

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the August 18, 2010 Regular Meeting

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, August 18, 2010 at the Grant Early Learning Center located at 415 Campbell Drive, 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: 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 Programs, Diane Brunzman; Assistant Superintendent for Early Childhood, Jon Graft; Executive Director for FCFC, Jolynn Hurwitz; and guests, Principal of Grant Early Learning Center, Shannon Wiwi and Alan Rigling.

Treasurer's Note: Mr. Graft assisted by Ms. Wiwi conducted a tour of the Grant Early Learning Center which began at 7:00 pm and concluded at 7:15 pm. The Pledge of Allegiance was recited in the gym during the tour of the building.

Resolution No. 10-208

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held July 14, 2010.

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

Resolution No. 10-209

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 July, 2010.

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

Resolution No. 10-210

Permanent Appropriations

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the permanent appropriations 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-211

Sheakley UniService Inc.

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the Sheakley UniService Inc. group rating agreement in the amount of \$2,717 as listed in Appendix "B" 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-212

Transfer of Funds

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

Transfer from: 022-9129	To: 022-9130 (Mental Health Flexible Funds)	Amount: \$2,395.98
Transfer from: 022-9011	To: 022-9012 (Helen Schul Fund)	Amount: \$3,263.99

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

Resolution No. 10-213

Life Expectancy of 400 North Erie Blvd

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve fifty (50) years of useful life for our building located at 400 North Erie Blvd. and twenty-five (25) years of life for building improvements.

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

Strategic Plan Comments:

1. Mr. Graft provided an update on the reorganization of the Early Childhood programs. We have moved to a site-based management system with two principals responsible to the two learning centers and a third administrator responsible for the single sites at various locations. Each administrator will be responsible for supervision of all staff and activities within their respective sites. Other changes in responsibilities are in food service, the county courier system, health services and nutrition services.
2. The Erie project is due to open on September 24. Plans are being finalized for the move, a ribbon cutting ceremony and an open house.
3. All Staff Meetings
4. The Butler County Success contract proposal from the ESC was the one proposal submitted. The county is processing the contract at this time. The ESC was also the only proposal for the Kinship Navigator contract which is on the agenda.
5. Mr. Hare reported that he informed the staff that the ESC would be contracting with a third party to assist in soliciting client satisfaction feedback.
6. There was discussion regarding inviting the local Superintendents to a Governing Board meeting. The idea has been postponed until further notice.

Resolution No. 10-214

Resignations

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

CERTIFIED PERSONNEL

a) Dietrich, Nicole

Position:	Gifted Coordinator
Effective:	07/31/10

NON-CERTIFIED PERSONNEL

b) Cassini, Reba

Position:	Early Head Start Home Visitor
Effective:	07/30/10

c) Freeman, Lois

Position:	Assistant Teacher
Effective:	08/26/10

d) Mumphrey, Anita

Position:	Teacher
Effective:	08/23/10

e) Trout, Vicki

Position: EMIS Assistant
Effective: 08/27/10

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

Resolution No. 10-215

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 ADMINISTRATOR

a) Haynes, Richard

Position: Dean of Students
Contract: Two year
Salary: \$71,000

NON-CERTIFIED PERSONNEL

b) Allshouse, Jessica

Position: Early Head Start Home Visitor
Contract: One year
Salary: \$30,000

c) Bidlack, Carla

Position: Community School Liaison
Contract: One year
Salary: \$19,800

d) Gandee, Carol

Position: Help Me Grow Service Coordinator
Contract: One year
Salary: \$32,000

e) Huston, Kimberli

Position: Community School Liaison
Contract: One year
Salary: \$20,700

f) Oatman, Erin

Position: Community School Liaison
 Contract: One year
 Salary: \$32,000

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

Resolution No. 10-216

Contract Adjustments

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

CERTIFIED ADMINISTRATOR

a) Rojas, Kristen

Salary from: \$73,000
 Salary to: \$78,615
 Position from: Coordinator of Gifted Services 7-12
 Position to: Coordinator of Gifted Services K-12
 Days from: 195
 Days to: 210
 Effective: 08/01/10

NON-CERTIFIED PERSONNEL

b) Connelly, Jane

Salary from: \$16.41 per hour
 Salary to: \$17.75 per hour
 Position from: Assistant Nutrition Manager
 Position to: Kitchen Manager
 Days from: 195
 Days to: 205
 Effective: 08/01/10

c) Dauby-Goff, Patricia

Salary from: \$9.49 per hour
 Salary to: \$12.00 per hour
 Position from: Substitute Scheduler
 Position to: Program Secretary
 Days from: 171
 Days to: 184
 Effective: 2010-2011

d) Guadalupe, Noelia

Salary from: \$16.58 per hour
 Salary to: \$17.50 per hour
 Position from: Secretary to Director
 Position to: Administrative Assistant to Assistant Superintendent
 Effective: 08/01/10

e) Haddix, Matthew

Salary from: \$9,450
 Salary to: \$21,840
 Position from: Courier
 Position to: Operations Assistant
 Days from: 180 - 5 hours per day
 Days to: 260 - 8 hours per day
 Effective: 08/01/10

f) Hartman, Lori

Salary from: \$21.23 per hour
 Salary to: \$24.05 per hour
 Position from: Family and Community Partnerships Manager
 Position to: Site Based Coordinator
 Days from: 215
 Days to: 222
 Effective: 08/01/10

g) Hoffman, Bonnie

Salary from: \$18.26 per hour
 Salary to: \$20.69 per hour
 Position: Operations Manager
 Effective: 07/01/10

h) Marhoffer, Jim

Salary from: \$14.13 per hour
 Salary to: \$16.53 per hour
 Position: Assistant Operations Manager
 Effective: 07/01/10

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

Resolution No. 10-217

Position Change

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

a) Wiwi, Shannon

From:	Director of Student Services
To:	Principal
Effective:	08/01/10

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

Resolution No. 10-218

Cost of Living Adjustment – Head Start

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the 1.84 percent cost of living adjustment (COLA) for all Head Start employees effective July 1, 2010.

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

Resolution No. 10-219

Salary Increases

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the salary increases for employees for the 2010-2011 school year as listed in Appendix "C" 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-220

Medical Leave of Absence

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve an unpaid medical leave of absence for Amy Rhoades effective June 7, 2010 for up to one year.

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

Resolution No. 10-221

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 "D" 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-222

Supplemental Contracts

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

a. Briede, Kimberly	\$600.00
b. Briede, Kimberly	\$312.50

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

Resolution No. 10-223

Butler County Grant Consortium

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Butler County Grant Consortium in the amount of \$25,000 as listed in Appendix "E" 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-224

Strategic Management Solutions Addendum to Client Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Strategic Management Solutions (SMS) Addendum to Client Agreement for support with the E-rate funding process as listed in Appendix "F" 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-225

Head Start Lease Agreement - Ross

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the lease agreement with Ross Local School District Board of Education beginning Aug. 1, 2010 – June 30, 2011 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: Garver, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-226

Every Child Succeeds Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Every Child Succeeds contractual agreement effective July 1, 2010 in the amount of \$73,500 as listed in Appendix “H” 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-227

Contractual Agreement – Cathy Cody

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Cathy Cody for translation services on behalf of Every Child Succeeds as listed in Appendix “I” which is attached and becomes an official part of these minutes.

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

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

Resolution No. 10-228

Professional Meetings

- A. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Jon Graft to attend the “Systems Thinking in Action Conference” held on Nov. 8-10, 2010 in Boston, MA. Estimated expenses will be \$2,300.
- B. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Diane Brunsman, Jon Graft, Lori Thesken and Ken Ulm at the Association of Educational Service Agencies (AESAs) Annual Conference held on Dec. 1-4, 2010 in Savannah, GA. Estimated expenses will be \$6,000 total.
- C. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Kelley Franks to attend the Healthy Families America Core Training held on Sept. 13-16, 2010 in Indianapolis, IN. Estimated expenses will be \$1,200.
- D. BE IT RESOLVED, the Superintendent requests permission of the Governing Board to visit the Grant Wood AEA 10 located in Cedar Rapids, IA in November, 2010. Estimated expenses will be \$750.

- E. BE IT RESOLVED, the Superintendent requests permission of the Governing Board to visit the Central Susquehanna IU 16 located in Lewisburg, PA on October 25-26, 2010. Estimated expenses will be \$500.
- F. BE IT RESOLVED, the Superintendent requests permission of the Governing Board to visit the Educational Service District 112 located in Vancouver, WA. Estimated expenses will be \$750.

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

Resolution No. 10-229

Contractual Agreement – Candy Aston

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Candy Aston as a Curriculum and Instruction Consultant and Mentor as listed in Appendix “J” which is attached and becomes an official part of these minutes.

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

Resolution No. 10-230

Contractual Agreement – Brandon Leishman

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the wraparound mentoring contractual agreement as listed in Appendix “K” 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-231

Perfect Attendance Recognition

Where As, the Governing Board and the Superintendent of the Butler County Educational Service Center expect the staff attendance rate to be 96% for a school year.

Where As, the children and agencies of the Butler County Educational Service Center benefit from excellent staff attendance.

Where As, the Governing Board of the Butler County Educational Service Center recognizes out-standing staff performance and appreciate outstanding staff attendance.

There Be It Resolved, the Governing Board of the Butler County Educational Service Center recognizes the listed employees for perfect attendance during the 2010-2011 school year.

Tianay Amat-Outlaw
Jane Connelly
Richard Goff

Cynthia Blomquist
Patricia Dauby-Goff
Thomas Jenne

Joy Carothers
Patricia Ferguson
Mary Jo Mignery

Ronald Puska
Diane Schaiper
Kelly Taylor

Timothy Robinson
Jill Setser
Robert Van Winkle

Melissa Ruffner
Dennis Smith

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

Treasurer's Note: The following Board Policy was presented to the board for first reading and is listed in Appendix "L" which is attached and becomes an official part of these minutes. The policies are as follows: 0160, 1460, 2370, 3122.02, 3160, 3161, 3362, 3419.01, 3430.01, 4122.02, 4160, 4161, 4362, 4419.01, 4430.01, 6320, 8210, 8310, 8462, 9141, 9143

Resolution No. 10-232

Contractual Agreement – Butler County Board of DD

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Butler County Board of DD to provide positive behavior supports through the Family Focus program in the amount of \$65.00 an hour, not to exceed 25 hours as listed in Appendix "M" 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-233

Kinship Navigator Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement for Kinship Navigator Services in the amount of \$74,000 from July 1, 2010 – June 30, 2011 as listed in Appendix "N" which is attached and becomes an official part of these minutes.

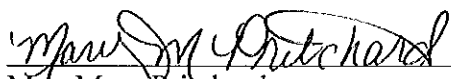
Mr. Leap moved and Mr. Young seconded the adoption of the resolution and roll call vote resulted:
Ayes: Garver, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Board Member Comments: Mr. Young offered kudos to Mr. Graft and the staff for getting the Grant building ready for the opening of school. Mr. Leap welcomed Ms. Wiwi to her new position as Principal of Grant. Recently, Mrs. Garver had the pleasure of hearing student speakers, one of whom was and ESC Rahfuse scholarship recipient. Mrs. Pritchard thanked Ms. Wiwi for hosting the meeting and she also thanked Mr. Rigling for attending the meeting.

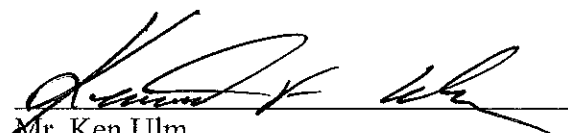
Resolution No. 10-234

Adjournment

Mr. Young moved and Mr. G. Pritchard seconded that the Governing Board meeting adjourn at 8:38 p.m. Roll call vote resulted: Ayes: Garver, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

9/15/2010

Date

9/15/2010

Date