# **OFFICIAL MINUTES**

## of the

#### MONTGOMERY COUNTY GOVERNING BOARD OF EDUCATION

Wednesday, March 10, 2016

The Governing Board of Education of Montgomery County, State of Ohio, met in regular session on Wednesday, March 10, 2016, at 4:30 p.m. The meeting was called to order by President Joy Weaver. The Pledge of Allegiance was given.

Roll Call

Present:

Mr. Michael, Mr. Shell, Mrs. Weaver, Mr. Smith, and Mr. Roberts

Others Present:

Mr. DePalma, Mr. Barrett, Mrs. Cox, Mr. Fox, Mrs. Minnich, Mrs. Oliver,

and Mrs. Davies

Guests:

Angela Theewis-Sheets, Shawn Hoff, Judy Hensley, Mark Pressley,

Jeremy Joseph, Beth Pendergast, Tammi Jo Slieff

# **Approval of Minutes**

#22-16

Motion made by Mr. Shell and seconded by Mr. Smith to approve the minutes of the regular meeting on February 11, 2016.

#### **Motion carried**

# Adoption of Board Agenda

#23-16

Motion made by Mr. Michael and seconded by Mr. Roberts to adopt the agenda for the March 10, 2016 regular meeting.

#### **Motion carried**

#### Reports

The Governing Board received reports on the following topics:

- DAYTON PUBLIC SCHOOLS
- SOITA/META
- Northridge Programs
- TRANSPORTATION
- GREENE COUNTY DISTRICTS

<u>Limited Contract Employment</u>
<u>Resignations</u>
<u>Contract Amendment</u>
#24-16

Motion made by Mr. Smith and seconded by Mr. Roberts to approve the following items:

## **Limited Contract Employment**

RESOLVED, that the following individuals be employed on limited contract status as needed:

Lakeisha Cannon, Substitute Educational Assistant, effective February 11, 2016, Substitute Salary Schedule.

Chelsea Luebke, Substitute Educational Assistant, effective February 11, 2016, Substitute Salary Schedule.

Deborah Reichard-Smith, School Psychologist, effective August 16, 2016, Salary Schedule 630-D-10.

Matthew Tate, Substitute Educational Assistant, effective March 10, 2016, Substitute Salary Schedule.

RESOLVED, that the following supplemental contract be approved:

Derek Sizemore, up to 60 hours of Home Instruction Services, effective March 2, 2016 through May 20, 2016, \$36.80 per hour worked.

BE IT FURTHER RESOLVED, that employment is contingent upon a satisfactory records check from the Bureau of Criminal Identification and Investigation and/or Federal Bureau of Investigation as approved by the Superintendent of Schools and/or his designee.

#### Resignations

RESOLVED, that the following resignation be accepted:

Shawn Hoff, Secondary Principal, effective July 29, 2016

#### **Contract Amendment**

RESOLVED, that the following contract amendment be approved:

Ashley Marshall, Preschool Promise Manager (Learn To Earn Dayton), amend effective March 7, 2016, \$296.94 per day for 83 days to effective March 7, 2016, \$296.94 per day for 103 days.

#### Roll Call

Yeas - Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver

Navs - None

#### **Motion carried**

# Approval of Job Abolishment and Reduction of Force #25-16

Motion made by Mr. Roberts and seconded by Mr. Michael to abolish the positions of routing specialist/dispatcher and dispatcher for financial reasons because the Montgomery County ESC will no longer be transporting students, and for financial reasons, a reduction in force in accordance with the provisions of Ohio Rev. Code §3319.172 is necessary in the pay classification of Routing Specialist/Dispatcher and Dispatcher.

Suspend the continuing contract of Tina Boehmer, Routing Specialist/Dispatcher, effective June 30, 2016.

Suspend the continuing contract of Amy Sayre, Dispatcher, effective June 30, 2016.

#### Roll Call

Yeas – Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver Nays – None

#### **Motion carried**

# Approval of Performance/Consultant Contracts

#26-16

Motion made by Mr. Shell and seconded by Mr. Smith to approve the following performance/consultant contract(s) be approved for the services, rates and effective dates listed on the contract:

#### Office of Instructional Services

Contractual agreement between Montgomery County Governing Board of Education and A Pass Educational Group to develop a STEM Fellows manual through July 30, 2016. Services contracted for \$25,000.00 paid through STEM General Account.

Contractual agreement between Montgomery County Governing Board of Education and Ben McCombs to develop and facilitate STEM training through June 30, 2016. Not to exceed \$300 paid from Curriculum for services rendered to iSpace.

# Office of State Support Team Region 10

Contractual agreement between Montgomery County Educational Service Center and School Scheduling Associates, LLC to provide consultation services to select districts and elementary buildings in the area of school scheduling by June 30, 2016 not to exceed \$10,500.00 to be paid by VI-B Funds FY16.

Contractual agreement between Montgomery County Educational Service Center and Kern Video Productions to provide videography services for SST10 capturing Teacher Based Team and Building Leader Team meetings. Process to be completed by June 30, 2016, not to exceed \$5,000.00 paid by VI-B Funds FY16.

# Approval of Performance/Consultant Contracts (cont'd)

Contractual agreement between Montgomery County Educational Service Center and Kern Video Productions to provide videography services for SST10 capturing a presentation from Butler Tech's onsite review. Process to be completed by June 30, 2016, not to exceed 2,500.00 paid by VI-B Funds FY16.

#### Roll Call

Yeas – Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver

Nays – None

Motion carried

# Acceptance of Financial Statement Approval of Transfer of Funds

#27-16

Motion made by Mr. Roberts and seconded by Mr. Shell to accept the Financial Statement and acceptance of Funds.

# Approval of Acceptance of Funds

RESOLVED, that the Montgomery County Governing Board of Education accept the following funds for FY16:

Martha-Holden Jennings: STEM Fellows	\$21,450.00
Engineering & Science Foundation: STEM Fellows	\$40,000.00
Engineering & Science Foundation: Science Saturdays	\$50,000.00
Ohio K-12 Network	\$2,700.00
SST: School Improvement	\$307,620.50
SST: Kindergarten Readiness	\$100,000.00
SST: Early Literacy	\$54,050.00
SST: Title VI-B IDÉA	\$2,272,057.00
SST: Early Learning – Discretionary	\$53,228.08
SST: State Personnel Development Grant	\$124,149.27
SST: Early Learning Challenge	\$33,704.48
Resident Educator Facilitation Training	\$57,041.00

#### Roll Call

Yeas - Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver

Nays - None

# **Motion carried**

# Approval of Transfer of Funds

#28-16

Motion made by Mr. Michael and seconded by Mrs. Weaver to approve final transfer of unencumbered MDECA funds to META Solutions per the merger documents. Payment to be made from the following account – 025-9300 for \$43,250.67.

#### Roll Call

Yeas – Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver Navs – None

Motion carried

# Approval of School Contracts

#29-16

Motion made by Mr. Michael and seconded by Mr. Shell to approve the following school contracts for the dates, service(s), and fee(s) as listed on the contract(s):

Bradford Exempted Village Schools – Physical and Occupational Therapy: Autism and Assessment Services

Dayton SMART Bilingual Academy - Speech Therapy

Dayton SMART School – Occupational and Physical Therapy

Eaton Community Schools – Gifted Services

Graham Local Schools - Speech Therapy

Huber Heights City Schools - School Psychologist and Psychology Supervision

Mad River Local Schools - Gifted Services

Northridge Local Schools - Speech Therapy and Health Care Aide

Preble County Board of DD - Occupational and Physical Therapy

Trotwood-Madison City Schools - Special Education Supervision and Interpreters

Valley View Local Schools - Speech Therapy and Curriculum Supervisor

#### Roll Call

Yeas - Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver

Nays - None

**Motion carried** 

# Approval of Resolution

#30-16

Motion made by Mr. Roberts and seconded by Mr. Shell that Montgomery County Educational Service Center Board of Education wishes to advertise and receive bids for the purchase of one (1) school bus.

# Approval of Resolution (cont'd)

THEREFORE, be it resolved the Montgomery County Educational Service Center Board of Education wishes to participate and authorizes the Southwestern Ohio Educational Purchasing Council to advertise and receive bids on said Boards' behalf as per the specifications submitted for the cooperative purchase of one (1) school bus.

#### Roll Call

Yeas – Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver

Nays - None

**Motion carried** 

# Approval of Membership

#31-16

Motion made by Mr. Roberts and seconded by Mr. Michael to approve the following membership:

Greater Dayton Conference on Youth in the amount of \$5,000

#### Roll Call

Yeas - Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver

Nays - None

# **Motion carried**

#### Move into Executive Session

#32-16

Motion made by Mr. Smith and seconded by Mr. Michael that the Board move into Executive Session to prepare for negotiations. (5:15 p.m.)

#### **Motion carried**

Mrs. Weaver declared the Board out of Executive Session at 5:46 p.m.

# <u>Adjournment</u>

#33-16

Motion made by Mrs. Weaver and seconded by Mr. Roberts that the meeting be adjourned.

#### Roll Call

Yeas - Mr. Michael, Mr. Shell, Mr. Smith, Mr. Roberts, Mrs. Weaver

Nays - None

#### **Motion carried**

# Adjournment (cont'd)

Meeting adjourned at 5:50 p.m.

President

Treasurer

## Office of the Treasurer

# March 10, 2016 Board Report

# Board Report pg.1

Beginning cash balance: \$17,072,592.12
 Receipts: 2,715,631.63
 Expenditures: 2,135,093.50
 Ending Cash Balance: \$17,653,130.25
 Encumbrances: 2,075,028.64

Adjusted cash balance: \$15,578,101.61

# City County pg.2

• Payments totaling \$764,072.39 through the end of February

# Investments pg.2

• Investment rates for CD's are beginning to tick up ever so slightly. The biggest gains I have seen are in the 6-month CD rates. For example, if you look at the 1 year CD invested on October 27, 2015 at a rate of 0.55%, I was able to invest in a few 6-month CD's and get the same if not better returns in half the time. Thus, this increase in the total CD investment line item.

# All Other Funds pg.3

• We continue to see some accounts in the red. Again, this is nothing out of the ordinary. These funds were requested from ODE on February 26<sup>th</sup> and I look for them to be filled at some point next week barring any issues.

# Three Year Comparison pg. 4

- Receipts have exceeded expenses for the second month in a row and for the third time this year.
- The salary and benefit line items will be affected by a 3-pay month again in April so keep this in mind going forward. We will see the effects of this when we convene in May. Purchases services, supplies, and capital outlay remain relatively unchanged for the month of February.
- By far the biggest line item to change this month is outstanding receivables. We have been talking about the issue of timing with billings. As you can see, the conversations between my office and others have now been put into real numbers.

Montgomery County educational Service Center Financial Report		EDUCATIO	¥	L SERVICE (	CENTER FINAN	Ω̈́	AL REPORT				Feb 2016
	_	MTD ESTIMATE	~	MTD ACTUAL	MTD DIFFER	_	YTD ESTIMATE		YTD ACTUAL	\ \	YTD DIFFER
Beginning Cash Balance	₩	15,469,253.70	₩	17,072,592.12	\$ 1,603,338.42	↔	15,469,253.70	₩	16,809,230.21		1,339,976.51
RECEIPTS											
Excess Costs	↔	581,500.21	\$	632,927.44	\$ 51,427.23	\$	581,500.21	\$	2,720,465.53 \$		2,138,965.32
District Costs	₩	1,625,691.42	↔	1,631,728.93	\$ 6,037.51	↔	1,625,691.42	₩	13,054,787.55   \$		11,429,096.13
Investments	↔	2,083.33	↔	818.14	\$ (1,265.19)	↔	2,083.33	₩.	19,032.55 \$		16,949.22
Fiscal Agent, Misc, etc.	<del>69</del> .	250,000.00	₩	260,684.96	\$ 10,684.96	₩	250,000.00	₩	1,500,115.78 \$		1,250,115.78
Advances Returned			₩	1	\$			₩	435,475.15 \$		435,475.15
Foundation	↔	200,000.00	↔	189,472.16	(10,527.84)	\$	200,000.00	↔	1,525,934.86		1,325,934.86
Rental/CAFS	₩	25,000.00	↔	1	\$ (25,000.00)	\$	25,000.00	↔	\$ 00.000,8		(22,000.00)
TOTAL RECEIPTS	↔	2,684,274.96	↔	2,715,631.63	\$ 31,356.67	₩	2,684,274.96	₩	19,258,811.42		16,574,536.46
RECEIPTS + BALANCE	↔	18,153,528.67	↔	19,788,223.75	\$ 1,634,695.08	₩	18,153,528.67	₩.	36,068,041.63 \$		17,914,512.96
EXPENDITURES											
Salaries	<del>\$</del>	1,390,535.42	↔	1,282,889.91	\$ 107,645.51	\$	1,390,535.42	\$	11,051,552.14		(9,661,016.72)
Fringe Benefits	\$	473,198.25	₩	410,322.71	\$ 62,875.54	\$	473,198.25	₩	3,405,786.35 \$		(2,932,588.10)
Purchased Services	↔	594,382.63	₩	383,191.76	\$ 211,190.87	\$	594,382.63	↔	3,187,360.90		(2,592,978.27)
Supplies	↔	68,570.24	₩	21,796.52	\$ 46,773.72	\$	68,570.24	₩	266,761.26   \$		(198,191.02)
Capital Outlay-NEW	↔	56,768.92	₩	16,542.65	\$ 40,226.27	\$	56,768.92	<del>\$</del>	293,996.92		(237,228.00)
Other	↔	24,927.17	₩	20,349.95	\$ 4,577.22	↔	24,927.17	₩	209,453.81		(184,526.64)
Advances			\$	-	-			↔	\$   -		-
Transfers			\$	-	- \$			\$	\$ -		ŧ
TOTAL EXPENDED	↔	2,608,382.62	₩	2,135,093.50	\$ 473,289.12	↔	2,608,382.62	<del>\$</del>	18,414,911.38		(15,806,528.76)
ENDING CASH BALANCE	↔	15,545,146.05	\$	17,653,130.25	\$ 2,107,984.20	↔	15,545,146.05	\$	17,653,130.25   \$		2,107,984.20
ENCUMBRANCES			↔	2,075,028.64		SF	SF Settlements	↔	5,590.64		
ADJ. CASH BALANCE LAST DAY OF MONTH	Q.	MONTH	↔	15,578,101.61		X	Excess Costs	<del>∨</del> >	817,743.15		
			\$	314,892.51	City \$6.50 Deduct		Miscellaneous	↔	277,618.05		
			₩	15,263,209.10 A	Adjusted Balance		Total	<del>\$</del>	1,100,951.84		

# CITY \$6.50 DEDUCT PROGRAM

City/County Funding FY16		\$	938,999.32
Carry-Over from FY15		\$	414,457.40
Additional Payments received in FY16	\$	38,507.95	
	\$	1,391,964.67	
Expended as of March 1, 2016	. \$	764,072.39	
		\$	627,892.28
City/County Funding Receipts thru:			
City/County Funding Receipts thru:	February	\$	625,999.55
City/County Funding Receipts thru: Carry-Over from FY15			625,999.55 414,457.40
City/County Funding Receipts thru:		\$ \$ \$	625,999.55 414,457.40 38,507.95
City/County Funding Receipts thru: Carry-Over from FY15		\$	625,999.55 414,457.40
City/County Funding Receipts thru: Carry-Over from FY15		\$ \$ \$	625,999.55 414,457.40 38,507.95

# MONTHLY INVESTMENT REPORT

	Date of	Date of	%			
Institution	Invested	Maturity	Rate		Amount	#of Days
Fifth Third	07/18/13	07/18/16	1.10%	\$	250,000.00	1095
Fifth Third	07/19/13	07/19/16	1.10%	\$	250,000.00	1095
Fifth Third	03/28/14	03/28/17	1.05%	\$	250,000.00	1095
Fifth Third	06/20/14	06/20/17	1.10%	\$	250,000.00	1095
Fifth Third	03/13/15	03/13/18	1.10%	\$	250,000.00	1095
Fifth Third	03/16/15	03/16/18	1.15%	\$	250,000.00	1095
Fifth Third	03/18/15	03/19/18	1.15%	\$	250,000.00	1096
Fifth Third	03/30/15	03/29/18	1.20%	\$	250,000.00	1094
Fifth Third	05/06/15	05/07/19	1.60%	\$	250,000.00	1461
Fifth Third	10/27/15	10/27/16	0.55%	\$	250,000.00	365
Fifth Third	10/27/15	10/30/17	1.20%	\$	250,000.00	733
Fifth Third	10/27/15	10/29/18	1.60%	\$	250,000.00	1097
Fifth Third	10/27/15	10/28/19	2.00%	\$	250,000.00	1461
Fifth Third	10/27/15	10/28/20	2.20%	\$	250,000.00	1825
Fifth Third	02/10/16	08/10/16	0.50%	\$	250,000.00	182
Fifth Third	02/11/16	08/10/16	0.50%	\$	250,000.00	181
Fifth Third	02/12/16	08/12/16	0.60%	\$	250,000.00	182
Fifth Third	02/12/16	08/12/16	0.55%	\$	250,000.00	182
Fifth Third	02/23/16	02/23/17	0.80%	\$	250,000.00	365
Fifth Third	02/24/16	02/24/17	0.65%	\$	250,000.00	365
Fifth Third	02/24/16	02/24/17	0.75%	\$	250,000.00	365
Fifth Third	02/29/16	02/28/17	0.75%	\$	250,000.00	365
		Total C	D Investment	<b> </b>	5,500,000.00	

## BALANCES AS OF March 1, 2016

Book Balance	\$ 18,703,786.61
Money Market 0.05%	\$ 11,867,499.65
investments (CD's)	\$ 5,500,000.00
Uninvested Balance	\$ 1,336,286.96

PNC Bank \$ 1,333,786.96 Key Bank \$ 2,500.00

#### SUMMARY OF BALANCES, RECEIPTS & EXPENDITURES-OTHER PROGRAMS AS OF 2/29/2016

		BEGINNING	FISCAL YEAR	FISCAL YEAR		
FUND	scc	FISCAL YEAR	TO DATE	TO DATE	BALANCE	
		BALANCE	RECEIPTS	EXPENDITURES		
006 Lunchroom Fund	9005	\$0.00	\$117,826.00	\$188,375.23	(\$70,549.23)	
007 Special Trust	9001	\$28.80	\$45.50	\$0.00	\$74.30	
007 Handicapped Children's Fund	9600	\$6,293.20	\$1,165.00	\$703.00	\$6,755.20	
014 Martha Holden Jennings-STEM Education	9151	\$450.00	\$0.00	\$450.00	\$0.00	
014 Martha Holden Jennings-STEM Education	9161	\$0.00	\$21,450.00	\$0.00	\$21,450.00	
014 DASA-UD	9200	\$70,202.58	\$24,200.00	\$7,745.00	\$86,657.58	
014 DASA/Employee	9201	\$4,750.07	\$0.00	\$0.00	\$4,750.07	
014 Battelle for Kids	9208	\$25,759.14	\$860.00	\$3,152.95	\$23,466.19	
014 Gifted Student Retreat	9250	\$5,017.75	\$11,227.00	\$11,355.00	\$4,889.75	
014 Regional Transportation	9700	\$1,294,014.88	\$543,864.69	\$624,574.72	\$1,213,304.85	
014 Gorman-Hewitt-Ayars Prom	9909	\$0.00	\$700.00	\$0.00	\$700.00	
019 Mentoring CY14	9140	\$0.00	\$6,393.84	\$6,393.84	\$0.00	
019 NEA-Learning & Leadership	9141	\$217.60	\$0.00	\$0.00	\$217.60	
019- ESF:STEM FELLOWS	9161	\$0.00	\$40,000.00	\$0.00	\$40,000.00	
019 ESF:SCIENCE SATURDAYS	9162	\$0.00	\$50,000.00	\$2,867.07	\$47,132.93	
025 MDECA Communication-Non-Public	9100	\$40,617.81	\$22,520.16	\$63,137.97	\$0.00	
025 MDECA Communication-Public	9200	\$265,405.56	\$193.59	\$265,599.15	\$0.00	
025 MDECA Management Information	9400	\$26,810.48	\$8,046.21	\$34,856.69	\$0.00	
025 MDECA Reserve Fund	9800	\$177,080.46	\$95.20	\$177,175.66	\$0.00	
451 OHIO K-12 NETWORK FY16	9160	\$0.00	\$2,700.00	\$0.00	\$2,700.00	
499 SI State Support Team FY15	9150	\$43,036.36	\$29,156.83	\$72,193.19	\$0.00	
499 SI State Support Team FY16	9160	\$0.00	\$106,046.92	\$148,982.34	(\$42,935.42)	
506 RTTT FY15 Regional Specialist	9151	\$34,847.77	\$23,273.21	\$58,120.98	\$0.00	
506 RTTT FY15 Regional FIP Specialist	9152	\$10,118.08	\$0.00	\$10,118.08	\$0.00	
506 RTTT FY15 Assessment Literacy Specialist	9153	\$10,324.65	\$0.00	\$10,324.65	\$0.00	
506 RESIDENT EDUCATOR TRAINING	9160	\$0.00	\$18,882.50	\$18,882.50	\$0.00	
516 Title VI-B FY15	9150	\$257,348.13	\$217,880.58	\$475,228.71	\$0.00	
516 Title VI-B FY16	9160	\$0.00	\$634,268.62	\$952,471.51	(\$318,202.89)	
587 Early Learning-Discretionary FY15	9150	\$6,988.69	\$6,190.07	\$13,178.76	\$0.00	
587 Early Learning-Discretionary FY16	9160	\$0.00	\$15,915.67	\$23,240.95	(\$7,325.28)	
590 OTES FY15	9150	\$0.00	\$3,600.00	\$3,600.00	\$0.00	
599 Mentoring Americorps FY15	9150	\$8,570.89	\$49,664.47	\$59,204.11	(\$968.75)	
599 State Personnel Development FY15	9151	\$23,544.31	\$12,024.69	\$35,537.50	\$31.50	
599 Early Learning Challenge FY15	9152	\$7,455.27	\$9,067.58	\$16,522.85	\$0.00	
599 State Personnel Development FY16	9161	\$0.00	\$3,941.75	\$5,619.64	(\$1,677.89)	
599 Early Learning Challenge FY16	9162	\$0.00	\$10,342.36	\$13,407.18	(\$3,064.82)	
GRAND TOTAL		\$2,318,882.48	\$1,991,542.44	\$3,303,019.23	\$1,007,405.69	

# MONTGOMERY COUNTY E.S.C. THREE YEAR COMPARISON

FEBRUARY Year-To-Date

																The state of the s	
												11,051,552.14 three-pay month coming up in April				***************************************	
FY16	\$16,809,230.21	2,720,465.53	13,054,787.55	19,032.55	1,500,115.78	435,475.15	1,525,934.86	3,000.00	\$19,258,811.42	\$36,068,041.63		11,051,552.14	3,405,786.35	3,187,360.90		266,761.26	293,996.92
FY15		3,382,761.52	12,692,825.06	16,490.89	1,886,297.80	410,425.23	1,628,861.29	252,608.74	\$20,270,270.53	\$36,651,507.43	1	11,201,759.86	3,340,240.10	2,957,821.04		368,956.30	1,983,530.38
FY14	\$14,119,307.55 \$16,381,236.90	4,744,392.69	11,186,441.87	20,643.61	1,487,540.31	594,908.12	1,897,367.73	126,063.33	\$20,057,357.66	\$34,176,665.21		9,651,342.21	3,128,265.04	2,979,479.21		198,459.43	67,787.26
	Beginning Cash Balance RECEIPTS	Excess Costs	District Costs	Investments	Fiscal Agent, Misc, etc.	Advances Returned	Foundation	Other/Rental/CAFS	TOTAL RECEIPTS	RECEIPTS + BALANCE	EXPENDITURES	Salaries	Fringe Benefits	Purchased Services		Supplies	Capital Outlay