

**MINUTE LOG**

<b><u>MOTION #</u></b>	<b><u>MOTION</u></b>
11-05.01	APPROVE ADOPTION OF AGENDA AND ADDENDUM
11-05.02	APPROVE BOARD MEETING MINUTES AND CONSENT AGENDA
11-05.03	APPROVE PRE-PAYMENT TO CDMU
11-05.04	APPROVE ADJOURNMENT

**RECORD OF PROCEEDINGS**

Minutes of the Educational Service Center of Central Ohio's Governing Board's Regular Meeting held on May 20, 2011, at the 2080 Citygate Drive, Columbus, Ohio.

**Call to Order:** Meeting called to order by Mrs. Galbraith, President, at 12:22 p.m.

**Roll Call:**

Mr. Edward Bischoff	Present
Mrs. Joyce Galbraith	Present
Mr. Richard Helsel	Present
Mrs. Betty Klamfoth	Present
Mrs. Teri Morgan	Present
Mrs. Robin Reid-Pleasnick	Absent
Mr. W. Gregory Spencer	Absent

**Staff Present:**

- Dr. Bart Anderson – Superintendent
- Mr. Alan Hutchinson – Treasurer/CFO
- Dr. Tom Goodney – Deputy Superintendent
- Ms. Elaine Organ – Administrative Assistant to the Superintendent

The Board President led the Pledge of Allegiance.

**11-05.01 APPROVE ADOPTION OF AGENDA AND ADDENDUM**

It was moved by Mr. Bischoff and seconded by Mrs. Morgan the Educational Service Center of Central Ohio Governing Board approve the adoption of the agenda and addendum of the May 20, 2011 Regular Board Meeting.

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

Motion passed.

**11.05.02 APPROVE BOARD MEETING MINUTES AND CONSENT AGENDA**

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

**5.01/Approval of the Board Meeting Minutes**

1. Board meeting minutes for the April 15, 2011 regular board meeting.
2. Board meeting minutes for the May 3, 2011 special board meeting

**5.02/Approval of the Financial Reports for April, 2011**

1. Investment Report for April, 2011 that is on file in the Treasurer's office.
2. SM-2 General Fund Report that is on file in the Treasurer's office.
3. Bill List for April, 2011:

General Fund	\$500,714.73
Dublin CSD - City/County Funds	46,895.84
Gahanna CSD - City/County Funds	72,255.27
Grandview Hts. CSD - City/County Funds	9,586.28
Hilliard CSD - City/County Funds	159,278.96
Reynoldsburg CSD - City/County Funds	63,816.97
Westerville CSD - City/County Funds	316,149.63
Whitehall CSD - City/County Funds	10,495.06
Upper Arlington CSD - City/County Funds	160,491.93
South-Western CSD - City/County Funds	26,619.11
Bexley CSD - City/County Funds	35,210.89
Columbus CSD - ESC Funds	16,552.56
Worthington CSD - City/County Funds	37,062.84
Hamilton LSD - ESC Funds	100,932.04
Canal Winchester LSD - ESC Funds	103,588.94
Groveport-Madison LSD - ESC Funds	116,833.17
New Albany-Plain LSD - ESC Funds	20,229.49
Olentangy LSD - ESC Funds	644,810.67
Big Walnut LSD	72,232.75
Buckeye Valley LSD - ESC Funds	132,297.64
Fairbanks LSD - ESC Funds	14,020.69
Delaware CSD - ESC Funds	72,186.75
Pickerington LSD - ESC Funds	25,699.43
London City Schools	4,913.14
Granville Exempted Village SD	1,400.00
Holgate Local School District	2,488.18
Salem City School District	1,684.22
Educational Council - ESC Funds	102,681.41
OCESR - ESC Funds	19,824.29
OAESA Executive Director	14,625.08
Union County Board of DD	541.94
Delaware County Board of DD	405.32
Ventures Alternative School	91,748.79
Ohio Department of Youth Services	723.63
Focus Learning - Contracted/Billable Services	11,649.39
Maritime Academy of Toledo	2,533.00
Academic Acceleration Academy	28,524.31
ESCCO - Special Education Administrative Services	86,585.33
SEARCH Project - Upper Arlington	6,210.06
ESCCO - Behavior Intervention Services	9,230.86
ESCCO - Special Education Transitional Services	16,570.00
ESCCO - Cross Categorical Services	154,234.70
ESCCO - Hearing Impaired Services	77,453.31
ESCCO - Visually Impaired Services	19,076.28
ESCCO - Emotionally Disturbed Services	55,328.80
ESCCO - STACK Autistic Student Services	55,626.19
ESCCO - Preschool Special Education Services	101,291.29
Delaware/Union - Preschool Program	64,008.51
Delaware/Union - Hearing Impaired Interpreter Services	20,569.25

ESCCO - School Psychologist	3,857.74
ESCCO - Community Based Transitions	47,420.05
ESCCO - Speech/Language Services	69,445.73
Columbus Coaching FY 2011	192,443.52
Technology Action for Children	3,199.87
ESCCO - Multiple Handicapped Services	7,837.90
ESCCO - Related Services – Adapted PE Services	12,761.47
ESCCO - Occupational Therapy Services	34,641.88
ESCCO - Physical Therapy Services	11,286.58
Cross Creek Day Treatment Program	25,083.60
ESCCO - Gifted Student Services	18,540.77
ESCCO - Center for Teaching and Learning	20,488.14
ESCCO - Center for Achievement	84,514.47
ESCCO - Center for Professional Development	14,787.48
ESCCO - Center for Special Projects	38,883.13
ESCCO - Courier Services	1,239.87
General Fund - Center for Leadership	20,021.36
ESCCO - Printing Services	21,558.41
ESCCO - Court Liaison Services	23,711.87
ESCCO - Conference Services	1,750.89
ESCCO – Transportation Services	(9.00)
OCALI	(.96)
Technical Assistance, Support & Project Management-OCALI	1,353.97
OCALI FY 2011	241,588.04
Assistive Technology – OCALI	5,033.08
Education & Treatment Services/Military Dep. Children	9,472.85
Community School Audits	21,360.77
ODE Performance Assessment	3,598.12
OCEDC - Ohio Coalition	103,578.56
Ed Pass 2010	(353.20)
BASAS OLAC FY 2010	1,750.00
NACSA/Fordham FY 2010	6,000.00
Learning Forward Ohio	293.97
FCFC Admin FY 2011	46,600.42
Help Me Grow GRF 2011	256,243.91
FCFC Multisystem 2011	33,659.96
Help Me Grow Part C 2011	87,212.78
Help Me Grow Part C Stimulus 2011	83,510.13
Ed Pass 2011	108,847.04
Ohio Children's Trust Fund	16,728.27
Rockbridge Academy 2011	15,760.97
KEY Project – FCCS – Levy FY 2011	20,211.28
Delaware Morrow Mental Health Grant	5,376.02
KEY Project – DJFS – TANF/XX FY 2011	9,816.64
District Agency – OCALI	4,283.34
NATTAP/OCALI Rotary	1,306.35
Revenue for Fingerprinting	5,706.71
Self Insurance Fund – Medical Insurance	340,267.27
Self Insurance Fund – Dental Insurance	38,764.40
Alternative Education Challenge 2011	87,922.73
State Support Team GRF-FY 2011	68,956.50
Ohio Teacher Evaluation System	10,117.59
Transition Resident Educator Program	534.43
Resident Educator Consortium Program	54,507.63
Resident Educator Program	7,146.19
OMNIE	(49,721.49)
School Psychology Intern Grant FY 2011	6,870.39

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OMNIE Second Half 2011	10,600.49
State Support Team IDEA - FY 2011	195,882.36
CISAM 2011	17,260.78
Performance Assessment Pilot Project FY 2011	60,985.53
Caseload Ratio	175.00
LEP Title III FY 2011	782.72
Refugee School Impact Grant FY 2011	2,417.41
State Support Team ARRA 2011	4,537.00
Early Childhood Special Education IDEA FY 2011	3,848.40
Early Learning – Discretionary FY 2011	6,709.78
Catholic Diocese 2011	242.58
Family & Civic Engagement/Franklin FY 2011	722.00
IWI Grant	1,266.00
Best FY 2011	14,063.52
State Personnel Development Grant 2011	30,551.00
Hands on History II 2011	24,087.79
(MIG) Improving Comm. Employment of Ind. w/ Disabilities	12,673.51
Play and Responsive Teaching Project FY 2011	8,597.98
<b>TOTAL</b>	<b>\$6,411,063.16</b>

**5.03/Total Appropriations by Fund**

1. Approval of the Total Appropriations by Fund for April, 2011.

Fund Number	Fund Description	March Appropriations	Increase (Decrease)	April Appropriations
001	<b>General Fund</b>			
	Total General Fund	60,579,393.38	0.00	60,579,393.38
	<b>Other Funds</b>			
003	PERMANENT IMPROVEMENT	274,384.14	0.00	274,384.14
018	PUBLIC SCHOOL SUPPORT	4,610.70	0.00	4,610.70
019	OTHER GRANT	14,141,353.86	(264,574.70)	13,876,779.16
022	DISTRICT AGENCY	834,651.77	12,390.17	847,041.94
024	EMPLOYEE BENEFITS SELF INS.	4,537,740.50	0.00	4,537,740.50
300	DISTRICT MANAGED ACTIVITY	1,513.28	645.00	2,158.28
432	MANAGEMENT INFORMATION SYSTEM	7,941.68	0.00	7,941.68
440	ENTRY YEAR PROGRAMS	502.53	0.00	502.53
450	SCHOOLNET EQUIP/INFRASTRUCTURE	4,000.00	0.00	4,000.00
451	DATA COMMUNICATION FUND	2,290.60	0.00	2,290.60
463	ALTERNATIVE SCHOOLS	147,980.38	17,349.00	165,329.38
499	MISCELLANEOUS STATE GRANT FUND	1,767,717.55	(135,000.00)	1,632,717.55
516	IDEA PART B GRANTS	4,701,858.09	0.00	4,701,858.09
551	LIMITED ENGLISH PROFICIENCY	123,427.93	0.00	123,427.93
571	REFUGEE CHILDREN SCHOOL IMPACT	460,224.49	0.00	460,224.49
572	TITLE I DISADVANTAGED CHILDREN	83,941.46	0.00	83,941.46
584	DRUG FREE SCHOOL GRANT FUND	23,987.86	0.00	23,987.86
587	IDEA PRESCHOOL-HANDICAPPED	283,094.33	0.00	283,094.33
590	IMPROVING TEACHER QUALITY	269,357.37	0.00	269,357.37
599	MISCELLANEOUS FED. GRANT FUND	1,755,312.47	0.00	1,755,312.47
	<b>Total Other Funds</b>	29,425,890.99	(369,190.53)	29,056,700.46
	<b>Grand Total All Funds</b>	90,005,284.37	(369,190.53)	89,636,093.84

5.04/Approval of Miscellaneous Consent Agenda Items / Treasurer

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1. Recommend the Governing Board approve the following fund to fund transfers:

<i>From</i>	<i>To</i>	<i>Amount</i>
001 9354 OCALI	019 9014 MIG OCALI	\$ .02
599 9906 Project KEY 08	599 9005 Project KEY 10	42,231.77
599 9900 Project KEY 09	599 9005 Project KEY 10	10,112.56
001 General Fund	516 9000 CISAM 10	7,964.64
001 General Fund	599 9003 Crossroads 10	63,794.14
01 General Fund	499 9904 Praxis Regional 09	13,280.40
019 9009 Rockbridge	019 9110 Rockbridge	51,646.94

2. Recommend the Governing Board approve the following new grant and authorize the Treasurer/CFO to establish the appropriate fund.

	<i>Appropriations</i>	<i>Estimated Revenue</i>
Columbus Foundation 019 9118	\$50,000.00	\$50,000.00

5.05/Approval of Professional Meetings

Approval of the following professional meeting attendance:

**ESC of Central Ohio**

Andrea McAllister Buck Institute of Education Training – Austin, TX – March 23 – 26,  
Dee McGlothlin 2011

Chris Downey U.S. Department of Education Gear Up Grant Pre-Application  
Marie Ward Meeting – Atlanta, GA – May 2 and 3, 2011

**Superintendent**

Bart Anderson Annual Midwest Suburban Superintendent Summer Symposium  
– Chicago, IL – July 29 and 30, 2011

**OCALI**

Jeff McCormick AT/UDL State Collaborative Meeting – Lansing, MI – May 24-26,  
2011

5.06/Resignations

Approval of the following resignations:

**ESC of Central Ohio**

- Beth Robertson – Teacher, effective July 31, 2011
- Bridget McGhee – Teacher Assistant, effective June 30, 2011
- Barbara Boyd (Overmier) – Teacher Assistant, effective June 30, 2011

**City and Local School Districts**

1. Denise McClintock – Big Walnut Local Schools Occupational Therapist, effective July 31, 2011
2. Connie Rush – Canal Winchester Local Schools Work Study Coordinator, for the purpose of retirement, effective July 31, 2011
3. Damion Faulkner – Upper Arlington City Schools Paraprofessional, effective June 30, 2011

**Ohio Association of Elementary School Administrators**

1. Julie Davis – Executive Director, effective July 31, 2011 for the purpose of retirement

**5.07/Approval of Employment****Substitute Employees**

Approval of the following list of substitutes for employment in local school districts for the 2010-11 contract year:

## 1. Substitute Teachers:

Haley Belek	Kathleen Neds
Andrew Bushman	Paul Nolan
Margo Decot	Georgia O'Bryan
Amanda DeFluiter	Britany Schwartzwalder
David Edwards	Rachel Strohm
Melissa Fuson	Jacqueline Suman
Cristen Herold	Andrea Tallman
Ashley Iagulli	Nelly Woodrow
Kathryn Keethler	

## 2. Substitute Teacher Assistants:

Amanda DeFluiter  
Andrea Tallman

## 3. Substitute Teacher Assistants:

Amanda DeFluiter  
Andrea Tallman

Recommend the Governing Board approve the following employment for the 2010-11 and 2011-12 contract years:

***City and Local School Districts***

1. Lora Smith – Buckeye Valley Local Schools Teacher Aide, 1-year contract, 184 days, beginning July 1, 2011 through June 30, 2012, at a salary of \$20,928.53 for the 2011-12 contract year
2. Nancy Schott – Grandview Heights City Schools Director of Pupil Services, 2-year contract, 260 days, beginning August 1, 2011 through July 31, 2013, at a salary of \$94,998.80 for the 2011-12 contract year
3. Karen Truett – Olentangy Local Schools Director of Communications, partial year contract, 50 days, beginning May 23, 2011 through July 31, 2011, at a salary of \$15,222.50 for the 2010-11 contract year **and** 2-year contract, 260 days, beginning August 1, 2011 through July 31, 2013, at a salary to be determined for the 2011-12 contract year

**5.08/Renewal of Certified and Non-Teaching/Non-Administrative Staff for the 2011-12 Contract Year**

Recommend the Governing Board approve the renewal of the following certified and non-teaching/non-administrative staff for the 2011-12 contract year:

<i>Employee</i>	<i>Position</i>	<i>Contract Length</i>
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**Center for Instructional Supports and Accessible Materials (CISAM) – Ohio State School for the Blind**

- |                  |                |        |
|------------------|----------------|--------|
| 1. Kelly Houston | Secretary I    | 1 Year |
| 2. Paula Mauro   | Coordinator II | 1 Year |
| 3. Judith Siens  | Secretary I    | 1 Year |

**5.09/Personnel Contract Changes**

Approval of the following contract change for the 2011-12 contract year:

***ESC of Central Ohio***

1. Laura Uher – Behavior Intervention Consultant, contract change to decrease FTE from 1.0 to .652, for the 2011-12 contract year



**5.10/Stipends**

Approval of the following stipend requests:

***ESC of Central Ohio Stipend Requests***

1. Amanda Beverly – Teacher Mentor during the 2010-11 school year for the Center for Student Services, \$600.00
2. Joyce DiGiannantoni – Local Professional Development Committee Member and Teacher Liaison during the 2010-11 school year for the Center for Student Services, \$650.00
3. Rachel Junge – Local Professional Development Committee Member during the 2010-11 school year for the Center for Student Services, \$250.00
4. Deborah Spence – Teacher Mentor during the 2010-11 school year for the Center for Student Services, \$350.00
5. Deborah Spence – Local Professional Development Committee Member during the 2010-11 school year for the Center for Student Services, \$250.00
6. Lisette Tedeschi – Local Professional Development Committee Member during the 2010-11 school year for the Center for Student Services, \$250.00
7. Lee Woolever – Teacher Mentor during the 2010-11 school year for the Center for Student Services, \$350.00

***Olentangy Local Schools Stipend Requests***

1. Alison Bland – School Psychologist services, 18.5 days, January 7 through June 10, 2011, \$1,665.69
2. Kara Gray – Speech Therapy services for Kindergarten screening, April 8, 2011, \$288.55

**5.11/Miscellaneous Consent Agenda Items/Superintendent**

1. Recommend the Governing Board approve the following proposed revised bylaw, revised board policies and new board policies (Second Reading):

***Second Reading of Revised Bylaw***

0160 Meetings

***Second Reading of Revised Policies***

2461 Recording of IEP Team Meetings  
 3213 Student Supervision and Welfare  
 3215 Use of Tobacco by Professional Staff  
 4213 Student Supervision and Welfare

- 4215 Use of Tobacco by Non-Teaching/Non-Administrative Staff
- 5200 Attendance
- 5512 Use of Tobacco
- 6231 Appropriations and Spending Plan
- 6232 Appropriations Implementation
- 6320 Purchases
- 6460 Vendor Relations
- 7434 Use of Tobacco on School Premises
- 7540 Computer Technology and Networks
- 7540.03 Student Network and Internet Acceptable Use and Safety
- 7540.04 Staff Network and Internet Acceptable Use and Safety
- 8431 Preparedness for Toxic Hazard and Asbestos Hazard
- 8500 Food Services

**Second Reading of New Policies**

- 1613 Student Supervision and Welfare
- 2120 School Improvement
- 5751 Parental Status of Students

2. Recommend the Governing Board approve the first reading of the following proposed replacement policy:

**First Reading of Replacement Policy**

- 7541 Disaster Recovery Plan for Electronic Information Resources

- 3. Recommend the Governing Board approve an additional 6 days of unpaid leave for Katherine Ellison, Olentangy Local Schools Elementary Curriculum Supervisor.
- 4. Recommend the Governing Board approve 10 days of unpaid leave for Kathy Williams, ESC of Central Ohio Administrative Assistant

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

- **Governing Board Members' Update**

Eastland-Fairfield Career & Technical Schools:

Mr. Helsel reported that the EFCTS Board met this week and toured the new classrooms.

Delaware Area Career Center:

Mr. Bischoff reported that contract negotiations with the DACC teachers are ongoing.

Metropolitan Educational Council:

Mr. Helsel reported that the MEC board met last week working to finalize purchasing contracts for the upcoming school year.

- **Superintendent's Update**

Dr. Anderson informed Board members that the ESC has received a \$400,000 college access grant from the Ohio Board of Regents for the I Know I Can program for college bound students as a result of the work of Rich Seils, Marie Ward and Jon Tafel. An additional \$250,000 was received from the Thomas B. Fordham Institute. This program is planning to become operational on a pilot basis for the 2012-13 school year.

Dr. Anderson reported that the ESCCO is tracking the proposed changes to H.B. 53 (State Budget) including those concerning the shared services model and working aggressively with State legislators. Larry Flowers and Jeff Cabot will be assisting the ESC with outreach to local governments regarding shared services.

Dr. Anderson informed Board members that the ESCCO is currently conducting the Worthington City and Jonathan Alder Local Schools Superintendent searches and the London City Schools Treasurer search. It is expected that the ESC will also be conducting a Treasurer search from the Granville Exempted Village Schools.

- **Treasurer's Update**

Mr. Hutchinson reported that substitute staff processing (AESOP) for Big Walnut Local, Delaware Area Career Center, Worthington City and South-Western City.

Mr. Hutchinson informed Board members that the ESC Technology Center is developing software for districts to use to submit their staff hires and changes in employment online. Five districts are helping us by piloting the new software during the upcoming school year. This software will streamline payroll, human resources, and billing.

Mr. Hutchinson informed Board members that he, Ralph Johnson, and David Varda, Executive Director of OASBO, are working together to develop an evaluation tool for treasurers. It was planned to be completed by this Fall, however, the State budget bill has delayed completion.

Mr. Hutchinson reported that there are 2 comments in the Audit Report. The first one involves an overpayment of a severance pay to a retired staff member. The staff member will be returning the funds to the ESC. The second involves OCALI – the ESC understood from ODE that all financial matters were to be handled as a grant, when in fact it should have been handled as a contract.

Mr. Hutchinson reported that CDMU will be increasing its rate from 19% to 30% due to cash flow problems as a result of the lawsuit. In addition, the new CDMU plan will include reductions in benefits. It is expected that ESC staff still under the CDMU plan will change over to the ESC self-funded health insurance plan.

- **Upcoming Meetings / Events**

May 26, 2011 / 5:30 p.m.

Staff Celebration Banquet / Villa Milano, 1630 Schrock Road, Columbus, Ohio

June 3, 2011 / 4:30 p.m.

Commencement Ceremony / Columbus State Community College / Nestor Hall Auditorium, 550 East Spring Street, Columbus

June 17, 2011 / Noon

Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

July 22, 2011 / Noon

Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

August 19, 2011 / Noon

Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

September 7, 2011 / 10 a.m. **and** September 8, 2011 / 8 a.m.

Governing Board Regular Meeting-Board Retreat / The Inn at Honey Run, Millersburg, Ohio

October 21, 2011 / Noon

Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

November 11, 2011 / Noon

Governing Board Regular Meeting / 4565 Columbus Pike, Delaware, Ohio

December 12, 2011 / 6 p.m.

Governing Board Regular Meeting / Location to be Determined

### 11.05.03

#### **APPROVE PRE-PAYMENT TO CDMU**

It was moved by Mr. Morgan and seconded by Mr. Bischoff the Educational Service Center of Central Ohio Governing Board authorize the Treasurer/CFO to prepay the Champaign, Delaware, Marion, Union Schools Employee Welfare Benefit Association for August, 2011 and an adjustment will be made by CDMU at the end of this period.

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

Motion passed.

11-05.04

**APPROVE ADJOURNMENT**

It was moved by Mr. Bischoff and seconded by Mrs. Morgan the Educational Service Center of Central Ohio Governing Board adjourn the meeting at 1:25 p.m.

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

  
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Joyce Galbraith  
Governing Board President

**ATTEST:**

  
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Alan Hutchinson, Treasurer/CFO  
Educational Service Center of Central Ohio