

## BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

### Minutes of the October 26, 2011 Regular Meeting

The Butler County Educational Service Center Governing Board met at 7:00 p.m. on Wednesday, October 26, 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 7:05 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 Early Childhood, Jon Graft and guests; Alan Rigling, Dave Gibson, Portia Hudson, Marcus Hudson, Mr. and Mrs. Wiles, Karle Wiles, Cari Wynne and Kim Huston.

**Special Presentations:** Karlie Wiles, a fifth grade student at Heritage Elementary School. Karlie organized a coat drive as part of a project for her Bronze Award for girl scouts. She wanted to help children and families by collecting clean reusable coats and jackets for distribution to those in need in her community. She set a goal of collecting 100 coats by making announcements at school and engaging fellow students. She collected 158 coats. Karlie worked with Mrs. Kim Huston, BCESC Success Liaison assigned to Lakota, for distribution to families in need of coats. The Board congratulated Karlie for her dedication and community service. Also present for the recognition were Karlie's parents, Mr. and Mrs. Wiles, Mrs. Kim Huston and Mrs. Cari Wynne, Butler County Success Supervisor. Mr. Jon Graft recognized Mrs. Portia Hudson as she retires after 39 years of service to children. Mrs. Hudson started with the Butler County CAC Head Start Program in 1972. She served 20 of those years with the Butler County ESC as a Parent Involvement Specialist and Nutrition Specialist. During her time at the ESC, Mrs. Hudson served 15,680 children, 10,400 meals and 2,600 lesson plans. The impact that Mrs. Hudson made will not be in the news or on a google search, but is recognized and greatly appreciated.

Resolution No. 11-262

#### Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held September 28, 2011.

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. 11-263

#### Financial Reports

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the Monthly Financial Reports, Financial Detail Report, Bank Reconciliation, Investment Report, Head Start Financial Expenditure Reports for September, 2011.

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. 11-264

**American Express Expenses**

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the American Express expenditures for Head Start for the month of September, 2011 as listed in Appendix "A" 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, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 11-265

**Transfer of Funds**

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

From: 022 7200 911 9210 (HMG General Fund FY11)	Amount: \$385,421.97
To: 022 5100 000 9211 (HMG General Fund Carryover)	

From: 022 7200 911 9429 (Kinship FY11)	Amount: \$37,749.49
To: 022 5100 000 9430 (Kinship FY12)	

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. 11-266

**Donation**

BE IT RESOLVED, upon the recommendation of the Treasurer, that the Governing Board approve the in-kind donation of winter coats to the Butler County Success Program. This donation was made possible as a result of a "coat drive" which was orchestrated by Lakota student, Karlie Wiles, in the capacity of earning her Girl Scout Bronze Badge Award.

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.

**Strategic Plan Comments:** Mr. Hare thanked Mrs. Pritchard, Mrs. Garver and Mr. Leap for attending the All Board meeting hosted by Butler Tech. Mr. Hare mentioned that senior staff is conducting meetings and discussions with the districts regarding the alignment with ESC provisions of HB 153.

Resolution No. 11-267

**Resignations**

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

NON-CERTIFIED PERSONNEL

a) Seeley, Debra

Position: Assistant Teacher/Van Monitor  
Effective: 09/30/2011

b) Strobel, Angela

Position: Assistant Teacher/Van Monitor  
Effective: 09/30/2011

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. 11-268

### 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) McClusky, Peggy

Position: Curriculum Consultant  
Contract: As Needed  
Salary: \$50.00 per hour

b) Williamson, Walker

Position: Consultant  
Contract: As Needed  
Salary: \$200.00 per day

#### NON-CERTIFIED PERSONNEL

c) Isreal, Shaurita

Position: Community Wraparound Program Assistant  
Contract: One year  
Salary: \$27,000

d) Keaton, Brenda

Position: Assistant Teacher/Van Monitor  
Contract: One year  
Salary: \$9.29 per hour

e) Miller, Adam

Position: Cook  
Contract: One year  
Salary: \$9.00 per hour

f) Palmer, Katie

Position: Data Entry Clerk

Contract: As Needed  
Salary: \$10.00 per hour

## g) Williams, Shuvonna

Position: Assistant Teacher  
Contract: One year  
Salary: \$9.29 per hour

## h) Wolery, Kathleen

Position: Assistant Teacher/Van Monitor  
Contract: One year  
Salary: \$10.59 per hour

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. 11-269

**Contract Adjustments**

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

## NON-CERTIFIED PERSONNEL

## a) Brindle, Kyle

Position from: Facilities Assistant  
Position to: Transporter  
Days from: 185 part time  
Days to: 180 full time  
Salary from: \$10.97  
Salary to: \$10.00  
Effective: 09/19/2011

## b) Wells, Heather

Position from: Family and Children First Council Coordinator  
Position to: Family and Children First Council Executive Director  
Days from: 230  
Days to: 260  
Salary from: \$60,311  
Salary to: \$69,136  
Effective: 03/01/2012

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. 11-270

**Supplemental Contracts**

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

- |                       |           |
|-----------------------|-----------|
| a) Baker, Nancy       | \$1,200   |
| b) Brelsford, Karen   | As Needed |
| c) Kingrey, Stephanie | 25 hours  |
| d) McCabe, Susan      | 28 days   |
| e) Reiley, Sarah      | As Needed |

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. 11-271

**Employment of Personnel as Substitutes**

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

## NON-CERTIFICATED

- a) Baker, Charles
- b) Boyd, Jerell
- c) Carr, Jonisha
- d) Coffelt, Jessica
- e) DeMaris, Ralph
- f) Edwards, Elizabeth
- g) Kirby, Shannon
- h) Kungu, Judy
- i) Mays, Michaela
- j) McWilliams, Kathryn
- k) Meyers, Mary
- l) Reyes, LaShandra
- m) Schenck, Rosa
- n) Suttan, Susan
- o) Smith, Ashley
- p) Wagers, Patricia
- q) Walker, Linda
- r) Whitaker, Michelle

## CERTIFIED

- s) Geselbracht, Rebecca

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. 11-272

**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 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. 11-273

**Termination**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board terminate the employment of Martha Molina effective October 26, 2011 due to job abandonment.

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. 11-274

**Head Start/Early Head Start Grant**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board authorize the administration to submit the Head Start/Early Head Start Grant funding from February 1, 2012 – Jan. 31, 2013.

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. 11-275

**Every Child Succeeds Contract**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the Every Child Succeeds Contract in the amount of \$90,000 as listed in Appendix "C" 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, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 11-276

**Professional Leave**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve attendance for Suzanne Prescott at the Region V Leadership and Professional Development Conference held on Oct. 31 – Nov. 2, 2011 in Chicago, IL. Estimated expenses will be \$2,000.

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. 11-277

**Warren County ESC Contract**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the contract with Warren County ESC for services of consultant/trainer for Teacher-in-Residence Training in the amount of \$75.00 per hour, not to exceed \$1,200 as listed in Appendix "D" 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, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 11-278

**Alignment with Monroe Local School District**

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Governing Board approve the agreement between Monroe Local School District and the BCESC for alignment as described in HB 153 as listed in Appendix "E" 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, Leap, G. Pritchard, Young, M. Pritchard. Nays: None. President declared motion carried.

Resolution No. 11-279

**Board Meeting Date Change**

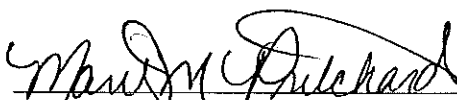
BE IT RESOLVED, the Governing Board motioned to change the December board meeting date to December 14, 2011 held at 7:00 p.m.

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

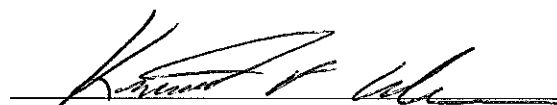
Resolution No. 11-280

**Adjournment**

Mr. Young moved and Mr. G. Pritchard seconded that the Governing Board meeting adjourn at 7:55 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

11-16-11  
Date

11-16-11  
Date