

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD**Minutes of the November 18, 2015 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 6:30 p.m. on Wednesday, Nov. 18, 2015 at the Educational Service Center located at 400 North Erie Blvd, Suite A, Hamilton, Ohio 45011.

Minutes were taken by Treasurer; Ken Ulm.

Mrs. Mary Pritchard, President called the meeting to order at 6:43 p.m.

ROLL CALL - showed the following members present: Garver, G. Pritchard, M. Pritchard. Also, present was the Superintendent, Jon Graft; Treasurer, Ken Ulm; Assistant Superintendent for Human Resources, Lori Thesken; and guests; Alan Rigling.

Treasurer's Note: The meeting started late since the Board President was waiting for a quorum. Ms. Leap and Mr. Schechter were both absent from the meeting. Mr. Graft shared program highlights with the Governing Board members for the program focus presentation.

Resolution No. 15-408

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held October 28, 2015.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-409

Financial Reports

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Monthly Financial Report, Financial Detail Report, Investment Report, Early Head Start/Head Start Financial Expenditure Reports and Bank Reconciliation for October, 2015.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-410

MasterCard

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the MasterCard expenditures for the month of October, 2015 as listed in Appendix "A" which is attached and becomes an official part of the minutes.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-411

USDA

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the USDA for the month of August, 2015 and September, 2015 as listed in Appendix "B" which is attached and becomes an official part of the minutes.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-412

Sheakley Workers' Compensation Group

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Sheakley Workers' Compensation Group rating agreement for \$2,817.00 for FY16 as listed in Appendix "C" which is attached and becomes an official part of the minutes.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-413

Dave Yost – Auditor of State – Amendment #3

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Dave Yost – Auditor of State Amendment #3 for Help Me Grow as listed in Appendix "D" which is attached and becomes an official part of the minutes.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-414

State of Ohio Cooperative Purchasing Program Participation

BE IT RESOLVED, the Treasurer recommends the Governing Board approve participation in the State of Ohio Cooperative Purchasing with Ken Ulm as agent as listed in Appendix "E" which is attached and becomes an official part of the minutes.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-415

Hamilton Community Foundation - Donation

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Hamilton Community Foundation - Donation for Head Start to purchase car seats for \$1,000 as listed in Appendix "F" which is attached and becomes an official part of the minutes.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-416

Resignations

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the resignations as listed.

CERTIFIED

a. Fanning, Kerrighan

Position: Preschool Intervention Specialist
Effective: 11/6/2015

NON-CERTIFIED

b. Fields, Christy

Position: Teacher
Effective: 10/29/2015

c. Michael, Kathy

Position: Instructional Assistant
Effective: 10/20/2015

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-417

Initial Appointments

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the initial appointments as listed.

NON – CERTIFIED

a. Beneke, Jean

Position: Teacher
 Contract: One Year
 Salary: \$24,811

b. Benjamin, Linda

Position: Assistant Teacher
 Contract: One Year
 Salary: \$10.66 per hour

c. Bigham, Angela

Position: Registered Nurse (for individual child)
 Contract: One Year
 Salary: \$33,488

d. Cuellar, Anthony

Position: Family Service Worker -- Centralized
 Intake/Translation
 Contract: One Year
 Salary: \$16.03 per hour

e. Dennis, Jeffrey

Position: Custodian
 Contract: One Year
 Salary: \$14.66 per hour

f. Garrett, Ashley

Position: Assistant Teacher
 Contract: One Year
 Salary: \$10.00 per hour

g. Haynes, June

Position: Assistant Teacher/Van Monitor
 Contract: One Year
 Salary: \$11.15 per hour

h. Neeley, Shantel

Position: Teacher
 Contract: One Year

Salary: \$24,000
i. Sammons, Crystin

Position : Teacher
Contract: One Year
Salary: \$24,000

j. Soto, Misty

Position: Teacher
Contract: One Year
Salary: \$25,000

k. Spangler, Wanmarie

Position: Registered Nurse (for individual child)
Contract: As Needed
Salary: \$23.00 per hour

l. Swain, Richard

Position : Information Technology Specialist
Contract: One Year
Salary: \$44,013

m. Taylor, Alan

Position: Transporter/Maintenance
Contract: One Year
Salary: \$16,413

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-418

Salary Increase

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the salary increases as listed.

	From	To
Combs, Brittany	\$14,846	\$15,480
Thompson, Adam	\$34,370	\$48,000

Mrs Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-419

Contract Adjustments

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract adjustments as listed.

a. Cordero, Fritzie

Position from: Assistant Teacher
 Position to: Teacher
 Salary from: \$12.50 per hour
 Salary to: \$25,000

b. Yount, Stacey

Position from: Assistant Teacher -- part time
 Position to: Assistant Teacher -- full time
 Salary from: \$10,395
 Salary to: \$15,120

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-420

Release from Employment

BE IT RESOLVED, the Superintendent recommends the Governing Board release the listed employee from employment due to an unsuccessful probationary period.

a. Lyons, Amanda

Position: Family Service Worker
 Effective: 11/05/15

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-421

Butler County Head Start Budget Revision

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Butler County Head Start Budget Revision as listed in Appendix "G" which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-422

Preble County Head Start Budget Revision

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Preble County Head Start Budget Revision as listed in Appendix "H" which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Treasurer's Note: The Governing Board President affirmed that, as board members, we reviewed and approve the revision to the BCESC Head Start and Preble County Head Start grants for the 2015-16 program year. We understand that revision for Preble County Head Start (Grant 05CH8352) is a request to purchase a new passenger van and a gator to remove snow. We understand that the purchase of this equipment will allow for transportation for staff around the County and to events as well as reasonable removal of snow at the office in Camden. A budget revision indicated moving money from Supplies to Equipment (\$40,000) for this purchase. We understand that the revision for BCESC Head Start (Grant 05CH8373) is for the purchase of a passenger van, cargo van, roof replacement and blacktop repair. The passenger van will allow the program staff to drive to events and transport needed items, the cargo van will be used to transport food from one of our kitchens to children daily, and the roof repair and blacktop repair is needed at the Grant Early Learning Center in Hamilton. A budget revision indicated moving money from Fringes (\$198,000) to Equipment (\$50,000) and Contracted Services (\$148,000) for these purchases. We reviewed and approved the revisions to the SF424 and SR424A grant application forms and narratives.

Resolution No. 15-423

Community Needs Assessment

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Community Needs Assessment as listed in Appendix "I" which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-424

Professional Leave – Out of State

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the professional leave as listed.

- a) Suzanne Prescott, attendance at the Leadership Institute – National Head Start Association held in Washington, D.C. on January 31 - February 4, 2016, at an estimated cost of \$2,200.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-425

Florida State Prenatal Curriculum – Contract

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Florida State Prenatal Curriculum Contract effective January 11-12, 2016, at a cost of \$15,000 as listed in Appendix “J” which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-426

Triangle Therapy Services, Inc. – Consultant Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Triangle Therapy Services, Inc., effective November 1, 2015- July 1, 2016, at a cost of \$75 an hour, not to exceed \$1,000 as listed in Appendix “K” which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-427

Denise Taylor Service Agreement - FCFC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the service agreement with Denise Taylor effective October 26, 2015- January 18, 2016, at a cost of \$10 an hour, not to exceed \$320 as listed in Appendix “L” which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-428

Brian Bieri Service Agreement - FCFC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the service agreement with Brian Bieri for mentoring and support effective November 2, 2015- January 25, 2016, at a cost of \$15 an hour, not to exceed \$480 as listed in Appendix “M” which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-429

**Butler County Department of Job and Family
Services – Kinship Home Studies**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Butler County Department of Job and Family Services for the Kinship Home Studies program effective January 1, 2016 through December 31, 2016 in the amount of \$40,000 as listed in Appendix “N” which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-430

Finneytown Local School District – Curriculum Services

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Finneytown Local School District for curriculum services effective Oct. 30, 2015 – June 30, 2016 in the amount of \$4,850 as listed in Appendix “O” which is attached and becomes an official part of the minutes.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Resolution No. 15-431

Second Reading and Approval of Board Policy #3220

BE IT RESOLVED, the Superintendent recommends the Governing Board approve Board Policy #3220 as listed in Appendix “P” which is attached and becomes an official part of the minutes.

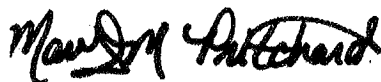
Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter. President declared motion carried.

Board Member Comments: Mr. G. Pritchard commented that he would like to continue to be on the board so he would like to be selected for the vacant seat. Mrs. Garver was at an event with David Clark and 345 people and were provided a voting device for each table which they used Kahoots and it added fun and the audience could hear what the ESC does. Mrs. M. Pritchard met young men who were on a mission trip and they passed out brochures to collect “shoes for HOPE”. She also mentioned that in January they will make a decision about the board vacancy – do we interview, appoint, etc. They need to decide if Mr. G. Pritchard will be part of the discussion, or if Mrs. Pritchard should recuse herself. Mrs. M. Pritchard asked Mr. Graft to help with this process.

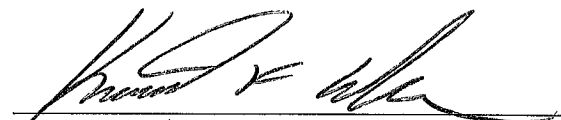
Resolution No. 15-432

Adjournment

Mrs. Garver moved and Mr. G. Pritchard seconded that the Governing Board meeting adjourn at 7:19 p.m.
Roll call vote resulted: Ayes: Garver, G. Pritchard, M. Pritchard. Nays: None. Absent: Leap, Schechter.
President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

12/16/15

Date

12/16/15

Date