

**BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD****Minutes of the November 16, 2016 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 4:30 p.m. on Wednesday, September 28, 2016 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 4:30 p.m.

**ROLL CALL** - showed the following members present: Garver, Leap, G. Pritchard, Schechter and M. Pritchard. Also, present was the Superintendent, Chris Brown; Assistant Superintendent for Human Resources, Lori Thesken; Treasurer, Ken Ulm and guests; Alan Rigling and Sissy Rasmussen.

**Treasurer's Note:**None

Resolution No. 16-445

**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 26, 2016.

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

Resolution No. 16-446

**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, 2016.

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

Resolution No. 16-447

**Master Card Expenditures**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Master Card expenditures for the month of October, 2016 as listed in Appendix "A" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-448

**U.S.D.A.**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the U.S.D.A. for the month of September, 2016 as listed in Appendix "B" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-449

**Donations**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Donations from Bridgewater Church in the amount of \$2,000.00 for JDC Starts Within Conference for the month of November, 2016 as listed in Appendix "C" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-450

**Resignations**

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

**CERTIFIED**

a. Ellis, Ruth

Position: Preschool Intervention Specialist  
Effective: 11/18/16

b. Scholl, Rebecca

Position: Physical Therapist  
Effective: 12/31/16

## NON-CERTIFIED

c. Baker, Dana

Position: Teacher - ECE  
Effective: 11/4/16

d. Dillhoff, Katie

Position: Teacher - ECE  
Effective: 11/7/2016

e. Garrett, Ashley

Position: Assistant Teacher  
Effective: 11/4/16

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

Resolution No. 16-451

**Initial Appointments**

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

## CERTIFIED

a. Eheart, Angela

Position: Intervention Specialist assigned to St. Peter in Chains  
Contract: One Year  
Salary: \$46,879

## NON-CERTIFIED

b. Barrera Galan, Estefani

Position: Early Head Start Enrollment Specialist  
Contract: One Year  
Salary: \$25,000

## c. Munyon, Sandra

Position: Help Me Grow Service Coordinator - Home Visitor  
 Contract: One Year  
 Salary: \$41,250

## d. Yeazel, Douglas

Position: Network Specialist - New Miami  
 Contract: One Year  
 Salary: \$42,500

## EMPLOYMENT OF NON-CERTIFICATED PERSONNEL AS SUBSTITUTES

Haemmerle, Christy  
 Steele, Teresa

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

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

Resolution No. 16-452

**Contract Adjustments**

## a. Fey, Brooke

Position from: Help Me Grow Service Coordinator  
 Days From: 260 / 7.5 hrs per day  
 Days To: 201 / 7 hrs per day  
 Salary from: \$37,812  
 Salary to: \$27,282

## b. McCoon, Lisa

Position from: Family Connections Coordinator  
 Position to: Pause Program Coordinator  
 Days from: As Needed  
 Days to: 260  
 Salary from: \$21.42 per hour  
 Salary to: \$44,200

## c. Smith, Derek

Position from:	Administrator
Salary from:	\$82,356
Salary to:	\$90,780

## d. Spurlock, Ronald

Position from:	Administrator
Days from:	200
Days to:	227
Salary from:	\$88,000
Salary to:	\$99,880

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

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

## Resolution No. 16-453

**Supplemental Contracts**

Burk, Sarah	\$100.00
Peckham, Jennifer	\$200.00
Perry, Lauren	\$50.00
Pratt, Tina	\$100.00
Welling, Julie	\$9.00 per hour

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

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

## Resolution No. 16-454

**Release from Employment**

## a. Steele, Theresa

Position:	Cook / Transporter
Effective:	10/31/16

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

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

Resolution No. 16-455

**Preble Shawnee Local School District - Success Program Services Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Success Program Services Agreement with Preble Shawnee Local School District effective August 18, 2016 to July 31, 2017 as listed in Appendix "D" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-456

**Carol Westby - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Carol Westby for a full day presentation for Speech Language Pathologists effective September 15, 2017 in the amount not to exceed \$3,200 as listed in Appendix "E" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-457

**New Miami Local School District - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with New Miami Local School District for Special Education Support effective September 20, 2016 to June 10, 2017 at the hourly rate of \$100.00 per hour as listed in Appendix "F" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-458

**Tri-County North Local School District - Success Program Services Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Success Program Services Agreement with Tri-County North Local School District effective August 18, 2016 to July 31, 2017, 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-459

**Butler County Head Start / Early Head Start and Preble County Head Start Grant Applications**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the administration to submit the Butler County Head Start / Early Head Start and Preble County Head Start Grant Applications 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-460

**Hamilton City Schools - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Hamilton City Schools for Intervention Specialist for Peter in Chains effective September 26, 2016 - June 15, 2017 in the amount not to exceed \$75,222 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-461

**Ross Local School District - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement for Ross Local School District for Nursing Services (LPN) effective November 1, 2016 through May 23, 2017 in the amount of \$38.00 per hour not to exceed 117 (\$31,122) 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-462

**Hamilton City School – Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement for Services with Hamilton city Schools for Parent Project / Why Try facilitation expenses effective October 1, 2016 - June 30, 2017 in the amount not to exceed \$3,000 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-463

**Sheryl M. Burk - Agreement for Services (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Sheryl M. Burk for Parent Project Facilitation effective October 1, 2016 - December 31, 2016 in the amount of \$1,000 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-464

**Catholic Charities of Southwestern Ohio - Memorandum of Understanding (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Memorandum of Understanding with Catholic Charities of Southwestern Ohio for WhyTry Facilitation and childcare effective October 1, 2016 to June 30, 2017 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-465

**Miami University - Memorandum of Agreement (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Memorandum of Agreement with Miami University for Parent Project Evaluation Services effective September 1, 2016 to July 31, 2017 in the amount not to exceed \$4,200 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-466

**Preble-Shawnee Local School - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Preble-Shawnee Local School for Curriculum Services effective November 1, 2016 - June 1, 2017 in the amount of \$2,500 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-467

**New Miami Local School - Contracted Service Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with New Miami Local School for Curriculum Services effective November 1, 2016 - June 1, 2017 in the amount of \$3,500 as listed in Appendix "P" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-468

**Donna Becker - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Donna Becker for Mentor Services effective August 1, 2016 - June 30, 2017 in the amount of not to exceed \$1,950 as listed in Appendix "Q" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-469

**Rebecca Oswald - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Rebecca Oswald for Mentor Services effective August 1, 2016 - June 30, 2017 in the amount of not to exceed \$2,550 as listed in Appendix "R" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-470

**Patricia Webber - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Patricia Webber for Mentor Services effective August 1, 2016 - June 30, 2017 in the amount of not to exceed \$1,200 as listed in Appendix "S" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-471

**Donna Chaney - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Donna Chaney for Mentor Services effective August 1, 2016 - June 30, 2017 in the amount of not to exceed \$2,300 as listed in Appendix "T" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-472

**Professional Leave - Out of State**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Professional Leave for Therese Hunt to attend the HEad Start Regional Event: An Introduction the New 2016 Head Start Program Standards held in Chicago, Illinois on November 14-16, 2016 at an estimated expense of \$700 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-473

**Danean Murray - Service Agreement (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Danean Murray for parent support services effective October 1, 2016 - January 24, 2017 in the amount of not to exceed \$1,060 as listed in Appendix "U" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-474

**The Light Ministries - Agreement for Services (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with The Light Ministries for Infant Mortality Enhanced Payment effective November 1, 2016 - July 27, 2017 in the amount of not to exceed \$78,397 as listed in Appendix "V" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-475

**Pathway to Hope Pregnancy Care Center - Agreement for Services (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Pathway to Hope Pregnancy Care Center for Infant Mortality Enhanced Payment effective October 1, 2016 - July 27, 2017 in the amount of not to exceed \$7,500 as listed in Appendix "W" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-476

**Head Start Performance Indicator Report (PIR) for 2015-16**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Early Childhood Programs Indicator Report for 2015-16 as listed in Appendix "X" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 16-477

**Early Head Start / Head Start Attendance / Enrollment**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Donna Becker for Mentor Services effective August 1, 2016 - June 30, 2017 in the amount of not to exceed \$1,950 as listed in Appendix "Q" 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, Leap, G. Pritchard, Schechter and M. Pritchard. Nays: None. President declared motion carried.

**Treasurer's Notes:** Early Head Start/Head Start Attendance/Enrollment and Monitoring Report are listed as Appendix "Y" which is attached and becomes an official part of the minutes.