

1237

**MINUTES OF THE SOUTHERN OHIO
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING**

REGULAR BOARD MEETING

August 22, 2017

The Southern Ohio Educational Service Center Governing Board met on Tuesday, August 22, 2017 at 7:00 p.m. at Southern Ohio Educational Service Center for its regular monthly meeting. Members present were Mrs. Charters, Mr. Hill, Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West and Mr. Wilt, along with Rachel Meyer, Treasurer and Beth Justice, Superintendent. Guests in attendance included Curt Bradshaw, Coordinator of Gifted Services for Southern Ohio ESC and Rogina Conroy, Director of Human Resources for Southern Ohio ESC.

APPROVAL OF THE MEETING AGENDA (Resolution #3787)

It was moved by Mr. Peck and seconded by Mrs. Charters to approve the agenda as revised.

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

MINUTE APPROVAL (Resolution #3788)

It was moved by Mr. Lane and seconded by Mr. Luck that the July 25, 2017 meeting minutes be approved as presented.

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

Meeting was opened for public participation. None received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Mrs. Justice welcomed new employees to the board meeting and thanked Mrs. Conroy for all her work with new hires. Each board member introduced themselves and shared how long they have served on the board. The following new employees introduced themselves and provided their background and position held with district(s) served: Austin Gray, Stacia Guthrie, Jamie Hampton, Juliene Haskins, Linda McConnaughey, Kate Moster and Amanda Ward.

EXECUTIVE SESSION (Resolution #3789)

It was moved by Mr. Wilt and seconded by Mr. Luck to have a roll call to enter into Executive Session.

A roll call vote was taken to enter into Executive Session to consider the appointment of a public employee or official and to consider employment status of a public employee or official. Members that were present and voted yes were Mrs. Charters, Mr. Hill, Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West, and Mr. Wilt, along with Rachel Meyer, Treasurer and Beth Justice, Superintendent.

The board entered into Executive Session at 7:15 p.m.

The board returned from Executive Session at 7:25 p.m.

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GREAT OAKS ITCD REPORT

Mr. Lane updated the board on the Great Oaks ITCD Board Meeting. The following bullets are highlights from his report:

- New Associates' Orientation – On August 8th and 9th-- 35 new associates to Great Oaks came on campus to meet other staff and learn about working here. Orientation topics included payroll and benefits, technology applications, iObservation, security training and general information about the District.
- The aviation partnership with Southern State has become a model for a seamless delivery system. Students can save time and money by beginning the aviation program in high school and moving onto an associate degree. Antioch University Midwest has now joined the partnership, so students can continue on to earn a BS degree.
- Enrollment at Great Oaks continues to increase, both on campuses and in satellite programs. This year, 2,744 high school students are enrolled in campus programs, with an anticipated 15,629 in satellite courses.
- The Campus Enrollment Report was shared with the Board. Mr. Lane noted that 20 students are enrolled in the Heavy Equipment Operator program which is currently being held in the ESC office location in Wilmington. Campus enrollment as of 8/4/17 is as follows:
 - Diamond – 624
 - Laurel – 631
 - Live – 678
 - Scarlet – 811

LEGISLATIVE LIAISON REPORT

Mrs. Gausman was unable to attend the board meeting. Treasurer Meyer disseminated "*The Link*" newsletter to board members for their review.

FINANCIAL REPORTS

Treasurer Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3790)

It was moved by Mr. Charters and seconded by Mr. Luck that the paid bills for the previous month be approved as presented, for a total of \$688,580.85.

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

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APPROVAL OF INVESTMENT (Resolution #3791)

It was moved by Mr. Wilt and seconded by Mr. Peck to approve the following investment as transacted by Treasurer Meyer:

<u>Date</u>	<u>Fund</u>	<u>Firm</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Amount</u>
8/2/2017	Waddell	Discover Bank	7/26/2019	1.70%	\$ 74,870.25
8/2/2017	Waddell	Discover Bank	7/26/2019	1.70%	\$ 24,970.00
8/2/2017	Waddell	BMW Bank	9/23/2019	1.25%	\$ 49,442.50

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

APPROPRIATION MODIFICATION AND AMENDMENTS (Resolution #3792)

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Hill and seconded by Mr. Mount to approve the following appropriation modifications and amendments as presented.

[See Minute Page #1244-1245]

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

TREASURER DISCUSSION ITEMS

1. Fiscal Office Update:

I wanted to give you a quick update on fiscal office happenings.

- The fiscal office participated in New Employee Orientation. The sessions were spread out over three time periods on July 27th and August 1st.
- Megan Thompson and I sent out the first invoices of the year for primary services during the week of August 7th.
- Ryan Ulrich, CPA from Plattenburg will be on site on August 25th for the annual GAAP visit to work on the financial statement conversion.

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TREASURER DISCUSSION ITEMS (Cont.)

2. Professional Development:

- On August 1, 2017 Amanda Ely attended eSERS training in Chillicothe. The workshop was designed to help employers better understand the new eSERS system. Participants were also provided with a demonstration on uploading a contribution file and fixing errors. Other topics that were covered included payroll schedules, payment remittance, wage certifications and creating and maintaining contact information.
- On August 2, 2017 I attended the OULP Treasurers' Cohort in Piketon. The topic of the seminar was an update on the biennial budget provided by Aaron Rausch, Director of Budget & School Funding at ODE.
- On August 24, 2017 I will attend a STRS Ohio Post Annual Reporting Process webinar. During the webinar, participants will learn why we may be asked to submit service credit verifications reports and accrued verification reports. The webinar will also include information about the Employer Detail Listing report and when we will receive it.
- On August 30, 2017 I will attend the General Office of Federal Programs Updates at Scarlet Oaks High School. ODE will provide updates and training on grant funding, CCIP enhancements, overview of Decision Framework and planning and provide an overview of IDEA funding.

Mrs. Meyer commended Mr. Bradshaw for his work on the Gifted PD opportunities.

PERSONNEL CONTRACT RESIGNATIONS: ESC (Resolution #3793)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. Luck to approve the resignations of the following personnel:

[See Minute Page #1246]

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

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PERSONNEL CONTRACT AGREEMENTS (Resolution #3794)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Luck and seconded by Mr. Peck that the board approves employment contracts for the following personnel subject to the provision of O.R.C. 3319.02, O.R.C. 3319.08 and/or O.R.C. 3319.081. All personnel are subject to assignment by the superintendent and all contracts are subject to continuation of existing local, state, and/or federal funding; proper licensure; Ohio Department of Education highly qualified teacher per current job assignment; Ohio Bureau of Criminal Background Investigation Check; and Federal Bureau of Investigation Background Check:

[See Minute Page #1247 - 1248]

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

APPROVAL OF SERVICE CONTRACT (Resolution #3795)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Mount and seconded by Mrs. Charters to approve the following service contracts as listed:

SERVICE CONTRACT

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
Tutoring by B2	TBD	Attacking the ACT	2017-2018 SY	\$500.00 (first 15 students) + \$20.00 per additional student

Mr. Bradshaw provided some additional information on this service contract.

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

PERSONNEL CONTRACT RESIGNATIONS: Region 14 (Resolution #3796)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Wilt and seconded by Mr. Peck to approve the resignations of the following personnel:

[See Minute Page #1249]

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

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PERSONNEL CONTRACT AGREEMENTS (Resolution #3797)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Luck and seconded by Mr. Lane that the board approves employment contracts for the following personnel subject to the provision of O.R.C. 3319.02, O.R.C. 3319.08 and/or O.R.C. 3319.081. All personnel are subject to assignment by the superintendent and all contracts are subject to continuation of existing local, state, and/or federal funding; proper licensure; Ohio Department of Education highly qualified teacher per current job assignment; Ohio Bureau of Criminal Background Investigation Check; and Federal Bureau of Investigation Background Check:

[See Minute Page #1250]

The board members present unanimously approved the motion. President of the board, Mr. West, declared the motion carried.

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

1. Mr. Ron Sexton has inquired about the Visually Impaired Assistant position. He will speak with human resources about it on 08/23/2017.
2. Let Mrs. Justice know if you would like to attend the OSBA Capital Conference.
3. The SOESC Opening Day Convocation was held on 08/11/2017 and was well received. Employees were provided teamwork training.
4. Many employees attended district's opening days to represent SOESC.
5. The 2016-17 Annual Report will be shared at the September board meeting.
6. Preliminary test data was disseminated to board member; indicates school improvement services still needed.
7. The High Performing ESC application was submitted on 08/22/2017. Mrs. Justice thanked Rachel for her help with the application.
8. The board was updated on the continued conference room renovations.

Mr. Luck thanked Mrs. Justice and Mrs. Meyer for their accommodations and for the people that work with them. Mr. West thanked Mr. Bradshaw for all the work with the Gifted Program.

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ADJOURNMENT

It was moved by Mr. Luck and seconded by Mr. Hill to adjourn to meet again in regular session on September 26, 2017 at 7:00 p.m. at Southern Ohio ESC, Wilmington.

Roger West
BOARD PRESIDENT

Rachel Meyer
TREASURER

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
 FY 2018 PERMANENT APPROPRIATIONS

8/15/2017

FUND	OBJECT	SCC	DESCRIPTION	July	August	September	November	January	April	May	TOTAL ACCOUNT
001	100	0000	SALARIES	\$ 2,929,582.00	\$ (148,448.00)						\$ 2,781,134.00
001	200	0000	PURCHASED BENEFITS	\$ 1,231,458.04	\$ (16,326.00)						\$ 1,215,132.04
001	400	0000	PURCHASED SERVICES	\$ 559,223.09	\$ 232,919.00						\$ 792,142.09
001	500	0000	SUPPLIES & MATERIALS	\$ 52,655.00	\$ 5,400.00						\$ 58,055.00
001	600	0000	CAPITAL OUTLAY	\$ 13,900.00	\$ 3,949.00						\$ 17,849.00
001	800	0000	OTHER OBJECTS	\$ 49,011.44							\$ 49,011.44
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,530,000.00							\$ 1,530,000.00
			GENERAL FUND TOTAL	\$ 6,443,323.57							\$ 6,443,323.57
OTHER FUNDS											
001	9050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 41,758.97							\$ 41,758.97
007	0000		UNCLAIMED FUNDS	\$ 29.20							\$ 29.20
008	9271		WADELLE FUND	\$ 53,300.00							\$ 53,300.00
014	9197		ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 108,890.00							\$ 108,890.00
019	9901		CLINTON COUNTY QUIZ BOWL FY17 FUND	\$ -							\$ -
022	9245		HOPEWELL GENERAL FUND	\$ 4,555,930.00							\$ 4,555,930.00
022	9500		D.A.R.E. AGENCY FUND	\$ 17,310.69							\$ 17,310.69
463	9016		ALTERNATIVE CHALLENGE FY17 FUND	\$ -							\$ -
451	9415		ONENET CONNECTIVITY FY18 FUND	\$ -							\$ -
499	9009		STATE SUPPORT TEAM FY17 FUND	\$ 2,388.04							\$ 2,388.04
499	9010		STATE SUPPORT TEAM FY18 FUND	\$ 115,140.50							\$ 115,140.50
499	9703		STUDENT ASSESSMENT FY18 FUND	\$ 21,875.00							\$ 21,875.00
499	9801		STRATEGIES SECONDARY TRANSITION SWD FY17 FUND	\$ 11,593.67							\$ 11,593.67
499	9851		SECONDARY TRANSITION SWD R14 FY17 FUND	\$ -							\$ -
516	9226		IDEA PART B FY17 FUND	\$ 142,803.99							\$ 142,803.99
516	9227		IDEA PART B FY18 FUND	\$ 1,017,492.96							\$ 1,017,492.96
516	9809		PARENT MENTOR FY17 FUND	\$ 4,628.24							\$ 4,628.24
516	9810		PARENT MENTOR FY18 FUND	\$ 25,000.00							\$ 25,000.00
516	9913		EARLY LITERACY SSIP (IDEA) FY18 FUND	\$ -	\$ 68,282.00						\$ 68,282.00
587	9508		EARLY LEARNING DISCRETIONARY FY17 FUND	\$ 2,840.17							\$ 2,840.17
587	9509		EARLY LEARNING DISCRETIONARY FY18 FUND	\$ 73,953.84							\$ 73,953.84
587	9600		EARLY LITERACY SSIP FY18 FUND	\$ 20,471.49							\$ 20,471.49
590	9006		OTES FY17 FUND	\$ -							\$ -
599	9702		EARLY LEARNING CHALLENGE FY17 FUND	\$ -							\$ -
			OTHER FUNDS TOTAL	\$ -	\$ 68,282.00						\$ 68,282.00
Monthly Appropriation Changes				\$ 145,776.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145,776.00
GRAND TOTAL APPROPRIATIONS - ALL FUNDS				\$ 6,283,668.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,283,668.46
				\$ 12,727,012.03							\$ 12,727,012.03

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2018 PERMANENT APPROPRIATIONS

Notes:

General Fund - Tuition Reimbursement for all staff collectively \$10,000.00
General Fund - Board Service Fund set at \$7,500.00 on a calendar year basis
Termination Benefits Fund - Unemployment, Severance, and Vacation Payouts

Contingencies:

General Fund - Emergency Fund - 4 months of expenses \$1,380,000.00
General Fund - Building Fund \$150,000.00 FY 2017 - add \$25,000.00 per year until FY 2018
Hopewell General Fund - Emergency Fund - 4 months of expenses \$1,000,000.00
Hopewell General Fund - Building Fund \$50,000.00 - (HVAC, siding, updates, repair, etc...)
Hopewell General Fund - Termination / Retirement Benefits setaside \$46,370.00

Transfers: (To be made - more information to follow)

Resignation Approval Recommendation SOESC

Last Name	First Name	Tentative Position	Contract Type	Effective Date	Additional Agenda Item	Comments	Board meeting Date
Busche	Karen	Speech-Language Pathologist	Certificated Employee	5/25/2017			8/22/2017
Johnson	Rebecca	Educational Aide	Classified Employee	8/3/2017			8/22/2017
Walker	April	Educational Aide	Classified Employee	7/26/2017			8/22/2017

Employment Recommendations
SOESC

Highlighted entry denotes additional agenda item

Last Name	First Name	Tentative Position	Contract Beg.	Contract End	Length of Contract	Days	Schedule	Step	Degree	Amount	Pay Type	Contract Type	Additional Agenda Item
Conran	Kim	Substitute Teacher	2017	2018	1	as needed			No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute	
Curry	Krista	Substitute Teacher	2017	2018	1	as needed			No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute	
Eagle	Terry	Educational Aide	2017	2018	1	as needed	L	5	No Degree on Schedule	\$ 11.76	Hourly	Classified Employee	
Findley	Jeff	Substitute Teacher	2017	2018	1	as needed			No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute	
Fiera	Tyler	Educational Aide	2017	2018	1	as needed	L	4	No Degree on Schedule	\$ 11.24	Hourly	Classified Employee	
Gray	Austin	Educational Aide	2017	2018	1	as needed	L	8	No Degree on Schedule	\$ 13.32	Hourly	Classified Employee	X
Guthrie	Stacia	Speech-Language Pathologist	2017	2018	1	as needed			No Degree on Schedule	\$ 72,081.00	Salary	Certificated Employee	
Haskins	Audrey	Intervention Specialist	2017	2018	1	184	MA (A)	17	Masters	\$ 62,222.00	Salary	Certificated Employee	
Peters	Mary	Substitute Teacher	2017	2018	1	as needed			No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute	
Peters	Mart	Substitute Teacher	2017	2018	1	as needed			No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute	
Trick	Shannon	Substitute Teacher	2017	2018	1	as needed			No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute	
Wardlow	Stella	Substitute Teacher	2017	2018	1	as needed			No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute	
Yahn	Tessa	Educational Aide	2017	2018	1	as needed	L	4	No Degree on Schedule	\$ 11.24	Hourly	Classified Employee	

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TO: BONNIE KELLY, SUPERINTENDENT'S SECRETARY
JOHN STANLEY, TREASURER
DEBBIE ANDERSON, TREASURER'S ASST.

FROM: JENNIFER LUDWICK, Administrative Assistant, SOESC

RE: SUBSTITUTE TEACHERS FOR THE 2017-2018 SCHOOL YEAR

DATE: AUGUST 22, 2017

Enclosed please find the list of qualified Substitute Teachers for the East Clinton Local Schools. The teachers indicated in "GREEN Text" are the newest additions to the Substitute Teaching List. I will keep you informed of any additions or deletions that may occur throughout the school year.

- PLEASE REMOVE CAROLE DAUGHTERY FROM YOUR LIST. 7/28/17
- PLEASE REMOVE JENNIFER WOODS FROM YOUR LIST 8/9/17

The following Substitute Teachers have met all the requirements of the Southern Ohio Educational Service Center and are ready to be approved at your Local Board Meeting.

	Last Name:	First Name:
1.	CASTLE	RICHARD
2.	CHANEY	CHRISTINE
3.	COMBS	BETH
4.	COOK	BELINDA
5.	COUNTRYMAN	DOROTHY
6.	COYLE	SHANNON
7.	CURRY	KRISTA
8.	FINDLEY	JEFF
9.	JOHNSON	SHAWNA
10.	MATTINGLY	DENNIS
11.	O'CONNOR	TRAVIS
12.	PETERS	MARY
13.	PETERS	MATTHEW
14.	PUCKETT (ZEMKE)	KATRINA
15.	RUSH	SCOTT
16.	SHOPE	BRANDON
17.	TRICK	SHANNON
18.	WARDLOW	STELLA

EAST CLINTON LOCAL SCHOOLS

Resignation Approval Recommendation

R14

Last Name	First Name	Tentative Position	Contract Type	Effective Date	Additional Agenda Item	Comments	Board meeting Date
Geeslin	Ashley	Occupational Therapy Assistant	Classified Employee	8/29/2017			8/22/2017

Highlighted entry denotes additional agenda item

Last Name	First Name	Tentative Position	Contract Beg.	Contract End	Length of Contract	Days	Schedule	Step	Degree	Amount	Pay Type	Contract Type	Additional Agenda Item	Board meeting Date
Harpe	Natalie	Tentative Therapist	2017	2018	1	184	Retired 8	11	Bachelors	\$ 63,846.00	Salary	Certificated Employee		8/22/2017