

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

REGULAR MEETING

July 26, 2011

The Southern Ohio Educational Service Center Governing Board met on Tuesday, July 26, 2011 at 7:00 p.m. at the Southern Ohio ESC in Clinton County for its regular monthly meeting. Members present were Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West, Mrs. Williams and Mr. Wilt along with Roy Alleyn Unversaw Jr., Treasurer and Tony Long, Superintendent. Mr. Clawson and Mr. Shell were not in attendance.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #2712)

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

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

MINUTE APPROVAL (Resolution #2713)

It was moved by Mr. Luck and seconded by Mr. Mount that the June 28, 2011 meeting minutes be approved as presented.

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

Meeting was opened for public participation. None received.

RESOLUTION IN SUPPORT OF A REVISED POLICY MANUAL (Resolution #2714)

It was moved by Mr. Peck and seconded by Mrs. Williams to approve a resolution in support of the adoption of a revised policy manual for the Southern Ohio Educational Service Center.

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

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GREAT OAKS ITCD REPORT

Mr. Lane updated the board on the Great Oaks ITCD July 2011 meeting. The following are highlights from his report:

- 3,152 students are enrolled in the workforce development programs for the 2011 – 2012 school year.
- The CEO and Treasurer were evaluated by the Board.
- The Board discussed retire and rehire practices.
- The Board is looking at implementing merit pay in the near future.
- The adult program has 150 course offerings.
- Mr. Lane shared the enrollment by program for the 2011 – 2012 school year. Animal Science, which is located in our facility, has 26 juniors and 14 seniors enrolled.
- Mr. Lane noted that our students in this region are fortunate to have access to the high quality programs that Great Oaks offers. He is extremely impressed with the organization and is honored to be on the Great Oaks Board of Directors.

LEGISLATIVE LIAISON REPORT

Mr. Peck referred to the Ohio School Boards Association publication, *The Link*, Volume 21 issue 7 to update the board on Ohio's legislative matters. The following bullets are highlights from his report:

- House Bill 153 was signed into law on June 30th, 2011. Some of the final changes include:
 - Health care pooling option for local government.
 - Eliminates BMI testing requirements.
 - Mandatory teacher evaluations based on multiple measurers, with 50% based on student performance. The State Board of Education will develop the framework.
 - Criteria must be developed for these evaluation categories: "accomplished," "proficient," "developing," and "ineffective."
 - Create the "Jon Peterson Special Needs Scholarship (Voucher) Program" that will likely drain resources from public schools and weaken the due process rights afforded to parents and students.
 - The bill did not include the 2% swap in employer/employee retirement contribution rates.
- House Bill 136, school choice legislation, seeks to expand educational choice vouchers along with creating the Taxpayers Savings Scholarship Program and the Special Education Scholarship Program.
- House Bill 191, minimum school year, seeks to establish a minimum school year for school districts based on hours, rather than days, of instruction.
- House Bill 202, retire/rehire, seeks to eliminate the retirement benefit of a re-employed retiree of a public retirement system.

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FINANCIAL REPORTS

Mr. Unversaw reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #2715)

It was moved by Mrs. Williams and seconded by Mr. Luck that the paid bills be approved as presented, for a total of \$969,080.12 (total of 200 checks written).

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

APPROVAL OF APPROPRIATION AMENDMENTS (Resolution #2716)

It was moved by Mr. Mount and seconded by Mr. Lane to approve the following appropriation amendments as presented below:

Appropriation Amendment(s): ESC

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
001-2400-600-0000	Capital Outlay / Administration / General Fund	<u>\$6,500.00</u>

Total Amendments: \$6,500.00

Appropriation Amendment(s): Hopewell

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
587-9503	Early Learning Discretionary FY12 Fund	<u>\$35,300.00</u>

Total Amendments: \$35,300.00

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

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APPROVAL OF INVESTMENT (Resolution #2717)

It was moved by Mr. Peck and seconded by Mr. West to approve the following investment as presented below:

<u>Date</u>	<u>Fund</u>	<u>Firm</u>	<u>Term</u>	<u>Rate</u>	<u>Amount</u>
7/14/2011	General	NB&T / FHLB Step-up Bond	3.75 yr	0.75% - 3.50%	\$200,000.00

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

TREASURER DISCUSSION ITEMS

- An explanation was given for the expenditure variances from FY 2010 to FY 2011.
- Mr. Unversaw reviewed the cash flow statement as of 6/30/2011 with the Board. It was pointed out that although we had a negative income of \$60,091.00, we had \$78,316.60 in outstanding invoices. Most of the FY 11 outstanding invoices have been collected since July 1, 2011 (FY12).
- Gatekeeper settled in court, and we should receive the outstanding \$6,287.00 from its insurance company, Hiscox, within the next 60 days.
- Board members participating in our insurance programs would receive COBRA for an 18 month period if they are not re-elected this November. The coverage would begin January 1, 2012.
- The evaluation for the Treasurer was discussed.

Per Board discussion, the Treasurer is to include in the August 2011 agenda packet: the evaluation instrument, his written goals and self assessment. The board member completed evaluations will be returned at the September 2011 board meeting, be compiled by a board member, and the collective evaluation will be reviewed at the October 2011 meeting.

PERSONNEL ITEMS: ESC (Resolution #2718)

Personnel Contract Resignations

Upon the recommendation of Superintendent Long, it was moved by Mr. Luck and seconded by Mrs. Williams to approve the resignation of the following personnel:

CERTIFICATED CONTRACT ~ O.R.C. 3319.08

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Javonne Mullins	Speech/Language Pathologist	8/14/11

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Personnel Contract Resignations (Cont.)

CLASSIFIED CONTRACT ~ O.R.C. 3319.081

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Bonnie Hankey	Parent Mentor	6/30/11.

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

APPROVAL OF REDUCTION IN FORCE (Resolution #2719)

Upon the recommendation of Superintendent Long, it was moved by Mr. Mount and seconded by Mr. West to approve a reduction in force for financial reasons pursuant to Section 3319.17 of the Ohio Revised Code and board policy GCPA effective July 31, 2011 for the following personnel:

ADMINISTRATIVE CONTRACT ~ O.R.C. 3319.02

<u>Name</u>	<u>Position</u>
Dale Leever	Alternative School Director (Highland Co.)

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

EMPLOYMENT OF PERSONNEL (Resolution #2720)

Upon the recommendation of Superintendent Long, it was moved by Mr. Lane and seconded by Mrs. Williams to approve the following contract(s). All personnel are subject to assignment by the superintendent and all contracts are contingent upon continuation of existing local, state, and/or federal funding; proper licensure; Ohio Bureau of Criminal Background Investigation Check; Federal Bureau of Investigation Background Check (when required).

SUBSTITUTE ADMINISTRATOR CONTRACT ~ O.R.C. 3319.02

<u>Name</u>	<u>Tentative Position</u>	<u>Contract Dates</u>	<u>Schedule/Step</u> <u>Degree</u>	<u>Amount</u>
Vicki Wilson	Substitute Administrator	8/1/11-7/31/12	B/10/Ph.D	\$273.55 per diem

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

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APPROVAL OF PROVIDER CONTRACTS (Resolution #2721)

Upon the recommendation of Superintendent Long, it was moved by Mr. Luck and seconded by Mr. Peck to approve the following provider contracts as listed:

<u>Client</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
Batelle For Kids	Value-Added Leader Services	FY 2012	NTE \$12,000.00
Lynchburg-Clay Local Schools	Alternative School Services	FY 2012	\$10,000.00 + \$30/per student/per day

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

APPROVAL OF SERVICE CONTRACTS (Resolution #2722)

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

<u>Service Contracts</u>					
<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Align, Assess, Achieve, LLC	2120001	Social Studies Literacy Skills & Formative Assessment Meeting	9/13/11 & 10/11/11	\$5,000.00	\$400.00
AT&T	2120121	Phone Usage/Phone Repair	SY 2011-12	\$2,215.00	----
Blanchester Local Schools	2120216	Bus Driver Physicals	FY 2012	\$1,300.00	----
Bright Local Schools	2120126	Rent MH Classroom, Sub/Field Trip Costs	FY 2012	\$14,350.00	----
Bureau of Criminal I.D. & Investigation	2120112	BFBI/BCIO/FBIO Fingerprints	FY 2012	\$15,000.00	----
Clinton County Commissioners	2120128	Alternative School Facility Rental	FY 2012	\$13,000.00	----
Clinton-Massie Local Schools	2120217	Bus Driver Physicals	FY 2012	\$1,000.00	----

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<u>Service Contracts (Cont.)</u>					
<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Cogent Systems, Inc.	2120148	Cogent Webcheck License Renewal	2/1/12-1/31/13	\$800.00	----
CPI, Qualified Plan Consultants, Inc.	2120137	403b Monthly Fee, Misc./Review Charges	7/1/11-6/30/12	\$2,300.00	----
Dare Program	2120144	Administrative Fee	FY 2011	\$388.34	----
East Clinton Local Schools	2120218	Bus Driver Physicals	FY 2012	\$1,000.00	----
East Clinton Local Schools	2120132	Reimbursement for truant officer mileage & visits	SY 2011-12	\$900.00	----
Ennis, Roberts & Fischer	2120155	Professional Services	FY 2012	\$2,500.00	----
Ennis, Roberts & Fischer	2120211	Teacher Evaluation Professional Development for Building Administrators	8/4/2011 & 8/10/2011	\$4,000.00	----
Fayette County Court of Common Pleas	2120138	Alternative School	SY 2011-12	\$60,000.00	----
FedEx Corporation	2120147	Shipping Expenses	FY 2012	\$1,050.00	----
Foundation for Educ. Services	2120158	License agreement ~ Web site hosting	8/1/11-7/31/12	\$1,350.00	----
Frontier North, Inc.	2120090	Phone line repair & usage	FY 2012	\$2,525.00	----
Frontier North, Inc.	2120092	Phone line repair & usage (Fax)	FY 2012	\$1,000.00	----
Frontier North, Inc.	2120091	HVAC Phone line	FY 2012	\$400.00	----
Frontier North, Inc.	2120094	Fire Alarm Phone	FY 2012	\$400.00	----
Governmental Underwriters	2120150	Auto/Property/General Liability	7/1/11-6/30/12	\$1,391.11	----
Great Oaks ITCD	2120127	SOESC Rent	SY 2011-12	\$25,000.00	----

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Service Contracts (Cont.)

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Hamilton County ESC	2120178	Inquiry Based Learning Science/Mathematical Practices (Gr. 6-12)	9/15/11, 9/29/11, 10/6/11, 11/10/11 12/13/11	\$5,000.00	\$250.00
Highco, Inc.	2120151	Shredding Services	7/1/11-6/30/12	\$900.00	----
Ikon Office Solutions	2120152	Lease/Tray Charge	9/23/11- 9/23/12	\$4,020.00	----
Miami Trace Local School District	2120136	Supervisory Services/Bus Driver Physicals	FY 2012	\$102,278.07	----
Miami Trace Local School District	2120134	Media Center Services	FY 2012	\$7,670.01	----
Miami Valley Educational Computer Association	2120161	Technician Services	FY 2012	\$4,000.00	----
Pitney Bowes Office Systems	2120168	Postage Meter Lease/Supplies (Highland Co.)	FY 2012	\$1,142.00	----
Pitney Bowes Office Systems	2120169	Postage Meter Lease/Supplies (Clinton Co.)	FY 2012	\$1,742.00	----
Plattenburg & Associates, Inc.	2120123	GAAP Conversion/ Conversion Report	FY 2011	\$9,000.00	----
Qwest Communications	2120113	Long Distance	FY 2012	\$700.00	----
Qwest Communications	2120114	Long Distance (Highland Co.)	FY 2012	\$700.00	----
Qwest Communications	2120115	Long Distance (Alt. School)	FY 2012	\$250.00	----
Rambasek Realty, Inc. dba Crystal Water Co.	2120130	Hot/Cold Unit Rental	8/1/11-7/31/12	\$561.50	----
Rambasek Realty, Inc. dba Crystal Water Co.	2120131	Hot/Cold Unit Rental (Alt. Center)	8/1/11-7/31/12	\$537.50	----

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<u>Service Contracts (Cont.)</u>					
<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
School Ins. Consultants LLC	2120157	School Consultant Contract	FY 2012	\$2,600.00	----
Spectrum Computer Products	2120110	Maintenance on HP Printers	SY 2011-12	\$200.00	----
Spencer Enterprises, Inc.	2120140	E-rate filing contract	FY 2012-2014	\$2,500.00	----
Tek Data Systems	2120156	TekData On-line booking & reporting system	12/1/11-11/30/12	\$2,045.00	----
Joseph Trapp	2120164	Maintenance for Phones	SY 2011-12	\$1,000.00	----
United States Postal Service	2120214	Postage	FY 2012	\$4,500.00	----
Verizon Wireless	2120109	Media Center & Wireless Internet Card	FY 2012	\$1,500.00	----
Michelle Williamson	2120177	Safety & Violence Prevention Training	SY 2011-12	\$1,150.00	----
Wilmington Auto Sales	2120124	Maintenance & Repairs on KIA Rondo	FY 2012	\$1,000.00	----
Wilmington City Schools	2120135	Alternative School Participation Fee/Tuition Costs	FY 2012	\$48,000.00	----
Barbara Yochum	2120208	Safety & Violence Prevention Training	SY 2011-2012	\$1,050.00	----
Xerox Corporation	2120146	Copy Maintenance (Alt. School)	7/1/11-6/30/12	\$400.00	----
Xerox Corporation	2120167	Printer Lease (Highland Co.)	11/30/11-11/30/12	\$3,176.68	----

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

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HOPEWELL REGIONAL ADVISORY BOARD (Resolution #2723)

Upon the recommendation of Superintendent Long and the Hopewell Regional Advisory Board, it was moved by Mr. Lane and seconded by Mrs. Williams to approve the following:

Personnel Contracts

Employment contracts for the following personnel subject to assignment by the Regional Director, and all contracts are subject to continuation of existing local, state, and/or federal funding; proper licensure; Ohio Bureau of Criminal Background Investigation Check and Federal Bureau of Investigation Background check (as needed):

CERTIFICATED CONTRACTS ~ O.R.C. 3319.08

<u>Name</u>	<u>Tentative Position</u>	<u>Contract Dates</u>	<u>Schedule/Step/ Degree/Days</u>	<u>Amount</u>
Brandi Michael	Itinerant Teacher of HI/D	2011-12 SY	Itinerant M/2/M 184 days	\$36,800.00
Heather Spychala	Itinerant Teacher of HI/D	2011-12 SY	Itinerant M/0/M 184 days	\$33,828.00

CLASSIFIED CONTRACT ~ O.R.C. 3319.081

<u>Name</u>	<u>Tentative Position</u>	<u>Contract Dates</u>	<u>Schedule/Step</u>	<u>Amount</u>
Danielle Meadows	Paraeducator	2011-12 SY	Paraeducator/0	\$11.76 p/h

SUPPLEMENTAL CONTRACTS ~ EXTENDED SERVICE

<u>Name</u>	<u>Tentative Position</u>	<u>Contract Dates</u>	<u>Schedule/Step/ Degree/Days</u>	<u>Amount</u>
Brandi Michael	Itinerant Teacher of HI/D	2011-12 SY	Itinerant M/2/M 8 days	\$200.00 per diem
Heather Spychala	Itinerant Teacher of HI/D	2011-12 SY	Itinerant M/0/M 8 days	\$183.848 per diem

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Out of State Travel Request

Out of State Travel Request for **Emily Wenger** to attend Bloom and Lahey 1 & 2 – Road Map to Language Development in Greensboro, NC on September 19-20, 2011 and November 14-15, 2011.

FY12 COOPERATIVE OR PROVIDER AGREEMENTS

AUDIOLOGICAL SERVICES (Rebecca Mason)

Clinton County Help Me Grow

PARAEDUCATOR SERVICES (Danielle Meadows)

Greenfield Ex. Village School District

Service Contracts

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Arricks Bottled Gas Service	2120186	Heating Fuel	2011-12 SY	\$9,500.00	----
AT&T	2120183	Telephone	2011-12 SY	\$6,200.00	----
Lisa Barnhouse	2120207	Supplies	8/1/11	\$75.00	----
Deaf Choice	2120201	C-Print / Interpreting Services	8/15/11-8/14/12	\$4,000.00	----
Ennis, Roberts & Fischer	2120155	Professional Services	FY 2012	\$1,100.00	----
Family Service Association	2120202	C-Print / Interpreting Services	8/15/11-8/14/12	\$1,500.00	----
Fayetteville-Perry Local School District	2120063	State Personnel Development Grant	7/1/11-6/30/12	\$2,250.00	----
FedEx Ground, Inc.	2120184	Ground Shipping	SY 2011-12	\$1,000.00	----
Ferrell Gas	2120185	Heating Fuel/Smart Fill Fee	SY 2011-12	\$24.00	----

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Service Contracts (Cont.)

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
General Binding Corporation	2120199	Laminator Maintenance/repair fee	SY 2011-12	\$1,000.00	----
Governmental Underwriters	2120150	General Liability	7/1/11-6/30/12	\$2,275.89	----
Highco, Inc.	2120151	Shredding Services	7/1/11-6/30/12	\$500.00	----
Highland County Water Company	2120187	Water Usage	SY 2011-12	\$525.00	----
Hopkins Mowing	2120188	Mowing	SY 2011-12	\$1,040.00	----
Patricia Howell	2120067	PAC/RAC Meeting/Parent Conf. Meeting Expenses	SY 2011-12	\$3,200.00	----
Miami Trace Local School District	2120060	State Personnel Development Grant	7/1/11-6/30/12	\$2,250.00	----
Mitel Professional Services	2120065	Phone Reprogramming/Repair Charges	SY 2011-12	\$400.00	----
New Market Self Storage	2120068	Motor Team Storage Fee	5/1/12-4/30/13	\$450.00	----
Pertuset Septic Service	2120189	Septic Tank Waste Removal/Bacterial Tank Treatments	SY 2011-12	\$1,500.00	----
Phonak Hearing Systems	2120057	HA/FM Units	SY 2011-12	\$759.14	----
Pitney-Bowes Credit Corp.	2120190	Postage Meter/Scale Lease	SY 2011-12	\$1,392.00	----
Ripley-Union-Lewis-Huntington School District	2120062	State Personnel Development Grant	7/1/11-6/30/12	\$2,250.00	----
Rumpke of Ohio, Inc.	2120191	Trash Removal	SY 2011-12	\$988.10	----
South Central Power Company	2120192	Electricity	SY 2011-12	\$9,500.00	----

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Service Contracts (Cont.)

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Southern Ohio ESC	2120195	IDEA, SST & SPDG Fiscal Fee	SY 2011-12	\$74,436.29	----
United States Postal Service	2120066	Postage on Account	SY 2011-12	\$4,000.00	----
Washington Court House City School District	2120064	State Personnel Development Grant	7/1/11-6/30/12	\$2,250.00	----
Wilkin Heating & A/C Co Inc.	2120193	Planned Maintenance Agreement & Maintenance/Repair Fees	4/21/12-4/21/13	\$1,640.00	----
Wilmington City School District	2120061	State Personnel Development Grant	7/1/11-6/30/12	\$2,250.00	----
Wilmington Security Systems	2120194	Security System	9/1/11-8/31/12	\$180.00	----

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Mr. Long discussed the following with the board:

1. The Highland County office relocation was completed in early July.
2. Dates of the Ohio School Boards Capital Conference were shared with governing board members and those who are interested in attending were asked to contact Mr. Long.
3. Shared preliminary academic data with the governing board and mentioned school district rating information will be available on August 24th.
4. Shared a handout from the Ohio Educational Service Center Association concerning House Bill 153 and the impact ESC cuts will have on the SOESC.
5. Mr. Long invited all SOESC Governing Board members to the SOESC/Region 14 open convocation for all employees.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

6. Shared information regarding the Ohio Resident Educator Program and the reduced number of entry year teachers. He shared information about changing how the program will be funded for the 2011-12 school year.
7. Reminded ESC board member that petitions (3-Y) are available at your local board of elections office and all petitions must be submitted all to the Clinton County Board of Elections office by August 10th.

ADJOURNMENT (Resolution #2724)

It was moved by Mr. Luck and seconded by Mrs. Williams to adjourn to meet again in regular session on August 23, 2011 at 7:00 p.m. at the Southern Ohio ESC, Wilmington.

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