

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD**Minutes of the July 14, 2010 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, July 14, 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 7:03 p.m.

ROLL CALL - showed the following members present: Garver, G. Pritchard, Leap, 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; Executive Director for FCFC, Jolynn Hurwitz and guest; Jeff Pritchard.

Treasurer's Note: Mr. Dan Young was absent from the meeting.

Resolution No. 10-185

Executive Session for Personnel – Evaluation of the Superintendent and Employee Compensation

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

Board entered into executive session at 7:04 p.m.

Board emerged from executive session at 7:09 p.m.

Resolution No. 10-186

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held June 23, 2010.

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

Resolution No. 10-187

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 June, 2010.

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

Resolution No. 10-188

Return of Advances

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the return of advances from the respective funds as listed in Appendix "A" 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, G. Pritchard, Leap, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 10-189

Transfer of Funds

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the transfer of funds as listed in Appendix "B" 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: Garver, G. Pritchard, Leap, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Strategic Plan Comments:

Mr. Hare presented information regarding the Ohio Leadership Advisory Council's report that led to the draft of the Ohio Superintendent Evaluation System. Mrs. Thesken presented a draft of the superintendent's job description which is aligned to the state standards and is Step 1 on the draft evaluation system.

Mr. Hare provided a brief overview of two of his performance goals for the year: 360 degree client feedback and development and promotion of educational services.

Mr. Graft reported that we are making good progress on the Erie Blvd. project. HVAC is in place, dry wall is hung, the sprinkling system is installed, and wiring is being installed. Mr. Ulm reported that the project is within budget.

Mr. Leap suggested inviting Mr. Rasmussen, Superintendent of Middletown City Schools to share some thoughts about his districts and how the ESC might provide services. Discussion centered on purpose on the invitation, possibly inviting the Middletown Board, and when this might occur. This topic will require further discussion.

Resolution No. 10-190

Resignations

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

CERTIFIED PERSONNEL

a) Brinkman, William

Position: Dean of Students
Effective: 08/02/2010

b) Stephens, Terry

Position: Curriculum Consultant
Effective: 06/25/2010

NON-CERTIFIED PERSONNEL

c) Snyder, Christy

Position: Community School Liaison
Effective: 08/14/2010

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

Resolution No. 10-191

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 PERSONNEL

a) O'Connor, Stephanie

Position: Speech Language Pathologist
Contract: One year
Salary: \$44,000

b) Wendt, Andrea

Position: Speech Language Pathologist
Contract: One year
Salary: \$41,000

NON-CERTIFIED PERSONNEL

c) Anderson, Amanda

Position: Secretary – Prenatal to Three
 Contract: One year
 Salary: \$25,500

d) Rogalski, Sandra

Position: Payroll Specialist
 Contract: As Needed
 Salary: \$20.39 per hour

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

Resolution No. 10-192

Contract Adjustments

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) Ward, Judy

Salary from: \$36,000
 To: \$38,000
 Effective: 07/01/2010

b) Boyle, Joyce

Salary from: \$21,729
 To: \$25,876
 Effective: 08/23/2010

c) Jett, Deborah

Salary from: \$11,394
 To: \$16,806
 Days from: 120
 To: 177
 Effective: 2009-2010

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

Resolution No. 10-193

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

Resolution No. 10-194

Supplemental Contracts

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

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|------------------|----------|
| a) Grant, Pamela | \$312.50 |
| b) Grant, Pamela | \$600.00 |

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

Resolution No. 10-195

Donation- Altrusa Club of Hamilton

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the donation in the amount of \$1,100 from the Altrusa Club of Hamilton, Ohio for the Head Start Literacy Program.

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

Resolution No. 10-196

Contractual Agreement – Fred Valerius

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with Fred Valerius as a Curriculum and Instruction Consultant in the amount of \$50.00 per hour, not to exceed \$20,000 as listed in Appendix "D" which is attached and becomes an official part of these minutes.

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

Resolution No. 10-197

Talbert House Memorandum of Understanding

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the memorandum of understanding between Talbert House and the BCESC for the 2010-11 school year as listed in Appendix "E" 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, G. Pritchard, Leap, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 10-198

Contractual Agreements – Head Start Health Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreements with Dr. Patrick Noonan, Dr. Richard Kennedy, Dr. Douglas Hoover, Dr. Michael Gordon and Primary Health Solutions as listed in Appendix "F" 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, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 10-199

Clinical Affiliation Agreement – Head Start

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the clinical affiliation agreement with Galen College of Nursing and the BCESC Head Start program as listed in Appendix "G" 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, G. Pritchard, Leap, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 10-200

Contractual Agreement – Dept. of Job and Family Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with the Department of Job and Family Services for Community Wraparound services for FY2011 (July 1, 2010-June 30, 2011) in the amount not to exceed \$310,000 as listed in Appendix "H" 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, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 10-201

Contractual Agreement - Health Foundation of Greater Cincinnati

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contractual agreement with the Health Foundation of Greater Cincinnati to purchase services from FCFC at a rate of \$45 per hour, not to exceed \$4,950 beginning June 13, 2010 as listed in Appendix "I" 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: Garver, G. Pritchard, Leap, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 10-202

Professional Leave

- A. BE IT RESOLVED, the Superintendent requests approval of the Governing Board to attend the Ohio Educational Service Centers Association Fall Conference held on Sept. 14-15, 2010 in Columbus, OH. Estimated expenses will be \$500.
- B. BE IT RESOLVED, the Superintendent requests approval of the Governing Board to attend the Association of Educational Service Agencies – Call to Action held on Sept. 20-22, 2010 in Washington, DC. Estimated expenses will be \$1,000.
- C. BE IT RESOLVED, the Superintendent requests approval of the Governing Board to attend the Association of Educational Service Agencies Annual Conference held on Nov. 29 - Dec. 4, 2010. Estimated expenses will be \$1,500.

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

Resolution No. 10-203

Lease Agreement – Head Start

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the lease agreement with Grace United Methodist Church for the Head Start program as listed in Appendix "J" which is attached and becomes an official part of these minutes.

- a) Grace United Methodist Church

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

Resolution No. 10-204

Early Head Start Grant Application

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board authorize the administration to submit the application for the Early Head Start grant for the period beginning October 1 – September 30, 2011 in the amount of \$1,491,722 as listed in Appendix “K” 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, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Resolution No. 10-205

August Board Meeting Date Change

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the August governing board meeting to be held on August 18, 2010 at 7:00 p.m.

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

Resolution No. 10-206

Board Member Expenses

BE IT RESOLVED, that the Governing Board approve the expenses of mileage and a meal for the Board President, Mrs. Mary Pritchard, as listed in Appendix “L” 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, G. Pritchard, Leap, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.

Board Member Comments: Mrs. Garver mentioned the ESC as part of the University of Cincinnati STEM Grant. Mr. Leap mentioned that Midfest has adopted the country of Botswana for this year's theme. There will be an evening trip at the Cincinnati Zoo related to this topic.

Resolution No. 10-207

Adjournment

Mr. Leap moved and Mrs. Garver seconded that the Governing Board meeting adjourn at 8:35 p.m. Roll call vote resulted: Ayes: Garver, G. Pritchard, Leap, M. Pritchard. Nays: None. Absent: Young. President declared motion carried.



Mrs. Mary Pritchard, Board President



Mr. Ken Ulm, Board Treasurer

Date: 8/18/2010

Date: 8/18/2010