

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the March 24, 2010 Regular Meeting

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, March 24, 2010 at the Educational Service Center located at 1910 Fairgrove Avenue Suite B, 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; Alan Rigling.

Resolution No. 10-064 **Approval of Minutes**

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held February 24, 2010.

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. 10-065 **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 February, 2010.

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. 10-066 **MasterCard/Ohio Child and Adult Care Expenses**

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the MasterCard expenses for the month of February and the Ohio Child and Adult Care Food Program reimbursement for the months of December and January as listed in Appendix "A" 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. 10-067

Board Member Expenses

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve expenses for board members Mrs. M. Pritchard and Mr. G. Pritchard related to their attendance at the Attorney General's Sunshine Law Training held March 24, 2010 as listed in Appendix "J" which is attached and becomes an official part of these minutes.

Mrs. Garver 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. 10-068

Executive Session for the Purpose of Personnel and Negotiations

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

Board entered into executive session at 7:05 p.m.
Board emerged from executive session at 8:07 p.m.

Strategic Plan Comments: Mr. Hare reported that as one element of our Elements of Professional Service he has been meeting with the Superintendents to discuss their level of satisfaction with BCESC services. He provided the Superintendents with a list of questions to determine their level of satisfaction or dissatisfaction with services. The questions were designed to discover what we are doing well, what we could do better, what could drive clients away from us and how we can build capacity to meet their needs. Mr. Hare reported that he shared the general results with the Key Leaders team on March 23. He was happy to report there were no major issues from the districts.

Resolution No. 10-069

Resignations

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

CERTIFIED PERSONNEL

a) McClusky, Peggy

Position: Curriculum Supervisor
Effective: July 31, 2010

NON-CERTIFIED PERSONNEL

b) Wysong, Sarah

Position: Service Coordinator
Effective: March 31, 2010

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. 10-070

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.

NON-CERTIFIED PERSONNEL

a) Bailey, Heather

Position: Help Me Grow Service Coordinator I
 Contract: One year
 Salary: \$29,000

b) Haddix, Matthew

Position: Courier
 Contract: One year
 Salary: \$9,450

c) Maier, Shannon (recall)

Position: Early Head Start Home Visitor
 Contract: One year
 Salary: \$35,000

d) Price, Michele

Position: Help Me Grow Service Coordinator I
 Contract: One year
 Salary: \$31,000

Mr. Young moved and 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. 10-071

Re-Employment

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the re-employment of the listed personnel.

NON-CERTIFIED PERSONNEL

a) Schwarber, Donna

Position: Early Head Start Home Visitor Supervisor
 Effective: 02/26/2010

b) Edwards, Sherry

Position: Early Head Start Education/Socialization Coordinator
 Effective: 03/08/2010

Mrs. Garver moved and 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. 10-072

Status Changes

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

NON-CERTIFIED PERSONNEL

a) Blomquist, Cynthia

Position From:	Help Me Grow Service Coordinator
To:	Early Head Start Home Visitor
Salary From:	\$23,841 (160 days/yr)
To:	\$35,000 (260 days/yr)

b) Henrriquez, Lindsay

Position From:	Help Me Grow Service Coordinator
To:	Early Head Start Home Visitor
Salary From:	\$30,500
To:	\$32,500

c) Munoz, Jillian

Position From:	Help Me Grow Service Coordinator
To:	Early Head Start Home Visitor
Salary From:	\$31,930
To:	\$32,000

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. 10-073

Employment of Non-Certified Substitute

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

Kunga, Judith

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. 10-074

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 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. 10-075

Salary Adjustment

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

NON-CERTIFIED PERSONNEL

a) Lopina, Jacqueline

Salary From: \$28,042
 To: \$29,870
 Effective: 2009-2010

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. 10-076

Limited Contract Renewals

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board renew the limited contracts for 2010-2011 school year for the listed employees.

CERTIFIED ADMINISTRATORS

<u>NAME</u>	<u>CONTRACT</u>	<u>EXPIRES</u>
Brinkman, William	2 year	2012
Brunsmann, Diane	2 year	2012
Durham-Miller, Deborah	2 year	2012
Muennich, Dianna	2 year	2012
Scrivner, Cheryl	3 year	2013

NON-CERTIFIED ADMINISTRATORS

<u>NAME</u>	<u>CONTRACT</u>	<u>EXPIRES</u>
Bauer, Clifton	2 year	2012
Bowling, Stephanie	2 year	2012
Campbell, Craig	2 year	2012
Goosey, Rebecca	2 year	2012
Hurwitz, Jolynn	2 year	2012
LeFevre, Mikki	2 year	2012
Prescott, Suzanne	1 year	2011
Thesken, Lori	3 year	2013
Van Winkle, Sean	2 year	2012

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. 10-077

Job Abolishment

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board abolish the position as listed effective July 31, 2010.

Curriculum Supervisor – New Miami Local School District

Mrs. Garver 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. 10-078

Contract Suspension

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board suspend the employment contract as listed effective August 1, 2010.

a) Muennich, Dianna

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. 10-079

Collective Bargaining Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Collective Bargaining Agreement between the Service Employees International Union District 1199 (SEIU) and Butler County Head Start effective March 24, 2010 through September 30, 2012 as listed in Appendix "C" which is attached and becomes an official part of these minutes.

Mrs. Garver 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. 10-080

Supplemental Contracts

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

a. Beckman Mary Beth	\$1,000
b. Blaine, Lisa	\$1,000
c. Bower, Candie	\$1,000
d. Calihan, Rhonda	\$1,000
e. Colwell, Kayla	\$1,000
f. Embry, Dawana	\$1,000
g. Green, Elizabeth	\$1,000
h. Hall, Brian	\$1,000
i. Horn, Donna	\$1,000
j. Hubbard, Kelly	\$937.50

k. Iredale, Bobbie	\$1,000
l. Lunsford, Julie	\$1,000
m. Rivera, Elizabeth	\$1,000
n. Robinson, Carrie	\$1,000
o. Sebastian, Patty	\$1,000
p. Spivey, Jessica	\$1,000
q. Stamper, Nancy	\$1,000
r. Theiss, Dianna	\$1,000
s. White, Nancy	\$1,000

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. 10-081

Head Start Supplemental Grant

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board authorize the administration to submit the supplemental grant application for Head Start Cost of Living Allocation in the amount of \$44,613 effective July 1, 2010.

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. 10-082

Collaborative Fee Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Collaborative Fee Agreement to provide funding for the personnel and administrative costs of the Butler County FCFC for fiscal year 2010 (July 1, 2009 – June 30, 2010) totaling \$160,000 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: Garver, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-083

Interagency Agreement – Board of DD

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Interagency Agreement between Butler County Board of DD and Butler County FCFC for positive behavior supports through the Family Focus program's six week session for an identified client, not to exceed \$1,625 as listed in Appendix "E" which is attached and become 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. 10-084

Kaplan Early Learning Company

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Kaplan Early Learning Company contract for professional development services for a two day training on *The Creative Curriculum for Infants, Toddlers, and Twos* in the amount of \$4,930 as listed in Appendix "F" 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. 10-085

MilesAhead Technology Company

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the MilesAhead Technology Company contractual agreement to build new servers for our agency to update our infrastructure in the amount not to exceed \$3,267 as listed in Appendix "G" which is attached and become 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, G. Pritchard, Leap, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 10-086

Professional Leave Meeting

BE IT RESOLVED, the Superintendent requests the Governing Board approve attendance at the Promethean Advisory Board meeting held in Atlanta, GA on June 3, 2010. Estimated expenses will be \$250.

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. 10-087

Voice of America Lease Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract for a facility lease agreement with Voice of America Park on 4-28-10 in the amount of \$515 as listed in Appendix "H" which is attached and become 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. 10-088

ADAS Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent that the Governing Board approve the contractual agreement with the Butler County ADAS Board to support the activities for the Asset Builders Network in the amount not to exceed \$4,650 by July 31, 2010 as listed in Appendix "I" 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.

Board Member Comments: Mr. Leap mentioned there was a worthwhile Board Seminar sponsored by OSBA in April. Mr. Pritchard reported his attendance along with Mrs. Pritchard at the Ohio Sunshine Law training conducted by the State Attorney General's office. He stated that there are 3 items that constitute a meeting of the Board and they are 1) if it is planned in advance, 2) Board business is discussed and 3) a quorum is established. Mr. Hare added that this would also apply to a committee of the Board. Mrs. Pritchard reported she was glad that she had attended the Sunshine Law Training as well. Mrs. Garver commended the Madison High School girls and boys basketball teams for their success in the State Tournament. She reported the girls' team demonstrated great character that would make all of Butler County proud. She also mentioned that the Rotary sponsored a leadership conference. She commended Madison for their participation, punctuality and the manner in which they conducted themselves.

Resolution No. 10-089

Adjournment

Mr. Leap moved and Mr. Young seconded that the Governing Board meeting adjourn at 8:37 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

4/28/2010

Date

4/28/10

Date