

## MINUTE LOG

<u>MOTION #</u>	<u>MOTION</u>
09-01.01	APPROVE CLOSING NOMINATIONS FOR BOARD PRESIDENT
09-01.02	APPROVE CLOSING NOMINATIONS FOR BOARD VICE PRESIDENT
09-01.03	APPROVE ADOPTION OF AGENDA AND ADDENDUM
09-01.04	APPROVE 2009 ORGANIZATIONAL RESOLUTIONS- SUPERINTENDENT
09-01.05	APPROVE 2009 ORGANIZATIONAL RESOLUTIONS- TREASURER/CFO
09-01.06	APPROVE 2009 ORGANIZATIONAL RESOLUTIONS- GOVERNING BOARD
09-01.07	APPROVE GOVERNING BOARD POLICY MANUAL
09-01.08	APPROVE APPROPRIATIONS
09-01.09	APPROVE EXECUTIVE SESSION
09-01.10	APPROVE ADJOURNMENT

## RECORD OF PROCEEDINGS

Minutes of the Educational Service Center of Central Ohio's Governing Board's Organizational Meeting held on January 5, 2009 at noon, at 2080 Citygate Drive, Columbus, Ohio

1.01- Oath of Office- Treasurer/CFO administered the Oath of Office to the Educational Service Center of Central Ohio Governing Board members.

Call to Order: Meeting called to order by Mrs. Galbraith, President pro tempore

Roll Call:	Mr. Bischoff	Present
	Mrs. Galbraith	Present
	Mr. Hesel	Absent
	Mrs. Klamfoth	Present
	Mrs. Morgan	Present
	Mrs. Reid-Pleasnick	Absent
	Mr. Spencer	Present

Staff Present: Bart Anderson, Alan Hutchinson, Todd Hanes, Tom Goodney

Visitors Present:

The Board President led the Pledge of Allegiance.

2.01- Nominations for Board President- Greg Spencer was nominated by Betty Klamfoth

**09-01.01**      **APPROVE CLOSING NOMINATIONS FOR BOARD PRESIDENT:**  
It was moved by Mr. Bischoff and seconded by Mrs. Morgan the Educational Service Center of Central Ohio Governing Board close the nominations for Board President.

Roll Call: Mr. Bischoff, yea; Mrs. Morgan, yea; Mrs. Klamfoth, yea;  
Mr. Spencer, yea; Mrs. Galbraith, yea. Motion passed.

2.03- Casting of Votes for Board President- Greg Spencer for Board President

Roll Call: Mr. Bischoff, yea; Mrs. Klamfoth, yea; Mrs. Morgan, yea; Mr. Spencer, yea; Mrs. Galbraith, yea.

2.04- Nominations for Board Vice President- Joyce Galbraith was nominated by Betty Klamfoth

**09-01.02      APPROVE CLOSING NOMINATIONS FOR BOARD VICE PRESIDENT:**

It was moved by Mr. Bischoff and seconded by Mrs. Morgan the Educational Service Center of Central Ohio Governing Board close the nominations for Board Vice President.

Roll Call: Mr. Bischoff, yea; Mrs. Morgan, yea; Mrs. Klamfoth, yea; Mr. Spencer, yea; Mrs. Galbraith, yea. Motion passed.

2.06- Casting of votes for Board Vice President- Joyce Galbraith for Vice President.

Roll Call: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Klamfoth, yea; Mrs. Morgan, yea; Mr. Spencer, yea.

**09-01.03      ADOPTION OF AGENDA AND ADDENDUM:**

It was moved by Mrs. Morgan and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board adopt the agenda and addendum of the January 5, 2009 Organizational Board Meeting.

Roll Call: Mrs. Morgan, yea; Mrs. Galbraith, yea Mr. Bischoff, yea; Mrs. Klamfoth, yea; Mr. Spencer, yea. Motion passed.

**09-01.04      APPROVE 2009 ORGANIZATIONAL RESOLUTIONS PERTAINING TO THE SUPERINTENDENT**

It was moved by Mrs. Klamfoth and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board approve the following:

1. Designate the Superintendent as the official purchasing agent for the Educational Service Center of Central Ohio for 2009.
2. Appoint the Superintendent as Agent (official representative) to conduct the Governing Board's business as deemed necessary by the Educational Service Center of Central Ohio Superintendent.
3. Authorize the Superintendent to employ such temporary personnel and/or accept resignations as needed for emergency situations; such employment to be presented for approval at the next regular board meeting.
4. Authorize the Superintendent to sign agreements not exceeding one year in length.
5. Certify the enrollment of public schools as of October, 2008:

Franklin County: 90,070.44

Delaware and Union Counties: 25,211.11

6. Designate Bart Anderson, former Superintendent of the Educational Service Center of Franklin County, as Superintendent and Chief Operating Officers of the Educational Service Center of Central Ohio and the Executive Director of the Educational Service Center Council of Governments.

Roll Call: Mrs. Klamfoth, yea; Mrs. Galbraith, yea; Mr. Bischoff, yea; Mrs. Morgan, yea; Mr. Spencer, yea. Motion passed.

**09-01.05**      **APPROVE ORGANIZATIONAL RESOLUTIONS PERTAINING TO THE TREASURER/CFO**

It was moved by Mrs. Morgan and seconded by Mr. Bischoff the Educational Service Center of Central Ohio Governing Board approve the following:

1. Authorize the Treasurer/CFO to pay properly authorized bills within the limits of appropriations for merchandise/services that have been received in good condition and to report monthly to the Governing Board a summary of those bills paid.
2. Authorize the Treasurer/CFO to sign agreements, not to exceed one year in length.
3. Authorize the Treasurer/CFO to receive, expend and account for State and Federal funds.
4. Adopt the following resolutions authorizing the use of facsimile signatures:

**WHEREAS**, is it required by law that no monies of the educational service center shall be disbursed by check unless signed by the Treasurer/CFO and no purchase order shall be issued without the signatures of the Treasurer/CFO and Superintendent of the Educational Service Center of Central Ohio, and

**WHEREAS**, the Office of the Auditor of State through H.B. 694 has approved the use of facsimile signature by the Treasurer/CFO impressed upon each check and the signatures of the Treasurer/CFO and Superintendent impressed upon each purchase order by machine maintained in custody of the Governing Board Business Services Center.

**NOW BE IT RESOLVED**, that the facsimile signature of Alan Hutchinson, Treasurer/CFO, appear upon all checks issued and that the facsimile signatures of Alan Hutchinson, Treasurer/CFO and Bart Anderson, Superintendent, appear upon all purchase orders issued by the Educational Service Center of Central Ohio in accordance with the provisions of the law.

5. Authorize the Treasurer/CFO to temporarily invest funds as allowed by law.
6. Authorize the Treasurer/CFO to make within fund transfers as may become necessary and report the same on a monthly basis to the Governing Board.
7. Authorize the Treasurer/CFO to make out of fund advances as may become necessary and report same on a monthly basis to the Governing Board.
8. Authorize and direct the Treasurer/CFO to credit investment earnings on all funds to the Educational Service Center of Central Ohio Governing Board's General Fund and the Self Insurance Health fund based on balances.
9. Establish a Records Commission for 2009 consisting of Governing Board President, Superintendent, and Treasurer/CFO with a meeting date in September, 2009.
10. Designate Alan Hutchinson, former Treasurer/CFO of the Educational Service Center of Franklin County, as Treasurer/CFO of the Educational Service Center of Central Ohio and Fiscal Officer of the Educational Service Center Council of Governments.
11. Ratify and confirm the actions of the Treasurer/CFO in transferring funds, accounts and assets of the former Delaware-Union Educational Service Center and the former Educational Service Center of Franklin County to the Educational Service Center of Central Ohio.

Roll Call: Mrs. Morgan, yea; Mr. Bischoff, yea; Mrs. Klamfoth, yea; Mrs. Galbraith, yea; Mr. Spencer, yea. Motion passed.

09-01.06

**APPROVE ORGANIZATIONAL RESOLUTIONS PERTAINING TO THE GOVERNING BOARD**

It was moved by Mrs. Morgan and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio approve the following:

1. Adopt *Parliamentary Procedure at a Glance* (1971 Revised Edition. O. Garfield Jones), as the Governing Board's procedural rules.
2. Approve the establishment of a Board Service Fund as provided in O.R.C. 3315.15 and recommend that the Board set aside an amount of money from its General Fund to pay expenses of Board Members incurred while they perform their duties. Said fund shall not exceed \$20,000.00.
3. Authorize the Board President, Treasurer/CFO and/or Superintendent to engage any appropriate legal counsel, as needed, and that the Board continue to use the firms of Brickler & Eckler LLP, Roetzel & Andress, LPA, Vorys, Sater, Seymour & Pease LLP, Squire, Sanders & Dempsey, and Taft, Stettinius & Hollister LLP for legal services.

4. Waive the reading of the previous meeting minutes provided copies of the minutes have been distributed to the Governing Board at least two days prior to the date of the next succeeding meeting.

5. Appoint or reaffirm appointment to various committees at the organizational meeting to be held at the earliest possible date in January of each year. (Richard Helsel is currently serving as OSBA Legislative Liaison).

Mr. Bischoff- OSBA Legislative Liaison

6. Governing Board members are eligible to purchase benefits under the Educational Service Center of Central of Ohio for calendar year 2009. *[The Treasurer/CFO will distribute declaration forms to members at the Governing Board meeting.]*

7. Recommend the Governing Board appoint Teri Morgan and Ed Bischoff to serve on the Delaware Area Career Center board for a one-year term.

Roll Call: Mrs. Morgan, yea; Mrs. Galbraith, yea; Mr. Bischoff, yea; Mrs. Klamfoth, yea; Mr. Spencer, yea. Motion passed.

09-01.07

**APPROVE GOVERNING BOARD POLICY MANUAL**

It was moved by Mr. Bischoff and seconded by Mrs. Klamfoth the Educational Service Center of Central Ohio approve the board policy manual as presented.

Roll Call: Mr. Bischoff, yea; Mrs. Klamfoth, yea; Mrs. Galbraith, yea; Mrs. Morgan, yea; Mr. Spencer, yea. Motion passed.

09-01.08

**APPROVE APPROPRIATIONS**

It was moved by Mrs. Galbraith and seconded by Mrs. Morgan the Educational Service Center of Central Ohio approve appropriations as presented below for the Educational Service Center of Central Ohio for the period of January 1, 2009 through June 30, 2009.

ESCCO Appropriation Resolution  
City, Exempted Village, Joint Vocational or Local Board of Education  
Rev. Code Sec. 5705.38

The Board of Education of the Educational Service Center of Central Ohio, Franklin County, Ohio, met in Organizational Session on the 5<sup>th</sup> day of January, 2009, at the office of the Educational Service Center of Central Ohio with the following members present:

Greg Spencer  
Joyce Galbraith  
Edward Bischoff  
Betty Klamfoth  
Teresa Morgan

moved to adopt the following Resolution:

BE IT RESOLVED by the Board of Education of the Educational Service Center of Central Ohio, Franklin County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2009, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

<b>Fund Class/Name</b>	<b>Fund</b>	<b>Appropriations</b>
<i>General</i>		
General Fund	001	\$39,168,415.72
Total General Fund		39,168,415.72
<i>Special Revenue</i>		
Public School Support	018	5,000.00
Other Grant	019	7,014,653.59
Teacher Development	416	446,633.48
Management Information System	432	7,853.12
Entry Year Programs	440	184,706.66
Data Communication Fund	451	4,500.00
Schoolnet Profess. Dev.	452	4,985.00
Alternative Schools	463	148,140.92
School Impr Models/Report Card	464	0.00
Miscellaneous State Grant Fund	499	7,888,065.69
Idea Part B Grants	516	4,565,298.22
Limited English Proficiency	551	282,686.19
Refugee Children School Impact	571	173,250.00
Drug Free School Grant Fund	584	91,984.11
Idea Preschool- Handicapped	587	99,743.08
Improving Teacher Quality	590	145,216.51
Miscellaneous Fed. Grant Fund	599	3,779,209.71
Total Special Revenue		24,841,826.28
<i>Capital Projects</i>		
Permanent Improvement	003	426,000.00
Total Capital Projects		426,000.00
<i>Internal Service</i>		
Rotary- Internal Services	014	21,577.82
Employee Benefits Self Ins	024	6,400,000.00
Total Internal Service		6,421,577.82

<i>Agency Fund</i>		
District Agency	022	3,700,002.22
Total Agency Fund		3,700,002.22
Total Appropriations- All fund types		74,557,922.04

Roll Call: Mrs. Galbraith, yea; Mrs. Morgan, yea; Mr. Bischoff, yea;  
Mrs. Klamfoth, yea; Mr. Spencer, yea. Motion passed.

**09-01.09      APPROVE EXECUTIVE SESSION:**

A. To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.

It was moved by Mrs. Morgan and seconded by Mr. Bischoff the Educational Service Center of Central Ohio Governing Board adjourn to executive session at 1:06 p.m. in accordance with ORC 121.22 to consider item A listed above.

Roll Call: Mrs. Morgan, yea; Mr. Bischoff, yea; Mrs. Galbraith, yea;  
Mrs. Klamfoth, yea; Mr. Spencer, yea. Motion passed.

The Board declared Executive Session ended at 1:34 p.m.

Roll Call: Mr. Bischoff, Mrs. Galbraith, Mrs. Klamfoth, Mrs. Morgan, Mr. Spencer

**7.01- Items for the Board's Information and Review**

- Governing Board Member's update- nothing to report
- Treasurer's update- The merger successfully occurred
- Superintendent's update- nothing to report

**Upcoming Meetings / Events**

January 26, 2009 / 6 p.m.  
Governing Board Regular Meeting at 2080 Citygate Drive, Columbus, Ohio

February 27, 2009 / Noon  
Governing Board Regular Meeting at 2080 Citygate Drive, Columbus, Ohio

March 20, 2009 / Noon  
Governing Board Regular Meeting at 2080 Citygate Drive, Columbus, Ohio



**09.01-10 APPROVE ADJOURNMENT:**

It was moved by Mrs. Klamfoth and seconded by Mr. Bischoff the Educational Service Center of Central Ohio Governing Board adjourn the meeting.

Roll Call: Mrs. Klamfoth, yea; Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Morgan, yea; Mr. Spencer, yea. Motion passed.



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Greg Spencer, President

**ATTEST:**

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Alan Hutchinson, Treasurer/ CFO  
Educational Service Center of Franklin County