

MINUTES
Organizational and Regular Meeting
Governing Board of the
Greene County Educational Service Center
Wednesday, January 12, 2012 – 9:30 AM

Call to Order/Roll Call

Mr. Snell, having been appointed President Pro-Tem at the December 8, 2011 Regular Meeting, called the Meeting to order at 9:31 AM with the following in attendance: Mrs. Wiseman, Dr. Frank, Dr. Gallagher, Mrs. Brooks and Mr. Snell.

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

Public Hearing

Having been properly advertised, The Public Hearing was held at 9:32 to allow Public input regarding the Board's intent to rehire Vicki Williamson after she retires February 29, 2012.

There was no public input presented at the Hearing.

The Hearing was closed at 9:33.

Oath of Office

The Treasurer administered the Oath of Office to the recently re-elected and elected Board Members, Mrs. pam Brooks and Dr. Joan Gallagher.

Election of Governing Board Officers for 2012

2012-1

President

It was moved by Mrs. Wiseman, with a second from Mrs. Brooks, that Mr. Snell be nominated for the position of Governing Board President.

There being no further nominations the role was called.

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

Vice President

It was moved by Mrs. Wiseman, with a second from Mrs. Brooks, that Dr. Frank be nominated for the position of Governing Board Vice President.

There being no further nominations the role was called.

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

Adoption of Agenda

2012-2

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

Revisions and additions were noted.

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

Approve Minutes of December 8, 2011, Regular Board Meeting

2012-3

Moved by Dr. Frank, seconded by Mrs. Wiseman that the Minutes of the December 8, 2011 Regular Board Meeting be approved.

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

Open Communications

Dr. Gallagher was welcomed back.

Establish Regular Board Meeting Dates, Times and Locations for Calendar Year 2012

2012-4

After discussion, it was moved by Mrs. Brooks, seconded by Dr. Gallagher that the Regular Board Meetings for 2012 be as listed, with all Meetings held at the Greene County ESC.

Thursday, February 16, 2012	9:30 AM
Thursday, March 8, 2012	9:30 AM
Thursday, April 12, 2012	9:30 AM
Thursday, May 10, 2012	9:30 AM
Thursday, June 14, 2012	9:30 AM
Thursday, July 12, 2012	9:30 AM
Thursday, August 9, 2012	9:30 AM
Thursday, September 13, 2012	9:30 AM
Thursday, October 11, 2012	9:30 AM
Thursday, November 8, 2012	9:30 AM
Thursday, December 13, 2012	9:30 AM

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

Establish the Governing Board of the Greene County Educational Service Center Fund at \$20,000 for calendar year 2012

2012-5

Moved by Mrs. Wiseman, seconded by Dr. Frank that the Service Center Fund for the Governing Board be set at \$20,000.00 for 2012.

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

Appoint Board Committee and Liaison Assignments for 2012

After discussion, Mr. Snell appointed the following for 2012.

Policy Liaison – Mrs. Brooks
Business Advisory Representative – Dr. Frank
Legislative Liaison – Mrs. Wiseman
Student Achievement Liaison – Dr. Gallagher

Establish Financial/Audit Committee for 2012

2012-6

Moved by Mrs. Brooks, seconded by Dr. Frank, that the 2012 Financial/Audit Committee include the Treasurer, Superintendent, Director of Organizational Development and Governing Board President.

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

Approve Expenditures and Procedures for Calendar Year 2012

#2012-7

The Superintendent recommended the following be approved.

1. Permission for the board, Superintendent, Treasurer, Administrators, and Staff Members to attend professional meetings;
2. Permission to allow Treasurer to pay bills as they are received within the limits of established appropriations;
3. Permission to allow Treasurer to invest all available funds in a timely and effective manner;
4. Permission to allow the Superintendent to employ temporary personnel on an as needed basis;
5. Permission to allow Treasurer to establish Special Appropriation Accounts for State, Federal, and Private Source Grants; and

6. Permission to renew office maintenance contracts as they come due.

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

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

Treasurer's Report

2012-8

The Treasurer presented the list of Bills paid for the month of December 2011 (summary below) and the current Investment Report for the Board's approval.

List of Bills Paid during December 2011

General Fund "001"	\$964,223.65
Local Grants "019"	\$10,123.14
Staff Development "020"	\$3,348.21
State Grants "400"	\$11,009.80
Federal Grants "500"	\$17,171.03
Total	\$1,005,875.83

The Treasurer reviewed the monthly reports with the Board. He discussed the "cash flow" projections for the rest of the year, alerting the Board to the fact that "Foundation" from ODE is still coming in based upon FY11 EMIS information, and that once affected by FY12 EMIS information, the Board would see a decrease. He also discussed Alternative Ed tuition projections for the coming months, based upon the current enrollment figures. He mentioned that enrollment with the PHP program continues to be a concern with January starting with only 16 students. The Board was informed that PHP would have to maintain an additional 7 students every day for the remainder of the year, for Alternative ED to break even. Also required would be keeping the 3 additional tuition paying students at the Academy/OA program. At current enrollment levels, the projected loss is \$47,000.00 for FY12. He informed the Board that the Agreed Upon Procedure with Clark, Shaffer, Hackett to certify the Actual Unit Cost Report for FY11 Mental Health Services has been completed and that later in the meeting the Board would be approving the transfer of funds to reserve the estimated payback for Federal Medicaid earned during FY11. He also informed the Board that the FY2000 Medicaid Payback of \$14,358.37 has been made.

Moved by Dr. Frank, seconded by Mrs. Brooks that the Treasurers report be approved.

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

Superintendent's Report

The Superintendent reviewed his "mid month" report and shared an article on some Academy/INC collaboration with Bellbrook-Sugarcreek schools.

Executive Session Discussion of Personnel Issues

2012-9

Moved by Dr. Gallagher, seconded by Mrs. Wiseman that the Board go into Executive Session at 10:21 AM for a discussion on Personnel Issues.

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

After a discussion on Personnel Issues, the Board returned to Regular Session at 11:31 AM.

Termination of Employment Contract

2012-10

The Superintendent recommends termination of **Rebecca Day's** continuing contract as provided in §3319.081 of the Ohio Revised Code, effective January 12, 2012, on the grounds of incompetency, inefficiency, and/or acts of malfeasance, misfeasance and nonfeasance. The Superintendent has met with Rebecca Day, given her written notice of the allegations upon which this recommendation is based, and given her an opportunity to respond to them.

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

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

Personnel Recommendations

2012-11

The Superintendent recommended the following Personnel Recommendations be approved.

Certified Staff

Mary Grech - OT, up to ½ day at daily rate to cover minute requirement in Xenia, payable by timesheet

Classified Staff

Joelle Franks - COTA, 1 year contract, @ \$21.91 per hour, 7 hours per day, 5 days per week for a total of 96 total days

Victoria Kennedy - Preschool Aide, 1 year contract @ \$17.68 per hour, 4 days per week, 3.5 hours per day 79 total days

Retirements

Vicky Williamson - effective February 29, 2012

Extra-Curricular Coach – Xenia

Charlese Hawkins-Rose - 8th Grade Basketball Cheeleader Advisor, 1 year contract @ \$932.26 payable first pay in March 2012

Substitute Staff

Benjamin Lightner, pending completion of paperwork

Bus Driver Certification – Cedar Cliff Local – Reuben Brown

Moved by Mrs. Brooks, seconded by Mrs. Wiseman 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 Transfer of Funds

2012-12

The Treasurer requested the Board approve a Transfer of Funds, in the amount of \$3,200.00 from General Fund “001-000” to General Fund – FY11 Estimated Medicaid Payback “001-9011”, to reserve the estimated Medicaid Payback for FY11 Mental Health Services, as calculated.

Moved by Dr. Gallagher, seconded by Dr. Frank that the Transfer of Funds be approved.

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

Adjourn

There being no further business to come before the Board, Mr. Snell adjourned the Meeting at 11:58 AM.

Attest

Lee Snell, President

Robert L. Arledge Jr., Treasurer

Upcoming Events

1. Martin Luther King Observance – Office and School Closed – January 16, 2012