

**BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD**

**Minutes of the May 24, 2017 Regular Meeting**

The Butler County Educational Service Center Governing Board met at 9:00 a.m. on Wednesday, May 24, 2017 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 9:00 a.m.

**ROLL CALL** - showed the following members present: Garver, Leap, M. Pritchard and G. Pritchard. Also, present was the Superintendent, Chris Brown; Director of Human Resources, Laura Theiss; Treasurer, Ken Ulm and guests; Alan Rigling, Gretchen Turner, Lindsay Henriquez, Kaely Phillips, Marlene Mang, Jennifer Tye, Kim Huston, Leah Aguilar, Jessica Allshouse, Ravinder Jagpal, Andrea Price and Sissy Rasmussen.

**Treasurer's Note:** Mr. Schechter was absent from the meeting.

Resolution No. 17-141

**Martha Seward Rahfuse Memorial Scholarship**

WHEREAS, the Governing Board of the Butler County Educational Service Center is charged with selecting the recipient of the Martha Seward Rahfuse Memorial Scholarship.

THEREFORE, BE IT RESOLVED, that Ambir Michelle Chadwick of Ross High School be named the 2017 recipient of the Martha Seward Rahfuse Memorial Scholarship.

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

Resolution No. 17-142

**Franklin B. Walter All-Scholastic Award**

WHEREAS, the Governing Board of the Butler County Educational Service recognizes outstanding academic achievement.

THEREFORE, BE IT RESOLVED, that Deanna McPeak of Hamilton High School be named as Butler County's 2017 recipient of the Franklin B. Walter All Scholastic Award.

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

Resolution No. 17-143

**Approval of Minutes**

BE IT RESOLVED, that the Governing Board waives the reading and approves the minutes of the Board's regular meeting held April 26, 2017.

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

Resolution No. 17-144

**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 April, 2017.

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

Resolution No. 17-145

**Master Card Expenditures**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Master Card expenditures for the month of April, 2017 as listed in Appendix "A" which is attached and becomes an official part of the minutes.

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

Resolution No. 17-146

**U.S.D.A.**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the U.S.D.A. for the month of April, 2017 as listed in Appendix "B" which is attached and becomes an official part of the minutes.

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

Resolution No. 17-147

**Transfer of Funds**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the transfer of funds as listed in Appendix "C" which is attached and becomes an official part of the minutes.

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

Resolution No. 17-148

**Donation - Duke Energy Foundation**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the donation for the month of May, 2017 for Butler County Curriculum Department on behalf of Duke Energy Foundation in the amount of \$7,500.00 as listed in Appendix "D" which is attached and becomes an official part of the minutes.

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

Resolution No. 17-149

**Donation - Fairfield Community Foundation**

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the donation for the month of May, 2017 for Butler County Curriculum Department on behalf of Fairfield Community Foundation in the amount of \$2,000.00 as listed in Appendix "E" which is attached and becomes an official part of the minutes.

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

Resolution No. 17-150

**Resignations**

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

## CERTIFIED

a. Brown, Lori

Position: Student Services Coordinator  
Effective: 7/31/2017

b. Coulter, Dustin

Position: Preschool Intervention Specialist  
Effective: 7/31/2017

c. Ellison , Shana

Position: School Psychologist  
Effective: 7/31/2017

d. McCracken-Tirey, Stephanie

Position: School Psychologist  
Effective: 7/31/17

e. Motz, Nicole

Position: Occupational Therapist  
Effective: 7/31/17

f. Napier, Linda

Position: Preschool Intervention Specialist  
Effective: 7/31/17

g. Stetler, Lon

Position: Administrator  
Effective: 7/31/17

NON-CERTIFIED

h. Bower, Candice

Position: Family Service Worker - Case Management  
Effective: 5/31/17

i. Boyle, Joyce

Position: Certified Occupational Therapy Assistant  
Effective: 6/30/17

j. Carothers, Joy

Position: Community School Liaison  
Effective: 6/30/17

k. DeHart, Abigail

Position: Teacher - ECE  
Effective: 5/19/17

l. Fetherolf, Dottie

Position: Instructional Assistant  
Effective: 7/31/17

m. Haynes, Emily

Position: Instructional Assistant  
Effective: 7/31/17

n. Komberec, Deborah

Position: Family Support Specialist  
Effective: 7/31/17

o. McCabe, Susan

Position: Preschool Nurse  
Effective: 5/25/17

p. Moore, Brenda

Position: Instructional Assistant  
Effective 7/31/17

q. Munyon, Sandra

Position: Help Me Grow Service Coordinator -  
Effective 6/30/17

r. Riley, Meghan

Position: Instructional Assistant  
Effective 7/31/17

s. Robinson, Carrie

Position: Site Manager  
Effective 6/16/17

t. Singh, Brandi

Position: Instructional Assistant  
Effective 7/31/17

u. Stephens, Jennifer

Position: Assistant Teacher /Van Monitor  
Effective 4/26/17

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

Resolution No. 17-151

**Initial Appointments**

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

CERTIFIED

a. Baker, Davis

Position: Curriculum / Leadership Specialist  
Contract: One year  
Salary: \$45,000

## b. Barnett, Sarah

Position: Speech Language Pathologist  
Contract: One Year  
Salary: \$45,116

## c. Folino, Emily

Position: Intervention Specialist - JRC/JDC  
Contract: One Year  
Salary: \$42,364

## d. Holt, Mary

Position: Speech Language Pathologist  
Contract: One Year  
Salary: \$46,206

## e. Holzhauser-Peters, Leslie

Position: Speech Language Pathologist  
Contract: As Needed  
Salary: \$38.63 per hour

## f. Illes, Mark

Position: Testing Coordinator & Tech Integration Specialist  
Contract: One Year  
Salary: \$65,000

## g. Wolfe, Larissa (Lacy)

Position: Speech Language Pathologist  
Contract: One Year  
Salary: \$55,200

## NON-CERTIFIED

## h. Allison, Bethany

Position: Pause Program Assistant  
Contract: As Needed  
Salary: \$14.00 per hour

## i. Berry Kevin

Position: Facilities & Maintenance Specialist  
 Contract: One Year  
 Salary: \$14.50 per hour

## j. Jacobsen, Kristen

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

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

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

Resolution No. 17-152

**Contract Adjustment**

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

Taylor, Alan

Position: Transporter / Maintenance - Preble Co.  
 To: Facilities & Maintenance Specialist - Preble Co.  
 Days from: 185  
 Days to: 260  
 Salary from: \$16,709  
 Salary to: \$29,120

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

Resolution No. 17-153

**Supplemental Contracts**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the supplemental contracts as listed in Appendix "F" which is attached and becomes a part of the official minutes..

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

Resolution No. 17-154

**Contract Renewals**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the one year administrator contracts for the 2017-2018 school year for the employees as listed in Appendix "G" which is attached and becomes a part of the official minutes.

**CERTIFIED ADMINISTRATORS**

Name	Contract	Expires
Kirk-Olthoff, Beth	One Year	2018

**NON CERTIFIED**

Griebel, James	One Year	2018
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Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-155

**Limited Contracts - Two Year**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the limited two year contracts for the 2017-2018 school year for the employees as listed.

Adams, David  
Barlow, Devon  
Clayton, Desirae  
Dinan, Rachel  
Eduardo, Crista  
Hetttersimer, Jill  
Hollowell, Jason  
LaFary, Sara  
Sanderson, Debra  
Sawyers, Elizabeth  
Zaenkert, Chelsea

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

Resolution No. 17-156

**Continuing Contracts - Non-Certified Staff**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the continuing contracts for the 2017-2018 school year for the employees as listed.

Akeley, Margie  
Brown, Shane  
Burg, Jeffrey  
Campbell, Darlene  
Castle, Nathan  
Chilcote Jr., James



Cornett, Steve  
 Hasselbeck, Brad  
 Jones, Jeremy  
 Linson, Andrea  
 Lumbus, Charnee  
 Weiser, Todd  
 Welling, Todd

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

Resolution No. 17-157                      **Job Abolishment**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the job abolishment as listed effective 2017-2018.

1	Teacher	Sojourner	1.0 FTE
1	Transportation Dispatcher	Fairfield	1.0 FTE
1	Occupational Therapist	Lebanon	1.0 FTE
4	Community School Liaison	Preble County	1.0 FTE
1	Success Program Specialist	Preble County	1.0 FTE
1	Secretary	JDC/JRC	.6 FTE

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

Resolution No. 17-158                      **Contracts - Non Renewals**

BE IT RESOLVED, the Superintendent recommends the Governing Board non - renew the contract for the 2017-2018 school year as listed.

Adkins, Ashton	Occupational Therapist
Bassler, Leslie	Community School Liaison - Preble Co
Gardner, Molly	Success Program Specialist - Preble Co
Howard, Sara	Secretary                      .6 FTE
Isaacs, David	Teacher
Ludy, Heather	Community School Liaison - Preble Co
Schuler, Sandy	Transportation Dispatcher
Shafer, Allie	Community School Liaison - Preble Co
Wilson, Christine	Community School Liaison - Preble Co

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

Resolution No. 17-159

**Retirement and Reemployment**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the resignation of Jean Snelling as the full time Assistant Manager, Disabilities & Behavioral Health effective May 31, 2017 for retirement purposes and employ Jean Snelling as the full time Assistant Manager, Disabilities & Behavioral Health effective August 1, 2017 for one year with an annual salary \$29,054.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-160

**Arin Singer-Bonk - Consultant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted services agreement with Arin Singer-Bonk as a Summer Camp Instructor effective May 30, 2017 - June 2, 2017 in the amount of \$1,000.00 as listed in Appendix "H" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-161

**Talawanda School District - Lease Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the lease agreement with Talawanda School District effective July 1, 2017 through June 30, 2018 as listed in Appendix "I" which is attached and becomes part of the official minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-162

**Butler County Board of Developmental Disabilities - Lease Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the lease agreement with Butler County Board of Developmental Disabilities effective July 1, 2017 through June 30, 2018 as listed in Appendix "J" which is attached and becomes part of the official minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-163

**Finding Hope - Agreement for Services (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Finding Hope Consulting effective June 20, 2017 to June 29, 2017 for training and consultation in an amount not to exceed \$3,300.00 as listed in Appendix "K" which is attached and becomes part of the official minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-164

**Katherine Becker - Contracted Services Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the contracted services agreement with Katherine Becker as a Public Outreach Consultant with Butler County Children Services effective May 15, 2017 - April 30, 2018 in an amount of \$26,000 as listed in Appendix "L" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-165

**Butler County JFS - Kinship Navigator Program Subgrant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the subgrant agreement with Butler County Department of Job and Family Services for the Kinship Navigator Contract effective July 1, 2017 through June 30, 2018 in the amount not to exceed \$74,000 as listed in Appendix "M" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-166

**Collaborative Fee Agreement FY18 (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the FCFC Collaborative Fee Agreement with BCESC, BCJFS, BCBDD, and BCMHARS effective July 1, 2017 to June 30, 2018 for for personnel and administrative costs of FCFC in the amount of \$100,000 as listed in Appendix "N" which is attached and becomes part of the official minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-167

**Department of Job and Family Services - Community Wraparound (FCFC)**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Amendment One to Contract with Butler County Department of Job and Family Services for Wraparound services effective July 1, 2017 through June 30, 2018 in the amount of \$32,291.70 as listed in Appendix "O" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-168

**Middletown Community Foundation - Grant Agreement**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Grant Agreement with Middletown Community Foundation, Miriam G. Knoll Foundation effective as listed in Appendix "P" which is attached and becomes an official part of the minutes.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Ayes: Garver, Leap, M. Pritchard, G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.

Resolution No. 17-169

**Apex Learning - Amendment One**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Digital Curriculum Solutions Agreement with Apex Learning, Inc. for Amendment One to resolution #16-274 effective July 1, 2017 through June 30, 2020 in the amount of \$44,531.25 as listed in Appendix "Q" which is attached and becomes an official part of the minutes.

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

Resolution No. 17-170

**Ohio Department of Administrative Services**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the lease agreement with Ohio Department of Administrative Services for rehabilitation services effective July 1, 2017 - June 30, 2019 in the amount of \$1,134.65 as listed in Appendix "R" which is attached and becomes an official part of the minutes.

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

Resolution No. 17-171

**Professional Leave - Out of State**

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Professional Leave - Out of State as listed.

- a. Lauren Marsh, CADCA Mid Year Conference, July 23-July 27, 2018 in Atlanta, Georgia. Estimated expenses of \$2013.11.
- b. Lynda Coombs, Peter Engelhard Jr. and Jody Williams attendance at 2017 National Wraparound Implementation Academy held in Baltimore, Maryland on September 9-13, 2017 at an estimated cost of \$1,200 each.

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

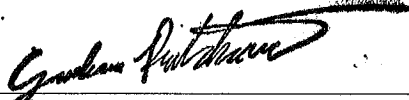
**Treasurer's Notes:**

**Board Member Comments:** Mrs. M. Pritchard offered thanks to Superintendent Chris Brown for his support.

Resolution No. 17-172

**Adjournment**

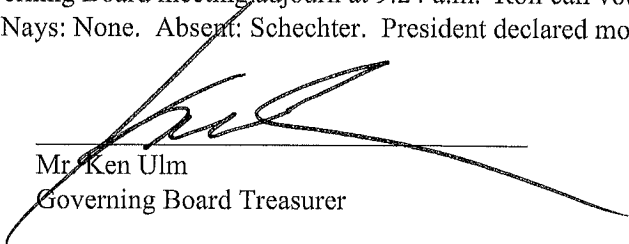
Mrs. M. Pritchard moved and Ms. Leap seconded that the Governing Board meeting adjourn at 9:24 a.m. Roll call vote resulted: Ayes: Garver, Leap, M. Pritchard and G. Pritchard. Nays: None. Absent: Schechter. President declared motion carried.



Mr. Graham Pritchard  
Governing Board President

6/28/17

Date



Mr. Ken Ulm  
Governing Board Treasurer

6/28/17

Date