstensen**, Ranger Online Academy Coord/ Academic Intervention Coordinator – Extra Hours, 3.5 hrs. p/day, 2 days p/wk., As needed, effective 10/18/2022-10/19/2022

Linda **Hendricks**, Special Contract Employee – Extra Hours, 3.5 hrs. p/day, 2 days p/wk., As needed, NW/SC, effective 10/18/2022-10/19/2022

Changes 2022-2023 School Year

Jeffrey **Cullen**, From Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., As Needed, BG/SC, \$102.09 p/day, To Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., As Needed, BG/SC, Effective 10/25/2022

Barbara **Hayden**, From Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 180 days, BG/SC, \$18,376, To Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 180 days, BG/SC, Effective 10/25/2022

Celeste **Hoverman**, From Sub Speech-Language Pathologist, 7 hrs., p/day, 5 days p/wk., As needed, SLP/M/9, \$354.57 p/day, To Speech-Language Pathologist, 7 hrs. p/day, 2 days p/wk., 47 days, SLP/M/11, effective 11/28/2022

Lynne **Kotlarczyk**, From Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 180 days, BG/SC, \$18,376, To Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 180 days, BG/SC, Effective 10/25/2022

Toni **Makley**, From Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 153 days, BG/SC, \$15,620, To Special Contract Employee, 3.25 hrs. p/day, 5 days p/wk., 153 days, BG/SC, Effective 10/25/2022

Margo **Morr**, From Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 130 days, BG/SC, \$13,272, To Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 130 days, BG/SC, Effective 10/25/2022

Changes 2022-2023 School Year Continued

Michael **Vannett**, From Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., As Needed, BG/SC, \$102.09 p/day, To Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., As Needed, BG/SC, Effective 10/25/2022

Tessa **Voss**, From Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 180 days, BG/SC, \$18,376, To Special Contract Employee, 6.75 hrs. p/day, 5 days p/wk., 180 days, BG/SC, Effective 10/25/2022

Student Mentors for OT

Lilianna **DiBartolo**

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

Roll Call: Yeas: Mr. Long, 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:

- Kelsy Yosi – Penta lunchroom – no collections for Free & Reduced.
- Flower Shop is open.
- Scholarship dinner coming up – all tickets are sold.

Legislative Liaison Report: N/A

Student Achievement Liaison Report: N/A

Adjournment

Motion by Mr. Smith and seconded by Ms. Paredes to adjourn the meeting at 3:50 p.m.

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

ATTEST:

Joe Long, President

Jackie Haar, Treasurer/CFO