

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the June 22, 2011 Regular Meeting

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, June 22, 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 7:08 p.m.

ROLL CALL - showed the following members present: Garver, G. Pritchard, Leap, Young, 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.

Resolution No. 11-145 **Approval of Minutes**

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held May 25, 2011.

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's special meeting held June 13, 2011.

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

Resolution No. 11-146 **Executive Session**

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

Board entered into executive session at 7:09 p.m.

Board emerged from executive session at 8:20 p.m.

Resolution No. 11-147 **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 May, 2011.

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

Resolution No. 11-148 **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 May, 2011 as listed in Appendix "A" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-149 **Invo HealthCare Associates Contract**

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the contract with Invo HealthCare Associates, for Occupational Therapy services effective June 1, 2011 - May 31, 2012 as listed in Appendix "B" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-150 **Transfer of Funds**

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

From: 014 7200 910 9107	(Head Start Non-Federal Funds)	Amount: \$2,207.01
To: 001 5100 000 0000	(General Fund)	

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

Resolution No. 11-151

Appropriations Modification

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the request for the Treasurer to modify appropriations. (the modifications will be distributed at the July meeting)

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

Resolution No. 11-152

Advance Funds

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board grant authority to advance funds to be able to close the books for the FY10-11 in the amount not to exceed \$500,000.

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

Resolution No. 11-153

Then and Now – Cincinnati Bell

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the Then and Now to Cincinnati Bell in the amount of \$5,231 as listed in Appendix “D” which is attached and becomes an official part of these minutes.

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

Resolution No. 11-154

Adopt Temporary Appropriations

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board adopt the temporary appropriations as listed.

WHEREAS, it is desired to postpone the passage of the Annual Appropriations Resolution for the year beginning July 1, 2011 and to pass a temporary resolution for meeting the ordinary expenses of the Butler County Educational Service Center until the effective date of the Annual Appropriations Resolution; and

WHEREAS, Section 5707.38 of the Ohio Revised Code provides that a temporary appropriations measure may be passed to meet ordinary expenses until not later than October 1 of the current fiscal year.

NOW THEREFORE BE IT RESOLVED, by the Butler County Educational Service Center Governing Board, that to provide for the current expenses and other expenditures of said Board for the period of July 1, 2011, until the effective date of the Annual Appropriations Resolution for the fiscal year ending June 30, 2012. The following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for during said periods as follows, is as follows

001	General Fund	\$1,700,000.00
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014	Internal Service Rotary Fund	20,000.00
018	Unclaimed Funds	1,000.00
019	Other Grants	2,000.00
022	District Agency	900,000.00
035	Severance	10,000.00
400	State-supported Funds	173,000.00
500	Federally-Supported Funds	1,500,000.00

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

Resolution No. 11-155

Donation - Altrusa Club of Hamilton

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the donation in the amount of \$1,500 from the Altrusa Club of Hamilton, Ohio for the Head Start Literacy Program.

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

Strategic Planning: Mr. Hare stated we are in the process of reassigning and realigning secretarial duties as a result of the reduction in force. He also stated that with the resignation of Ms. Brunsmann staff will continue to perform her duties. Once the Board has decided upon a successor Superintendent we will begin the reorganization of senior leadership duties.

Resolution No. 11-156

Resignations

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

NON-CERTIFIED

a) Miller, Elizabeth

Position: Early Head Start Home Visitor
Effective: 09/02/2011

b) Pihlajamaki, Lesley

Position: Help Me Grow Service Coordinator
Effective: 06/22/2011

CERTIFIED

c) Diane Brunsman

Position: Assistant Superintendent for School Programs & Services
Effective: 7/31/2011

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

Resolution No. 11-157 **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

a) Custer, Sharon

Position: Professional Development Specialist
Contract: One year
Salary: \$34,710

b) Napier, Michael

Position: Security Monitor
Contract: One year
Salary: \$24,754

c) Vaughn, Melissa

Position: Community Wraparound Facilitator
Contract: One year
Salary: \$35,350

d) Wallace, Lee

Position: Director of Buildings and Grounds
Contract: As needed
Salary: \$204.00 per day

e) Whalen, Brian

Position: Facilities Assistant
Contract: One year
Salary: \$27,040

CERTIFIED

f) Caress, Robert

Position: Teacher
Contract: One year
Salary: \$45,000

g) Pearce, Ronald

Position: Intervention Specialist
 Contract: One year
 Salary: \$41,000

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

Resolution No. 11-158

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

a) Broderick, Rosemary

Contract from: Two Year Non Certified
 To: One Year Certified
 Salary from: \$33,600
 To: \$33,722
 Days from: 220
 To: 184
 Effective: 08/01/2011

b) Detcher, Abigail

Position from: Assistant Teacher
 To: Teacher
 Salary from: \$10.85
 To: \$15.00
 Effective: 2011-2012

c) Jenne, Thomas

Position from: Triage Coordinator
 To: Community Wraparound Administrator
 Salary from: \$54,040
 To: \$61,000
 Days from: 240
 To: 235
 Effective: 07/01/2011

d) Kingrey, Stephanie

Salary from: \$29,702
 To: \$32,178
 Days from: 240
 To: 260
 Effective: 07/01/2011

e) Wells, Heather

Position:	FCFC Coordinator
Salary from:	\$58,499
To:	\$60,311
Days from:	225
To:	230
Effective:	07/01/2011

f) Williams, Kellie

Position from:	Assistant Teacher
To:	Teacher
Salary from:	\$10.97
To:	\$15.00
Effective:	2011-2012

CERTIFIED

e) Geselbracht, Michael

Position from:	Special Education Coordinating Teacher (SECT)
To:	SECT/Assistant Principal
Salary from:	\$44,880
To:	\$49,880
Effective:	2011-2012

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

Resolution No. 11-159

Supplemental Contracts

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the supplemental contracts as listed.

- a) Coombs, Lynda \$1,500
- b) Custer, Sharon \$1,500
- c) Doerner, Julie 33 days
- d) Draut, Leah \$1,500
- e) Jenne, Tom \$1,500
- f) Kingrey, Stephanie \$1,500
- g) Kubesch, Lee Ann \$1,500
- h) Mackey, Tracy \$1,500
- i) Wells, Heather \$1,500
- j) Glauer, Patricia 10 days

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

Resolution No. 11-160

Limited Contract Renewals – Non-Certified School Programs and Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board renew the limited non-certified contract for the 2011-2012 school year for the employee as listed.

<u>Name</u>	<u>Contract</u>	<u>Expires</u>
Vaughn, Melissa	One year	2012

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

Resolution No. 11-161

Contract Extensions

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

- a) Andrews, Christopher – 2014
- b) Dennis, Jeffery – 2014
- c) Griffin, Denise – 2014
- d) Hurwitz, Jolynn - 2014
- e) Jewell, David – 2014
- f) Korty, Kathryn – 2014
- g) Nocton, Robert – 2014
- h) Patrick, James – 2014
- i) Swartz, Derrick – 2014
- j) Thesken, Lori - 2014

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

Resolution No. 11-162

Leave of Absence

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve an unpaid leave of absence for Jennifer Lamb for the 2011-2012 year and allow her to work as an Itinerant Teacher on an as-needed basis.

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

Resolution No. 11-163 **Salary Increases**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve a salary increase of 1% for the FCFC staff as listed.

- a) Coombs, Lynda
- b) Draut, Leah
- c) Lindroth, Lee Ann
- d) Mackey, Tracy
- e) Seals, Jennifer
- f) Vaughn, Melissa

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

Resolution No. 11-164 **Recall**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the recalls as listed effective July 1, 2011.

<u>Name</u>	<u>Position</u>
a) Pierce, Mary	Help Me Grow Service Coordinator
b) Stroup, Tayler	Help Me Grow Service Coordinator
c) Taylor, Krista	Help Me Grow Service Coordinator

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

Resolution No. 11-165 **Collaborative Fee Agreement**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the collaborative fee agreement to provide funding for the Family and Children First Council for fiscal year 2012 in the amount of \$160,000 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: Garver, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 11-166 **Job and Family Services Contractual Agreement**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Job and Family Services contractual agreement to provide funding for Community Wraparound for FY2012 (July 1, 2011 – June 30, 2012) in the amount not to exceed \$310,000 as listed in Appendix "F" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-167 Early Head Start Expansion Grant

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board authorize the BCESC administration to submit the Early Head Start Expansion Grant in the amount of \$873,723.60 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: Garver, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 11-168 Head Start Lease Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the lease agreement with Fairfield City School District for the 2011-2012 school year as listed in Appendix "H" which is attached and becomes an official part of these minutes.

- a) Fairfield City School District
- b) Butler County Developmental Disabilities

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

Resolution No. 11-169 Head Start Health Services Agreements

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contracts for the Head Start Health Services agreements for dental health services as listed in Appendix "I" which is attached and becomes an official part of these minutes.

- a) Primary Health Solutions
- b) Dr. Richard Kennedy
- c) Dr. Michael Gordon
- d) Dr. Noonan, Dr. Brockman, Dr. Pollock
- e) Oxford Talawanda Dental

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

Resolution No. 11-170 Fred Valerius Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Fred Valerius in the amount of \$50.00 per hour not to exceed \$10,000 as listed in Appendix "J" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-171 Kinship Navigator Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement for Kinship Navigator Services with Butler County Job and Family Services effective July 1, 2011 – June 30, 2012 in the amount of \$74,000 as listed in Appendix “K” which is attached and becomes an official part of these minutes.

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

Resolution No. 11-172 Talbert House Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Talbert House in the amount of \$210,000 effective July 1, 2011 – June 30, 2012 as listed in Appendix “L” which is attached and becomes an official part of these minutes.

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

Resolution No. 11-173 Miami Valley Academies Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Miami Valley Academies for curriculum coaching/consultation services effective August 1, 2011 through July 31, 2012 in the amount of \$44,000 as listed in Appendix “M” which is attached and becomes an official part of these minutes.

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

Resolution No. 11-174 Dianna Muennich Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Dianna Muennich effective August 1, 2011 through July 31, 2012 in the amount not to exceed \$39,000 as listed in Appendix “N” which is attached and becomes an official part of these minutes.

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

Resolution No. 11-175

Regional Autism Advisory Council Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with the Regional Autism Advisory Council (RAAC) effective July 1, 2011 through June 30, 2012 in the amount of \$5,000 as listed in Appendix "O" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-176

GSF, Inc. Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with GSF, Inc for cleaning services effective July 1, 2011- June 30, 2012 in the amount of \$98,000 as listed in Appendix "P" which is attached and becomes an official part of these minutes.

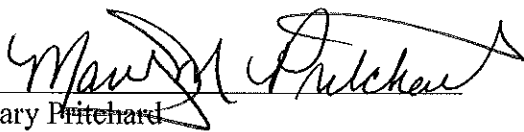
Mr. Leap moved and Mr. Young seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Board Member Comments: Mr. Leap reminded everyone of the Middletown Balloon Fest July 15-17, 2011. Mrs. Garver stated she attended the Imagination Library in Tennessee. The Middletown United Way discussed how reading can be introduced to birth to three year olds and what role our Early Childhood Programs are playing and can play.

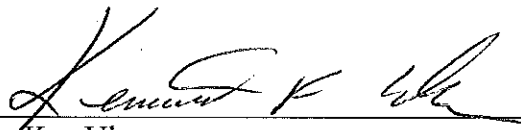
Resolution No. 11-177

Adjournment

Mrs. Garver moved and Mr. Leap seconded that the Governing Board meeting adjourn at 8:52 p.m. Roll call vote resulted: Ayes: Garver, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

7/27/11

Date

7/27/11

Date