

**FAYETTE COUNTY BOARD OF DD
MAY 8, 2013
BOARD MEETING MINUTES**

Present: Caryl Bookman, Jim Miteff, Suzi McCracken, Mitchell Kirby, Janelle Mead, Larry Mayer and Cody Kirkpatrick. Also present: Fred Williams, Teresa Borden, Lori Moore, Mark Schwartz, Renee Guess, Sandy Kelley and Debbie Yoho. Guest attending were; Charles "Buck" Harris and Sue Ellen Radabaugh.

Ethics Council Meeting: None needed.

Meeting was called to order by President Mitchell Kirby at 5:30pm and roll call was taken.

A revised agenda was distributed to all in attendance.

The minutes of the April 10, 2013 meeting was approved. Caryl Bookman made the motion to approve as read. Janelle Mead seconded the motion. Roll call was given all ayes.

There were no additions to the vendor list.

There were no transfers or advances.

Approval to pay the monthly expenditures was made by Larry Mayer and seconded by Caryl Bookman. Roll call was given all ayes. The Board approved adding the cost for staff for the preschool annual zoo trip. Fred Williams will approve final cost for tickets. Lori Moore advised the Board that expenses were running under budget as of date.

Announcements were made by Fred Williams and Teresa Borden.

- Preschool Zoo trips on May 20th & 21st Last day of Preschool is May 30th.
- Fayette Progressive School change in status from PSE to ECE.
- Preschool graduation May 23rd @10 am & 1 pm at Southside Church.
- Rita Wood is retiring effective July 1, 2013 with 25+ year's service.
- New Employees for FPI; Kayce Elzey, Habilitation Specialist 1 and Tony Clay, Program Coordinator. Nikki Parker, Habilitation Specialist I.
- 2 Hr Board training was moved to July 10th at 5:30pm before the Board meeting. This will be a joint training session with HCBDD.
- New Superintendent for Miami Trace, the Board would like FCBDD Superintendent to meet and greet him.

Administrative report regarding Strategic plan for 2013 was discussed with one addition to Goal 2, objective 3. The Board would like to add activity 3, "Continue to increase exposure on Face book".

A motion to accept the 2013 Strategic plan with additions to Activity 3 was made by Janelle Mead. It was seconded by Jim Miteff. Roll call was given all ayes.

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OLD BUSINESS:

Shared Service updates; Fred Williams reported they are in the process of hiring a replacement for part time Assistant Principal Missy Walker. Missy is leaving in June, she has accepted another job.

Other points of interest are:

- Larry Gray, Transportation Supervisor starting work on May 13th.
- Working with Hillsboro City Schools in moving 2 students which would eliminate one class at Hills & Dale.
- Highland County Commissioners and HCBDD have approved the relocation of the SSA department to a building on US 50. Operations Manager Tim Clouser will be in charge of the painting and preparation of the building for the SSA's.
- Renee reported Mid Term Evaluations are finished with new hires.
- Being sensitive to families understanding of assessments.
- Lori reported they are addressing sick time usage. Did a survey with employees on sick time policies. Educating Staff regarding FMLA paperwork and policies.

Sandy Kelley gave a progress report on the safety plan. The wiring and security cameras are being installed. Phones at main door entries are installed. A doorbell for back door at Life pregnancy is to be installed. Flower pots are placed at entry ways and flowers will fill them. It was suggested that the Superintendent write a letter to families.

Rock-a-Bye Daycare rent for May was paid on time. However, no additional payments have been paid on arrearage. At April board meeting RAB had committed to pay each month an additional \$1000.00 (on arrears) and current monthly rent \$1418.31. The Board would like to have notification when payment is received. A procedure for reporting concerns between RAB and FCBDD was put in place and emailed to all Board members concerned.

NEW BUSINESS:

Presentation of Preliminary budget for 2014 was presented to the Board by Larry Mayer, Financial Committee Chairman and Lori Moore, Business Director. A motion was made by Larry Mayer to approve the budget and seconded by Cody Kirkpatrick. Roll call was given all ayes.

Fred Williams shared a request from the SOCOG regarding investments of funds on hand.

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Lt. Tim Downing of the Washington Court House Fire Department sent a letter requesting donations for a Fire Extinguisher Simulator that will cost approx \$11,899.00

and will be used for training purposes. After some discussion by the Board a motion was made by Janelle Mead to donate \$100.00 toward the purchase. It was seconded by Larry Mayer. Roll call was given all ayes.

An updated table of organization for FCBDD with the changes of new staff was given to the Board members.

The 2013-2014 Preschool calendar was presented to the Board for approval. A motion to accept the calendar for 2013-14 school year was made by Janelle Mead. It was seconded by Larry Mayer. Roll call was given all ayes

A comparison of cost for habilitation & cleaning supplies from vendors was presented by Mark Schwartz. It was agreed that we would continue with the current vendor.

Guest Charles (Buck) Harris spoke to the Board regarding the American Legion involvement such as working with Special Olympics, sponsoring Aquatics games, Tent games, etc. Mr. Harris came to the meeting to learn more about the FCBDD.

At 6:35 the Board convened to Executive session for personnel discussion.

At 7:35 the Board returned from Executive session with no decision reached.

OTHER DISCUSSION: None

With no other business to come before the Board, President Mitchell Kirby adjourned the meeting at 7:36 pm.



Mitchell Kirby, President



Janelle Mead, Secretary