

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the September 15, 2010 Regular Meeting

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, Sept. 15, 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: 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 Early Childhood, Jon Graft; and guests; Lori Hartman, Scotty Cooper, Jatana Davidson, Amy Levy, Anthony Edwards, Christine Czerpab and Alan Rigling.

Mrs. Elaine Garver was absent from the meeting.

Treasurer's Note: Mr. Graft recognized Amy Levy and Jatana Davidson for their three years of service as members of the Head Start Policy Council. Ms. Davidson remarked that the heart of the program is the commitment from the parents and the ESC has some very impressive staff members. Ms. Levy stated she has been very impressed with the program.

Resolution No. 10-235

Executive Session

Mr. G. Pritchard moved and Mr. Leap seconded the motion to move into executive session for the purpose of personnel: review of the Treasurer's employment contract and a complaint about an employee(s). Roll call vote resulted: Ayes: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declared motion carried.

Board entered into executive session at 7:08 p.m.

Board emerged from executive session at 7:38 p.m.

Resolution No. 10-236

Treasurer's Contractual Agreement

Mrs. M. Pritchard moved and Mr. Young seconded the motion to approve the Treasurer's contractual agreement as listed in Appendix "Q" which is attached and becomes an official part of these minutes. Roll call vote resulted: Ayes: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declared motion carried.

Resolution No. 10-237

Treasurer's Vacation Days Carryover

Mr. G. Pritchard moved and Mr. Young seconded a motion to approve the Treasurer be permitted to carryover a total of 15 unused vacation days for the 2010 calendar year. Roll call vote resulted: Ayes: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declared motion carried.

Resolution No. 10-238

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held August 18, 2010.

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

Resolution No. 10-239

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 August, 2010.

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

Resolution No. 10-240

One Time Donation

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the one time donation in the amount of \$50 from the Phi Beta Psi Sorority, MU Chapter.

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

Resolution No. 10-241

One Time Donation

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the one time donation in the amount of \$425 from the Butler County Child Enforcement Agency for the Head Start backpack program.

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

Resolution No. 10-242

Fund to Fund Transfer

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the fund to fund transfer 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-243

Lakeman Inc. Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the contractual agreement with Lakeman Inc. for temporary janitorial services at 400 N Erie Blvd effective September 24, 2010 at the cost of \$2,900 per month as listed in Appendix "N" 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-244

Clark Schaefer Hackett Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the contractual agreement with Clark Schaefer Hackett for auditing services to be completed for FY10 in the amount of \$18,800 as listed in Appendix "O" 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Strategic Plan Comments: Mr. Hare stated that we are on schedule for opening the Erie building on September 24, 2010. Mr. Graft and Mr. Ulm have done a great job of overseeing the remodeling process: Mrs. Thesken and Ms. Brunsman have done an excellent job of planning the move. We are currently packing for the move. Ms. Brunsman and others will be providing staff training on the new phone system next week.

Mr. Hare distributed the invitations to the Butler Health Plan's 25th Anniversary on Oct. 21, 2010. The event will be held at Erie Blvd. There was also discussion about board members attendance at the Butler Tech All Board Meeting on Oct. 13, 2010.

Resolution No. 10-245

Resignations

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

CERTIFIED ADMINISTRATOR

a) Durham-Miller, Deborah

Position: Special Services Coordinator
Effective: 09/03/2010

NON-CERTIFIED PERSONNEL

b) Blaine, Lisa

Position: Assistant Teacher
Effective: 08/30/2010

c) Hall, Brian

Position: Family Service Worker
Effective: 08/16/2010

d) Krause, Christina

Position: Help Me Grow Service Coordinator
Effective: 10/01/2010

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

Resolution No. 10-246

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) Baker, Charles

Position: Maintenance Worker
Contract: As Needed
Salary: \$15.00 per hour

b) Doerner, Julie

Position: Assistant Teacher
Contract: One year
Salary: \$10.97 per hour

c) Monroe, Sara

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

d) Robinson, Lester

Position: Custodian
 Contract: One year
 Salary: \$12,876

e) Stroup, Tayler

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

f) Taylor, Farrah

Position: Assistant Manager – Health
 Contract: One year
 Salary: \$34,000

g) Williams, Kellie

Position: Assistant Teacher
 Contract: One year
 Salary: \$10.97 per hour

h) Garber, Mary Beth

Position: EMIS Assistant
 Contract: One year
 Salary: \$21,000

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

Resolution No. 10-247

Salary Adjustments

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

CERTIFIED PERSONNEL

a) Newman, Joseph

Salary from: \$42,000
 To: \$43,334
 Effective: 2009-2010

b) Newman, Joseph

Salary from:	\$43,334
To:	\$44,200
Effective:	2010-2011

NON-CERTIFIED PERSONNEL

c) Bench, Barbara

Salary from:	\$16.37 per hour
To:	\$16.62 per hour
Effective:	2010-2011

d) Hubbard, Kelly

Salary from:	\$16.64 per hour
To:	\$16.82 per hour
Effective:	2010-2011

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

Resolution No. 10-248

Contract Adjustment

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

NON-CERTIFIED PERSONNEL

a) Taulbee, Jessica

Salary from:	\$11.05 per hour
To:	\$15.00 per hour
Position from:	Assistant Teacher
To:	Teacher
Effective:	08/27/2010

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

Resolution No. 10-249

Supplemental Contracts

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

a) Bryan, Wendy	\$600
b) Schwarber, Donna	\$2,500
c) Till, Virginia	\$1,000

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

Resolution No. 10-250

Leave of Absence

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve an unpaid leave of absence for Susan Schlembach for one year effective September 20, 2010.

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

Resolution No. 10-251

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

Resolution No. 10-252

Termination

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board terminate the employment of Regina Hornback effective September 15, 2010 due to not returning from unpaid leave of absence.

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

Resolution No. 10-253

Leave of Absence

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve an unpaid medical leave of absence for Jessica Harris for one year effective September 3, 2010.

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

Resolution No. 10-254

Head Start One Time Stipends

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve a one-time stipend of \$370 pursuant to the collective bargaining agreement with Head Start staff as listed in Appendix "P" 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-255

Miami University Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Miami University in the amount of \$4,600 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-256

Peggy McClusky Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Peggy McClusky from September 1, 2010 – June 30, 2011 in the amount not to exceed \$5,000 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-257

Melani Honerlaw Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Melani Honerlaw from August 26, 2010 – June 30, 2011 at the rate of \$25.00 an hour not to exceed \$4,000 as listed in Appendix “E” 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-258

Butler County Success Services Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement for the purchase of Butler County Success Services from August 15, 2010 – August 14, 2011 in the amount not to exceed \$786,573 as listed in Appendix “F” which is attached and becomes an official part of these minutes.

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

Resolution No. 10-259

Head Start Continuation Grant Application

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board authorize the administration to submit the continuation grant application for the Head Start program for the period of February 1, 2011 – Jan. 31, 2012. The total federal share is \$4,427,424, the non-federal share will be added to the federal amount for a grand total to be determined.

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

Resolution No. 10-260

Nancy Rasmussen Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Nancy Rasmussen effective the date signed until June 15, 2011 in the amount of \$40 per hour not to exceed \$18,000 as listed in Appendix “G” 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-261

Cheryl Burns Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Cheryl A. Burns effective the date signed until June 1, 2011 in the amount of \$45 per hour as listed in Appendix "H" 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-262

Catholic Charities Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Catholic Charities mental health consultation in the Early Head Start Program effective September 1, 2010 until September 30, 2011 in the amount of \$100 per hour not to exceed \$6,800 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-263

Michael Curtis Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Michael A. Curtis to provide 4 days of Infant Massage USA Training effective Sept. 27-30, 2010. Estimated expenses will be \$7,420 as listed in Appendix "J" 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-264

Linda Storm Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Linda Storm to provide 4 days of Infant Massage USA Training effective Sept. 27-30, 2010. Estimated expenses will be \$7,420 as listed in Appendix "K" 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-265

Ghanshyam Patel Contractual Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Ghanshyam Patel effective the date signed until January 1, 2011 in the amount not to exceed \$22,000 as listed in Appendix "L" 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: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

Resolution No. 10-266

Board Policy – Second Reading

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the board policies as listed in Appendix "M" which is attached and becomes an official part of these minutes.

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

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

Resolution No. 10-267

Professional Meetings

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve for Suzanne Prescott, Donna Schwarber, Sherry Edwards, Frances Rasmussen to attend the Birth to Three Institute held on Oct. 25-28, 2010 in Washington, D.C. Estimated expenses will be \$1,990 per person.

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve for Larry Slocum to attend the Conscious Discipline, Infant-Toddler Workshop held on Sept. 23-25, 2010 in Miami, FL. Estimated expenses will be \$857.80.

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve for Lori Thesken and Diane Brunsman to attend the Annual Systems Thinking In Action Conference held on Nov. 8-10, 2010 in Boston, MA. Estimated expenses will be \$1,500 per person.

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

Resolution No. 10-268

Board Meeting Location Change

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board establish the location of the Oct. 27th, Nov. 17th and Dec. 15, 2010 board meetings to be held in the board room located at 400 N. Erie Blvd in Hamilton, Ohio.

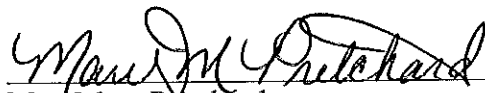
Mr. G. Pritchard moved and Mr. Young seconded the adoption of the resolution and roll call vote resulted: Ayes: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declares motion carried.

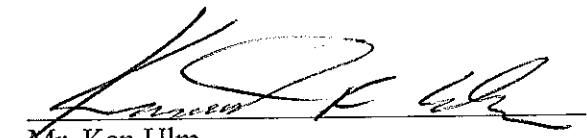
Board Member Comments: Mr. G. Pritchard mentioned he discussed with Mr. Rigling thoughts about low or no public attendance at Board meetings. Mr. Rigling had stated he noticed the same at Butler Tech and New Miami. Mr. Young thanked Mr. Ulm and Mr. Graft for taking the lead on the Erie Blvd project and the others (Mrs. Thesken and Ms. Brunsman) for their work. Mr. Leap inquired about the promotional dvd. Mr. Hare responded that we are in the process of getting it posted on the website for review by the Board and Senior Leaders prior to making it available to the public. It has been a challenging technology question which we have been unable to resolve; however, staff is working diligently on the matter. Mrs. Pritchard stated she had received many compliments about the Erie project. It has taken an eyesore and turned it into a beautiful and useful property in a time of economic troubles. We have a great partner in the Center for Family Solutions. She also mentioned issues around home schooling in a neighboring county. She stated that Butler County is the place to live for home schooling. Mr. Hare mentioned that while attending a recent football game at Monroe a parent had thanked him for the manner in which we process home schooling and treat parents. Mr. Hare indicated it was our pleasure and that he would pass the compliment to appropriate staff.

Resolution No. 10-269

Adjournment

Mr. Young moved and Mr. Leap seconded that the Governing Board meeting adjourn at 8:26 p.m. Roll call vote resulted: Ayes: G. Pritchard, Leap, Young, M. Pritchard. Nays: None. Absent: Garver. President declared motion carried.


Mrs. Mary Pritchard
Governing Board President


Mr. Ken Ulm
Governing Board Treasurer

10/27/2010
Date

10/27/10
Date