

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD**Minutes of the November 16, 2011 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, November 16, 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: Leap, G. Pritchard, Young, M. Pritchard. Also, present was the Superintendent, Dan Hare; Treasurer, Ken Ulm; Assistant Superintendent for Human Resources, Lori Thesken; Assistant Superintendent, Jon Graft; Board Member Elect, David Gibson and guests; Alan Rigling.

Mrs. Garver was absent from the meeting.

Resolution No. 11-281

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, 2011.

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

Resolution No. 11-282

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 October, 2011.

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

Resolution No. 11-283

American Express Expenses

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the American Express expenditures for Head Start for the month of October, 2011 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, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-284

One Time Donation

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the one time donation of three IBM Young Explorer units to be placed in preschool classrooms serving Middletown students from United Way of Greater Cincinnati in the total amount of \$7,800.

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

Strategic Plan Notes: Jon gave a presentation to the obligation of the Governing Board under the Head Start Act. A document was provided to share their responsibilities and requirements as an elected board administering the Head Start Grant.

We have not been successful in completing the 11 month checklist regarding the Electrical Contractor (Rapier Electric) to complete their portion of the work. We have contacted the bonding company through our attorney in order to rectify the situation. MSP architects are cooperating in providing additional information.

Resolution No. 11-285

Resignations

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

NON-CERTIFIED PERSONNEL

a) Keaton, Brenda

Position: Assistant Teacher/Van Monitor
Effective: 10/27/2011

b) Osborne, Larry

Position: Systems Support Technician
Effective: 11/10/2011

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

Resolution No. 11-286

Initial Appointments

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

CERTIFIED ADMINISTRATORS

a) Aufranc, Donna

Position: Long Term Substitute Teacher
Contract: As Needed
Salary: \$120.00 per day

b) Spurlock, Ron

Position: Administrator
Contract: One year
Salary: \$440 per day

c) Stettler, Lon

Position: Administrator
Contract: Two years
Salary: \$80,000 annually

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

Resolution No. 11-287

Contract Adjustment

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

NON-CERTIFIED PERSONNEL

a) Robinson, Carrie

Position from: Family Service Worker
Position to: Assistant Site Manager
Salary from: \$11.77
Salary to: \$15.00
Days from: 184
Days to: 205
Effective: 11/28/2011

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

Resolution No. 11-288

Salary Increases

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the salary increases as listed effective November 7, 2011.

NON-CERTIFIED PERSONNEL

<u>Name</u>	<u>Salary</u>
a) Bench, Barbara	\$18.84 per hour
b) Madlinger, Angela	\$20.13 per hour
c) Zimmerman, Michele	\$19.30 per hour

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

Resolution No. 11-289

Employment of Non-Certificated Personnel as Substitutes

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the employment of non-certificated personnel as substitutes as listed.

- a) Duvall, Danyelle
- b) Holbert, Baubi
- c) Hoppe, Susan
- d) Russell, Lynn
- e) Snyder, Stephanie
- f) Walters, Amanda
- g) York, Marilyn

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

Resolution No. 11-290

Employment of Certified Personnel as Substitutes

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the employment of certified personnel as substitutes as listed in Appendix "B" 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: Leap, G. Pritchard, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-291

Supplemental Contract

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

a) Bauer, Cliff \$900

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

Resolution No. 11-292

Children Services Contract – Kinship Home Study

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract with Children Services, a division of Butler County Job and Family Services, for Kinship Home Study services from Jan. 1, 2012 – Dec. 31, 2012 in the amount not to exceed \$40,000 as listed in Appendix “C” 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, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-293

Katherine Vallance Contract – Kinship Home Study

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract with Katherine Vallance for Kinship Home Study services effective Jan. 1, 2012 – Dec. 31, 2012 in the amount of \$270 per home study or \$45 per hour if home study is not completed as listed in Appendix “D” 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: Leap, G. Pritchard, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-294

Waiver for Alternative Programming – Madison Local

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the waiver between BCESC Head Start and Madison Local School District to provide early learning services for children enrolled at the Madison Primary School Head Start Program in a five (5) day per week, three (3) hour per day option 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, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-295

Wraparound Facilitator Training Contract

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Wraparound Facilitator Training contract with Sharon Custer for Dec. 8-9, 2011 in the amount not to exceed \$1,591.32 as listed in Appendix "F" 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: Leap, G. Pritchard, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-296

Amendment for Daycare Certification and Training

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the amendment for Daycare Certification and Training effective August 5, 2011 – July 31, 2012 in the amount of \$91,400 as listed in Appendix "G" 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, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-297

Job and Family Services Contract – TIP Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract with the Butler County Department of Job and Family Services for Therapeutic Interagency Preschool (TIP) services from Jan. 1, 2012 – Aug. 31, 2012 in the amount of \$212,018 as listed in Appendix "H" 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: Leap, G. Pritchard, Young, M. Pritchard, Nays: None Absent: Garver. President declared motion carried.

Resolution No. 11-298

Executive Session – Evaluation of the Superintendent and Treasurer

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

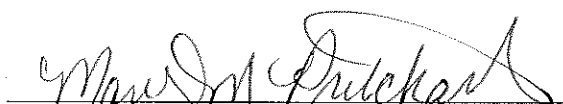
Board entered into executive session at 7:29 p.m.
Board emerged from executive session at 8:58 p.m.

Board Member Comments: There were no board member comments.


Resolution No. 11-299

Adjournment

Mr. Leap moved and Mr. Young seconded that the Governing Board meeting adjourn at 9:06 p.m. Roll call vote resulted: Ayes: Leap, G. Pritchard, Young, M. Pritchard. Nays: None. Absent: Garver. President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

12/14/11

Date

12/14/11

Date