

RECORD OF PROCEEDINGS

Minutes of the Educational Service Center of Central Ohio Governing Board's Regular Meeting held on December 16, 2016 at the 2080 Citygate Drive, Columbus, Ohio.

Call to Order: Meeting called to order by Mr. Edward Bischoff, Board President, at 3:10 p.m.

Roll Call:

| | |
|---------------------------|---------|
| Mr. Edward Bischoff | Present |
| Mrs. Joyce Galbraith | Present |
| Mrs. Beth Glitt | Present |
| Mrs. Robin Reid-Pleasnick | Absent |
| Mr. W. Gregory Spencer | Present |

Staff Present:

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

Mr. Bischoff, Board President, led the Pledge of Allegiance.

16.12.01 APPROVE ADOPTION OF AGENDA AND ADDENDUM

It was moved by Mr. Spencer and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board approve the adoption of the agenda and addendum of the December 16, 2016 regular Board meeting.

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

16.12.02 APPROVE BOARD MEETING MINUTES AND CONSENT AGENDA

It was moved by Mr. Spencer and seconded by Mrs. Glitt 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 November 18, 2016 regular Board meeting.

5.02/Designation of President Pro Tem

1. Approval to designate Edward Bischoff to serve as the President Pro Tem for the ESC of Central Ohio's Organizational Board meeting scheduled for January 11, 2017.

5.03/Approval of the Financial Reports for November, 2016

1. Board Financial Update (for Information purposes) that is on file in the Treasurer's Office.
2. Investment Report for November, 2016 that is on file in the Treasurer's office.
3. Travel and meeting Expense Report for the Governing Board Members, Superintendent and Treasurer, November 1, 2016 through November 30, 2016 that is on file in the Treasurer's Office.
4. Bill List for November, 2016:

| | |
|---|--------------|
| General Fund | \$570,996.74 |
| Permanent Improvement | 41,811.02 |
| Association for Middle Level Education | 16,259.20 |
| Cross Creek Day Treatment Program | 23,017.94 |
| ODE Contract #EDUD201610443 (Lamphere) | (19,015.40) |
| ODE Contract #EDUD201510396 (Taracko) | 620.21 |
| ODE Contract #EDUD201510386 | (26,206.81) |
| ODE Contract #EDUD201610426 (Transition Specialist) | (155,823.99) |
| ODE Contract #EDUD201610447 (Kuhn) | (9,882.14) |
| ODE Contract #EDUD201610446 (Reedus-Sanders) | (11,828.72) |
| St. Vincent Family Center | 1,275.45 |
| ODE Contract – Field Specialists 2017 | 43,995.27 |
| ODE Contract #EDUD201610447 (Kuhn 2017) | 35,516.79 |
| ODE Contract #EDUD201610443 (Lamphere 2017) | 25,745.25 |
| ODE Contract #EDUD201510386 (Preston 2017) | 36,542.25 |
| ODE Contract #EDUD201610446 (Reedus-Sanders 2017) | 37,690.29 |
| ODE Contract #EDUD201610426 (Transition Specialists 2017) | 219,348.40 |
| ODE Contract #EDUD20150335 (Nape 2017) | 10,134.61 |
| OCECD – Ohio Coalition | 118,051.87 |
| Dublin CSD – City/County Funds | 617,876.83 |
| Gahanna CSD – City/County Funds | 306,998.98 |
| Grandview Hts. CSD – City/County Funds | 22,185.09 |
| Hilliard CSD – City/County Funds | 601,845.11 |
| Reynoldsburg CSD – City/County Funds | 204,088.50 |
| Westerville CSD – City/County Funds | 726,358.79 |
| Whitehall CSD – City/County Funds | 43,887.11 |
| Upper Arlington CSD – City/County Funds | 396,170.91 |
| South-Western CSD – City/County Funds | 41,426.80 |
| Bexley CSD – City/County Funds | 129,547.98 |
| Columbus CSD – ESC Funds | 82,320.74 |
| Worthington CSD – City/County Funds | 250,133.22 |
| Hamilton LSD – ESC Funds | 134,799.62 |
| Canal Winchester LSD – ESC Funds | 89,872.29 |
| Groveport-Madison LSD – ESC Funds | 226,457.01 |
| New Albany-Plain LSD – ESC Funds | 131,881.46 |
| Delaware CSD – ESC Funds | 123,314.00 |
| Marysville EVSD – ESC Funds | 48,078.84 |
| Olentangy LSD – ESC Funds | 1,026,199.87 |
| Big Walnut LSD – ESC Funds | 179,599.99 |
| Buckeye Valley LSD – ESC Funds | 129,624.60 |
| Fairbanks LSD – ESC Funds | 10,696.43 |
| Fairfield Union LSD | 96.12 |

| | |
|---|-------------|
| Liberty Union Thurston LSD | 65.34 |
| Pickerington LSD – ESC Funds | 1,701.98 |
| Granville EVSD | 3,095.70 |
| Chillicothe CSD | 18,659.94 |
| Licking Heights LSD | 170,730.90 |
| Mt. Vernon City Schools | 113.13 |
| Marburn Academy | 4,406.11 |
| Delaware Area Career Center | 7,884.61 |
| Wellington Schools | 14,834.20 |
| Tolles Technical Career Center | 14,423.98 |
| Northridge LSD | 37,158.97 |
| Southwest Licking LSD | 5.02 |
| St. Matthews - Gahanna | 2,415.62 |
| Columbus DeSales | 5,082.23 |
| Gahanna Christian Academy | 9,860.70 |
| ESCCO – Special Education Administrative Services | 95,929.90 |
| ESCCO – Behavior Intervention Services | 4,028.63 |
| ESCCO – Special Education Transitional Services | 18,597.93 |
| ESCCO – Cross Categorical Services | 135,712.02 |
| ESCCO – Hearing Impaired Services | 121,867.39 |
| ESCCO – Visually Impaired Services | 22,556.01 |
| ESCCO – Emotionally Disturbed Services | 47,029.59 |
| ESCCO – STACK Autistic Student Services | 163,050.71 |
| ACT | 292.40 |
| Delaware/Union – Hearing Impaired Services | 12,376.95 |
| Preschool-Reynoldsburg – Student Services | 75,747.12 |
| Bexley CSD Preschool | 13,486.81 |
| New Albany-Plain LSD Professional Development | 37,550.99 |
| Upper Arlington CSD Professional Development | 41,816.77 |
| Preschool Itinerant | 14,186.08 |
| Fairbanks LSD Professional Development | 8,050.67 |
| ESCCO – Community Based Transitions | 50,041.51 |
| ESCCO – Speech/Language Services | 63,660.82 |
| Ventures | 81,192.04 |
| ESCCO – Multiple Handicapped Services | 8,621.18 |
| ESCCO – Related Services – Adapted PE Services | 13,691.18 |
| ESCCO – Occupational Therapy Services | 20,951.26 |
| ESCCO – Physical Therapy Services | 9,000.70 |
| ESCCO – Gifted Students Services | 13,923.82 |
| ESCCO – Court Liaison Services | 83,089.81 |
| Northridge Preschool | 11,211.18 |
| Kids Voting Central Ohio FY 2015 | 6,453.96 |
| Diploma Institute | 1,867.41 |
| Attendance Works – Student Services | 5,438.00 |
| School Psychology Intern FY 2017 | 2,258.40 |
| SST – IDEA FY 2017 | 255,017.12 |
| LEP Title III FY 2017 | 7,548.62 |
| SST – ELD FY 2017 | 9,976.44 |
| Field Specialist Work 2016 | (17,754.47) |
| Best FY 2016 | 4,444.67 |
| 21 st Century/HFF Grant FY 2017 | 1,497.13 |
| Ohio Reading Corp Federal FY 2017 | 63,962.47 |
| Investing in Innovation (I3) FY 2017 | 9,044.60 |
| Best FY 2017 | 21,177.25 |
| Alternative Education Challenge 2017 | 15,384.17 |
| Straight A College Ready FY 2016 | (36,114.87) |
| SST GRF FY 2017 | 24,590.12 |

| | |
|---|------------------------|
| SST KRA FY 2017 | 11,069.52 |
| OTES | 9,596.00 |
| ESCCO – Conference Services | 61,998.59 |
| Central Ohio Leadership Academy | 2,822.42 |
| FCFC – Admin FY 2017 | (12,010.98) |
| FCFC – Multisystem FY 2017 | 74,157.30 |
| FCFC – Help Me Grow Part C FY 2017 | 220,609.10 |
| FCFC – Help Me Grow Central Coordination FY 2017 | 35,059.52 |
| FCFC – Healthier Buckeye Grant FY 2017 | 34,352.31 |
| FCFC – Home Choice FY 2017 | 14,754.84 |
| Rockbridge Academy FY 2017 | 29,214.08 |
| Ohio Reading Corps Match FY 2017 | 31,402.28 |
| Ohio Math Corps Match FY 2017 | 5,177.40 |
| EdPASS 2017 | 105,832.07 |
| Section 125 Plan | 11,377.10 |
| COBRA Payments | 1,749.99 |
| Employee Benefit Payments | 24.99 |
| Central Ohio Superintendents' Association | 390.19 |
| Background Checks Rotary | 11,584.97 |
| Ed PASS Rotary | 800.00 |
| Special Education Software Consortium | 67,131.06 |
| OCALI – Operations-Family and Community Support | 18,719.70 |
| OCALI – Center for Systems Change | 225.17 |
| OCALI – AIM and Online Professional Development | 4,147.56 |
| OCALI – Autism Center Contract (DODD) | 3,418.94 |
| OCALI – Realizing Employment First (DODD) FY 2016 | 1,945.84 |
| OCALI – FY 2016 | 228,521.97 |
| OCALI – Employment First Website FY 2016 | 35,416.80 |
| OCALI – Center for Sensory Disabilities (CSD) | 76,507.09 |
| OCALI – Lifespan Clearinghouse FY 2017 | 8,326.60 |
| OCALI – Realizing Employment First for Youth (DODD) FY 2017 | 16,563.08 |
| OCALI – Autism Center (PLAY, ADEP, OAR) FY 2017 | 19,212.20 |
| OCALI – ODE/OEC (OCALI 2016-17) | 263,710.69 |
| OCALI – Center for Sensory Disabilities FY 2017 | 174,809.68 |
| OCALI – CCOE-MIDD FY 2017 | 2,660.46 |
| OCALI – Residential Intensive Behaviors Support | 1,434.05 |
| OCALI – DD Council Match Realizing Employment First | 33.28 |
| OCALI Conference | 19,092.79 |
| OCALI – DD Council-Realizing Employment for Youth | 6,488.57 |
| ESCCO – Center for Achievement | 30,561.03 |
| ESCCO – Center for Professional Development | 52,908.77 |
| ESCCO – Center for Special Projects | 72,662.79 |
| Digital Learning Program | 17,433.80 |
| College and Career Success | 12,631.73 |
| ESCCO – Printing Services | 28,469.30 |
| Community School Monitoring Services | 15,468.29 |
| TOTAL | \$10,143,064.47 |

5.04/Approval of Total Appropriations by Fund for November, 2016

1. Approval of the total appropriations by fund for November, 2016.

| Fund Number | Fund Description | October Appropriation | Increase (Decrease) | November Appropriation |
|--------------------|--|------------------------------|----------------------------|-------------------------------|
| 001 | General Fund | | | |
| | Total General Fund | \$94,697,237.96 | \$1,975,566.77 | \$96,672,804.73 |
| | Other Funds | | | |
| 003 | PERMANENT IMPROVEMENT | 68,251.15 | 0.00 | 68,251.15 |
| 018 | PUBLIC SCHOOL SUPPORT | 7,100.12 | 0.00 | 7,100.12 |
| 019 | OTHER GRANT | 10,427,786.56 | 236,222.94 | 10,664,009.50 |
| 022 | DISTRICT AGENCY | 739,809.97 | 14,652.00 | 754,461.97 |
| 027 | WORKERS COMPENSTATION SELF INS SCHOOLNET | 127,979.77 | 0.00 | 127,979.77 |
| 450 | EQUIP/INFRASTRUCTURE | 1,800.00 | 0.00 | 1,800.00 |
| 463 | ALTERNATIVE SCHOOLS | 172,338.54 | 0.00 | 172,338.54 |
| 466 | STRAIGHT A FUND | 7,882,126.07 | 0.00 | 7,882,126.07 |
| 499 | MISCELLANEOUS STATE GRANT FUND | 455,019.04 | 76,989.14 | 532,008.18 |
| 506 | RACE TO THE TOP | 600,000.00 | 0.00 | 600,000.00 |
| 516 | IDEA PART B GRANTS | 3,005,633.40 | 524,999.83 | 3,530,633.23 |
| 551 | LIMITED ENGLISH PROFICIENCY | 163,344.37 | 0.00 | 163,344.37 |
| 571 | REFUGEE CHILDREN SCHOOL IMPACT | 178,338.08 | 0.00 | 178,338.08 |
| 587 | IDEA PRESCHOOL-HANDICAPPED | 118,828.14 | 205.64 | 119,033.78 |
| 590 | IMPROVING TEACHER QUALITY | 32,104.29 | 0.00 | 32,104.29 |
| 599 | MISCELLANEOUS FED. GRANT FUND | 1,764,168.23 | 0.00 | 1,764,168.23 |
| | Total Other Funds | 25,744,627.73 | 853,069.55 | 26,597,697.28 |
| | Grand Total All Funds | \$120,441,865.69 | \$2,828,636.32 | \$123,270,502.01 |

5.05/Approval of Miscellaneous Consent Agenda Items / Treasurer

1. Approval of the payment of dues in the amount of \$6,450.00 for membership in the Ohio School Boards Association and the payment of \$250.00 for membership in the OSBA Legal Assistance fund for the period of January 1, 2017 through December 31, 2017.
2. Approval to declare the ESC of Central Ohio's Nortel telephone system as surplus equipment and authorize the Superintendent to accept offers in order to sell the system.

3. Approval of the following new contracts and authorize the Treasurer/CFO to establish the appropriate funds:

| | Appropriations | Estimated Revenue |
|-----------------------------------|-----------------------|--------------------------|
| Employment First Website 001 9719 | \$ 45,800.00 | \$ 45,800.00 |
| ODE Contract/Nape 001 9718 | 130,129.75 | 130,129.75 |

4. Approval of the following fund to fund transfers:

| | | |
|---|-----------------------------------|-------------|
| 001 9616 OCALI Employment First Website | 001 9054 OCALI Family & Community | \$35,416.80 |
| 001 9602 OCALI | 001 9054 OCALI Family & Community | 3,418.94 |
| 001 0000 General Fund | 003 0000 Permanent Improvement | 239,177.00 |
| 019 9320 FCFC – St. Vincent | 019 9700 Innovation Fund 2017 | 104,818.00 |
| 019 9609 Miechv Intake FY 2016 | 019 9700 Innovation Fund 2017 | 48,163.11 |
| 022 9202 HMG Unemployment 2013 | 001 0000 General Fund | 79,999.99 |

5. Approval to waive the bidding requirement in Policy 6320 (Purchases) for services over \$25,000.00 and authorize the Treasurer/CFO to award a contract to the following vendor to provide services to the ESC of Central Ohio Center for Client Services:

| Vendor | Amount | Contract Funding |
|---------------------------|---------------|---|
| Allerton-Hill Consulting* | \$2,745.00 | Northridge Local Schools Statement of Work |

**\$36,000.00 was approved by the Governing Board on July 22, 2016-the total amount is now \$38,745.00.*

5.06/Resignations

Approval of the following resignations:

Fairbanks Local Schools

1. Bonnie Schall – School Psychologist, for the purpose of retirement, effective May 31, 2017

Westerville City Schools

1. Melinda Reames – Special Education Coordinator, for the purpose of retirement, effective July 31, 2017

5.07/Personnel Contract Changes

Approval the following personnel contract changes for the 2016-17 contract year.

ESC of Central Ohio

1. Amanda Caprella - Preschool Teacher, correction of daily rate to \$259.66 for the 2016-17 contract year, effective August 1, 2016

OCALI

1. Shawna Benson - Program Director/Teaching Diverse Learners Center, increase in vacation days to 15 to align with ESC of Central Ohio vacation leave policy, effective August 1, 2016
2. Heather Bridgman - Regional Consultant, increase in vacation days to 15 to align with ESC of Central Ohio vacation leave policy, effective August 1, 2016
3. Julie Short - Regional Consultant, increase in vacation days to 15 to align with ESC of Central Ohio vacation leave policy, effective August 1, 2016

5.08/Stipends

Approval of the following stipends:

OCALI

1. Heather Bridgman - Assistive Technology Consultant, Assistive Technology Internet Module Instructor for Ashland University, 5 students, \$100.00
2. Amy Coffin - Autism Center Program Director, Autism Internet Module Instructor for Ashland University, 19 students, \$380.00
3. Sheila Smith - Assistant Director, Autism Internet Module Instructor for Ashland University, 5 students, \$100.00
4. Wendy Szakacs - Regional Consultant, Autism Internet Module Instructor for Ashland University, 10 students, \$200.00

Olentangy Local Schools

1. Jenny Boland - Preschool Teacher Assistant, MD Summer Camp Aide, \$480.00
2. Erika Hagen - School Psychologist, Extended year services for Summer 2016, \$417.76
3. Lori Metheney - Intervention Specialist, ELA training, lesson planning, notebooks, core assessment duties, \$1,745.20

5.09/Contracts / Agreements

Approval of the following contracts:

1. Approval to enter into a contract to provide fiscal and administrative services to the Franklin County Family and Children First Council/Healthier Buckeye Council, effective July 1, 2016 through June 30, 2018; and authorize the Superintendent to sign the contract.

2. Approval to authorize the purchase of competitive retail electric service awarded to the lowest responsible bid submitted to Metropolitan Educational Technology Association Solutions (META Solutions), Direct Energy, for the period commencing June, 2017 and terminating in May, 2020.
3. Approval to enter into a clinical affiliation agreement with The Ohio State University School College of Social Work to field clinical education experiences for social work students; effective January 1, 2017 to automatically renew annually from its effective date unless and until it is terminated by either party; and authorize the Superintendent to sign the agreement.
4. Approval to enter into a 2-year clinical affiliation agreement with Columbus State Community College to field clinical education experiences for Early Childhood Development and Education Program students, effective January 1, 2017 through December 31, 2018; and authorize the Superintendent to sign the agreement.
5. Approval to enter into a 5-year fieldwork affiliation agreement with the Kettering College Occupational Therapy Division to field clinical education experiences for Occupational Therapy students; effective November 30, 2016 through November 16, 2021; and authorize the Superintendent to sign the agreement.

5.10/Miscellaneous Consent Agenda Items / Superintendent

Approval of the following miscellaneous consent agenda items recommended by the Superintendent.

1. Approval of the following proposed revised Board policies and proposed new Board policies:

Proposed Revised Policies

- 6110 Grant Funds
- 7300 Disposition of Real Property/Personal Property
- 7310 Disposition of Surplus Property
- 7450 Property Inventory
- 8500 Food Services

Proposed New Policies

- 6111 Internal Controls
- 6112 Cash Management of Grants
- 6114 Cost Principles - Spending Federal Funds
- 6116 Time and Effort Reporting
- 6325 Procurement - Federal Grants/Funds

3. Approval of the deletion of the following Board policy:

- 6425 Communications Stipend

Approval of the consent agenda:

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

Items for the Board's Information and Review

- **Governing Board Members' Update**

Eastland-Fairfield Career & Technical Schools
No items to report.

Delaware Area Career Center
Mr. Bischoff updated Board members on the DACC construction project that is currently underway.

- **Treasurer's Update**

Mr. Hutchinson informed Board Members that the payroll staff will be working throughout the holiday break to complete the January 5, 2017 payroll.

- **Ohio Healthcare Consortium Update**

Mr. Hutchinson reported that the consortium board met this week. He also reported that OHI will be conducting eligibility audits for the Consortium.

- **Superintendent's Update**

Dr. Goodney reported that the renovation of the first floor of the ESCCO Central Office is underway with a projected completion date in late February. A date for the start of work on the second floor has not been determined as yet.

Dr. Goodney informed Board members that he will be meeting with new State legislators and State Board Members in the near future to discuss policy issues. Dr. Bill Wise, Superintendent of South-Western City Schools, Dr. John Kellogg, Superintendent of Westerville City Schools, and Dr. Goodney recently met with Senator Lehner to discuss what the Ohio Senate may do to address the graduation crisis.

Dr. Goodney reported on his attendance at a computer science event last week at the Dublin City School District that was very inspiring and included many impressive presentations.

Dr. Goodney updated Board members on a session held between ESC of Central Ohio and ESC of Cuyahoga County administrators in Cleveland a couple of weeks ago to discuss current programs and issues facing ESC's in Ohio. A second session will be planned for the Spring in Columbus to discuss some possible collaboration programs.

Dr. Goodney and Mr. Bischoff attended a meeting to discuss the exploration of Junior Achievement expanding its partnership with school districts and business/community leaders in Central Ohio.

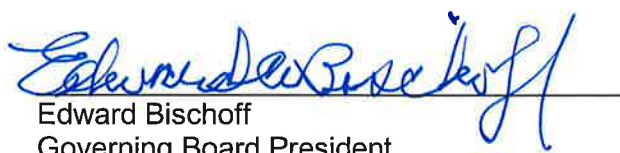
- **Upcoming Meetings / Events**

- January 11, 2017 / 3 p.m.
Governing Board Organizational and Regular Meeting / 2080 Citygate Drive, Columbus, Ohio
- February 24, 2017 / 3 p.m.
Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio
- March 24, 2017 / 3 p.m.
Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio
- April 28, 2017 / 3 p.m.
Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

16.12.03 APPROVE ADJOURNMENT

It was moved by Mr. Spencer and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board adjourn the meeting at 4:03 p.m.

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



Edward Bischoff
Governing Board President
Educational Service Center of Central Ohio

ATTEST:



Alan Hutchinson
Treasurer/CFO
Educational Service Center of Central Ohio