BUTLER COUNTY EDUCATIONAL SERVICE CENTER GOVERNING BOARD

Minutes of the October 25, 2017 Regular Meeting

The Butler County Educational Service Center Governing Board met at 9:00 a.m. on Wednesday, October 25, 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, M. Pritchard, Schechter and G. Pritchard. Also, present was the Superintendent, Chris Brown; Director of Human Resources, Laura Theiss; Treasurer, Ken Ulm and guests; Alan Rigling, Wendy Folino, Cari Wynne, Tawana Keels, Joe Piliero, Natasha Lannin and Peggy McClusky.

Treasurer's Note:
- Ms. Leap entered the meeting at 9:09 a.m.
- Natasha Lannin stated she has a 7,000 s.f. building that is ADA accessible with plenty of parking that would be good for Preschool, High School or Administration built in the 50's, for long term lease. Peggy McClusky is a retired educator, 50 years in education and former ESC employee. She is thinking of doing a write in.
- Acknowledged Joe Piliero, he received 2 awards for graphic design logos, clover leaf w/values and JDC/ESC logo.

Resolution No. 17-410 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 27, 2017.

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

Resolution No. 17-411 Financial Reports


Mr. Schechter moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Resolution No. 17-412 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.

Mr. Schechter moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:
Resolution No. 17-413       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.

Mr. Schechter moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Resolution No. 17-414       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.

Mr. Schechter moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Resolution No. 17-415       Executive Session - Purpose of Personnel

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

Board entered into executive session at 9:29 a.m.
Board emerged from executive session at 9:31 a.m.

Resolution No. 17-416       Resignations

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

NON-CERTIFIED

a. Dole, Margaret

  Position: Instructional Assistant
  Effective: 10/20/2017

b. Eakins, Keanna

  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:  9/26/17

g. Swain, Richard

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

Mrs. Pritchard moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:

Resolution No. 17-417  Initial Appointments

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

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:  $29,520

3
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, Savanah  
   Position: Teacher - Daycare  
   Contract: One Year  
   Salary: $55,936  

EMPLOYMENT OF NON-CERTIFICATED PERSONNEL AS SUBSTITUTES

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

Mrs. Garver moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  

Resolution No. 17-418  
Supplemental Contracts

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Rate</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brelsford, Karen</td>
<td>$11.63 per</td>
<td>Additional duties</td>
</tr>
<tr>
<td></td>
<td>hour</td>
<td></td>
</tr>
<tr>
<td>Eisenbraun, Donna</td>
<td>$8,320</td>
<td>Classroom Monitoring</td>
</tr>
<tr>
<td>Sedlack, Savanah</td>
<td>$23 days</td>
<td>Additional days</td>
</tr>
</tbody>
</table>

Mrs. Garver moved and Mr. Schechter seconded the adoption of the resolution and roll call vote resulted:  
Resolution No. 17-419  Contract Adjustments

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

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

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

Resolution No. 17-420  Terminations

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

a. Howard, Sara

  **Position:** Secretary / Alternative Program  
  **Effective:** 10/25/17

b. Spradling, Shane

  **Position:** Transporter / Preble Co.  
  **Effective:** 10/25/17

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:  
Resolution No. 17-421  
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 9/11/17 - 7/27/18 in the amount not to exceed $48,159.87 as listed in Appendix “D” 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, Schechter G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-422  
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 of $6,000.00 as listed in Appendix “E” 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, Schechter G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-423  
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.

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

Resolution No. 17-424  
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.

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

Resolution No. 17-425  
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.
Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted: Ayes: Garver, Leap, M. Pritchard, Schechter G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-426  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.

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

Resolution No. 17-427  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.

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

Resolution No. 17-428  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.

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

Resolution No. 17-429  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.

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

Resolution No. 17-430  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.
Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:

Resolution No. 17-431 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.

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

Resolution No. 17-432 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.

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

Resolution No. 17-433 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.

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

Resolution No. 17-434 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.

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

Resolution No. 17-435 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.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:
Resolution No. 17-436  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.

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

Resolution No. 17-437  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 “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, Schechter G. Pritchard. Nays: None. President declared motion carried.

Resolution No. 17-438  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.

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

Resolution No. 17-439  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.

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

Resolution No. 17-440  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.

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

Resolution No. 17-441  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.

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

Resolution No. 17-442  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.

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

Resolution No. 17-443  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.

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

Resolution No. 17-444  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.

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

Resolution No. 17-445  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.

Mrs. M. Pritchard moved and Mrs. Garver seconded the adoption of the resolution and roll call vote resulted:
Resolution No. 17-446  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.

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

Resolution No. 17-447 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.

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

Resolution No. 17-448 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.

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

Resolution No. 17-449 Professional Leave - Out of State

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

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.

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

- Mrs. Garver - thanks for inviting her to attend Chad Varga’s presentation.
- Mrs. M. Pritchard - asked guests to speak. She said Tawana Keels is on the ballot as a write in candidate, she loves educations. She can’t believe there are only 2 meetings left. She can come sit with Alan. Time for fresh ideas. She is hoping to get gig for childcare during EHS meetings.
- Mr. G. Pritchard - is glad to have interest in board. can’t overstate how good it is to have people who came up with the idea to run.
- Ms. Leap - Lilliana has IEP meeting tomorrow and she is asking for year round school, longer days and school on Saturdays.

Resolution No. 17-450

Adjournment

Mrs. M. Pritchard moved and Mrs. Garver seconded that the Governing Board meeting adjourn at 9:44 a.m. Roll call vote resulted: Ayes: Garver, Leap, M. Pritchard, Schechter and G. Pritchard. Nays: None, President declared motion carried.

Mr. Graham Pritchard
Governing Board President

Mr. Ken Ulm
Governing Board Treasurer

11/5/17
Date

11/5/17
Date