

WOOD COUNTY EDUCATIONAL SERVICE CENTER
Regular Governing Board Meeting Minutes
September 24, 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 4:00 p.m. with the following members present: Ms. Kathy **Limes**, Mr. Joe **Long** and Ms. Judy **Paredes**. Also present: Mark **North**, Superintendent, Kyle **Kanuckel**, Associate Superintendent and Brad **McCracken**, Treasurer.

Absent:

Ms. Judith **Hines**

Staff Members Present

N/A

Visitors Present

N/A

Director Report/Featured Program

Christy Spontelli, Director of Educational Services – provided an update on the JRC & JDC programs.

Public Participation

N/A

Approval of Agenda

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

- Regular Board Meeting – August 27, 2024

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 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. Paredes seconded the motion to approve the Cash Reconciliation report for the month of August, 2024:

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 – 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 Mr. Long seconded the motion to approve the Financial Report for the month of August, 2024:

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 Ms. Paredes seconded the motion to approve the Bills for August, 2024:

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, Ms. Limes moved and Ms. Paredes seconded the motion to approve the Investment Transaction Ledger for the month of August, 2024:

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

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Approval to Transfer Credit Recovery Funds from FY24 to FY25– Upon recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion to approve the transfer of \$921.59 remaining balance of Credit Recovery 2024 funds (011-9024) to 2025 account (011-9025).

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

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Approval of Then & Now >\$3,000 - Upon recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve payment of the following Invoice dated 7/30/2024. The Treasurer of the Wood County ESC affirms that there were sufficient unencumbered funds available at the time of the invoice for “Wood County Family and Children First Council invoice for Annual Payment,” in the amount of \$20,000.

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

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

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 & Schools – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion to approve the following service agreements:

FY25:

- Bowling Green City S.D. – Prevention Education Services
- Genoa Local S.D. – Paraprofessional Student Attendant Services
- North Baltimore Local S.D. – Prevention Education Services
- Penta Career Center – Occupational Therapy Services
- Perrysburg Exempted Village S.D. – Prevention Education Services
- Rossford S.D. – CLC Summer Junior/Senior HS Intervention Services
- Rossford S.D. – Prevention Education Services

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

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Appointment to an Audit Committee - Upon recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion that all board members be a part of the audit committee as a whole. This is for this current year and is in reference to NEOLA Policy po6835.

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

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Approval of Membership – Upon the recommendation of the Treasurer, Ms. Paredes moved and Mr. Long seconded the motion to approve the following membership for Treasurer Brad McCracken:

- Ohio Treasurers of Educational Service Center Associations (OTWSCA) - \$30.00

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

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Approval of Monthly Stipend in Lieu of Cell Phones Provided for ESC Management – Upon recommendation of the Treasurer, Mr. Long moved and Ms. Limes seconded the motion to approve the following resolution:

For ESC management personnel carrying an ESC provided cell phone, the Board of the Wood County ESC hereby authorizes offering payment of a monthly stipend of \$50 in lieu of the ESC provided cell phone. Those wishing to adopt the stipend will return their ESC provided cell phone to the Fiscal Office before payment of the stipend will begin. Positions eligible for this stipend shall be as follows:

- Superintendent (Mark North)
- Associate Superintendent (Kyle Kanuckel)
- Treasurer/CFO (Brad McCracken)
- Prevention Education Director (Kyle Clark)
- Director of Special Education/Student Services (Joe Taylor)
- Director of Special Education/Behavioral Programming (Teresa Kitchen)
- Director of Special Education/Life Skills (Jessie Dible)
- Director of Educational Services (Christy Spontelli)
- Director of Community Learning Centers (Hannah Feffer)

Roll Call: Yeas: 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 Wood County Interagency Transition Agreement - Upon recommendation of the Superintendent, Ms. Paredes moved and Ms. Limes seconded the motion to approve the following Wood County Interagency Transition Agreement:

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

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Approval of Revised Public School Works Service Agreement - Upon recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to approve the following revised Public School Works 3-yr. Service Agreement at a cost of \$12,178 p/yr. This is an increased cost of \$3,215 over what was paid in FY24.

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

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Approval of School Fund Authority Vended Meal Agreement - Upon recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve the following Ohio Department of Education Office of Nutrition School Food Authority Vended Meal Agreement for Pathe:

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

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Approval of You Thrive Training & Consulting Contract – Upon the recommendation of the Superintendent, Ms. Limes moved and Ms. Paredes seconded the motion to approve the following training & consulting agreement between You Thrive Training & Consulting LLC and WCESC:

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

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Approval to Rescind the Current ESC Board Policies from OSBA – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes seconded the motion to rescind the ESC’s current board policies from OSBA.

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

Second Reading of & Approval to Adopt Board Policies Written by NEOLA for the ESC– Upon the recommendation of the Superintendent and after the 2nd reading, Mr. Long moved and Ms. Limes seconded the motion to adopt the Board Policies written by NEOLA for the ESC.

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

Approval for Payment of Science of Reading Stipend to Preschool Teachers – Upon the recommendation of the Superintendent and Treasurer, Ms. Paredes moved and Mr. Long seconded the motion for payment of a Science of Reading stipend of \$1,200 each, to the following Preschool Teachers upon their completion of the ODEW required training:

- Lauren Girdler
- Allyson Liederbach
- Jennifer Marenberg
- Nicole McNamee
- Carolyn Templin
- Marina Williford

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

Approval of Rebate to Participating Districts Based on FY25 Initial Service Contracts

Upon the recommendation of the Superintendent & Treasurer, Ms. Limes moved and Mr. Long seconded the motion to distribute a rebate to participating districts in the amount of \$165,994.73, to be allocated based on their FY25 Initial Service Contracts. Distribution will be as follows:

| | FY25 Net Contracted Services Amounts | % Share | One-Time Services Rebate |
|-----------------|--------------------------------------|---------|--------------------------|
| Bowling Green | \$ 1,378,012.00 | 11.6% | \$ 19,210.59 |
| Eastwood | 1,263,719.00 | 10.6% | \$ 17,617.25 |
| Elmwood | 319,581.00 | 2.7% | \$ 4,455.21 |
| Genoa | 319,320.45 | 2.7% | \$ 4,451.59 |
| Lake | 1,413,579.00 | 11.9% | \$ 19,706.42 |
| North Baltimore | 1,356,720.00 | 11.4% | \$ 18,913.76 |
| Northwood | 1,698,156.00 | 14.3% | \$ 23,673.65 |
| Otsego | 473,192.00 | 4.0% | \$ 6,596.67 |
| Perrysburg | 3,048,277.00 | 25.6% | \$ 42,495.42 |
| Rossford | 402,352.00 | 3.4% | \$ 5,609.11 |
| Penta | 37,154.00 | 0.3% | \$ 517.96 |
| Wood Lane | 197,055.00 | 1.7% | \$ 2,747.10 |
| | \$ 11,907,117.45 | 100.00% | \$ 165,994.73 |

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

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

- CLC Fiscal Specialist

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

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Approval of Service Invoice from Sheakley UniService – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve to pay the following service invoice from Sheakley UniService for Workers Comp & Unemployment TPA Services (\$1,115), effective 10/1/2024-9/30/2025 and Sponsor Dues (\$100), effective 10/1/2024-9/30/2025:

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

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

Resignations:

Prabhjot, **Kaur**, Para/Educational Aide, effective 10/26/2024

Rachel **Wilson**, Para/Educational Aide, effective 8/3/2024

Unpaid Leave of Absence

Marie **Thornton** – September 30, 2024 – December 6, 2024

Approval of Employment of Classified Personnel/Interns/Volunteers – Upon the recommendation of the Superintendent, Mr. Long moved and Ms. Paredes 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)

Brooke **Bruman**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 9/20/2024-5/17/2025

Gabriella **Cunningham**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 9/16/2024-5/17/2025

Kirsten **Krah**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 8/30/2024-5/17/2025

Jenna **Rode**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 8/30/2024-5/17/2025

Alexandria **Smith**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 9/5/2024-5/17/2025

Jocelyn **Tuente**, CLC Seasonal Program Assistant, As needed,
CLC/PA/0, effective 9/13/2024-5/17/2025

New Hires/Rehires 2024-2025 School Year

Elida **Amador Marcia**, Unit Para, 6.75 hrs. p/day, 5 days p/wk.,
171 days, UPK4/0, effective 8/30/2024-5/22/2025

Sarah **Brazeau**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 189 days, PD/5, effective 8/29/2024-6/6/2025
 Anne **Brown**, Para/Educational Aide, 6.5 hrs. p/day, 4 days p/wk., 156 days, UPK4/0, effective 8/12/2024-5/22/2025
 Sydney **Busdeker**, Para/Student Attendant, 7.5 hrs. p/day, 5 days p/wk., 172 days, PWL/5, effective 9/16/2024-6/4/2025
 Melissa **Jaksetic**, Unit Para, 6.75 hrs. p/day, 5 days p/wk., 152 days, UP/0, effective 9/26/2024-5/22/2025
 Shelby **Kaseman**, Para/Educational Aide, 2.75 hrs. p/day, 4 days p/wk., 128 days, UPK4/0, effective 9/30/2024-5/22/2025
 Emily **Kimble**, Para/Educational Aide, 7 hrs. p/day, 5 days p/wk., 187 days, PD/3, effective 8/12/2024-5/22/2025
 Kristin **Millard**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 171 days, PNW/0, effective 9/13/2024-6/2/2025
 Kayla **Minnear**, Unit Para, As needed, UP/2, effective 8/12/2024-5/22/2025
 Lora **Shields**, Para/Educational Aide, 6.75 hrs. p/day, 5 days p/wk., 189 days, PD/15, effective 8/29/2024-6/6/2025

Changes 2024-2025 School Year

Suzanne **Eames**, Prevention Education Specialist – Extra Hours, From 15 hrs. Max To 45 hrs. Max., N/A, effective 9/13/2024
 Joslyn **Gillen**, Para/Student Attendant, From 35 hrs. p/wk. PD/11, \$24,203 To 10 hrs. p/wk., PD/11, effective 8/12/2024-5/22/2024
 Ashley **Myers**, Para/Educational Aide, From 193 days, \$22,680.88 To 200 days, effective 8/30/2024-6/6/2025

Supplementals 2024-2025

Victoria **Dotson**, Para/Educational Aide – Extra Hours, As needed, PD/13, effective 8/13/2024-6/1/2025
 Tyler **Oberhouse**, Para/Educational Aide – Extra Curriculars, As needed, UPK4/0, effective 9/20/2024-5/23/2025

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

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

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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. Limes, Mr. Long, Ms. Paredes and Mr. Smith. The chair declared the motion carried.

Supplementals 2024-2025

- Audrey **Archer**, Tutoring Intervention Specialist, As needed, N/A, effective 8/7/2024-5/20/2025
- Cheryl **Grote**, Tutoring, As needed, N/A, effective 9/1/2024-6/30/2025
- Barbara **Hayden**, Meetings/Professional Development - Extra Hours, As needed, N/A, effective 8/19/2024-6/3/2025
- Kim **Kamelesky**, LPDC Representative, As needed (4 mtgs. Max), N/A, effective 9/4/2024-6/6/2025

Approval of Unpaid Administrative Leave of Absence – Upon the recommendation of the Superintendent, Ms. Paredes moved and Mr. Long seconded the motion to approve the unpaid administrative leave of absence for the following Certified Personnel:

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

Adam **Joliff** – 9/25/2024 – 9/27/2024

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

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

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Governing Board Updates:

Mr. North and Mr. Kanuckel provided updates to the Board.

Penta Career Center Report: Ms. Paredes reported School Resource Officers presented their experiences to the Penta Board. 1548 students this school year. 1830 students are projected for next school year.

Legislative Liaison Report: N/A

Student Achievement Liaison Report: N/A

Executive Session: N/A

Adjournment

Motion by Ms. Limes and seconded Mr. Long by to adjourn the meeting at 5:40 p.m.

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

ATTEST:

Timothy Smith, President

Brad McCracken, Treasurer/CFO