

MINUTES  
Regular Meeting  
Governing Board of the  
Greene County Educational Service Center  
September 12, 2012 - 9:30 AM

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Call to Order/Roll Call

Mr. Snell called the Meeting to order at 10:14 AM with the following in attendance: Mrs. Wiseman, Dr. Frank, Dr. Gallagher, Mrs. Brooks and Mr. Snell.

Also in attendance: Mr. Gray, Superintendent and Mr. Arledge, Treasurer.

Adoption of Agenda

# 2012-86

Moved by Dr. Gallagher, seconded by Mrs. Wiseman that the Agenda be approved.

Revisions and additions were noted.

Vote: Dr. Frank, aye; Dr. Gallagher, aye; Mrs. Brooks, aye; Mr. Snell, aye; Mrs. Wiseman, aye.  
Motion carried.

Approve Minutes of the August 9, 2012 Regular Board Meeting

# 2012-87

Moved by Dr. Gallagher, seconded by Dr. Frank that the Minutes of the August 9, 2012, Regular Board Meeting be approved.

Vote: Dr. Gallagher, aye; Mrs. Brooks, abstain; Mr. Snell, aye; Mrs. Wiseman, aye; Dr. Frank, aye.  
Motion carried 4 – 0 - 1.

Open Communications

After discussion, Mr. Snell appointed Dr. Gallagher as the “Delegate” and Dr. Frank as the “Alternate” to the Business Meeting held at the Capital Conference this coming November.

## Treasurer's Report

# 2012-88

The Treasurer presented the list of Bills paid for the month of August 2012 (summary below) for the Board's approval.

### List of Bills Paid during August, 2012

General Fund "001"	\$898,951.79
Local Grants "019"	9,486.98
Staff Development "020"	3,412.73
State Grants "400"	1,519.00
Federal Grants "500"	29,991.63
Total	\$943,361.83

The Treasurer reviewed the Monthly Financials for the Board. He spoke on Alternative Ed Program finances regarding initial budget program expenditures and estimated revenue to support them. He presented copies of the Audited General Purpose Financial Statements for FY12. He reviewed the FY13 Budget, Appropriations and Estimated Revenue for All Funds, along with Salary Placements for all Staff for FY13, for approval later in the Meeting.

Moved by Dr. Gallagher, seconded by Mrs. Wiseman that the Treasurer's report be approved.

Vote: Mrs. Brooks, aye; Mr. Snell, aye; Mrs. Wiseman, aye; Dr. Frank, aye; Dr. Gallagher, aye.  
Motion carried.

## Director's Report – Board Policies

# 2012-89

The Superintendent presented for a First Reading with a Request for Approval the following Board Policies.

GCKB – Professional Staff Meetings  
GCKB-R – Professional Staff Meetings

Moved by Dr. Frank, seconded by Mrs. Wiseman that the Board Policies be approved.

Vote: Mr. Snell, aye; Mrs. Wiseman, aye; Dr. Frank, aye; Dr. Gallagher, aye; Mrs. Brooks, aye.  
Motion carried.

## Superintendent's Report

The Superintendent reviewed his "mid-month" update with the Board. He discussed the replacement of two of the HVAC Units on the roof, and some roof issues. He spoke of some requests by MVECA regarding the space they have been renting and their interest in renting some additional space that is currently being underutilized in the building. He informed the Board that a Public Records Request has been made on the personnel records for ten of the Learning Center Staff. He mentioned a recent legal issue regarding unemployment issues of a former Learning Center Staff member. He also spoke regarding some ongoing issues with Greene County Children's Services Board. He informed the Board that the MHRB had recently awarded an additional \$49,000 in funds in the form of a Grant to the Mental Health Department for additional programs.

## Personnel Recommendations

# 2012-90

The Superintendent recommended the following Personnel Recommendations be approved.

### Resignations

**Adrianna Camacho-Wagner** - INC Classroom Assistant/Nurse, effective 8/29/12

### Classified Staff

**Jason Crum** - INC Classroom Assistant/Nurse, 1 year contract @ \$13.33 per hour + \$4,000 stipend for nursing duties, 5 days per week, 7 hours per day, 183 contract days for 2012-13 school year

### Certified Staff

**Casey Haper** - Occupational Therapist, 1 year contract, 90 days @ \$27,289.80 for 2012-13 school year

**Andrew South** - OA Teacher, 1 year contract, 183 days @ \$56,657.00 for 2012-13 school year

**Jennifer Dietz** - OT, **revised** 1 year contract, 164 days @ \$48,348.63 for 2012-13 school year

**Margaret Renz** - Itinerant, **revised** 1 year contract, 146 days @ \$53,842.89 for 2012-13 school year

**Penny Oliver** - Speech Therapist, **revised** 1 year contract to include Masters +30 @ \$12,867.49 + \$202.19 for Masters + 30 for a total of \$13,069.68 for 2012-13 school year

**Heather Livingston** - Learning Center teacher, up to 8 hours during summer of 2012 to provide instructional services to Greeneview student @ \$25.00 per hour payable by timesheet

### Bus Drivers Certification

Bellbrook-Sugarcreek Local

Janette Topiah, B. Rudolf Oliver, Cynthia Blumenstock, Deidre Harkleroad, John Malashevitz, Rebecca Peters

Cedar Cliff Local

Douglas Anderson, David Baits, Reuben Brown, Lori Bublick, Agatha Christian, Julia Jarvis, Jay Kinsinger, Debra McLendon, Virginia McMahan, Rhea Myers

Greeneview Local

Sandra Harlow, Robin Cooper

### Substitutes Staff

Connie Miller to be paid \$80.00 per day priority substitute aide pay

### Substitute Teachers

Kevin Jones, Anelise Baits DaRosa, Carol Conway, Kristen McConkey, Christa Reis, Cynthia Mahaffey

### Substitute Aides

Galina Shevaturina, Valorie Guerrero, Donna Stover, Wanda Cooper Rae DeBord

Coach/Extra Curricular

Beavercreek:

**Michael Ruef** - 1 year contract @ \$2,999.00 for Middle School Athletic Director, Payable last pay in October, January, March and May for 2012-13 school year

Xenia:

**Fay Fletcher** - 1 year contract @ \$1,664.53 for 8<sup>th</sup> Grade Football Cheerleading Advisor payable last pay in October and first pay in November for 2012-13 school year

Moved by Mrs. Brooks, seconded by Dr. Frank that the Personnel Recommendations be approved.

Vote: Mrs. Wiseman, aye; Dr. Frank, aye; Dr. Gallagher, aye; Mrs. Brooks, aye; Mr. Snell, aye.  
Motion carried.

Approve Employment Contract - Amy Baldrige, Director of Curriculum for Beavercreek

# 2012-91

The Superintendent recommended that the Board approve the hiring of Amy Baldrige, at the request of Beavercreek Schools for the position of Curriculum Director, for the 2012-2013 school year, in the amount of \$101,932.00 for 225 days, with Beavercreek City Schools reimbursing the Greene County ESC for all costs through City/County Agreement funds.

Moved by Dr. Gallagher, seconded by Mrs. Brooks that the recommendation be approved.

Vote: Dr. Frank, aye; Dr. Gallagher, aye; Mrs. Brooks, aye; Mr. Snell, aye; Mrs. Wiseman, aye.  
Motion carried.

Approve FY13 Budget, Appropriations and Estimated Revenue for All Funds and Salary Placement for All Staff for FY13

# 2012-92

The Treasurer presented the FY13 Budget, Appropriations and Estimated Revenue for All Funds and Salary Placement for All Staff for FY13, for the Boards approval.

<u>Appropriations for FY 2013</u>	<u>Initial</u>
<u>General Fund</u>	
<u>Instruction</u>	
001-1100-100 Salaries	\$303,306.00
001-1100-200 Benefits	\$149,231.00
001-1100-400 Purchased Services	\$21,805.00
001-1100-500 Supplies	\$7,000.00
001-1100-600 Capital Outlay	* \$6,300.00
001-1100-800 Other	\$0.00
	\$487,642.00

	<u>Special Instruction</u>		
001-1200-100	Salaries		\$1,774,392.00
001-1200-200	Benefits	*	\$735,202.25
001-1200-400	Purchased Services	*	\$51,079.00
001-1200-500	Supplies		\$16,250.00
001-1200-600	Capital Outlay	*	\$12,875.00
			\$2,589,798.25
	<u>Support Services-Pupils</u>		
001-2100-100	Salaries		\$3,978,693.00
001-2100-200	Benefits		\$1,270,538.00
001-2100-400	Purchased Services	*	\$66,292.00
001-2100-500	Supplies		\$10,850.00
001-2100-600	Capital Outlay		\$11,200.00
001-2100-800	Other		\$500.00
			\$5,338,073.00
	<u>Support Services-Instruction</u>		
001-2200-100	Salaries		\$1,250,027.00
001-2200-200	Benefits		\$525,768.00
001-2200-400	Purchased Services	*	\$80,022.24
001-2200-500	Supplies		\$6,000.00
001-2200-600	Capital Outlay		\$1,000.00
001-2200-800	Other		\$2,500.00
			\$1,865,317.24
	<u>Support Services-Board of Ed</u>		
001-2300-100	Salaries		\$7,500.00
001-2300-200	Benefits		\$1,203.00
001-2300-400	Purchased Services	*	\$16,693.75
001-2300-500	Supplies		\$1,000.00
001-2300-600	Capital Outlay		\$0.00
001-2300-800	Other		\$9,000.00
			\$35,396.75
	<u>Support Services-Administration</u>		
001-2400-100	Salaries		\$62,213.00
001-2400-200	Benefits		\$24,672.00
001-2400-400	Purchased Services	*	\$54,151.00
001-2400-500	Supplies	*	\$15,450.00
001-2400-600	Capital Outlay		\$36,000.00
001-2400-800	Other		\$29,200.00
			\$221,686.00
	<u>Fiscal Services</u>		
001-2500-100	Salaries		\$175,242.00
001-2500-200	Benefits		\$58,936.00
001-2500-400	Purchased Services		\$2,100.00
001-2500-500	Supplies		\$3,000.00
001-2500-600	Capital Outlay		\$2,500.00
001-2500-800	Other	*	\$25,050.00
			\$266,828.00

	<u>Support Services-Business</u>		
001-2600-100	Salaries	\$6,419.00	
001-2600-200	Benefits	\$1,030.00	
001-2600-400	Purchased Services	\$4,500.00	
001-2600-500	Supplies	\$0.00	
001-2600-600	Capital Outlay	\$0.00	
			\$11,949.00
	<u>Plant Services</u>		
001-2700-100	Salaries	\$42,952.00	
001-2700-200	Benefits	\$6,940.00	
001-2700-400	Purchased Services	* \$179,975.08	
001-2700-500	Supplies	* \$9,376.70	
001-2700-600	Capital Outlay	* \$33,600.00	
			\$272,843.78
	<u>Architectural Services</u>		
001-5300-400	Purchased Services	\$0.00	
			\$0.00
	<u>Property Services</u>		
001-5500-400	Purchased Services	\$30,000.00	
001-5500-600	Capital-Acquisition/Construction	\$80,000.00	
			\$110,000.00
	<u>Transfer Out of General Funds</u>		
001-7200-900	Transfer Out of General Funds	\$10,000.00	
			\$10,000.00
	<u>Refund of Prior Year Receipts</u>		
001-7500-900	Refund of Prior Year Receipts	\$200,000.00	
			\$200,000.00
Total General Fund			\$11,409,534.02

Figures to the right of "\*" include Carry Over Encumbrances from FY2012 totaling \$19,363.02  
 Budgeted expenditures for this year total \$11,390,171.00

Non General Funds - Appropriated to "Fund/SCC"

001-9006	Gen Fund-Est Medicaid Payback FY06	\$35,600.00
001-9007	Gen Fund-Est Medicaid Payback FY07	\$8,850.00
001-9008	Gen Fund-Est Medicaid Payback FY08	\$12,320.00
001-9009	Gen Fund-Est Medicaid Payback FY09	\$13,500.00
001-9010	Gen Fund-Est Medicaid Payback FY10	\$16,645.00
001-9011	Gen Fund-Est Medicaid Payback FY11	\$3,200.00
019-9001	Consortium Preschool	\$3,930.45
019-9002	Friend's Preschool	\$16,316.30
019-9011	Franklin B. Walter Scholarship Fund	\$5,532.58
019-9013	CORSP "Headstart"	\$34,823.34
019-9016	MontCoESC/GCESC - PAX	\$1,447.08
019-9017	MHRB-Lincoln ES PAX	\$2,851.68
019-9018	MHRBHOPE Network	\$4,000.00

019-9500	Greene County Community Foundation	\$62,499.67
019-9998	Drug and Alcohol	\$57,495.23
020-9998	Enterprise Fund	\$104,266.37
432-9998	State - EMIS	\$7,397.52
451-9013	State - Network Subsidy FY2013	\$1,800.00
463-9012	State - Alternative School FY2012	\$1,519.00
463-9013	State - Alternative School FY2013	\$52,426.00
516-9011	Federal - CaseLoad Ratio Redesign	\$1,614.00
516-9012	Federal - CaseLoad Ratio Redesign #2	\$11,435.46
587-9213	Federal - Preschool FY2013	\$22,543.72
590-9013	Federal - Student Learning Objectives	\$19,963.00
599-9211	Federal - SAMHSA FY11-15	\$74,761.90
599-9911	Federal-Evidence Based Prev FY10/11	\$91,674.23

Total Non General Fund \$668,412.53

Total All Funds \$12,077,946.55

Budgeted Revenue for FY2012-2013

General Fund	Beginning Balance	Estimated Revenue	Total Available
	\$2,812,431.64		
001-1223-0000 Tuition - Academy/OA		\$396,720.00	
001-1223-0001 Tuition -		\$0.00	
001-1223-0003 Tuition - PHP		\$200,838.00	
001-1223-xxxx Tuition-Previous Year		\$1,188.00	
001-1229-0000 Charges for Services-Foundation		\$772,105.00	
001-1229-0001 Contracted Services		\$7,818,779.00	
001-1410-0000 Interest on Investments		\$0.00	
001-1890-0000 Miscellaneous		\$53,073.00	
001-1890-1001 PD Program Fees & Registrations		\$2,000.00	
001-2100-2100 MHRB-Medicaid		\$217,021.00	
001-2100-2200 MHRB-Non Medicaid and Match		\$320,800.00	
001-3110-0000 Unrestricted GIA-Foundation		\$1,303,911.00	
001-5100-0000 Transfer In		\$0.00	
<b>General Fund Totals</b>	<b>\$2,812,431.64</b>	<b>\$11,086,435.00</b>	<b>\$13,898,866.64</b>

Other Funds	Beginning Balance	Estimated Revenue	Total Available
001-9006 GenFund-Est Med PB FY06	\$35,600.00	\$0.00	\$35,600.00
001-9007 GenFund-Est Med PB FY07	\$8,850.00	\$0.00	\$8,850.00
001-9008 GenFund-Est Med PB FY08	\$12,320.00	\$0.00	\$12,320.00
001-9009 GenFund-Est Med PB FY09	\$13,500.00	\$0.00	\$13,500.00
001-9010 GenFund-Est Med PB FY10	\$16,645.00	\$0.00	\$16,645.00
001-9011 GenFund-Est Med PB FY11	\$3,200.00	\$0.00	\$3,200.00
001-9012 GenFund-Est Med PB FY12	0.00	0.00	0.00
019-9001 Consortium PS Revenue	\$3,930.45	\$0.00	\$3,930.45
019-9002 Friend's PS Revenue	\$12,316.30	\$4,000.00	\$16,316.30
019-9011 F.B.W. Scholarship Fund	\$5,532.58	\$0.00	\$5,532.58

019-9013	CORSP "Headstart"	\$27,023.34	\$7,800.00	\$34,823.34
019-9016	MontCoESC/GCESC-PAX	\$1,447.08	\$0.00	\$1,447.08
019-9017	MHRB-Lincoln ES PAX	\$(1,383.32)	\$4,235.00	\$2,851.68
019-9018	MHRB-Hope Network	\$0.00	\$4,000.00	\$4,000.00
019-9500	Greene County Comm Found	\$5,199.67	\$57,300.00	\$62,499.67
019-9998	Drug and Alcohol	\$28,937.23	\$28,558.00	\$57,495.23
020-9998	Enterprise Fund	\$44,266.37	\$60,000.00	\$104,266.37
432-9998	State - EMIS	\$7,397.52	\$0.00	\$7,397.52
451-9013	State-Network Subsidy FY13	\$0.00	\$1,800.00	\$1,800.00
463-9012	State-Alternative School FY12	\$0.00	\$1,519.00	\$1,519.00
463-9013	State-Alternative School FY13	\$0.00	\$52,426.00	\$52,426.00
516-9011	Fed - Caseload Ratio FY11	\$1,614.00	\$0.00	\$1,614.00
516-9012	Fed - Caseload Ratio FY12	\$(11,328.54)	\$22,764.00	\$11,435.46
587-9013	Federal - Preschool FY13	\$0.00	\$22,543.72	\$22,543.72
590-9013	Fed-StudLearnObjectives FY13	\$0.00	\$19,963.00	\$19,963.00
599-9211	SAMHSA FY11-15	\$(4,843.10)	\$79,605.00	\$74,761.90
599-9911	Evidence Based Prev FY11/12	\$(17,764.77)	\$109,439.00	\$91,674.23
Non General Fund Totals		\$192,459.81	\$475,952.72	\$668,412.53
Total For All Funds		\$3,004,891.45	\$11,562,387.72	\$14,567,279.17

Moved by Dr. Gallagher, seconded by Dr. Frank that the FY13 Budget, Appropriations and Estimated Revenue for All Funds and Salary Placement for All Staff for FY13 be approved.

Vote: Dr. Gallagher, aye; Mrs. Brooks, aye; Mr. Snell, aye; Mrs. Wiseman, aye; Dr. Frank, aye.  
Motion carried.

Approve GCLC Crisis Plan

# 2012-93

Moved by Dr. Frank, seconded by Mrs. Brooks that the Greene County Learning Center Crisis Plan be approved.

Vote: Mrs. Brooks, aye; Mr. Snell, aye; Mrs. Wiseman, aye; Dr. Frank, aye; Dr. Gallagher, aye.  
Motion carried.

Approve Greene County ESC Employee Handbook

# 2012-94

Moved by Mrs. Brooks, seconded by Mrs. Wiseman that the Greene County ESC Employee Handbook be approved.

Vote: Mr. Snell, aye; Mrs. Wiseman, aye; Dr. Frank, aye; Dr. Gallagher, aye; Mrs. Brooks, aye.  
Motion carried.

Approval Cell Phone Reimbursement of \$30.00 per month for Amy Baldrige

# 2012-95

Moved by Dr. Frank, seconded by Mrs. Wiseman that the cell phone reimbursement be approved.

Vote: Mrs. Wiseman, aye; Dr. Frank, aye; Dr. Gallagher, aye; Mrs. Brooks, aye; Mr. Snell, aye.  
Motion carried.

Approve Donation of Computer Equipment to Access Project, INC

# 2012-96

Due to obsolescence and incompatibility, it is recommended the following computers and computer related equipment be donated to Access Project, INC.

<u>Item</u>	<u>Description</u>	<u>Inv# or Ser#</u>	<u>Item</u>	<u>Description</u>	<u>Inv# or Ser#</u>
Printer	HP970 cxi	820	Printer	Epson 740	1066
Printer	Epson 777i	1107	Printer	Epson 740	1055
Printer	Epson Photo 820	1611	Printer	Epson R220	30032
Computer	Power Mac 5260	675	Computer	Emac	30005
Computer	Mac G4 Tower	XB12968CKSL	Laptop	iBook	1187
Laptop	iBook	1608	Laptop	iBook	1637
Laptop	iBook	UV1331HMLCC	Laptop	iBook	1194
Laptop	iBook	1609	Laptop	iBook	1688
Laptop	iBook	1168	Laptop	iBook	1171
Laptop	iBook	1172	Laptop	iBook	1560
Laptop	iBook	1176	Laptop	iBook	1555
Laptop	iBook	1565	Laptop	iBook	none
Laptop	iBook	1164	Laptop	iBook	1589
Laptop	iBook	1694	Laptop	iBook	1173
Laptop	iBook	1167	Laptop	iBook	1568
Laptop	iBook	1177	Laptop	iBook	1166
Laptop	iBook	1096	Laptop	iBook	UV3320CPF2
Laptop	iBook	1590	Laptop	iBook	1557
Laptop	iBook	1558	Laptop	iBook	1169
Laptop	iBook G4	UV4340V1R73	Laptop	iBook G4	UV4340W2473
Laptop	iBook G4	UV4340SLR73	Laptop	iBook G4	1739
Laptop	iBook G4	1976	Laptop	Toshiba	1792
Laptop	Nobilis	1196	Laptop	IBM ThPad	30122
Laptop	PowerBook G4	1607	Printer	Epson C88	JDKY266002
Printer	Epson C88	30236	Printer	Epson C88	30038
Printer	Epson C88	30131	Printer	Epson C88	JKDY334082
Printer	Epson C88	JKDY358152	Printer	Epson 777i	1110
Printer	Epson 740	1057	Scanner	UMAX	1906
Server	T1-PCS (Citrix)	1751	Computer	iMac (flat pnl)	30047
Computer	IBM NetVista	1192	Computer	iMac (blue)	1082
Computer	iMac (blue)	1112	Computer	iMac (blue)	1104

Moved by Mrs. Wiseman, seconded by Mrs. Brooks that the above Computer Equipment be donated to Access Project, INC and removed from the ESC inventory.

Vote: Dr. Frank, aye; Dr. Gallagher, aye; Mrs. Brooks, aye; Mr. Snell, aye; Mrs. Wiseman, aye.  
Motion carried.

Additions to Agenda – Treasurer Evaluation Format

By consensus of the Board, the Treasurer Evaluation will now be based upon the format that is currently utilized by Darke County ESC.

Adjourn

There being no further business to come before the Board, Mr. Snell adjourned the Meeting at 11:16 AM.

Attest

\_\_\_\_\_  
Lee Snell, President

\_\_\_\_\_  
Robert L. Arledge Jr., Treasurer

Upcoming Events

Regular Governing Board Meeting – October 11, 2012 at 1:00 PM