MINUTES OF THE SOUTHERN OHIO EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

September 22, 2026

The Southern Ohio Educational Service Center Governing Board met on Tuesday, September 22, 2026, at 7:00 p.m. for its regular monthly meeting. Members present were Ms. Gausman, Mr. Hixson, Dr. Kirby, Mr. Lane, Mr. Mount, Mr. Peck, Ms. Ruth, Ms. Stepp, and Mr. West, along with Curt Bradshaw, Superintendent, Rachel Meyer, Treasurer, and Assistant Superintendent, Casey Enochs. The guests present were Stacey Camp, Greg Phipps, Heather Schneder, and Missy Wages.

APPROVAL OF THE MEETING AGENDA **(Resolution #5217)**

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

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

MINUTE APPROVAL **(Resolution #5218)**

It was moved by Dr. Kirby and seconded by Ms. Ruth that the August 25, 2026, meeting minutes be approved as presented.

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

The meeting was open for public participation. None received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Mr. Bradshaw provided information on the new hires who were unable to attend the meeting, including their names and positions. He then asked each new employee in attendance to introduce themselves.

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GREAT OAKS ITCD REPORT

The regular monthly meeting of the Great Oaks Governing Board was held on September 9, 2026, at the Board offices in Sharonville. The brief review of the meeting includes:

- Student enrollment in the high school programs as of September 9 was 3596. This is 102 students more than this time last year. It reflects 34.9% increase in enrollment since 2019.
- Board approval was given for approximately 200 BIAC committee appointees.
- The October 14th (next) meeting of the Governing Board will be at the Laurel Oaks Campus, and you are invited to attend. The meeting begins at 7:00 pm.
- Fourteen (14) cadets graduated from the most recent Police Academy.
- Great Oaks President and CEO Harry Snyder reported that the Great Oaks Career Campuses received a five-star rating on the ODEW Career Technical Planning District Report Card. The card noted that the Great Oaks District "Significantly exceeds state standards".
- Mr. Snyder also noted that the 2026-27 school year is continuing to go well.

LEGISLATIVE LIAISON REPORT

The August 2026 issue of "The Link" was shared with Board members, and Ms. Ruth reviewed the following:

Federal E-Rate termination proposal accepting public comments

E-Rate is the fifth-largest stream of federal funding for the nation's schools. It is the only federal education technology program and has, over nearly 30 years, supported affordable broadband connectivity to more than 100,000 schools and 11,000 libraries across the country each year.
The proposal asks whether E-Rate should be terminated or limited to rural areas only, with the commission citing the need to address issues related to students' online safety, excessive screen time, use of social media sites, and exposure to harmful content as the rationale for the program overhaul.

The publication opens a 60-day public comment period, with *comments due on or before October 13, 2026.* Comments filed in this docket become part of the official record the FCC must consider before it can act. School leaders are encouraged to comment on the impact the reduction or elimination of this program would have on your district and students.

LEGISLATIVE LIAISON REPORT (Cont.)

Additional Congressional updates

Both chambers of Congress will return from their current recess in early September. Both chambers adopted their own versions of a continuing resolution (CR) to continue funding the federal government and avoid a shutdown due to a lack of consensus on the federal budget. The House CR would fund the government at current levels through December 4. The Senate CR would fund the government through December 11.

ASSISTANT SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Human Resources

Onboarding and Orientation:

- All onboarding and orientation activities for our new hires are complete.

Evaluations:

- Our evaluation window is up and running, and we have successfully transitioned to the new evaluation process. All employee goals should be completed by September 30th.

ACCESS HR Network:

- The ACCESS HR Network, hosted by the SOESC, welcomed Pam Leist, a partner with Gingo & Bair Law, LLC, who provided professional learning on human resources topics and current HR issues. Opportunities to provide high-quality professional learning to our group are extremely beneficial- at no cost.

OESCA Conference:

- I attended the OESCA Conference and participated in several sessions and wanted to highlight the sessions that were focused on behavior, BCBAs, and RBTs. The information gathered will be helpful as we continue to develop and support our programs.
- We plan to collaborate with Hamilton County ESC to share information, resources, and ideas related to program development and support with our staff working in the area of behavior.

Safety

Emergency Operations Plan:

- The Emergency Operations Plan (EOP) has been submitted to the Ohio School Safety Center, and we are currently awaiting final approval.
- The EOP is required for any school with students and must be updated and submitted every three years for the Wilmington office.

ASSISTANT SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

Safety Plans:

- All safety plans have been updated. We are planning meetings at both office locations to review the plans and discuss the updates with staff.

Safety Resources:

- All offices have updated safety plans, radios, AEDs, first-aid supplies, cameras, and trauma kits.

Safety Committee:

- A big thank you to our Safety Committee for their time, collaboration, and continued commitment to keeping our staff and students safe.

Hopewell Cooperative / Special Education

Transition:

- Administrative oversight of the Hopewell Cooperative has transitioned to me, and we are off to a fast start.
- Our first official Team Leader Meeting was held on September 14, 2026, with the addition of new members representing Social Work and Speech-Language Pathology.

Preschool Support and Training:

- A big thank you to Staci and Alexis for assisting with and sharing their expertise during PS training. We have a significant amount of change and training taking place with our preschool-age students and staff, and this has truly been a team effort.

2025–2026 Services and Referrals Overview:

- At the conclusion of the 2025–2026 school year:
  - 17 districts received a total of 1,507 services
  - 18 districts submitted a total of 844 referrals.

Start of the 2026–2027 School Year:

- We have already received more than 130 referrals to start the school year.

Region 14 Governing Board:

- Our first Region 14 Governing Board Meeting is scheduled for October 8, 2026. Paul Imhoff, Director of Governmental Relations for BASA, will be presenting legislative updates, along with our SOESC staff.

Mr. Bradshaw provided additional clarification to Board members regarding the transition in roles for Ms. Enochs and Mr. Royalty.

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FINANCIAL REPORTS

Treasurer Ms. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS **(Resolution #5219)**

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Hixson and seconded by Ms. Gausman that the paid bills for the previous month be approved as presented, for a total of $866,665.02.

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

APPROVAL OF INVESTMENTS **(Resolution #5220)**

It was moved by Ms. Ruth and seconded by Mr. Lane to approve the following investments as transacted by Treasurer Meyer:

Date	Fund	Firm	Maturity Date	Rate	Amount
9/2/2026	General	Wells Fargo CD	6/18/2029	4.25%	$ 99,548.00

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

APPROPRIATION MODIFICATION AND AMENDMENTS **(Resolution #5221)**

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

[See Minute Page #2669 – #2670]

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

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TREASURER DISCUSSION ITEMS

Fiscal Office Update

- GAAP Conversion and Single Audit: Plattenburg is well underway with our GAAP conversion process. They started in July, and we have fulfilled all their initial requests.
- Grant Reporting: I completed the final expenditure reports for both the ESC and Hopewell grants that ended on June 30, 2026. This process officially closes the grant application process for the FY2026 grants.
- Treasurer Roundtable: We have a Treasurer Roundtable scheduled for October 14 at the Hopewell office. This time will be set used to plan for upcoming roundtables.

Professional Development

- EPC Open Enrollment Meeting (Sept. 21, 2026): Amanda will attend this informational session, which will cover the open enrollment process and provide an opportunity to ask questions. As a reminder, this period allows employees to make changes to their benefits without a qualifying event. This meeting will be held at our Wilmington office.
- SERS-Covered Compensation Webinar (Sept. 23, 2026): Employer Outreach will discuss covered compensation and the determination process.
- BWC Employer Update Webinar (Sept. 24, 2026): Topics will include BWC dividend, employer programs to consider, OHID review, important dates, and monthly safety tips.

APPROVAL OF RESIGNATION(S): HOPEWELL/ESC/R14 **(Resolution #5222)**

Upon the recommendation of Superintendent Bradshaw, it was moved by Ms. Gausman and seconded by Dr. Kirby to approve the resignation(s) of the following personnel:

R14/SOESC RESIGNATION(S)

Name	Position	Contract Type	Effective Date
Hanes, Alexis	Occupational Therapist Assistant	Classified	08-28-2026

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

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PERSONNEL CONTRACT AGREEMENT(S): HOPEWELL/ESC/R14 **(Resolution #5223)**

Upon the recommendation of Superintendent Bradshaw, it was moved by Mr. West 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 and Workforce highly qualified teacher per current job assignment; Ohio Bureau of Criminal Background Investigation Check; and Federal Bureau of Investigation Background Check:

HOPEWELL/ESC/R14 CONTRACT AGREEMENT(S)

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/ Step/ Rate	Contract Type	Comments
Adams, Kimberly K.	Resident Educator Mentor	2026-2027	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $500.00 per each mentor	Supplemental	Kara Cluxton and Shannon Price, Hillsboro Christian Academy
Barlow, Gregory	EL (English Learner) Consultant	2026-2027	1 Year	As Needed	Master's	MA B/ Step 10/ $52.25 per hour	Retired Certificated	Per submitted timesheets
Caskey, Ashley	Substitute OT	2026-2027	1 Year	As Needed	No Degree on Schedule	Related M/ Step 3/ $54.18 per hour	Certificated Substitute	Per submitted timesheets
Davis, Mikala	Substitute Interpreter for the Hearing Impaired	2026-2027	1 Year	As Needed	No Degree on Schedule	L/ Step 3/ $25.38 per hour	Substitute Classified	Per submitted timesheets
Hanes, Alexis	Occupational Therapist	2026-2027	1 Year	179 days	Master's	Related M/ Step 0/ $60,782.00	Certificated	
Pontius, Alexandria	Substitute Teacher	2026-2027	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $140.00 perdiem	Certificated Substitute	SOLC
Schneder, Heather	Clinton County Workforce Development Coordinator	2026-2027	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $40.00 per hour	Classified	
Tobler, Heather	Substitute Teacher	2026-2027	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $140.00 perdiem	Certificated Substitute	SOLC
Walterhouse, Loreen	Substitute Teacher	2026-2027	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $140.00 perdiem	Certificated Substitute	SOLC
Williams, Karla	Substitute Teacher	2026-2027	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $140.00 perdiem	Certificated Substitute	SOLC

East Clinton Substitutes

1. Baird, Melinda
2. Batson, Tyler
3. Campbell, Elijah
4. East, Lyndsay
5. McKinney, Caleb
6. Pontius, Alexandria
7. Reed, Taylor
8. Townsend, Molly
9. Walterhouse, Loreen
10. Zurface, Megan

Great Oaks (Laurel Oaks Campus) Substitutes

1. Crosthwaite, Russell
2. Pontius, Alexandria
3. Tolliver, Krista
4. Townsend, Molly
5. Williams, Karla

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

APPROVAL OF PROVIDER CONTRACT(S) **(Resolution #5224)**

Upon the recommendation of Superintendent Bradshaw, it was moved by Mr. Lane and seconded by Mr. Hixson to approve the following provider contract(s) listed:

ESC/HOPEWELL/R14 CONTRACT AMENDMENT

Client	Service	Dates	Estimated Amount	Comments
Ohio Department of Education and Workforce	State Support Team Grant Agreement	7/1/2026 - 6/30/2027	$1,172,880.00	R14
Ohio Department of Children & Youth	Early Childhood SST 14	7/1/2026 - 6/30/2027	$ 211,415.75	R14
Cincinnati State Technical & Community College	Southwest Career Pathway Support Network	7/1/2026- 6/30/2027	$ 140,000.00	ESC

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

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APPROVAL OF DONATIONS **(Resolution #5225)**

Upon the recommendation of Superintendent Bradshaw, it was moved by Mr. Mount and seconded by Mr. West to approve the following donations as listed:

Donated Item/Description	Donation Received from	Value of Donated Item
Firefly GoTo Seat by Leckey	**Amy Thomas** 1945 Stivers Rd. Aberdeen, OH 45101	$1415.00
Tomato seat with mobile and floor sitter bases	**Amy Thomas** 1945 Stivers Rd. Aberdeen, OH 45101	$2158.32

The board members present unanimously approved the motion. President of the board, Ms. Stepp, declared the motion carried.

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Bradshaw shared the following with the board:

1. Business Advisory Council (BAC) Meetings – There are Twenty-one BAC and/or workforce collaborative meetings this year for all counties served by SOESC. The first meeting for each one has kicked off for the year.
2. SOESC Superintendent Network Meeting (September 18, 2026) – Well attended. Focus: ensure meeting meet the needs of Superintendents centered around one topic at each meeting.
3. Clinton County Wide PD Day Meeting (September 25, 2026) – 450 leaders and administrators registered.
4. 12th District Court of Appeals Visit (October 5, 2026) – Coming to Clinton County Courthouse and working with students in the area who have an interest in law.
5. OSBA Southwest Region Fall Conference (October 6, 2026) – If you would like to attend, please let Mr. Bradshaw know this evening.
6. BASA Fall Conference (October 6 – 7, 2026) – Mr. Bradshaw will be attending.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

7. Region 14 Hopewell Center Governing Board Meeting (October 8, 2026) – Mr. Bradshaw will be attending to represent SOESC.

8. SOESC Leadership Cabinet (October 9, 2026) – The team's focus this year is centered around customer service both internally with team members and externally with clients to transform our service culture.

9. New Superintendent Gatherings – Four new Superintendents in the region. Quarterly meetings being help with them beginning 10/16/2026.

10. Quarter 1 SOESC Legal Updates Seminar (October 20, 2026) – District leaders have been invited to participate in this session to learn about timely legislative updates relevant to schools.

11. Clinton County Career Exploration Fair (October 21, 2026) – SOESC appreciates our continued partnership with Great Oaks Career Campuses for allowing the Collaborative to host this event at the Laurel Oaks Campus.

12. 2026 OSBA Capital Conference and Trade Show (November 15-17, 2026) – A team from SOESC will attend, along with Mr. Peck.

13. Introduction of 2026-2027 New Hires at the September 22, 2026, Governing Board Meeting – Thank you to the board members for coming early to the meeting to engage with the new employees.

ADJOURNMENT

It was moved by Dr. Kirby and seconded by Mr. Hixson to adjourn to meet again in regular session on October 27, 2026, at 7:00 p.m., at Southern Ohio ESC, 3321 Airborne Road, Wilmington.

Linda Stepp
BOARD PRESIDENT

Rachel Meyer
TREASURER

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SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2027 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	FY2027 APPROP	July	August	September	October	November	December	January	February	TOTAL ACCOUNT
						GENERAL FUND							
001	100	0000	SALARIES	$ 3,432,771.00									$ 3,432,771.00
001	200	0000	FRINGE BENEFITS	$ 1,773,333.79									$ 1,773,333.79
001	400	0000	PURCHASED SERVICES	$ 1,043,261.56									$ 1,043,261.56
001	500	0000	SUPPLIES & MATERIALS	$ 88,560.45									$ 88,560.45
001	600	0000	CAPITAL OUTLAY	$ 33,000.00									$ 33,000.00
001	800	0000	OTHER OBJECTS	$ 113,832.15									$ 113,832.15
001	900	0000	CONTINGENCIES / TRANSFERS	$ 2,132,000.00									$ 2,132,000.00
			GENERAL FUND TOTAL										$ 8,616,758.95
						OTHER FUNDS							
001		9060	TERMINATION / RETIREMENT BENEFITS FUND	$ 73,167.17	$ 35,000.00								$ 108,167.17
007		0000	UNCLAIMED FUNDS	$ 297.49									$ 297.49
008		9271	WADDELL FUND	$ 53,300.00									$ 53,300.00
019		9908	HIGHLAND COUNTY MICRO INTERNSHIPS STIPENDS FY26 F	$ 2,000.00									$ 2,000.00
022		9245	HOPEWELL CUSTODIAL FUND	$ 6,382,589.00									$ 6,382,589.00
022		9500	D.A.R.E. CUSTODIAL FUND	$ 25,002.67									$ 25,002.67
451		9424	K12 NETWORK SUBSIDY	$ -			$ 200.00						$ 200.00
451		9425	K12 NETWORK SUBSIDY	$ 1,800.00									$ 1,800.00
499		9019	STATE SUPPORT TEAM FY27 FUND	$ 10,000.00									$ 10,000.00
499		9018	STATE SUPPORT TEAM FY26 FUND	$ 38,019.71									$ 38,019.71
499		9709	STUDENT ASSESSMENT FY26 FUND	$ 559.10									$ 559.10
499		9710	STUDENT ASSESSMENT FY27 FUND	$ 62,247.97									$ 62,247.97
499		9861	ATTORNEY GENERAL SCHOOL SAFETY GRANT FY25 FUND	$ 2,095.92									$ 2,095.92
516		9236	IDEA PART B FY27 FUND	$ 1,019,000.00									$ 1,019,000.00
516		9235	IDEA PART B FY26 FUND	$ 101,242.85									$ 101,242.85
516		9820	PARENT MENTOR FY27 FUND	$ 25,000.00									$ 25,000.00
516		9819	PARENT MENTOR FY26 FUND	$ 556.50									$ 556.50
516		9922	REGIONAL LITERACY SPECIALISTS (IDEA) FY27 FUND	$ 90,379.98	$ 26,500.02								$ 116,880.00
516		9921	EARLY LITERACY SSIP (IDEA) FY26 FUND	$ 11,142.78									$ 11,142.78
572		9362	PRIORITY SCHOOL SUPPORTS FY27 FUND	$ 7,000.00									$ 7,000.00
587		9518	EARLY LEARNING DISCRETIONARY FY27 FUND	$ 149,167.78									$ 149,167.78
587		9517	EARLY LEARNING DISCRETIONARY FY26 FUND	$ 125.07									$ 125.07
587		9609	EARLY LITERACY SSIP SUBSIDY FY27 FUND	$ 26,500.02	$ (26,500.02)								$ -
587		9608	EARLY LITERACY SSIP FY26 FUND	$ 4,956.36									$ 4,956.36
599		9405	CAREER PATHWAYS/CINCINNATI STATE/FY27 FUND	$ 138,211.99									$ 138,211.99
599		9513	SPDG MTSS-LITERACY FY27 FUND	$ 20,000.00									$ 20,000.00
599		9512	SPDG MTSS-LITERACY FY26 FUND	$ 888.19									$ 888.19
			OTHER FUNDS TOTAL										$ 8,280,450.55
			Monthly Appropriation Changes		$ 35,000.00	$ -	$ 200.00	$ -	$ -	$ -	$ -		
			GRAND TOTAL APPROPRIATIONS - ALL FUNDS										$ 16,897,209.50

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2027 PERMANENT APPROPRIATIONS

Notes:
General Fund - Tuition Reimbursement for all staff collectively $13,000.00
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 $1,722,000.00
General Fund - Building Fund $375,000.00 - continue to add $25,0000 per year, budget permitting, per 6/25/19 board direction
Hopewell General Fund - Emergency Fund - $700,000.00
Hopewell General Fund - Building Fund $30,000.00 - (security system, updates, repair, etc...)
Hopewell General Fund - Termination / Retirement Benefits setaside $45,000.00

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

Termination Benefits Fund - $35,000