

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD**Minutes of the May 25, 2011 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, May 25, 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, Young, M. Pritchard. Also, present was the Superintendent, Dan Hare; Treasurer, Ken Ulm; Assistant Superintendent for Human Resources, Lori Thesken; Assistant Superintendent for Programs, Diane Brunsmann; Assistant Superintendent for Early Childhood, Jon Graft; Executive Director for FCFC, Jolynn Hurwitz and guests; Alan Rigling, Cody Neace, Eddie Neace, Jeff Pritchard and Rosie Pritchard.

Treasurer Note: Mr. G. Pritchard entered the meeting at 7:04 p.m.

Resolution No. 11-109

Martha Seward Rahfuse Memorial Scholarship

WHEREAS, the Governing Board of the Butler County Educational Service Center is charged with selecting the recipient of the Martha Seward Rahfuse Memorial Scholarship.

THEREFORE, BE IT RESOLVED, that *Cody Neace* of Monroe Senior High School, be named the 2011 recipient of the Martha Seward Rahfuse Memorial Scholarship.

Mrs. Garver 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.

Treasurer Note: The Governing Board members presented Cody Neace of Monroe Senior High School with the Martha Seward Rahfuse Memorial Scholarship. The board members took a few minutes to congratulate Cody then the Neace's left and the meeting resumed.

Public Participation: Ms. Rosie Pritchard addressed the Board and Mr. Hare regarding Item #11 under personnel – the resignation of the Superintendent. She stated her mother had been ailing for the past three weeks over this matter and she questioned who she would take care of with the departure of Mr. Hare. She thought she would leave high school and Mr. Hare would leave the ESC at the same time. She presented Mr. Hare with homemade fudge which was greatly appreciated.

Treasurer's Note: Mr. Jeff Pritchard and Ms. Rosi Pritchard left the meeting at 7:14 p.m.

Resolution No. 11-110

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held April 27, 2011.

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's special meeting held May 5, 2011.

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's special meeting held May 19, 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. 11-111

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 April, 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. 11-112

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 April, 2011 as listed in Appendix "A" which is attached and becomes an official part of these minutes.

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. 11-113

Donation – Kiwanis Club

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the \$100.00 donation from the Kiwanis Club in Middletown, Ohio.

Mrs. Garver 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. 11-114

Donation – Steven Weinstein

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the \$25.00 donation from Steven Weinstein.

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.

Treasurer's Note: Mr. Young left the meeting at 7:18 p.m.

Resolution No. 11-115

A1 Sprinkler Contract

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the contract with A1 Sprinkler in the amount of \$1,485.80 effective June 1, 2011 – May 31, 2012 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, G. Pritchard, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 11-116

Appropriations Modification

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the modification of appropriations as listed in Appendix "C" 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, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 11-117

Insurance Renewal

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the insurance renewal for the 2011-2012 year in the amount of \$13,814 as listed in Appendix "D" 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, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 11-118

USDA Payments

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the USDA payments from July, 2010 through March, 2011 as listed in Appendix "E" 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, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 11-119

Medical and Dental Insurance

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board change the Boards contribution to employee medical and dental insurance premiums to be 85% effective July 1, 2011.

Mr. G. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

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

Resolution No. 11-120

Transfer of Funds

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

| | | |
|-----------------------|-----------------------|--------------------|
| From: 451 7200 911 | (Onenet Ohio Program) | Amount: \$2,664.68 |
| To: 014 5100 000 9950 | (FCFC Donations) | |

| | | |
|-------------------------|------------------------------------|--------------------|
| From: 022 7200 911 9312 | (Success by 6 Winnings Beginnings) | Amount: \$2,437.50 |
| To: 014 5100 000 9202 | (Donations – GRF HMG) | |

Mr. Leap moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted:

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

Resolution No. 11-121

Janitorial Services Bids

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the rejection of janitorial services bids as listed.

A RESOLUTION EXPRESSING INTENT TO REJECT ALL BIDS EXCEPT
GSF FOR THE JANITORIAL SERVICES AT 400 N. ERIE BLVD.

WHEREAS, The Governing Board of the Butler County Educational Service Center (hereafter the "ESC") has authorized the commencement of the bidding process, including the advertisement for bids for the janitorial services at 400 N. Erie Blvd. (hereafter "Project"); and

WHEREAS, bidding for the said Project was commenced in accordance with the provisions of Ohio Revised Code §3313.46; and

WHEREAS, bids for the Project were received on February 18, 2011; and

NOW, THEREFORE, BE IT RESOLVED, by the Governing Board of the Butler County Educational Service Center, after careful consideration and evaluation of the information before it wishes to reject the bids of the following companies:

- 1) EMS 2) LAKEMAN 3) SCIOTO 4) VARSITY

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

Resolution No. 11-122

Endorsement of the BHP Plan Design Changes

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the endorsement of the BHP plan design changes effective Jan. 1, 2012.

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

Treasurer's Note: Mr. Young returned to the meeting at 7:33 p.m.

Strategic Planning: Mr. Graft reported the good news that the Early Start Grant had been continued and the Help Me Grow funding reduction of 10% was restored. Ms. Brunsmann reported the establishment of the High School age Therapeutic Program at Union. Several of our students have aged out of the current program and the districts expressed the need for a high school program. Our continued partnership with Talbert House will enable us to meet this demand for services. She also mentioned this was the first time students from our program were able to go on a field trip to the zoo. We provided a 1:1 ratio of staff to student and several parent volunteers. One parent donated lunches. Ms. Hurwitz announced the collaborative fee agreement was renewed with all funders committing to the same level of support as the past year.

Resolution No. 11-123

Resignations

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

NON-CERTIFIED

- a) Munoz, Jillian

Position: Help Me Grow Service Coordinator
Effective: 06/10/2011

b) Pernell, Carla

Position: Assistant Teacher
Effective: 05/20/2011

c) Powell, Kenneth

Position: Security Monitor
Effective: 06/04/2011

d) Schlembach, Sue

Position: Help Me Grow Service Coordinator
Effective: 05/19/2011

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. 11-124 **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) Smith, Ashley

Position: Home Visitor Summer Bridge Program
Contract: As Needed
Salary: \$15.00 per hour

b) Wiesner, Nicole

Position: Sign Language Specialist
Contract: One year
Salary: \$16,749

CERTIFIED

c) Little, Kitty

Position: Coordinator of Special Services
Contract: Three years
Salary: \$70,000

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. 11-125

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> |
|-----------------|-----------------|----------------|
| Seals, Jennifer | One year | 2012 |

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. 11-126

Salary Adjustments

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

NON-CERTIFIED

a) Graber, Mary Beth

| | |
|--------------|-----------|
| Salary from: | \$21,000 |
| To: | \$22,512 |
| Effective: | 2010-2011 |

b) Scrivner, Cheryl

| | |
|--------------|------------|
| Salary from: | \$82,646 |
| To: | \$84,146 |
| Effective: | 08/01/2011 |

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. 11-127

Job Abolishment

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

NON-CERTIFIED

POSITION

Head Start Assistant Teacher – 2 Positions

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. 11-128

Termination – Rescinded

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board rescind the termination of the listed employee previously approved in Resolution No. 11-122 and accept the resignation of Karen Knisley.

NON-CERTIFIED

a) Knisley, Karen

Position: Teacher
Effective: 04/28/2011

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. 11-129

Initial Appointment – Rescinded

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board rescind the initial appointment of the listed employee previously approved in Resolution No. 11-111.

NON-CERTIFIED

a) Ford, Leslie

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

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. 11-130

Supplemental Contracts

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

- a) Aldridge, Jenette- 33 days
- b) Aldridge, Jenette - \$800
- c) Bowens, Regina – 33 days
- d) Bowens, Regina - \$400
- e) Brelsford, Karen – 31 days
- f) Bryan, Wendy – 45 days
- g) Colwell, Kayla - \$400
- h) Grant, Pam – 33 days
- i) Hartman, Melissa - \$800
- j) Martin, Jessica – 33 days
- k) Martin, Jessica - \$400
- l) Pernell, Carla - \$400
- m) Reves, LaShanda – 33 days

- n) Solazzo, Robin - \$3,382
- o) Sutherland, Nicole – 33 days
- p) Sutherland, Nicole - \$400
- q) Theiss, Dianna - \$1,200
- r) Till, Virginia – 45 days
- s) Whitaker, Tina – 24 days
- t) Zavakos, Athena – 16 days

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. 11-131 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 “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: Garver, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 11-132 Leave of Absence

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve an unpaid leave of absence for Danielle Nelson for one year effective August 1, 2011 – July 31, 2012.

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. 11-133 Resignation of the Superintendent

BE IT RESOLVED, the Superintendent recommends the Governing Board approve his resignation as Superintendent of the BCESC effective January 1, 2012.

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. 11-134 Second Reading of Board Policy - Drug Free Workplace

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the second reading of board policy # 3122.01 and #4122.01 – Drug Free Workplace effective June 1, 2011 as listed in Appendix “G” 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. 11-135

David Vernot Contract

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract with David Vernot to serve as a Science Consultant for the ESC for the 2010-2011 school year as listed in Appendix "H" 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. 11-136

Early Head Start Grant Application

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve for the BCESC administration to submit the Early Head Start grant application for the fiscal year 2012.

Mrs. Garver 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. 11-137

LeFleur Transportation Lease Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the LeFleur Transportation lease agreement to provide monitors for the Therapeutic Interagency Preschool Program at the rate of \$12.50 per hour per monitor as listed in Appendix "I" 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. 11-138

Head Start Lease Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the lease agreement with Ross Local School District as listed in Appendix "J" which is attached and becomes an official part of these minutes.

a) Ross Local School District

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. 11-139

Professional Leave

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve Jessica Allshouse, Patricia Ferguson, Kryss Hale and Gloria Oliver to attend the "National Birth to Three Institute" held in Washington, D.C. from June 20-23, 2011. Estimated expenses will be \$2,000 per person.

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.

Board Member Comments: Mr. Leap asked if Mr. Hare would continue to lobby for us in Columbus. Mr. Pritchard mentioned his email was not working. Mrs. Pritchard mentioned the press release regarding the resignation of Mr. Hare. She stated she will miss Mr. Hare and his leaving is difficult.

Resolution No. 11-140

Executive Session

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

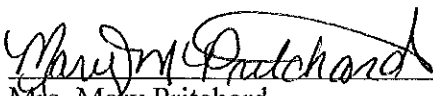
Board entered into executive session at 7:47 p.m.

Board emerged from executive session at 9:27 p.m.

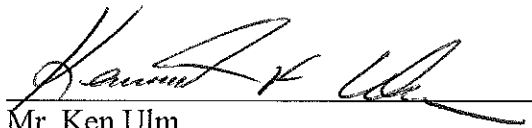
Resolution No. 11-141

Adjournment

Mr. Leap moved and Mr. Young seconded that the Governing Board meeting adjourn at 9:28 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

6/22/2011

Date

6/22/11

Date