

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the October 26, 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 4:34 p.m.

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

Treasurer's Note: Ms. Utawna Leap entered the meeting at 4:45p.m. Mr. Schechter was absent from the meeting.

Resolution No. 16-420

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held September 28, 2016.

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

Resolution No. 16-421

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 September, 2016.

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

Resolution No. 16-422

Master Card Expenditures

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Master Card expenditures for the month of September, 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: G. Pritchard, M. Pritchard, Garver, Nays: None. Absent: Leap and Schechter. President declared motion carried.

Resolution No. 16-423

U.S.D.A.

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the U.S.D.A. for the month of August, 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: G. Pritchard, M. Pritchard, Garver, Nays: None. Absent: Leap and Schechter. President declared motion carried.

Resolution No. 16-424

Resignations

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

NON-CERTIFIED

a. Brashear, Jenna

Position: Assistant Teacher
Effective: 10/28/2016

b. Childress, Chelsea

Position: Teacher
Effective: 11/4/2016

c. Oliver, Rachel

Position: Assistant Health Manager
Effective: 10/7/2016

d. True, Lauren

Position: Assistant Teacher
Effective: 10/21/2016

e. Sarant, Gale

Position: Assistant Teacher
 Effective: 9/30/2016

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

Resolution No. 16-425

Initial Appointments

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

NON – CERTIFIED

a. Cassidy, Kayla

Position: Early Head Start Home Visitor
 Contract: One Year
 Salary: \$38,175

b. Marsh, Lauren

Position: Butler County Coalition Director
 Contract: One Year
 Salary: \$66,950

c. Melson, Brenda

Position: Wraparound Parent Partner
 Contract: As Needed
 Salary: \$15.00 per hour

d. Phillips, Claude (Beau)

Position: Custodian / Maintenance Specialist
 Contract: One Year
 Salary: \$13.05 per hour

e. Pingleton, Angela

Position: Instructional Assistant
 Contract: One Year
 Salary: \$17,066

f. Robinette, Daneane

Position: Early Head Start Home Visitor
 Contract: One Year
 Salary: \$38,750

g. Steele, Teresa

Position: Cook/Transporter
 Contract: One Year
 Salary: \$10.75 per hour

h. Welling, Julie

Position: Assistant Teacher
 Contract: One Year
 Salary: \$13.00 per hour

i. Yeazel, Douglas

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

EMPLOYMENT OF NON-CERTIFICATED PERSONNEL AS SUBSTITUTES

Burnett, Lisa
 Camden, Taylor
 Hamdan, Haneen
 Ilderton, Rianne
 Manning Cassie
 McGriff, Nikki
 Retherford, Molly
 Seeley, Debra
 Shahwan, Sana

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

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

Resolution No. 16-426

Contract Adjustments

a. Napier, Linda

Position from:	Instructional Assistant
Position to:	Preschool Intervention Specialist
Days From:	184
Days To:	175
Salary from:	\$19,320
Salary to:	\$47,000

b. Van Houten, Nicole

Position from:	Assistant Teacher (PT)
Position to:	Instructional Assistant
Salary from:	\$12.95 per hour
Salary to:	\$18,648

c. Urban, Amber

Position from:	Instructional Assistant
Position to:	Family Support Specialist
Salary from:	\$16,298
Salary to:	\$21,334

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

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

Resolution No. 16-427

Supplemental Contracts

Guillen, Joanna	\$16.03 per hour
Phillips, Claude	\$13.05 per hour

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

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

Resolution No. 16-428

Salary Increases

Darr, Erin	\$39,743	\$41,162
Robinson, Tabitah	\$26,800	\$27,800

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

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

Resolution No. 16-429

Leave of Absence

Noelke, Shauna

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Leave of Absence as listed.

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

Resolution No. 16-430

Finding Hope Consulting – Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Finding Hope Consulting LLC in the amount not to exceed \$25,000 for training and consultation effective October 28, 2016 to June 30, 2017 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 16-431

Dan Elliot – Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Dan Elliot for Professional Development Workshop in the amount not to exceed \$1,800 for training effective December 12, 2016 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 16-432

Peter Engelhard Jr. – Service Agreement (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Peter Engelhard Jr for Youth Peer Support in the amount not to exceed \$1,000 for training effective October 13, 2016 to June 30, 2017 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 16-433

Tracie Jack – Service Agreement (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Tracie Jack for Parent Support in the amount not to exceed \$2,260 for training effective October 4, 2016 to December 27, 2016 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-434

Tracie Jack – Service Agreement (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Tracie Jack for Parent Support in the amount not to exceed \$1,060 for training effective October 4, 2016 to December 27, 2016 as listed in Appendix “G” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-435

Kathryn Toennis – Consultant Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Kathryn Toennis for Orientation and Mobility Services in the amount of \$45.00 per hour as needed effective 9/26/16 to 7/31/17 as listed in Appendix “H” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-436

Middletown City Schools – Contracted Service Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement for Middletown City School District for Curriculum Services effective September 1, 2016 through June 1, 2017 in the amount of \$861 as listed in Appendix “T” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-437

Hamilton City School – Contracted Service Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement for Hamilton City School District for SLP Coverage for Maternity Leave effective December 9, 2016 through February 1, 2017 at the hourly rate of \$58.00 per hour not to exceed 8 hours per day, 5 days per week as listed in Appendix “J” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-438

All –County Professional Development Contracts

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the All-County Professional Development Contracts effective November 8, 2016 as listed in Appendix “K” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-439

National Trail School District – Success Program Services Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Success Program Services Agreement for National Trail School District effective August 18, 2016 to July 31, 2017 as listed in Appendix “L” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-440

Twin Valley South School District – Success Program Services Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Success Program Services Agreement for Twin Valley South School District effective August 18, 2016 to July 31, 2017 as listed in Appendix “M” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-441

Carrie Montgomery – Consultant Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Carrie Montgomery for mentoring services in the amount of \$600 effective during the 2016-2017 school year as listed in Appendix “N” 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: G. Pritchard, Leap, M. Pritchard, Garver. Nays: None. Absent: Schechter. President declared motion carried

Resolution No. 16-442

Professional Leave – Out of State

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

- a. Suzanne Prescott and Sharon Meek attendance at the Head Start Regional Event: An Introduction to the New 2016 Head Start Program Performance Standards held in Chicago, Illinois on November 14-16, 2016 at an estimated expense of \$700.
- b. Rachel Shepard, Faith Haydon, Julia Jerez and Candice Griffin attendance at Conscious Discipline Training held in Orlando, Florida on June 11-16, 2017 at an estimated expense of \$2,500.

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

Resolution No. 16-443

Professional Leave – Out of State - Superintendent

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

- a. Superintendent, Chris Brown attendance at Ohana Institute Education Conference in Rosemary Beach, Florida on November 8 - 10th, 2016 at an estimated expense of \$1200.00.

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

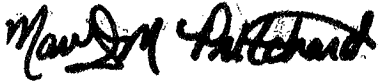
Treasurer's Notes: None.

Board Member Comments:

Resolution No. 16-444

Adjournment


Mrs. Garver moved and Mr. G. Pritchard seconded that the Governing Board meeting adjourn at 5:15 p.m. Roll call vote resulted: Ayes: Leap, Garver, G. Pritchard, and M. Pritchard. Absent: Schechter. Nays: None. President declared motion carried.



Mrs. Mary Pritchard
Governing Board President

11/16/16

Date



Mr. Ken Ulm
Governing Board Treasurer

11/16/16

Date