

BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the February 25, 2015 Regular Meeting

The Butler County Educational Service Center Governing Board met at 6:30 p.m. on Wednesday, February 25, 2015 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 6:33 p.m.

ROLL CALL - showed the following members present: Garver, Leap, G. Pritchard, M. Pritchard, Schechter. Also, present was the Superintendent, Jon Graft; Treasurer, Ken Ulm; Assistant Superintendent for Human Resources, Lori Thesken; and guests; Alan Rigling, Dave Clark and Mary Snellgrove.

Treasurer's Note: Mrs. Georgine Bowman, Curriculum and Professional Development Coordinator gave a presentation to the board.

Resolution No. 15-056

Executive Session for the Purpose of Termination of Employee

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

Board entered into executive session at 7:19 p.m.

Board emerged from executive session at 7:28 p.m.

Treasurer's Note: Ms. Leap left the meeting at 7:29 p.m.

Resolution No. 15-057

Approval of Minutes

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular/organizational meeting held January 28, 2015.

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

Resolution No. 15-058

Financial Reports

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Monthly Financial Report, Financial Detail Report, Investment Report, Early Head Start/Head Start Financial Expenditure Reports and Bank Reconciliation for January, 2015.

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

Resolution No. 15-059

American Express Expenditures

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the American Express expenditures for Head Start for the month of January, 2015 as listed in Appendix "A" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-060

USDA

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the USDA for the month of Nov. and Dec. 2014 as listed in Appendix "B" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-061

Then & Now

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Then & Now to Gordon Food Service in the amount of \$3,300.06 as listed in Appendix "C" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-062

Dave Yost – Auditor of State

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Dave Yost – Auditor of State for FCFC Audit in the amount of \$7,503.00 as listed in Appendix “D” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-063

Fairfield Community Foundation Donation

BE IT RESOLVED, the Treasurer recommends the Governing Board approve a one-time donation in the amount of \$1,200 from Fairfield Community Foundation to mentor students in Fairfield City schools whose parent are incarcerated as listed in Appendix “E” which is attached and becomes an official part of the minutes.

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

Strategic Planning – The new Union Day School opened. It was great to see the students and staff entering the building with smiles and excitement at their new location. It was an unfortunate circumstance that a child walked away from one of our preschool centers. It is a reminder that policies and procedures are in place for safety reasons and must be followed. Additionally, it is a reminder that not following such policies and procedures has severe consequences for the employee.

Resolution No. 15-064

Termination

BE IT RESOLVED, the Superintendent recommends the Governing Board terminate the employment contract for Barbara Bench effective February 26, 2015.

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

Resolution No. 15-065

Resignations

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the resignations as listed.

CERTIFIED

a. Lolli, Michael

Position: Principal Pre K
Effective: 7/31/2015

b. Vandecreek, Barbara

Position: Gifted Coordinator
Effective: 6/30/2015

NON-CERTIFIED

c. Cooke, Hilda

Position : Assistant Teacher
Effective: 2/25/15

d. Hackman, Penny

Position: Family Support Specialist
Effective: 2/19/2015

e. Shvezda, Megan

Position: Teacher
Effective: 2/13/2015

f. Tussey, Tamba

Position: Assistant Teacher
Effective: 2/13/2015

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

Resignation No. 15-066

Initial Appointments

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the initial appointments as listed.

CERTIFIED

a. Collett, Julie

Position: Interim Intervention Specialist
Contract: One Year
Salary: \$38,406

b. Popplewell, Theresa

Position: Speech Language Therapist
Contract: As Needed
Salary: \$300.00 daily

NON – CERTIFIED

c. Boswell, Paul

Position: Community Wraparound Facilitator
 Contract: One Year
 Salary: \$35,000

d. Collins, Kenneth

Position: Custodian
 Contract: One Year
 Salary: \$11.09 per hour

e. LaCrone, Jeffrey

Position: Custodian
 Contract: One Year
 Salary: \$10.00 per hour

f. Mynhier, Denise

Position: Assistant Teacher
 Contract: One Year
 Salary: \$11.25 per hour

g. Paxton, Danyelle

Position: Custodian
 Contract: One Year
 Salary: \$10.00 per hour

EMPLOYMENT OF NON-CERTIFICATED PERSONNEL AS SUBSTITUTES

Feltner, Ashley
 Hughley, Narvell
 Lampley, Mary
 Lampley-Jones, Bevery
 Ronto, Laura

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

Resolution No. 15-067

Supplemental

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the supplemental contracts
 as listed.

Chilcote, Jim	\$1,715.88
Gesselbracht, Rebecca	\$200.00
Gruber, Ruth	\$100.00
Husting, Susan	\$300.00
Messner, Sarah	\$100.00
Stettler, Lon	20 days

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

Resolution No. 15-068

Butler County Interagency Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Butler County Interagency Agreement for 2014–2015 as listed in Appendix “F” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-069

Indiana Wesleyan University Conference Agreement - FCFC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Indiana Wesleyan University Conference Agreement for 2/20/15 not to exceed \$170 as listed in Appendix “G” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-070

Miles Consulting Agreement - FCFC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Patricia Miles agreement for services for 5/19/15 to 5/21/15 not to exceed \$5,600 as listed in Appendix “H” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-071

Fairfield West Baptist Church Agreement - FCFC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Fairfield West Baptist Church agreement for services for 2/19/15 not to exceed \$75 as listed in Appendix “I” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-072

Warren County Job and Family Services

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Warren County JFS Agreement for Services for 01/01/15 to 12/31/15 not to exceed \$5,000 as listed in Appendix "J" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-073

Metroparks of Butler County Program Agreement - FCFC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Metroparks of Butler County Program Agreement for 2/28/15 not to exceed \$100 as listed in Appendix "K" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-074

Josh Sams Service Agreement - FCFC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Josh Sams Service Agreement to provide respite for the period 1/23/15 to 3/31/15 not to exceed \$800 as listed in Appendix "L" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-075

Monroe Local Schools Contract – OTELA Testing Support

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Monroe Local Schools for Ohio Test English Language Acquisition testing support effective Feb. 1, 2015 through March 31, 2015 in the amount of \$30 per hour not to exceed \$450 as listed in Appendix "M" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-076

Butler Tech Contract – Professional Development

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Butler Tech for professional development services effective Jan. 1, 2015 through June 1, 2015 in the amount of \$60 per hour as needed, not to exceed \$900 as listed in Appendix “N” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-077

Affordable Language Services Contract

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Affordable Language Services effective July 1, 2015 through June 30, 2016 in the amount not to exceed \$1,000 as listed in Appendix “O” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-078

Affordable Language Services Contract

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Affordable Language Services effective Feb. 25, 2015 through June 30, 2015 in the amount not to exceed \$1,000 as listed in Appendix “P” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-079

Madison Local Schools Contract – OT Services

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Madison Local Schools for Occupational Therapy Services effective Jan. 19, 2015 through June 15, 2015 at the rate of \$63 per hour not to exceed \$17,640 as listed in Appendix “Q” which is attached and becomes an official part of the minutes.

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

Resolution No. 15-080

Ulrich and Associates Consulting Services, LLC

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Ulrich and Associates Consulting Services, LLC effective Jan. 1, 2015 through Oct. 9, 2015 in the amount of \$2,500 as listed in Appendix "R" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-081

Miami Valley Child Development Centers, Inc.

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contract with Miami Valley Child Development Centers, Inc. effective March 1, 2015 through June 30, 2016 in the amount, not to exceed, \$276,000 as listed in Appendix "S" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-082

Butler County Head Start Revised 424 and 424A

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Butler County Head Start Revised 424 and 424A as listed in Appendix "T" which is attached and becomes an official part of the minutes.

Mr. Graft reviewed the narrative of the request for approval of the revised 424 and 424A. He explained that the results of the most recent community assessment and childcare survey with parents demonstrated that families have a great need for child care options so they can work and support their family. Both grants are requesting a conversion of some program option funded slots from part-day to full day services. Additionally, Mr. Graft explained that the BCESC would apply to become a childcare provider with our local Job & Family Services to recoup some of the funding for the hours outside of the Head Start day through Child Care funding. Families that qualified would be assisted to apply for vouchers at Job & Family Services. The BCESC proposes to implement this new program option at the beginning of next school year, August 2015.

For Butler County, Mr. Graft explained that the Head Start Program currently serves 784 children in part day programming 128 days a year. With this conversion the program would serve 750 children, 716 in part day programming 128 days a year, 3 1/5 hours a day, and 34 in full day programming (up to 10 hours a day), 160 days a year. Mr. Graft indicated that no additional funds would be used for this program option change, rather a redistribution of line item budget amounts in Personnel, Fringe Benefits and "other," as indicated on the SF424A.

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

Resolution No. 15-083

Preble County Head Start Revised 424 and 424A

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Preble County Head Start Revised 424 and 424A as listed in Appendix "U" which is attached and becomes an official part of the minutes.

Mr. Graft reviewed the narrative of the request for approval of the revised 424 and 424A. He explained that the results of the most recent community assessment and childcare survey with parents demonstrated that families have a great need for child care options so they can work and support their family. Both grants are requesting a conversion of some program option funded slots from part-day to full day services. Additionally, Mr. Graft explained that the BCESC would apply to become a childcare provider with our local Job & Family Services to recoup some of the funding for the hours outside of the Head Start day through Child Care funding. Families that qualified would be assisted to apply for vouchers at Job & Family Services. The BCESC proposes to implement this new program option at the beginning of next school year, August 2015.

For Preble County, Mr. Graft explained that the Head Start Program currently serves 151 children in part day programming and Head Start Home-base. With this conversion the program would serve 134 children, 112 in part day programming 128 days a year, 3 1/5 hours a day, 17 in full day programming (up to 10 hours a day), 160 days a year, and 5 in Head Start Home-base. Mr. Graft indicated that no additional funds would be used for this program option change, rather a redistribution of line item budget amounts in Personnel, Fringe Benefits and "other," as indicated on the SF424A.

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

Resolution No. 15-084

Lori Benadum Consultant Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the consultant agreement with Lori Benadum effective Feb. 2, 2015 through May 15, 2015 at the hourly rate of \$50 as needed; not to exceed \$750 as listed in Appendix "V" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-085

Professional Meetings

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the professional meetings as listed.

- a) Candice Griffin, Halle Gerboc, Kayla Cassidy, Nikki Taylor, Kaely Phillips, Donna Schwarber, Debbie Mickey, Joni Wyatt and Shelly Walpe, attendance at the 42nd National Head Start Conference held in Washington, D.C. March 29, 2015 through April 2, 2015, at an estimated cost of \$1,550.00 each.

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

Resolution No. 15-086 **Carpenter Sign Service**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the agreement for Carpenter Sign Service for new sign for BCESC for \$20,860 as listed in Appendix "W" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-087 **Head Start Policies and Procedures**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Head Start Policies and Procedures as listed in Appendix "aa" which is attached and becomes an official part of the minutes.

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

Resolution No. 15-088 **Ohio School Boards Association Membership**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Ohio School Board Association membership dues in the amount of \$3,067 for 2015 as listed in Appendix "X" which is attached and becomes an official part of the minutes.

Mrs. Garver moved and Mr. G. Pritchard seconded the adoption of the resolution and roll call vote resulted:
 Ayes: Garver Nays: G. Pritchard, Schechter, M. Pritchard. Absent: Leap President declared motion failed.


Treasurer Note: Early Head Start/Head Start Attendance/Enrollment and Monitoring Report as listed in Appendix "Y" and the First Policy Review as listed in Appendix "Z" which are attached and become an official part of the minutes.

Board Member Comments: Mrs. Garver stated that she does support Mrs. Pritchard's views regarding OSBA but thinks there is an importance to be at the table to be heard. Mrs. Pritchard mentioned HB7 opt out is gaining traction.

Resolution No. 15-089

Adjournment

Mrs. Garver moved and Mr. Schechter seconded that the Governing Board meeting adjourn at 8:07 p.m. Roll call vote resulted: Ayes: Garver, G. Pritchard, Schechter, M. Pritchard. Nays: None Absent: Leap President declared motion carried.



Mrs. Mary Pritchard
Governing Board President



Mr. Ken Ulm
Governing Board Treasurer

3/25/15

Date

3-25-15

Date