

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the July 27, 2011 Regular Meeting

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, July 27, 2011 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 7:00 p.m.

ROLL CALL - showed the following members present: G. Pritchard, Leap, M. Pritchard. Also, present was the Superintendent, Dan Hare; Treasurer, Ken Ulm; Assistant Superintendent for Human Resources, Lori Thesken; Assistant Superintendent for Early Childhood, Jon Graft; Executive Director for FCFC, Jolynn Hurwitz and guests; Alan Rigling.

Mrs. Elaine Garver and Mr. Dan Young were absent from the meeting.

Resolution No. 11-181

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held June 22, 2011.

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's special meeting held July 11, 2011.

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

Resolution No. 11-182

Executive Session

Mr. G. Pritchard moved and Mr. Leap seconded the motion to move into executive session for the purpose of personnel: evaluation of the Treasurer and Superintendent, employment of staff, negotiations. Roll call vote resulted: Ayes: Leap, G. Pritchard, M. Pritchard. Nays: None. Absent: Garver, Young. President declared motion carried.

Board entered into executive session at 7:02 p.m.

Board emerged from executive session at 8:02 p.m.

Resolution No 11-183

Financial Reports

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the Monthly Financial Report, Financial Detail Report, Bank Reconciliation, Investment Report, Head Start Financial Expenditure Reports for June, 2011.

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

Resolution No. 11-184

MasterCard Expenditures

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the MasterCard expenditures for Head Start for the month of June as listed in Appendix "A" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-185

Fairfield City School District Contract

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the Fairfield City School District contract for the delivery of preschool services effective July 1, 2011 – June 30, 2012 in the amount of \$108,000 as listed in Appendix "B" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-186

Transfer of Funds

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the transfer of funds as listed.

		<u>Amount</u>
From: 439 7200 911 9000	(FF Preschool Parent Daycare Payments)	
To: 439 5100 000 9009	(Public School Preschool)	\$5,076.50
From: 022 7200 911 9601	(HMG Training)	
To: 014 5100 000 9202	(Donations Zero to Three)	\$1,080.05
From: 014 7200 910 9107	(HS Non Federal Fund)	
To: 014 5100 000 9908	(RIF Program HS)	\$41.48

From: 022 7200 911 9311	(Summer Bridge FY10)	
To: 022 5100 000 9312	(Success by 6 Winnings Beginnings)	\$15,679.73
From: 439 7200 911 0000	(Fairfield Preschool)	
To: 439 5100 000 9010	(Public Preschool Fairfield FY11)	\$700.42
From: 439 7200 911 0000	(Fairfield Preschool)	
To: 014 5100 000 9107	(HS Non-Federal Funds)	\$10,000.00
From: 439 7200 911 0000	(Fairfield Preschool)	
To: 001 5100 000 0000	(General Fund)	\$11,299.58
From: 451 7200 911 0000	(OneNet Ohio Program)	
To: 001 5100 000 0000	(General Fund)	\$5,942.15
From: 439 7200 911 9009	(Public School Preschool Fairfield FY10)	
To: 001 5100 000 0000	(General Fund)	\$5,076.50
From: 432 7200 911 0000	(Management Information System)	
To: 001 5100 000 0000	(General Fund)	\$4,125.00

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

Resolution No. 11-187

Advances and Return Advances

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the advances and return of advances as listed in Appendix "C" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-188

Donation – Delta Kappa Gamma

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve a one time donation from Gamma XI Chapter of Delta Kappa Gamma in the amount of \$500 to the Head Start Program.

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

Resolution No. 11-189

Resignations

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the resignations of the listed employees.

NON-CERTIFIED PERSONNEL

a) Brewer, Brittany

Position: Help Me Grow Service Coordinator
Effective: 07/15/2011

b) Guadalupe, Noelia

Position: Administrative Assistant
Effective: 08/01/2011

c) Hartman, Lori

Position: Site Based Coordinator
Effective: 08/01/2011

d) Schmale, Megan

Position: Teacher
Effective: 2011-2012

CERTIFIED PERSONNEL

e) Andrews, Christopher

Position: Technology/Curriculum Specialist
Effective: 08/01/2011

f) Rojas, Kristen

Position: Coordinator of Gifted Services
Effective: 08/01/2011

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

Resolution No. 11-190

Initial Appointments

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the employment of the listed personnel for initial appointments.

NON-CERTIFIED PERSONNEL

a) Bowers, Patti

Position: EMIS Assistant
Contract: One year
Salary: \$29,075

b) Butler, Jennifer

Position: ECE Teacher
Contract: One year
Salary: \$21,360

c) Crase, Nora

Position: Instructional Assistant
Contract: One year
Salary: \$14,000

d) Florea, Megan

Position: Head Start Teacher
Contract: One year
Salary: \$21,000

e) Garuccio, Meghan

Position: Head Start Teacher
Contract: One year
Salary: \$21,000

f) McIntosh, Leslie

Position: Instructional Assistant
Contract: One year
Salary: \$13,000

g) Shaw, Jessica

Position: ECE Teacher
Contract: One year
Salary: \$21,360

h) Smith, Ashley

Position: ECE Teacher
Contract: One year
Salary: \$21,660

i) Vellon Fernandez, Arelis

Position:	Early Head Start Home Visitor
Contract:	One year
Salary:	\$31,500

CERTIFIED PERSONNEL

j) Keller, Myra

Position:	Preschool Intervention Specialist
Contract:	One year
Salary:	\$31,712

k) Losey, Erin

Position:	Preschool Intervention Specialist
Contract:	One year
Salary:	\$32,309

l) Numbers, Deanna

Position:	Preschool Intervention Specialist
Contract:	One year
Salary:	\$33,288

CERTIFIED ADMINISTRATOR

m) Andrews, Christopher

Position:	Technology Specialist
Contract:	Three year
Salary:	\$64,524

n) Brown, Lori

Position:	Student Services Supervisor
Contract:	Two year
Salary:	\$71,606

o) Martin, Dana

Position:	Director of Student Services
Contract:	Two year
Salary:	\$87,652

p) Theiler, Lynda

Position:	Student Services Supervisor
Contract:	Two year
Salary:	\$87,006

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

Resolution No. 11-191

Contract Adjustments

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract adjustments of the listed personnel.

NON-CERTIFIED PERSONNEL

a) Cooks, Hilda

Position from:	Teacher
Position to:	Assistant Teacher/Van Monitor
Salary from:	\$14.38
Salary to:	\$11.17
Effective:	2011-2012

b) Ervin, Erin

Position from:	Community School Liaison
Position to:	Help Me Grow Service Coordinator
Salary:	\$32,000
Days from:	200
Days to:	260
Effective:	08/01/2011

c) Seals, Jennifer

Salary from:	\$35,000
Salary to:	\$34,340
Effective:	May 4, 2011

d) Ward-Brown, Melissa

Salary from:	\$46,234
Salary to:	\$54,000
Days from:	220
Days to:	260
Effective:	09/01/2011

CERTIFIED PERSONNEL

e) Rasmussen, Frances

Position from:	Early Head Start Student Services Coordinator
Position to:	Assistant Principal
Salary from:	\$41,000
Salary to:	\$50,000
Days from:	260
Days to:	215
Effective:	2011-2012

f) Taylor, Krista

Position from:	Help Me Grow Service Coordinator
Position to:	Preschool Intervention Specialist
Salary from:	\$30,000
Salary to:	\$34,500
Days from:	260
Days to:	175
Effective:	2011-2012

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

Resolution No. 11-192

Salary Increases

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the salary increases as listed effective 2011-2012.

NON-CERTIFIED PERSONNEL

<u>Name</u>	<u>Salary</u>
a) Allshouse, Jessica	\$30,900
Blomquist, Cynthia	\$36,050
Bryant-Anderson, Chawn	\$34,505
Edwards, Sherry	\$44,290
Ferguson, Patricia	\$36,050
Gilbert, Nika	\$31,935
Hale, Krystyna	\$31,935
Harrison, Lena	\$33,281
Haydon, Faith	\$33,475
Henriquez, Lindsay	\$33,475
Hersha, Lindsey	\$31,935
Jagpal, Ravinder	\$33,475
Maier, Shannon	\$36,050
Miller, Elizabeth	\$30,900
Oliver, Gloria	\$18,376
Patel, Mital	\$27,295
Prescott, Suzanne	\$75,000
Reed, Stephanie	\$22,042
Schwarber, Donna	\$55,620
Taylor, Farrah	\$41,000
b) Cronin, Jamie	\$39,862
Mayer, Savannah	\$32,000
c) Hubbard, Kelly	\$18.28 per hour
Vickers, Pamela	\$13.75 per hour
d) Corder, Carrie	\$84,000

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

Resolution No. 11-193

Salary Increases – Rescinded

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board rescind the salary increase of 1% for the FCFC staff as listed previously approved in Resolution No. 11-163.

NON-CERTIFIED PERSONNEL

- a) Seals, Jennifer
- b) Vaughn, Melissa

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

Resolution No. 11-194

Consultant Agreement – Christopher Rose

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the consultant agreement with Christopher Rose for the redesign of the Hamilton City School District website during FY12 in the amount not to exceed \$5,000 as listed in Appendix “D” which is attached and becomes an official part of these minutes.

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

Resolution No. 11-195

Medication Administration Curriculum

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the medication administration curriculum as listed in Appendix “E” which is attached and becomes an official part of these minutes.

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

Resolution No. 11-196

Lease Agreements

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the above lease agreements as listed in Appendix “F” which is attached and becomes an official part of these minutes.

- a) Grace United Methodist Church
- b) Trenton Mennonite Church
- c) Fairfield City School District
- d) Butler County Board of Developmental Disabilities – Janet Clemmons Center
- e) Presbyterian Church

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

Resolution No. 11-197

Contractual Agreement – Nancy Rasmussen

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Nancy Rasmussen to provide curriculum coach services to staff in the amount of \$40 per hour as listed in Appendix "G" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-198

Professional Meetings

BE IT RESOLVED, the Superintendent requests the Governing Board approve attendance for Dan Hare at the OESCA Fall Conference held on Sept. 13-14, 2011 in Columbus, Ohio. Estimated expenses will be \$750.

BE IT RESOLVED, the Superintendent requests the Governing Board approve attendance for Dan Hare at the AESA Council Meeting and Call for Action meeting held Sept. 19-21, 2011 in Washington, D.C. Estimated expenses will be \$1,500.

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Donna Schwarber and Kelley Hubbard to attend the Family Development Partnership Planning Tool training from August 9-10, 2011 in Stevens Point, WI. Estimated expenses will be \$2,000 each.

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Ken Ulm at the OESCA Fall Conference held on Sept. 13-14, 2011 in Columbus, Ohio. Estimated expenses will be \$750

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

Resolution No. 11-199

Education Management Group Contract

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Education Management Group contractual agreement on behalf of Monroe Local Schools for technology consultation as listed in Appendix "H" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-200

Kyle Jones – Consultant Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the consultant agreement with Kyle Jones as a part time Energy Manager from July 1, 2011 – June 30, 2012 in the amount not to exceed \$20,000 as listed in Appendix "I" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-201

Butler County Success Program

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract with the Butler County Commissioners on behalf of the Department of Job and Family Services for the Butler County Success Program effective Aug. 15, 2011 – Aug. 14, 2012 in the amount of \$703,848 as listed in Appendix "J" which is attached and becomes an official part of these minutes.

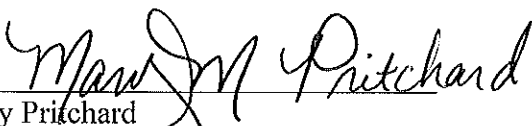
Mr. Leap moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted: Ayes: Leap, G. Pritchard, M. Pritchard. Nays: None. Absent: Garver, Young. President declared motion carried.

Board Member Comments: Mr. Leap mentioned the Bash night will be held tonight in Middletown.

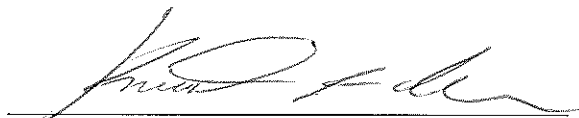
Resolution No. 11-202

Adjournment

Mr. Leap moved and Mr. G. Pritchard seconded that the Governing Board meeting adjourn at 8:17 p.m. Roll call vote resulted: Ayes: Leap, G. Pritchard, M. Pritchard. Nays: None. Absent: Garver, Young. President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

8/24/11

Date

8/24/11

Date