

**BUTLER COUNTY EDUCATIONAL SERVICE CENTER
GOVERNING BOARD**



Our Mission is to provide exemplary services to improve learning so that children can lead successful lives.

Regular Meeting
October 25, 2017
9:00 a.m.

AGENDA

I. CALL TO ORDER - ROLL CALL

___ Garver ___ Leap ___ Pritchard M. ___ Schechter ___ Pritchard G.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION OF GUESTS/PUBLIC PARTICIPATION

IV. PROGRAM FOCUS PRESENTATION - Related Services / Alternative Education

V. 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 September 27, 2017.

___ Garver ___ Leap ___ Pritchard M. ___ Schechter ___ Pritchard G. President declares motion _____

VI. TREASURER'S REPORT REVIEW/REVISION

VII. TREASURER'S REPORT

Items for Action

- A. Monthly Financial Reports – Pages 12-14
- B. Financial Detail Report – Pages 15-20
- C. Investment Report – Page 21
- D. Early Head Start/Head Start Financial Expenditure Reports – Pages 22-24
- E. Bank Reconciliation – Pages 25-29

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 September, 2017.

F. Master Card Expenditures

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the Master Card expenditures for the month of September, 2017 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 August 2017, as listed in Appendix “B” which is attached and becomes an official part of the minutes.

H. One-Time Disposal of Obsolete Records.

BE IT RESOLVED, the Treasurer recommends the Governing Board approve the One-Time Disposal of Obsolete Records as listed in Appendix “C” which is attached and becomes an official part of the minutes.

The Treasurer recommends the Governing Board approve Items A – H as listed.

___Garver ___Leap ___Pritchard M. ___Schechter ___Pritchard G. President declares motion _____

VIII. SUPERINTENDENT’S REPORT

- A. Strategic Planning Update and Next Steps
- B. Personnel

Items for Action

1. Resignations

NON-CERTIFIED

a. Dole, Margaret

Position: Instructional Assistant
Effective 10/20/17

b. Eakins, Keana

Position: Instructional Assistant
Effective 9/28/17

c. Greston, Kristine

Position: Family Service Worker
Effective 10/13/17

d. McDaniel, Samantha

Position: Educational Aide
Effective 10/28/17

e. Morris, Lacy

Position: Teacher
Effective: 9/28/17

f. Sloneker, Stacey

Position: Instructional Assistant
Effective: 9/26/2017

g. Swain, Richard

Position: Information Technology Specialist
Effective: 10/13/17

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

____Garver ____Leap ____Pritchard M. ____Schechter ____Pritchard G. President declares motion_____

2. Initial Appointments

NON – CERTIFIED

a. Babb, Sherry

Position: Help Me Grow Service Coordinator
Contract: One Year
Salary: \$39,375

b. Manns, Sharon

Position: Assistant Teacher
Contract: One Year
Salary: \$18,720

c. Miller, Cynthia

Position: Assistant Health Manager
Contract: One Year
Salary: \$29,52

d. Morgan, Candice

Position: Assistant Teacher
Contract: One Year
Salary: \$12.78 per hour

e. Nieberding, Jacqueline

Position: Community Wraparound Program Assistant
Contract: One Year
Salary: \$21,000

f. Sedlack, Savannah

Position: Teacher - Daycare
Contract: One Year
Salary: \$30,300

EMPLOYMENT OF NON-CERTIFICATED PERSONNEL AS SUBSTITUTES

Flores Camacho, Rita
Humphries, Victoria
Huff, Allison
Koth, Kayla

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

___ Garver ___ Leap ___ Pritchard M. ___ Schechter ___ Pritchard G. President declares motion _____

3. Supplemental Contracts

Brelsford, Karen	\$11.63	Additional duties
Eisenbraun, Donna	\$8,320	Classroom Monitoring
Sedlack, Savannah	23 days	Additional days

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

___ Garver ___ Leap ___ Pritchard M. ___ Schechter ___ Pritchard G. President declares motion _____

4. Contract Adjustment

a. Baker, Dana

Position from: Instructional Assistant
Position to: Preschool Intervention Specialist
Days from: 185
Days to: 175
Salary from: \$19,454
Salary to: \$35,999

b. Spears, Breanna

Position from: Instructional Assistant
Position to: Teacher - ECE
Days from: 180
Days to: 180
Salary from: \$19,652
Salary to: \$29,290

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

____ Garver ____ Leap ____ Pritchard M. ____ Schechter ____ Pritchard G. President declares motion _____

IX. SUPERINTENDENT’S REPORT – AGENDA REVIEW/REVISION

C. General Business

Items for Action

1. Butler County Board of Health - Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Butler County Board of Health for employment of Community Health Workers effective September 11, 2017 - July 27, 2018 in the amount not to exceed \$48,159.87 as listed in Appendix “D” which is attached and becomes part of the official minutes.

2. Miami University - Memorandum of Agreement (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Memorandum of Agreement with Miami University for Parent Project Evaluation Services effective 10/1/17 - 9/30/18 in the amount not to exceed \$6,000 as listed in Appendix “E” which is attached and becomes part of the official minutes.

3. Janice Singletary - Service Agreement (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Service Agreement with Janice Singletary for supervision of youth (Wraparound) effective 10/14/17 - 11/8/17 in the amount not to exceed \$160/week as listed in Appendix “F” which is attached and becomes part of the official minutes.

4. Mental Health, Drug and Alcohol Services of Logan & Champaign Counties - Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Mental Health, Drug and Alcohol Services of Logan & Champaign Counties for Strong Families Safe Communities Grant effective July 1, 2017 - June 30, 2018 in the amount not to exceed \$68,203.00 as listed in Appendix "G" which is attached and becomes part of the official minutes.

5. Donna Martin - Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Donna Martin for Parent Project Facilitation effective October 1, 2017 - July 31, 2018 in the amount not to exceed \$2,000.00 as listed in Appendix "H" which is attached and becomes part of the official minutes.

6. Case Western Reserve University - Contract for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contract for Services with Case Western Reserve University for Wraparound Coaching effective July 1, 2017 - December 17, 2017 in the amount not to exceed \$1,000.00 as listed in Appendix "I" which is attached and becomes part of the official minutes.

7. Catholic Charities - Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Catholic Charities for Parent Project Coordination effective July 1, 2017 - June 30, 2018 in the amount not to exceed \$33,900.00 as listed in Appendix "J" which is attached and becomes part of the official minutes.

8. Catholic Charities - Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Catholic Charities for Parent Project Coordination effective September 1, 2017 - December 31, 2017 in the amount not to exceed \$17,261.00 as listed in Appendix "K" which is attached and becomes part of the official minutes.

9. Atrium Medical Center - Agreement for Services (FCFC)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Agreement for Services with Atrium Medical Center for employment of Community Health Workers effective October 9, 2017 - July 27, 2018 in the amount not to exceed \$53,354.00 as listed in Appendix "L" which is attached and becomes part of the official minutes.

10. Versailles Exempted Village Schools - MOU - Audiology

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the MOU with Versailles Exempted Village Schools for the Audiology Program effective July 1, 2017 – June 30, 2018 in the amount of \$126.00 per hour audiology / \$105.00 per hour hearing impaired / \$65.00 per item hat equipment as listed in Appendix "M" which is attached and becomes an official part of the minutes.

11. Preble-Shawnee Local Schools - Curriculum Services

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Preble Shawnee Local Schools for Curriculum Audit effective September 21, 2017 - May 31, 2018 in the amount of \$1,950 as listed in Appendix "N" which is attached and becomes part of the official minutes.

12. Miami University - Preble County Success Program

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contract of Services with Miami University for the Preble County Success Program effective September 1, 2017 - August 31, 2018 in the amount of \$18,000 as listed in Appendix "O" which is attached and becomes part of the official minutes.

13. Miami University - Butler County Success Program

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contract of Services with Miami University for the Butler County Success Program effective September 1, 2017 - August 31, 2018 in the amount of \$18,000 as listed in Appendix "P" which is attached and becomes part of the official minutes.

14. Edgewood City School District - Nursing Agreement (LPN)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Edgewood City Schools for Nursing Services (LPN) effective August 1, 2017 - July 31, 2018 in the amount of \$9,324 as listed in Appendix "Q" which is attached and becomes part of the official minutes.

15. Edgewood City Schools - ESY Service

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Edgewood City Schools for ESY Service; VI/O & M effective May 24, 2017 - September 30, 2017 in the amount of \$980 as listed in Appendix "R" which is attached and becomes part of the official minutes.

16. Edgewood City Schools - Contracted Service Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contract of Services with Edgewood City Schools for Orientation and Mobility Services and Vision Impaired Teacher Services effective August 1, 2017 - July 31, 2018 in the amount of \$144.00 per hour not to exceed \$49,680 (345 hrs) as listed in Appendix "S" which is attached and becomes part of the official minutes.

17. Hamilton City School District - Complete Service Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Complete Service Agreement with Hamilton City Schools effective July 1, 2017 - June 30, 2018 in the amount of \$374,688.79 as listed in Appendix "T" which is attached and becomes part of the official minutes.

18. Hamilton City Schools - MOU

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Memorandum of Understanding with Hamilton City Schools for the COG effective August 1, 2017 - July 31, 2018 as listed in Appendix "U" which is attached and becomes part of the official minutes.

19. Miami University - Kinship Navigator Program

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contract of Services with Miami University for the Kinship Navigator Program effective September 1, 2017 - June 30, 2018 in the amount of \$4,600 as listed in Appendix "V" which is attached and becomes part of the official minutes.

20. Budget Revision - Butler County Head Start

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Budget Revision for Head Start, as listed in Appendix "W" which is attached and becomes part of the official minutes.

21. Policy Council Reimbursement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Policy Council Reimbursement as listed in Appendix "X" which is attached and becomes part of the official minutes.

22. Community Building Institute Middletown, Inc. - Lease Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Lease Agreement with Community Building Institute Middletown, Inc., effective August 1, 2017 - May 28, 2018 in the amount of \$900 monthly as listed in Appendix "Y" which is attached and becomes part of the official minutes.

23. Conscious Discipline - Consultant Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Consultant Agreement with Conscious Discipline for a one day training that will take place November 7, 2017 in the amount of \$3,170 as listed in Appendix "Z" which is attached and becomes part of the official minutes.

24. CJ's Training and Consulting Services, LLC - Contract Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contract Agreement with CJ's Training and Consulting Services, LLC effective November 6 - November 9, 2017 in the amount of \$2,600 as listed in Appendix "AA" which is attached and becomes part of the official minutes.

25. Performance Indicator Report (PIR)

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Performance Indicator Report (PIR) as listed in Appendix "BB" which is attached and becomes part of the official minutes.

26. Preble-Shawnee Local Schools - Curriculum Services

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Contracted Service Agreement with Preble Shawnee Local Schools for Online PD Platform effective June 20, 2017 - June 30, 2018 in the amount of \$975 as listed in Appendix “CC” which is attached and becomes part of the official minutes.

27. Butler County Job & Family Services - Amendment Four to Subgrant Agreement

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Amendment Four to Subgrant Agreement with Butler County Job & Family Services for Kinship Navigator Services effective July 1, 2017 - June 30, 2018 in the amount of \$74,000 as listed in Appendix “DD” which is attached and becomes part of the official minutes.

28. Butler County Job & Family Services - Purchase of Service Contract - Kinship Home Studies

BE IT RESOLVED, the Superintendent recommends the Governing Board approve the Purchase of Service Contract with Butler County Job & Family Services for Kinship Home Studies effective January 1, 2018 - December 31, 2018 in the amount of \$45,000 as listed in Appendix “EE” which is attached and becomes part of the official minutes.

The Superintendent recommends the Governing Board approve items #1 - #28

___ Garver ___ Leap ___ Pritchard M. ___ Schechter ___ Pritchard G President declares motion _____

1. Professional Leave - Out of State

- a) Lisa McCoon attendance at the Orange Conference held in Atlanta, Georgia on April 25-27, 2018 at an estimated cost of \$1,350.
- b) Mital Patel and Amy Beissel, attendance at the Child Plus Training Scramble held in Las Vegas, Nevada on October 23-26, 2017 at an estimated cost of \$1,500.
- c) Therese Hunt, attendance at Promoting Young Children’s Language, Literacy, and Social-Emotional Competencies on December 7-8, 2017 at an estimated cost of \$600.

___ Garver ___ Leap ___ Pritchard M. ___ Schechter ___ Pritchard G. President declares motion _____

Items for Information

- 1. Home Schooling Students
(30) more home schooling students were added to our list making a total of (474) for the 2017-2018 school year.
- 2. Early Head Start/Head Start Attendance/Enrollment and Monitoring Report – Appendix “FF”
- 3. Professional Leave - In State
 - a. Jacqueline Sanchez, attendance at the Carseat Refresher held in Forest Park, Ohio on October 3, 2017 at an estimated cost of \$50

4. FMLA

Akeley, Margie
Anderson, Curtis
Clayton, Desirae
Griffin, Candice
Hendy, Courtney
Walker, Miranda

X. BOARD MEMBER COMMENTS

XI. ADJOURNMENT

___ Garver ___ Leap ___ Pritchard M. ___ Schechter ___ Pritchard G. President declares motion _____