



*Educational Service Center  
of Cuyahoga County*

## **Administration**



### **Cindy Kodek Administrative Assistant**

2001 to present

Cindy Kodek is an Administrative Assistant for the Educational Service Center (ESC) of Cuyahoga County. In addition to her current position as Administrative Assistant to Bill Wendling, Director of Public and Private Partnerships, Cindy handles the “online scheduler” for conference room reservations at the ESC. She maintains the audio/visual equipment and computer setups in the ESC conference rooms, as well as computer and technical issues with the building’s computers. She also compiles the monthly student log sheets for the visually and hearing impaired teachers and prepares the billing that is submitted to the districts.

Away from work, Cindy enjoys spending time with her husband, two sons, and her two dogs.

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