

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the April 27, 2011 Regular Meeting

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, April 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 7:03 p.m.

ROLL CALL - showed the following members present: Garver, Leap, M. Pritchard. Also, present was the Superintendent, Dan Hare; Treasurer, Ken Ulm; Assistant Superintendent for Human Resources, Lori Thesken; Assistant Superintendent for Programs, Diane Brunsman; Assistant Superintendent for Early Childhood, Jon Graft; Executive Director for FCFC, Jolynn Hurwitz and guests; Mr. and Mrs. Lee, Eric Lee.

Treasurer's Note: Mr. Young was absent from the meeting and Mr. G. Pritchard arrived at 7:47 p.m. Alan Rigling arrived at 7:20 p.m. as a guest.

Resolution No. 11-072 **Franklin B. Walter All-Scholastic Award**

WHEREAS, the Governing Board of the Butler County Educational Service Center recognizes outstanding academic achievement.

THEREFORE, BE IT RESOLVED, that Eric Lee of Fairfield Senior High School, be named as Butler County's 2011 recipient of the Franklin B. Walter All-Scholastic Award.

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

Treasurer Note: The Governing Board members presented Eric Lee of Fairfield Senior High School with the Franklin B. Walter All-Scholastic Award. The board members took a few minutes to congratulate Eric and his parents. The Lee's then left and the meeting resumed.

Resolution No. 11-073 **Approval of Minutes**

A. BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held March 23, 2011.

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

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

Resolution No. 11-074

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 March, 2011.

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

Resolution No. 11-075

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 March 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, M. Pritchard. Nays: None. Absent: G. Pritchard, Young. President declared motion carried.

Resolution No. 11-076

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 911 0000 (Neediest Kids of All)	
To: 014 5100 000 9100 (Head Start Donations)	Amount: \$495.08

From: 014 7200 911 9905 (Neediest Kids of All – Head Start)	
To: 014 5100 000 0000 (Neediest Kids of All)	Amount: \$495.08

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

Resolution No. 11-077

EDGE Document Solutions Contract

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the contract with EDGE Document Solutions in the amount of \$750 as listed in Appendix "B" 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, M. Pritchard. Nays: None. Absent: G. Pritchard, Young. President declared motion carried.

Resolution No. 11-078

Donation to Butler County Success Program

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the donation from Gwendolyn Koski to the Butler County Success Program in the amount of \$700 to be used to help Butler County Success mothers who are in homeless situations.

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

Strategic Plan Comments: Mr. Hare reported Substitute HB 153 will be introduced on April 28. One thousand amendments had been submitted. OESCA had submitted 7 amendments and there is a good chance that all seven will be adopted. One item of critical importance is the 10% reduction in ESC funding for FY12 and the 30% reduction in ESC funding for FY13.

Mr. Graft reported the Head Start/Early Head Start self assessment was completed this week. He reported that all stakeholders thought it went very well.

Resolution No. 11-079

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) Haddix, Matt

Position: Operations Assistant
Effective: 04/20/2011

b) Thomas, Ashley

Position: Family Service Worker Centralized Intake
Effective: 05/27/2011

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

Resolution No. 11-080

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.

CERTIFIED PERSONNEL

a) Mauro, Philip

Position:	Dean of Students
Contract:	one year
Salary:	\$70,000

NON-CERTIFIED PERSONNEL

b) Ford, Leslie

Position:	Community Wraparound Facilitator
Contract:	one year
Salary:	\$31,000

c) Seals, Jennifer

Position:	Community Wraparound Facilitator
Contract:	one year
Salary:	\$34,000

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

Resolution No. 11-081

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) O'Donohoe, Kelly

Days from:	260
Days to:	130
Salary from:	\$29,000
Salary to:	\$14,500
Effective:	2011-2012

b) Zavakos, Athena

Position from:	EMIS Administrative Assistant
Position to:	EMIS Coordinator
Days from:	220
Days to:	240
Salary from:	\$39,719
Salary to:	\$55,000
Effective:	08/01/2011

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

Resolution No. 11-082

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 "C" 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, M. Pritchard. Nays: None. Absent: G. Pritchard, Young. President declared motion carried.

Resolution No. 11-083

Limited Contract Renewals – Certified School Programs and Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board renew the limited certified contracts for the 2011-2012 school year for the employees listed in Appendix "D" 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, M. Pritchard. Nays: None. Absent: G. Pritchard, Young. President declared motion carried.

Resolution No. 11-084

Limited Contract Renewals – NonCertified School Programs & Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board renew the limited non-certified contracts for the 2011-2012 school year for the employees listed in Appendix "E" which is attached and becomes an official part of these minutes.

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

Resolution No. 11-085

Limited Contract Renewals – Head Start Non-Certified Staff

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the limited contracts for the 2011-2012 school year for the Head Start employees listed in Appendix "F" 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, M. Pritchard. Nays: None. Absent: G. Pritchard, Young. President declared motion carried.

Resolution No. 11-086

Limited Contract Renewals – Certified Administrators

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the limited certified administrator's contracts for the 2011-2012 school year as listed.

<u>NAME</u>	<u>CONTRACT</u>	<u>EXPIRES</u>
Mauro, Philip	Three year	2014
Smith, Dennis	Two year	2013

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

Resolution No. 11-087 **Continuing Contract Renewals – Non-Certified School Programs and Services**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the continuing contracts-non-certified School Programs and Services staff effective 2011-2012 as listed.

- a) Banks, Dwan
- b) Cronin, Jamie
- c) Hanson, Melanie
- d) Johnson, O. Randy
- e) McKnight, Michele
- f) Myers, Jeffery
- g) Robinson, Timothy
- h) Wilson, David

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

Resolution No. 11-088 **Job Abolishments**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board abolish the positions as listed effective 2011-2012.

NON-CERTIFIED PERSONNEL

POSITION

- a) Community Wraparound Program Director
- b) Conscious Discipline Consultant
- c) Head Start Assistant Manager, Disabilities & Behavioral Health – 19 days
- d) Head Start Assistant Teacher
- e) Head Start Family Service Worker
- f) Head Start Family Service Worker – 10 days (15 staff)
- g) Head Start Teacher
- h) Help Me Grow Program Supervisor
- i) Help Me Grow Service Coordinator – 4 positions (4 staff)
- j) Operations Assistant (Courier)
- k) Programs Secretary
- l) TIP Coordinator

CERTIFIED PERSONNEL

POSITION

- m) Preschool Teacher – 4 days
- n) School Psychologist – 12 days

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

Resolution No. 11-089

Contract Non-Renewals

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board non-renew the limited contracts for the 2011-2012 school year for the listed employees.

NON-CERTIFIED PERSONNEL

- a) Custer, Sharon – Community Wraparound Program Director
- b) Harris, Ahja – TIP Coordinator
- c) Hoekzema, Deena – Help Me Grow Service Coordinator
- d) Lucas, Carol – Programs Secretary
- e) Pierce, Mary – Help Me Grow Service Coordinator
- f) Slocum, Larry - Conscious Discipline Consultant
- g) Stroup, Tayler – Help Me Grow Service Coordinator
- h) Tallon, Kathy – Help Me Grow Program Supervisor
- i) Taylor, Krista – Help Me Grow Service Coordinator

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

Resolution No. 11-090

Contract Suspensions

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board suspend the contracts of the listed employees due to a reduction in force as listed for the 2011-2012 school year.

NON-CERTIFIED PERSONNEL

- a) Anaman-Boateng, Agnes – Head Start Family Service Worker – 10 days
- b) Beckman, Mary Beth – Head Start Family Service Worker – 10 days
- c) Bower, Candie – Head Start Family Service Worker – 10 days
- d) Corwin, Becky – Head Start Family Service Worker – 10 days
- e) Embry, Dawana – Head Start Family Service Worker – 10 days
- f) Green, Elizabeth – Head Start Family Service Worker – 10 days
- g) Iredale, Bobbie – Head Start Family Service Worker – 10 days
- h) Jerez, Julia – Head Start Family Service Worker – 10 days
- i) Nelson, Danielle – Head Start Family Service Worker – 10 days
- j) Ramirez, Melissa – Head Start Family Service Worker – 10 days
- k) Rivera, Elizabeth – Head Start Family Service Worker – 10 days
- l) Robinson, Carrie – Head Start Family Service Worker – 10 days

Resolution No. 11-094

Lease Agreements - Head Start Program

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the lease agreement with the Madison Board of Education and Talawanda Board of Education as listed in Appendix "I" which is attached and becomes an official part of these minutes.

- a) Madison Local District
- b) Talawanda School District

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

Resolution No. 11-095

Clermont County FCFC Service Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Clermont County FCFC purchase of service agreement for a database purchase and training provided by Butler County FCFC as listed in Appendix "J" 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, M. Pritchard. Nays: None. Absent: G. Pritchard, Young. President declared motion carried.

Resolution No. 11-096

Educational Professionals Appreciation Recognition

BE IT RESOLVED, the Governing Board of the Butler County Educational Service Center recognizes on behalf of the public school children in Butler County, the educational professionals of the Butler County Educational Service Center, Butler County Board of Developmental Disabilities, Butler Tech, Edgewood City School District, Fairfield City School District, Hamilton City School District, Lakota Local School District, Madison Local School District, Middletown City School District, Monroe Local School District, New Miami Local School District, Ross Local School District and the Talawanda School District for their outstanding dedication to the children of Butler County.

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

Resolution No. 11-097

Franklin B. Walter All-Scholastic Award

BE IT RESOLVED, the Governing Board awards Eric Lee from Fairfield High School the Franklin B. Walter All-Scholastic Award for the 2010-2011 school year in the amount of \$1,000.

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

Resolution No. 11-098

Martha Seward Rahfuse Memorial Scholarship

BE IT RESOLVED, the Governing Board awards the Martha Seward Rahfuse Memorial Scholarship for the 2010-2011 school year in the amount of \$1,000 to the student as listed.

a) Cody Neace from Monroe High School

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

Resolution No. 11-099

Professional Leave

A. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the attendance for Jon Graft, Jamie Cronin and Suzanne Prescott at the "Office of Head Start Cluster Meeting for Regions V & VII" held on May 17-19, 2011 in Chicago, IL. Estimated expenses will be \$1,500 per person.

B. BE IT RESOLVED, the Superintendent requests approval of the Governing Board to attend the AESA Summer CEO Conference held on July 18 – 21, 2011 in Traverse City, MI. Estimated expenses will be \$1,000.

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

Resolution No. 11-100

Middletown City School District Contract

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract with Middletown City School District for collaborative Educational Preschool Services in the amount of \$863,825.32 as listed in Appendix "K" which is attached and becomes an official part of these minutes.

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

Treasurer's Note: First Reading of Policy #3122.01/4122.01 as listed in Appendix "L" which is attached and becomes an official part of these minutes.

Resolution No. 11-101

Executive Session for the Purpose of Personnel

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

Board entered into executive session at 7:44 p.m.

Treasurer's Note: Mr. G. Pritchard entered the meeting/executive session at 7:47 p.m.

Board emerged from executive session at 8:38 p.m.

Board Member Comments: Mrs. Garver reported the Butler County ESC was the only ESC to endorse the United Way of Greater Cincinnati's Bold Goals. Our logo was included in the promotional material. Mrs. Pritchard reported this meeting was stressful because of the reductions in force.

Resolution No. 11-102

Adjournment

Mr. G. Pritchard moved and Mr. Leap seconded that the Governing Board meeting adjourn at 8:39 p.m. Roll call vote resulted: Ayes: Garver, Leap, G. Pritchard, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

5/25/11

Date

5-25-11

Date