The Butler County Educational Service Center Governing Board met at 8:30 a.m. on Wednesday, December 12, 2018 at the Educational Service Center located at 400 North Erie Blvd, Suite A, Hamilton, Ohio 45011.

Minutes were taken by Treasurer, Ken Ulm.

Mr. Graham Pritchard, President called the meeting to order at 8:28 a.m.

**ROLL CALL** - showed the following members present: Feldmann, Garver, Keels, G. Pritchard and Schechter. Also, present was the Superintendent, Chris Brown; Treasurer, Ken Ulm; Human Resources Director, Laura Theiss and guests; Alan Rigling, Jim Griebel, Deb Constantinesco, Kelly Muzzarelli, Beth Race, Georgine Bowman, Adam Marcum.

**PROGRAM FOCUS PRESENTATION** - Ms. Race shared information regarding FCFC - No Wrong Door.

**Resolution No 18 -384 Approval of Minutes**

A. BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board’s regular meeting held November 14, 2018.

Ms. Garver moved and Mr. Schecter seconded the adoption of the resolution and roll call vote resulted Ayes: Garver, Schechter, Keels, Feldmann, and Pritchard. Nays: None. President declared motion carried.

**Resolution No. 18- 385 Financial Reports A - I Consent Vote**

A. Monthly Financial Reports – Pages 11 -17
B. Financial Detail Report – Page 18
C. Investment Report – Page 19
D. Early Head Start/Head Start Financial Expenditure Reports – Pages 20 - 24
E. Bank Reconciliation – Pages 25 - 28


F. Mastercard Expenditures

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Mastercard expenditures for the month of November 2018 as listed in Appendix “A” which is attached and becomes an official part of the minutes.
G. U.S.D.A.

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the U.S.D.A. for the month of September, as listed in Appendix “B” which is attached and becomes an official part of the minutes.

H. Appropriation Modification

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Appropriation Modification, as listed in Appendix “C” which is attached and becomes an official part of the minutes.

I. Donations

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Johnson &amp; Johnson</td>
<td>$2,250.00</td>
</tr>
<tr>
<td>Centerpointe Christian Church</td>
<td>$1,242.50</td>
</tr>
<tr>
<td>Craig &amp; Charlene Kennedy</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Donations, as listed.

BE IT RESOLVED, the Treasurer recommends the Governing Board approve Items A – I as listed.

Mr. Feldmann moved and Ms. Keels seconded the adoption of the resolution and roll call vote resulted Ayes: Feldmann, Keels, Garver, Schechter, and Prichard Nays: None President declared motion carried.

SUPERINTENDENT’S REPORT

Resolution No. 18-386 EXECUTIVE SESSION - Entered 8:34 am

BE IT RESOLVED, the Governing Board recommends an executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, official, licensee, or regulated individual.

Ms. Keels moved and Mr. Feldmann seconded the adoption of the resolution and roll call vote resulted Ayes: Keels, Feldmann, Garver, Schechter, and Prichard Nays: None President declared motion carried.

Governing Board return from Executive Session 8:52 am

A. Board Meeting dates for 2019 - Organizational Meeting scheduled for January 16, 2019 at 8:30 am and the remaining 2019 meeting dates will be set then.

B. Personnel

Resolution No. 18-387 Resignations

CERTIFIED

a. Silvidi, Justin
b. Toft, Daniel

Position: Speech Language Pathologist
Effective: 11/9/18

NON CERTIFIED

c. Benamanti, Justice

Position: Instructional Assistant
Effective: 12/14/18

d. Gakunju, Shem

Position: Computer Technician
Effective: 12/14/18

e. Johnson, Melinda

Position: Instructional Assistant
Effective: 11/29/18

f. Nelson, Mary

Position: Family Service Worker
Effective: 11/30/18

g. Morgan, Candice

Position: Assistant Teacher
Effective: 12/7/18

h. South, Connie

Position: Assistant Teacher
Effective: 11/30/18

i. Stieg, Infinitie

Position: Assistant Teacher
Effective: 12/21/18

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

Mr. Feldmann moved and Ms. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Feldmann, Garver, Keels, Schechter, and Prichard Nays: None President declared motion carried.

Resolution No. 18 - 388 Initial Appointments

NON – CERTIFIED

a. Mackey, Katherine

| Position: Help Me Grow Service Coordinator |
| Contract: One Year |
| Salary: $38,500 |

b. Noah, John

| Position: Facilities & Maintenance Specialist |
| Contract: One Year |
| Salary: $15.00 per hour |

c. Phillips, Amanda

| Position: Outreach Specialist |
| Contract: One Year |
| Salary: $34,600 |

d. Schaefer, Kelly

| Position: Instructional Assistant |
| Contract: One Year |
| Salary: $18,093 |

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

Mr. Schechter moved and Ms. Keels seconded the adoption of the resolution and roll call vote resulted: Ayes: Schechter, Keels, Feldmann, Garver and Pritchard. Nays: None. President declared motion carried.

Resolution No. 18 - 389 Supplemental Contracts
BE IT RESOLVED, the Superintendent recommends the Governing Board approve the supplemental contracts as listed.

Ms. Garver moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, Schechter, Keels, Feldmann, and Pritchard. Nays: None. President declared motion carried.

**Resolution No. 18 - 390 Salary Increase**

<table>
<thead>
<tr>
<th>Name</th>
<th>Old Salary/hr</th>
<th>New Salary/hr</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berry, Kevin</td>
<td>$14.94</td>
<td>$15.00</td>
</tr>
<tr>
<td>Krause, Jason</td>
<td>$82,859</td>
<td>$95,000 (2019-2020)</td>
</tr>
<tr>
<td>McFarland, Chelsea</td>
<td>$36,050</td>
<td>$37,581</td>
</tr>
<tr>
<td>Schroeder, Chelsea</td>
<td>$37,427</td>
<td>$38,500</td>
</tr>
</tbody>
</table>

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


**Resolution No. 18 - 391 Contract Adjustment**

a. Armendariz, Marissa

<table>
<thead>
<tr>
<th>Position:</th>
<th>Help Me Grow Service Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Days from:</td>
<td>As Needed</td>
</tr>
<tr>
<td>Days to:</td>
<td>260</td>
</tr>
<tr>
<td>Salary from:</td>
<td>$20.28 per hour</td>
</tr>
<tr>
<td>Salary to:</td>
<td>$39,320</td>
</tr>
</tbody>
</table>

b. Carr, Jonish

<table>
<thead>
<tr>
<th>Position:</th>
<th>Assistant Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary from:</td>
<td>$12.87 per hour type - o on salary increase list</td>
</tr>
<tr>
<td>Salary to:</td>
<td>$12.67 per hour actual</td>
</tr>
</tbody>
</table>

c. Hutchins, Mikell

<table>
<thead>
<tr>
<th>Position from:</th>
<th>Instructional Assistant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position to:</td>
<td>Teacher - ECE</td>
</tr>
<tr>
<td>Days from:</td>
<td>180</td>
</tr>
<tr>
<td>Days to:</td>
<td>180</td>
</tr>
<tr>
<td>Salary from:</td>
<td>$19,210</td>
</tr>
<tr>
<td>Salary to:</td>
<td>$30,051</td>
</tr>
</tbody>
</table>
d. Johnson, Mariah

<table>
<thead>
<tr>
<th>Position from:</th>
<th>Educational Aide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position to:</td>
<td>Family Support Specialist</td>
</tr>
<tr>
<td>Days from:</td>
<td>184</td>
</tr>
<tr>
<td>Days to:</td>
<td>205</td>
</tr>
<tr>
<td>Salary from:</td>
<td>$19,862</td>
</tr>
<tr>
<td>Salary to:</td>
<td>$28,228</td>
</tr>
</tbody>
</table>

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

Ms. Keels moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted: Ayes: Keels, Schechter, Garver, Feldmann, and Prichard Nays: None. President declared motion carried.

Resolution No. 18 - 392 Board Policy - Second Reading of Board Policy

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Board Policies as listed in Appendix “D”, which is attached and becomes part of the official minutes.

Ms. Garver moved and Mr. Schechter seconded the adoption of the resolution as amended and roll call vote resulted: Ayes: Garver, Schechter, Keels, Feldmann, and Pritchard. Nays: None. President declared motion carried.

Resolution No. 18 - 393 JFS

RESIGNATION

NON CERTIFIED

a. Evans, Emeli

<table>
<thead>
<tr>
<th>Position:</th>
<th>Community Wraparound Facilitator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective:</td>
<td>11/26/18</td>
</tr>
</tbody>
</table>

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

Mr. Feldmann moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted: Ayes: Feldmann, Schechter, Garver, and Pritchard. Nays: None. Abstain: Keels, President declared motion carried.

Resolution No. 18 - 394 JFS - Initial Appointment

a. Schurgast, Melody

<table>
<thead>
<tr>
<th>Position:</th>
<th>Pause Program Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract:</td>
<td>As Needed</td>
</tr>
<tr>
<td>Salary:</td>
<td>$16.00</td>
</tr>
</tbody>
</table>
EMPLOYMENT OF NON-CERTIFICATED PERSONNEL AS SUBSTITUTES

Overpeck, Samantha
West, Amanda
Winkler, Kimberly
Young, Katelyn

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

Mr. Feldmann moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted: Ayes: Feldmann, Schechter, Garver, and Pritchard. Nays: None. Abstain: Keels, President declared motion carried.

Resolution No. 18 - 395 Resignation and Separation Agreement (ADDENDUM)

BE IT RESOLVED, the board of education hereby accepts the resignation of Susan Schindler and authorizes and directs the superintendent to execute any written documentation or take any steps necessary to effectuate this action.


VIII. SUPERINTENDENT'S REPORT – AGENDA REVIEW/REVISION

Resolution No. 18 - 396 General Business Consent Vote Items # 1 - 10

1. Butler County Educational Service Center Kinship Navigator Program and Butler County Educational Service Center Early Childhood Programs - Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement between Butler County Educational Service Center Kinship Navigator Program and Butler County Educational Service Center Early Childhood Programs effective 7/1/2018 through 6/30/2019 Butler County Educational Service Center Kinship Navigator Program will reimburse Butler County Educational Service Center Early Childhood Programs up to but not exceeding $66,359 as listed in Appendix “E” which is attached and becomes an official part of the minutes.

2. Butler County Educational Service Center Kinship Navigator Program and Lifespan Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contractual agreement with Butler County Educational Service Center Kinship Navigator Program and Lifespan for services for Kinship families through the OCTF grant award effective 7/1/2018 through 6/30/2019 in the amount not to exceed $26,000 as listed in Appendix “F” which is attached and becomes an official part of the minutes.
3. Butler County Educational Service Center Kinship Navigator Program and Mindful Possibilities Training and Consulting Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contractual agreement with Butler County Educational Service Center Kinship Navigator Program and Mindful Possibilities Training and Consulting for services for Kinship families through OCTF grant award effective 7/1/2018 through 6/30/2019 in the amount not to exceed $7,380 as listed in Appendix “G” which is attached and becomes an official part of the minutes.

4. Middletown Community Foundation Grant

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the grant from the Middletown Community Foundation in the amount of $12,500 for the food bag program, as listed in Appendix “H” which is attached and becomes an official part of the minutes.

5. Princeton City School- Contracted Service Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Princeton City School District for Two half-day Classroom Management Professional Development Sessions effective 11/13/18 through 11/13/2018 in the amount of $1,050 as listed in Appendix “I” which is attached and becomes an official part of the minutes.

6. Mid-Ohio ESC- ISTE Certification Training Contracted Service Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Mid-Ohio ESC for ISTE Certification Training effective 02/04/19 through 02/05/19 with facilitation of online modules through 3/15/19 and participant portfolio development support through 9/15/19 in the amount of $749 per participant as listed in Appendix “J” which is attached and becomes an official part of the minutes.

7. Butler County Interagency Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Butler County Interagency Agreement for 2018-19 as listed in Appendix “K” which is attached and becomes part of the official minutes.

8. Fusion Talent - Service Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Fusion Talent for one Bilingual Head Start Home Visitor in the amount of $8,041 as listed in Appendix “L” which is attached and becomes an official part of the minutes.

9. Madison Local School District

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Madison Local School District in the amount of $1,001,631.41 as listed in Appendix “M” which is attached and becomes an official part of the minutes.
BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Kings Local School District in the amount of $460.00 per day as listed in Appendix “N” which is attached and becomes an official part of the minutes.

BE IT RESOLVED, the Superintendent recommends the Governing Board approve items #1 -10.

Ms. Keels moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted

Resolution No. 18 - 397 JFS Contracts

1. Katherine Vallance - Independent Contractor Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Independent Contractor Agreement with Katherine Vallance for Kinship Home Study Specialist effective 1/1/2019 through 12/31/ 2019 in the amount of $300 for a home study. If the Home Study is not completed, the hourly rate of $45 will be submitted during the term of this agreement as listed in Appendix “O” which is attached and becomes an official part of the minutes.

2. Stephen Smith, A Wired Family LLC-Contract Services (FCFC) Amended

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services for a Speaker Honorarium for Stephen Smith, A Wired Family LLC for the 3 hour training on Social Media: Your Child’s Digital Tattoo on 2/7/2018 (rescheduled from 12/5/2018) in the amount not to exceed $350.00 as listed in Appendix “P” which is attached and becomes part of the official minutes.

3. Butler County Board of Developmental Disabilities-MOU (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services for a MOU with Butler County Board of Developmental Disabilities outlining its in-kind contributions towards the PAUSE respite program as listed in Appendix “Q” which is attached and becomes part of the official minutes.

BE IT RESOLVED, the Superintendent recommends the Governing Board approve items #1 - #3.


Resolution No. 18 - 398 Professional Leave - Out of State

a) Emily White and Donna Schwarber, attendance at the National Home Visiting Summit held on January 30 - February 1, 2019 in Washington, D.C. at an estimated expense of $1000 each.

b) Suzanne Prescott, attendance at the National Head Start Association Leadership Conference & National Home Visiting Summit held on January 30- February 1, 2019 in Washington, D.C. at an estimated expense of $2500.
c) Kristin Pfirrmann, Kelleigh McCarthy, Lakeisha Carter, Kelly Backer and Abby Johnson, attendance at the Conscious Discipline Summer Institute held on June 9-14, 2019 in Orlando, Florida at an estimated expense of $2900 each.

BE IT RESOLVED, the Superintendent recommends the Governing Board approve items Professional Leave as listed.

Ms. Keels moved and Mr. Feldmann seconded the adoption of the resolution and roll call vote resulted

**Items for Information**

1. Homeschooling Students

Eleven (11) more homeschooling students were added to our list making a total of four hundred ninety five (495) for the 2018-2019 school year.


3. FMLA

<table>
<thead>
<tr>
<th>Barwick, Abbey</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dully, Michael</td>
</tr>
<tr>
<td>Gandy, Carol</td>
</tr>
<tr>
<td>Grant, Pamela</td>
</tr>
<tr>
<td>Morgan, Candice</td>
</tr>
<tr>
<td>Pingleton, Angela</td>
</tr>
<tr>
<td>Theiss, Laura</td>
</tr>
<tr>
<td>Wade, Jennifer</td>
</tr>
</tbody>
</table>

4. Professional Leave - In State

   a) Coya Taylor, attendance at the Parent Survey Training held on December 3-6, 2018 in Cincinnati, Ohio at an estimated expense of $100.
   b) Kat Mackey, attendance at the Principles of Service Coordination training held on December 19, 2018 in Columbus, Ohio at an estimated expense of $60.
   c) Brooke Fey, attendance at Georgetown Training held on November 29, 2018 in Athens, Ohio at an estimated expense of $150.

**BOARD MEMBER COMMENTS**

Mrs. Garver said that she had shared the story about the dental program she had heard during a presentation by Suzanne Prescott during Policy Council meeting. A community member made a $500.00 donation.

**Resolution No 18 -399 ADJOURNMENT at 9:02 a.m.**

**ADJOURNMENT**

Ms. Keels moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted