

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD**Minutes of the December 15, 2010 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, December 15, 2010 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 7:05 p.m.

ROLL CALL - showed the following members present: G. Pritchard, Leap, Young, M. Pritchard. Also, present was the Superintendent, Dan Hare; Treasurer, Ken Ulm and guest; Alan Rigling.

Treasurer's Note: Mrs. Elaine Garver was absent from the meeting.

Resolution No. 10-319

Executive Session for the Purpose of Personnel

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

Board entered into executive session at 7:06 p.m.

Board emerged from executive session at 8:14 p.m.

Resolution No. 10-320

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held November 17, 2010.

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

Resolution No. 10-321

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 November, 2010.

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

Resolution No. 10-322

MasterCard Expenditures

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the MasterCard expenditures for October and November, 2010 as listed in Appendix "A" 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, Pritchard G., Young, Pritchard M. Nays: None. Absent: Garver. President declared motion carried.

Resolution No. 10-323

Fifth Third Bank Depository Agreement

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the Depository Agreement for Active, Interim and/or Inactive Public Funds with Fifth Third Bank for five years from December 31, 2010 – December 30, 2015 as listed in Appendix "J" which is attached and becomes an official part of these minutes.

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

Resolution No. 10-324

Resignation

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

a) Monroe, Sara

Position:	Help Me Grow Service Coordinator
Effective:	12/17/2010

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

Resolution No. 10-325

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

Resolution No. 10-326

Supplemental Contracts

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

a) Aldridge, Jenette	\$800.00
b) Bowens, Regina	\$400.00
c) Colwell, Kayla	\$400.00
d) Hartman, Melissa	\$800.00
e) Martin, Jessica	\$400.00
f) Pernel, Carla	\$400.00
g) Sutherland, Nicole	\$400.00
h) Theiss, Dianna	\$1,200.00

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

Resolution No. 10-327

Medical Leave of Absence

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve a medical leave of absence for Ravinder Jagpal effective November 22, 2010 through approximately January 3, 2011 or until released from doctor.

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

Resolution No. 10-328

Initial Appointments

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

NON-CERTIFIED

a) Bryant-Anderson, Chawn

Position:	Early Head Start Home Visitor
Contract:	One year
Salary:	\$33,500

b) Hoekzema, Deena

Position:	Help Me Grow Service Coordinator
Contract:	One year
Salary:	\$35,000

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

Resolution No. 10-329

Organizational/Regular Governing Board Meeting

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board establish the date of the organizational and regular meeting of the Governing Board on January 19, 2011 at 7:00 p.m. held at the Educational Service Center.

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

Resolution No. 10-330

Butler County Success Contractual Agreements

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Butler County Success contractual agreements as listed in Appendix "C" which is attached and becomes an official part of these minutes.

a) Main Street Schoolhouse, Inc.	\$5,400
b) Fairfield City Schools	\$11,750
c) Shared Harvest Foodbank	\$49,500
d) Big Brothers Big Sisters of Butler County	\$19,000
e) Madison Local Schools	\$9,350
f) Babeck Elementary	\$4,400
g) Catholic Charities SW Ohio/Hamilton Center	\$2,100

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

Resolution No. 10-331

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, 2011 – Dec. 31, 2011 in the amount not to exceed \$40,000 as listed in Appendix "D" which is attached and becomes an official part of these minutes.

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

Resolution No. 10-332

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, 2011 – Dec. 31, 2011 in the amount of \$270 per home study or \$45 per hour if home study is not completed as listed in Appendix "E" 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, Pritchard G., Young, Pritchard M. Nays: None. Absent: Garver. President declared motion carried.

Resolution No. 10-333

Cincinnati Air Conditioning Co. Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the maintenance agreement with the Cincinnati Air Conditioning Co. in the amount of \$5,662 annually or \$471.83 monthly from Sept. 1, 2010 through Aug. 31, 2011 as listed in Appendix "F" which is attached and becomes an official part of these minutes.

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

Resolution No. 10-334

Teresa Orloff Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Teresa Orloff for the provision of implementing Parent Support for Part C families of the Help Me Grow program in the amount of \$25 per hour, not to exceed 10 hours per month, as listed in Appendix "G" 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, Pritchard G., Young, Pritchard M. Nays: None. Absent: Garver. President declared motion carried.

Resolution No. 10-335

Professional Leave Meetings

- A. BE IT RESOLVED, the Superintendent requests the Governing Board approve attendance for Dan Hare to attend the OESCA Spring Conference held in Columbus, OH on April 11 – 13, 2011. Estimated expenses will be \$600.
- B. BE IT RESOLVED, the Superintendent requests the Governing Board approve attendance for Dan Hare to attend the AESA Spring Council meeting held in Omaha, NE on March 27-30, 2011. Estimated expenses will be \$500.
- C. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Carrie Corder, Jamie Cronin, Lori Hartman, Bonnie Hoffman, Suzanne Prescott, Ken Ulm and Shannon Wiwi to attend the Preparing for an On-Site Federal Review held in St. Louis, MO on Jan. 11-12, 2011. Estimated expenses will be \$850 per person.
- D. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Jamie Cronin, Suzanne Prescott and Ken Ulm to attend the Head Start Fiscal Protocol held in St. Louis, MO on January 12-13, 2011. Estimated expenses will be \$550 per person.
- E. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Sherry Edwards and Frances Rasmussen to attend the Program for Infant/Toddler Care Home Visiting Institute held in Dallas, TX on May 15-21, 2011. Estimated expenses will be \$2,000 per person.

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

Resolution No. 10-336

Bonnie Fitzharris Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Bonnie Fitzharris for consultant services to Fairfield City School District from Jan. 3, 2011 – April 29, 2011 in the amount of \$350 per day not to exceed \$9,100 and 27 work days as listed in Appendix “H” which is attached and becomes an official part of these minutes.

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

Resolution No. 10-337

Barb Houchin Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Barb Houchin for consultant services from Jan. 1, 2011 – July 31, 2011 in the amount of \$35 an hour not to exceed \$5,000/\$2,500 as listed in Appendix “I” 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, Pritchard G., Young, Pritchard M. Nays: None. Absent: Garver. President declared motion carried.

Resolution No. 10-338

Butler County Dept. of Job and Family Services – TIP Program

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Butler County Department of Job and Family Services contractual agreement for the Therapeutic Interagency Preschool Program Service in the amount not to exceed \$254,925 as listed in Appendix “K” which is attached and becomes an official part of these minutes.

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

Resolution No. 10-339

Butler County ESC 360 Evaluation

Mr. Pritchard G. moved and Mr. Young seconded the motion to approve the proposal for the 360 evaluation of the Butler County ESC in the amount of \$10,628 as listed in Appendix “L” which is attached and becomes an official part of these minutes.

Discussion was held regarding the expectation to have the cost of each of the three phases of work identified and assurance that Senior Leaders would have input to the questions with final review by the Board.

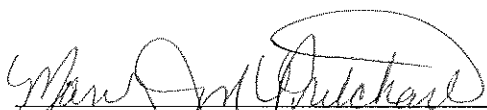
Mr. Pritchard G. moved and Mr. Young seconded the motion to table action on this item until the cost of each phase was identified and the assurance on final review of the questions by the Board was secured. Roll call vote resulted: Ayes: Leap, Pritchard G., Young, Pritchard M. Nays: None. Absent: Garver. President declared motion carried.

Treasurer's Note: There was brief discussion regarding the Butler County ESC's membership with the Ohio Schools Board Association. Mr. Hare informed the Board that individual members can participate in OSBA activities at the non-member rate. Mrs. Pritchard stated she would decide if the issue needed to be placed on the January agenda.

Resolution No. 10-340

Adjournment

Mr. Young moved and Mr. Pritchard G. seconded that the Governing Board meeting adjourn at 8:54 p.m. Roll call vote resulted: Ayes: Leap, Pritchard G., Young, Pritchard M. Nays: None. Absent: Garver. President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

1-19-2011

Date

1-19-11

Date