

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

REGULAR MEETING

May 25, 2010

The Southern Ohio Educational Service Center Governing Board met on Tuesday, May 25, 2010 at 7:00 p.m. at the Southern Ohio ESC in Clinton County for its regular monthly meeting. Members present were Mr. Clawson, Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck, Mr. Shell, Mr. West, Mrs. Williams and Mr. Wilt along with Roy Alleyn Unversaw Jr., Treasurer and Tony Long, Superintendent.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #2524)

It was moved by Mr. Clawson and seconded by Mr. Luck to approve the agenda.

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

MINUTE APPROVAL (Resolution #2525)

It was moved by Mr. Peck and seconded by Mr. Lane that the April 27 meeting minutes be approved as revised.

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

Meeting was opened for public participation. None received.

Mr. West arrived.

GREAT OAKS ITCD REPORT

Mr. Lane gave the board an update on the Great Oaks ITCD. The following bullets are highlights from the report:

- A handout was given to each SOESC board member that gave highlights of the May 12, 2010 Board of Directors Meeting. Some of the highlights are:
 - Placement status of the Class of 2009: 90% are employed and/or continuing their education.
 - Laurel Oaks graduation will be held at the Roberts Centre on May 27th at 6:30 PM.
 - 1,865 applications have been accepted at the four campuses and full-time workforce development satellite programs for next year.
- The 2010-2011 salary schedules were increased by 2%. Mr. Lane handed out the Great Oak's teacher salary schedule.

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GREAT OAKS ITCD REPORT (Cont.)

- A report titled “2010-2011 Students in Career Technical Programs as of 5/6/2010” was given to each SOESC board member. The report showed program enrollment at each of the four locations (Diamond, Laurel, Live, and Scarlet).

LEGISLATIVE LIAISON REPORT

Mr. Peck referred to the Ohio School Boards Association publication, *The Link*, Volume 20 issue 5 to update the board on legislative matters for the state of Ohio. The following bullets are highlights from the report:

- OSBA gave some insight on the State Budget for FY12 and FY13. The information distributed by some legislators concerning the FY12 and FY13 budget should be considered carefully. The first scenario projects reductions in state aid of 22.7% and the second scenario projects reductions of 30.1%. OSBA feels that these scenarios are based on real possibilities, but they feel that the two projections are extremely conservative.
- HB 260 and SB 8 Election Reform: Will require schools to pay for any additional election or special election cost. OSBA is opposed because school districts already pay more than their fair share of the costs of election activity.
- HB 464 Alternative Energy Tax Exemptions: Will provide tax exemptions for wind and solar only. OSBA believes that the local communities and schools should not be expected to bear the entire burden of the costs for the long-term economic benefits of alternative energy development.
 - HB 373 and SB 210 Healthy Choices, Healthy Children: Will impose nutrition and physical activity requirements for schools. The sub bill that has been proposed still requires 30 minutes of physical activity, takes BMI off the report card, and allows physical education waiver for sports, band, and cheerleading. OSBA says that physical activity is important, but without additional funding school districts simply cannot afford this mandate.

FINANCIAL REPORTS

Mr. Unversaw reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #2526)

It was moved by Mr. Luck and seconded by Mr. Mount that the paid bills be approved as presented, for a total of \$700,870.63 (total of 200 checks written).

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

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APPROVAL OF INVESTMENT (Resolution #2527)

It was moved by Mr. Wilt and seconded by Mr. Peck to approve the following investment to the general fund, as transacted by the treasurer:

Date	Firm	Term	Rate	Amount
4/29/10	NB&T / Federal Home Ln Mtg Corp - step up	5 yr.	2% - 5%	\$500,000.00

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

APPROVAL OF APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #2528)

Upon the recommendation of Treasurer Unversaw, it was moved by Mrs. Williams and seconded by Mr. Lane to approve the following modifications and amendments:

Appropriation Modifications

Appropriation Modifications - ESC

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
001-2200-100-0000	Salary & Wages / Support Services Staff / General Fund	\$8,000.00
001-2400-100-0000	Salary & Wages / Support Services Administration / General Fund	<u>-8,000.00</u>
Increase: \$8,000.00		Decrease: \$8,000.00

Appropriation Amendments

Appropriation Amendments - ESC

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
001-1200-800-0000	Other Objects / Special Education / General Fund	\$ 100.00
463-9010	Alternative Challenge FY10 Fund	<u>250.00</u>
	Total Amendments – ESC	\$ 350.00

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Approval of Appropriation Modifications and Amendments (Cont.)

Appropriation Amendments - Hopewell

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
587-9500	Study Group Grant FY 2010	<u>\$ 5,000.00</u>
Total Amendments – Hopewell		\$ 5,000.00

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

TREASURER DISCUSSION ITEMS

1. The cash reconciliation sheet has an adjustment for an Ohio employee income tax payment. We have started remitting this tax payment via internet instead of calling it in over the phone for accountability purposes. The internet posts our payment several days later rather than on the day of payroll. The board should expect to see this adjustment each month along with the CPI adjustment.
2. The expenditure trends graph has a new addition. I added another graph that shows the Fiscal Year to Date expenditure for all funds. This will be easier for you to compare our expenditures from fiscal year to fiscal year.
3. A Federal Home Loan Mortgage Corporation Bond for \$500,000.00 was purchased on 4/29/2010. The bond has a series of “step-up” interest rates as follows: 2.00% - 4/11, 2.50% - 4/12, 3.0% - 4/13, 4.0% - 4/14, and 5.0% - 4/15. The internal rate of return if this bond is held to maturity is 3.252%. This bond has a one year call protection. Here is a list of CD rates for a comparison: 1-year CD 0.40%, 2-year CD 1.15%, 3-year CD 1.75%, 5-year 2.70%.
4. I emailed the Ohio Auditor of State’s Office this month to get an update on the 04-05 CAFS desk audits for both the ESC and Hopewell. The audits began in January 2009, but according to the Auditor’s office the audit should be completed shortly.
5. I included a cash flow statement as of April 30, 2010 in your board packet. The statement also shows: the actual expenditures and revenue from July 2009 through April 2010, the projected revenue and expenditures for May and June, and an estimated cash carryover for FY 2010. It is important that you review the assumptions to get a better understanding of the projections.

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TREASURER DISCUSSION ITEMS (Cont.)

6. The 403b employee contributions “in question” have been remitted by SOESC to the appropriate vendors, and our employees have been fully informed. The Superintendent and I were told by legal counsel that the board could legally remit these dollars. They also told us that it would not be worth the ESC to file a lawsuit against Gatekeeper due to litigation costs, but it would be feasible if a class action lawsuit arises. I also spoke with our local state auditor’s office about properly accounting and disclosing this issue. The auditors said that it would probably not be looked at during the FY 2010 audit since it is an immaterial amount.

BUSINESS OF THE SUPERINTENDENT: ESC (Resolution #2529)

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

O.R.C. 3319.02 Administrative Contract

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Rayenell Friend	School Improvement Consultant	May 20, 2010

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

EMPLOYMENT OF PERSONNEL (Resolution #2530)

Upon the recommendation of Superintendent Long, it was moved by Mr. Luck and seconded by Mrs. Williams to approve the following personnel as listed to be assigned as needed by the superintendent pending proper licensure, Ohio Bureau of Criminal Background Investigation Check and Federal Bureau of Investigation Background check:

O.R.C. 3319.02 Administrative Contracts

<u>Name</u>	<u>Tentative Position</u>	<u>Length</u>	<u>Contract Dates</u>	<u>Days</u>	<u>Schedule/Step Salary</u>
Lisa Toole	School Improvement Consultant (AC/OV)	1 yr.	2010-2011 SY	204	B/14 M \$61,485.00

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EMPLOYMENT OF PERSONNEL (Cont.)

Substitute Administrator	School Improvement Consultant (AC/OV)	1 month	6/7/10-6/30/10	As assigned	B/14 M \$301.40 per diem
Substitute Administrator	School Improvement Consultant (AC/OV)	1 yr.	2010-2011 SY	As assigned	B/14 M \$301.40 per diem

O.R.C. 3319.081 Classified Contract

<u>Name</u>	<u>Tentative Position</u>	<u>Contract Dates</u>	<u>Salary Schedule/ Step/Rate</u>
Jamie Barton	CC Alternative Educational Aide	2010-2011 SY	L/9 \$12.89 p/h

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

PERSONNEL CONTRACT RENEWAL (Resolution #2531)

Upon the recommendation of Superintendent Long, it was moved by Mr. Lane and seconded by Mr. West to renew and/or approve the following certificated personnel contract, pursuant to section O.R.C. 3319.08 of the Ohio Revised Code. 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).

O.R.C. 3319.08 Certificated Contract

<u>Name</u>	<u>Tentative Position</u>	<u>Length</u>	<u>Contract Dates</u>	<u>Days</u>	<u>Schedule/Step Salary</u>
Melissa Marsh	MH/Autism Teacher (Bright)	1 yr.	2010-2011 SY	184	A/2 M \$37,028.00

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

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WADDELL SCHOLARSHIP RECIPIENTS (Resolution #2532)

Upon the recommendation of Superintendent Long, it was moved by Mrs. Williams and seconded by Mr. Peck that the following 11 students in the Blanchester, Clinton-Massie and East Clinton graduating class be approved as the 2010 Gaylord E. and Barbara K. Waddell Scholarship Recipients. Said scholarships shall be for one thousand dollars (\$1,000.00) per year for a maximum of four (4) years, and be governed by the stipulations and guidelines previously established and recorded in the Clinton County Board of Education minutes.

Blanchester

Tyler Curry
Katie Fawley
Chelsea Zike

Clinton-Massie

Elayna Drake
Amanda Pinkerton
Brittany Smith

East Clinton

Destiny Allen
Mary Alice Crouch
Matt Kibler
Raymond Meddock
Destinee Scott

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

APPROVAL OF BOARD POLICY MANUAL REVISION (Resolution #2533)

Upon the recommendation of Superintendent Long, it was moved by Mr. Mount and seconded by Mr. West to approve the revision of policy EGAC (Telephone Services) and the adoption of EGAC-R (Telephone Services).

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

APPROVAL OF PROVIDER CONTRACT (Resolution #2534)

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

<u>Client</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
Battelle for Kids	Online Formative Assessment	5/18/10-6/30/11	n/a

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

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APPROVAL OF SERVICE CONTRACTS (Resolution #2535)

Upon the recommendation of Superintendent Long, it was moved by Mr. Wilt and seconded by Mr. Lane 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>
Global Video, LLC	2101268	Yearly Subscriptions	2010-11 SY	\$5,553.90	----
Miami Valley Educational Computer Association	To be created 2011	Software Support and Technology Services	7/1/10-6/30/11	\$7,450.00	----
Miami Valley Educational Computer Association	To be created 2011	Network Specialist Service	7/1/10-6/30/11	\$4,000.00	----

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

**FY11 CLINTON COUNTY FAMILY AND CHILDREN FIRST COUNCIL MEMBERSHIP
(Resolution #2536)**

Upon the recommendation of Superintendent Long, it was moved by Mrs. Williams and seconded by Mr. Wilt to approve continued educational service center membership in the Clinton County Family and Children First Council (CCFCFC) for FY 2011, at a cost of \$100.00.

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

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HOPEWELL REGIONAL ADVISORY BOARD (Resolution #2537)

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

Supplemental Contracts

<u>Name</u>	<u>Position</u>	<u>Contract Dates</u>	<u>Rate</u>
Marjorie Brewer	Provision of Early Childhood Services	5/10/10-6/14/10	\$44.82 p/h
Julie Dean-Garnai	Provision of Early Childhood Services	5/10/10-6/14/10	\$44.82 p/h

Supplemental Contracts – Extended Service

<u>Name</u>	<u>Responsibility</u>	<u>Days</u>	<u>Contract Date</u>	<u>Schedule/Step Salary</u>
Marin Applegate	Early Learning & School Readiness Consultant	64	7/1/10-6/30/11	SST/9 M \$259.255 per diem
Lisa Barnhouse	Director	64	7/1/10-6/30/11	Director/13 D \$405.444 per diem
Natalie Green	Autism Resource Specialist/Team Leader	64	8/1/10-7/31/11	Autism/15 M \$315.832 per diem
Sherri Helterbrand	Consultant	64	7/1/10-6/30/11	SST/15 M \$296.418 per diem
Amy Luttrell	Family Consultant/Transition Specialist	64	7/1/10-6/30/11	Itinerant/2 B \$180.011 per diem
Pam Sebastian	Consultant	64	7/1/10-6/30/11	SST/15 M \$296.418 per diem
Linda Stepp	Consultant	21	7/1/10-6/30/11	SST/15 M \$296.418 per diem

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Personnel Contract Revision:

O.R.C. 3319.08 Certificated Contract

<u>Name</u>	<u>Position</u>	<u>Contract Date</u>	<u>Current Schedule/ Step/Salary/Days</u>	<u>Revised Schedule/ Step/Salary/Days</u>
Mary Dugan	Itinerant Teacher for HI/D	Cont.	Itinerant M/15 M \$57,722.00 184 days	Itinerant M/15 M \$36,076.00 *115 days

**effective date: August 15, 2010*

Out of State Travel Request:

Out of state travel request for **Debbie Goslin** to attend Indiana Deaf Educators and Educational Interpreters Conference in Indianapolis, Indiana on June 10 and June 11, 2010.

Service Contracts

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
AT&T	2101237	Telephone Charges	6/4/10	\$656.41	----
Sheila Bobst	2101246	Research Based Literacy Intervention Workshop	8/12/10	\$300.00	----
Britain's Carpet Care	2101189	Carpet Cleaning	6/19/10	\$1,058.94	----
Bright Local School District	2101244	Participation on the Universal Education Supt. Panel at Administrator Conf.	8/6/10	\$100.00	----
Brown County ESC	2101242	Interventions & Community Collaboration	8/5/10	\$300.00	----
Kent Hall	2101231	Universal Effectiveness for Universal Education	8/5/10	\$550.00	----

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Service Contracts (Cont.)

Hopewell JOG, Inc.	2101249	Mulching & Ground Work	Summer 2010	\$200.00	----
Marsha King	2101245	Special Quest Preschool Model's Workshop	8/12-13/10	\$700.00	----
Dr. Norma Kirby	2101243	Research Findings re: In-grade Retention	8/5/10	\$300.00	----
Sheree McGraw	2101253	Project Ease – A Parent Education Program	8/12/10	\$300.00	----
Tanny McGregor Consulting	2101251	Comprehension Next: Designing & Refining Literacy Instruction for all students including Students w/ Disabilities	8/6/10	400.00	----
News-2-You, Inc.	2101259	Subscription Renewal Fee	2010-11 SY	\$1,264.00	----
Northern Buckeye Education Council	2101250	Medianet Maintenance Renewal	7/1/10-6/30/11	\$1,797.83	----
South Central Power Company	2101208	Electricity	May & June 2010	\$779.00	----
Becky Storer	2101247	Helpful Hints for Healthy Kids Workshop	8/12/10	\$300.00	----
United State Postal Service	2101238	Postage on Account	FY 2010	\$1,650.00	----

Amended Service Contract:

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Current Amount</u>	<u>Revised Amount</u>
Southern Ohio ESC	2100558/ 2100746	OIP Facilitation	9/22/09-6/30/10	\$72,618.00	\$96,279.00 0

**Original Board Action Date: 10/27/09*

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

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Mr. Long discussed the following with the board:

1. Distributed and share SOESC 2010-11 professional development offerings.
2. Shared that former Highland County Educational Service Center employee and current Southern Hills Joint Vocational School District Superintendent, Dr. Charles Guarino will be retiring December 31st, 2010.
3. Shared a copy of the letter given to Bob Paine concerning the reduction of his administrative contract.
4. Shared with the board that Stacey Cooper, Superintendent of Adams County/Ohio (AC/OV) Valley Local Schools has resigned after one week for professional and personal reasons. She has been replaced by AC/OV State and Federal Programs Coordinator, Rodney Wallace. Mr. Wallace has been an employee of AC/OV for 34 years.
5. Shared copies of the Wilmington New Journal and Hillsboro Times Gazette articles recognizing the Ohio Educational Service Center Association Franklin B. Walter Award winners.
6. Distributed information concerning phase II of Race To The Top (RTTT) and participation from member school districts.

ADJOURNMENT (Resolution #2538)

It was moved by Mr. West and seconded by Mr. Luck to adjourn to meet again in regular session on June 22, 2010 at 7:00 p.m. at the Southern Ohio ESC in Wilmington.

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