

MINUTES OF THE SOUTHERN OHIO
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

AUGUST 27, 2024

The Southern Ohio Educational Service Center Governing Board met on Tuesday, August 27, 2024, at 7:00 pm for its regular monthly meeting. Members present were Mr. Hixson, Dr. Kirby, Mr. Lane, Mr. Mount, Mr. Peck, Ms. Ruth, Ms. Stepp, and Mr. West, along with Curt Bradshaw, Superintendent, and Rachel Meyer, Treasurer. The guests present were Shelley Bailey and Casey Enochs.

APPROVAL OF THE MEETING AGENDA (Resolution #4901)

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

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

MINUTE APPROVAL (Resolution #4902)

It was moved by Mr. Mount and seconded by Ms. Ruth that the July 23, 2024, meeting minutes be approved as presented.

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

Dr. Kirby commended Mr. Bradshaw and the staff for how well-organized and welcoming opening day was this year.

Mr. West arrived at 7:10 p.m.

SOUTHERN OHIO ESC SHARED EXPERTISE

Ms. Shelley Baily, SOLC Principal, re-capped the 2023-24 school year at the SOLC and provided the information below regarding the start of the 2024-25 school year.

2023-24 School Year

Awards: Ms. Bailey won the C4 Award for Leadership and the SOLC staff won the Exceptional Achievement Award. They were voted #1 by all the Superintendents in the county for this award.

Activities: Reading lab was dedicated to Beth Justice and Merchants Bank providing shelving.

Graduation: Maddox Riehle graduated from Clinton-Massie/SOLC. He is currently working at Webbland Farm Excavating. This was originally an Ohio Means Jobs program placement.

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SOUTHERN OHIO ESC SHARED EXPERTISE (Cont.)

Thank you: Ms. Bailey thanked and commended her team for stepping up during the time she was off for surgery during the last seven weeks of school.

2024-25 School Year

- Off to a great start even though down two staff members
- 21 students
- Amazing staff
- Serving eight school districts across four counties
- \$40,586.77 in grant dollars for community engagement (calming kits, sensory pods, books, etc.)
- Partnering with Talbert House for Mental Health Services
- Amazon wish list for those interested in donating to the SOLC

GREAT OAKS ITCD REPORT

The Great Oaks Career Campuses Board met on August 12, 2024, at the district offices in Sharonville. The following information was shared by Mr. Lane.

Great Oaks offers a wide range of career programming for adults. Two examples of this include firefighter training and the Aspire Academy.

- 14 adult students completed firefighter training in July. All 14 are now employed as firefighters.
- 40 adults completed the Aspire Academy and earned their GED along with other career training. One graduate of the academy is a grandmother.

Great Oaks operates satellite programs in many of the 36 participating school districts, including vocational agriculture in many of our ESC districts. Eric Heeg, a Vo Ag teacher in the Blanchester/Great Oaks ag program has been awarded the Franklin B. Walker Outstanding Educator Award.

At Laurel Oaks, groundbreaking for the new EV program facility should occur in late September. The Great Oaks Board accepted the lowest responsible bid of \$5,594,600, which was well under the estimated cost for this building. A construction trades program will also be housed in the new building.

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GREAT OAKS ITCD REPORT (Cont.)

The 2024-25 school year began a few days ago, with 838 students enrolled at Laurel, which places enrollment at 87.6% capacity. There are only 19 total openings in the 17 junior level programs, with 9 programs at or above capacity.

Finally, district wide, Great Oaks welcomed 33 new teachers to the district.

LEGISLATIVE LIAISON REPORT

Ms. Ruth reported that OSBA informed her there was no “The Link” for August 2024. Nicole Piscitani at OSBA has indicated they are potentially refreshing that resource and are working through what “The Link” might look like in the future. Ms. Piscitani did reference The Legislative Report that comes out every two weeks. This report was provided for board members to read/review.

FINANCIAL REPORTS

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

APPROVAL OF PAID BILLS (Resolution #4903)

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Lane and seconded by Mr. Hixson that the paid bills for the previous month be approved as presented, for a total of \$1,017,020.74.

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

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APPROVAL OF INVESTMENTS (Resolution #4904)

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

| <u>Date</u> | <u>Fund</u> | <u>Firm</u> | <u>Maturity Date</u> | <u>Rate</u> | <u>Amount</u> |
|-------------|-------------|---------------------------|--------------------------|-------------|---------------|
| 7/24/2024 | General | Triad Business Bank CD | 1/23/2026 | 4.850% | \$ 100,000.00 |
| 7/24/2024 | Waddell | Triad Business Bank CD | 1/23/2026 | 4.850% | \$ 100,000.00 |
| 8/19/2024 | General | Farmers Bank of Milton CD | 8/19/2026 | 4.05% | \$ 200,000.00 |

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

APPROPRIATION MODIFICATION AND AMENDMENTS (Resolution #4905)

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

[See Minute Page #2325 - #2326]

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- Amanda, Rhonda and I participated in the New Employee Orientation on August 7th.
- Amanda and I will send out the first invoices of the year for services provided by the ESC and Hopewell during the week of August 20. I delayed it by a week or so in order to finalize the attendance at the Southern Ohio Learning Center.
- Plattenburg has begun requesting items for the FY2024 GAAP Conversion. I have started working on filling these requests.

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TREASURER DISCUSSION ITEMS (Cont.)

Professional Development:

- On August 6, 2024, I attended the OULP Audit Meeting in Piketon where Nicole Williams, Audit Manager, Auditor of State of Ohio provided new updates on common audit problems, compliance supplements and other hot topics.
- On August 14, 2024, I will attend the STRS Employer Basics Webinar. This webinar will review compensation reporting, payroll reports, accrued contributions, remitting payments and additional requirements.
- On August 29, 2024, I will attend the State Support Team (SST) Institute in Columbus where the SST grant agreement and reporting requirements will be discussed.
- On August 29, 2024, I will attend the Ohio BWC Monthly Update Webinar. This month there will be discussion about annual employer true up, program update, important dates, and a monthly safety tip.

PERSONNEL CONTRACT RESIGNATIONS: R14/ESC (Resolution #4906)

Upon the recommendation of Superintendent Bradshaw, it was moved by Ms. Stepp and seconded by Mr. Hixson to approve the resignation of the following personnel:

R14/ESC RESIGNATION(S)

| <u>Name</u> | <u>Position</u> | <u>Contract Type</u> | <u>Effective Date</u> |
|--------------------|----------------------------|----------------------|-----------------------|
| Curtis, Michele | Educational Interpreter | Classified | 08-07-2024 |

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

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PERSONNEL CONTRACT AGREEMENTS: R14/ESC (Resolution #4907)

Upon the recommendation of Superintendent Bradshaw, it was moved by Mr. Lane and seconded by Ms. Ruth that the Board approves employment contracts for the following personnel subject to the provision of ORC 3319.02, ORC 3319.08, and/or ORC 3319.081. All personnel is 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:

R14/ESC CONTRACT AGREEMENT(S)

| Name | Tentative Position | Contract Dates | Length | Days | Degree | Schedule/ Step/ Rate | Contract Type | Comments |
|-------------------|---|----------------|--------|-----------|-----------------------|---|-------------------------|---|
| Bailey, Megan | Substitute Interpreter for the Hearing Impaired | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | L/ Step 3/ \$23.92 per hour | Substitute Certificated | per submitted timesheets |
| Buckler, Katelyn | Substitute Teacher | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$130.00 per diem | Certificated | SOLC |
| Chaney, Alicia | Substitute Teacher | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$130.00 per diem | Certificated | SOLC |
| Douglas, Kimberly | TAG Coordinator | 2024-2025 | 1 Year | 10 days | Master's | MA B/ Step 25/ \$418.275 per diem | Supplemental | Gifted PD work w/ teachers at Adena Local Schools |
| Heizer, Timothy | Campus Monitor | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$30.79 per hour | Classified | To serve at Laurel Oaks Career Campus |
| Huff, Kelly | Substitute Audiologist Support | 2024-2025 | 1 Year | As Needed | Master's | MA A/ Step 14/ \$54.73 per hour | Substitute Certificated | per submitted timesheets |
| King, Lori Krista | Substitute Teacher | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$130.00 per diem | Certificated | SOLC |
| McCoy, Scott | Substitute Teacher | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$130.00 per diem | Certificated | SOLC |
| McDermott, Nancy* | Part-Time Gifted Intervention Specialist | 2024-2025 | 1 Year | 60 days | Master's | MA A/ Step 10/ \$48.78 per hour | Retired Certificated | To serve Clinton-Massie Local Schools; per submitted timesheets |
| McDermott, Nancy* | Science of Reading Professional Development | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$1,200.00 | Supplemental | Payable upon successful completion of PD requirements |
| Meeker, Joseph | Substitute Teacher | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$130.00 per diem | Certificated | SOLC |

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R14/ESC CONTRACT AGREEMENT(S) (Cont.)

| Name | Tentative Position | Contract Dates | Length | Days | Degree | Schedule/ Step/ Rate | Contract Type | Comments |
|--------------------|--|----------------|--------|-----------|-----------------------|---|-------------------------|---|
| Pressel, Teresa | Substitute Teacher | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$130.00 per diem | Certificated | SOLC |
| Roberts, Christy | Science of Reading Professional Development | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$1,200.00 | Supplemental | Payable upon successful completion of PD requirements |
| Shoemaker, Rebecca | Student Monitor | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$15.00 per hour | Classified | ACOV-North Adams HS |
| West, Tera | Coordination of School Psychology Regional Network | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | No Schedule/ No Step/ \$500.00 | Supplemental | payable upon completion of coordination of 2024-25 School Psychologist Regional Network |
| White, Kathy | Substitute Interpreter for the Hearing Impaired | 2024-2025 | 1 Year | As Needed | No Degree on Schedule | L/ Step 3/ \$23.92 per hour | Substitute Certificated | per submitted timesheets |

East Clinton Substitutes

- | | | |
|-----------------------|-----------------------|------------------------|
| 1. Bennett, Jeff | 2. Buckler, Katelyn | 3. Cockerill, Callynne |
| 4. Dean-Garnai, Julie | 5. Elliott, Alexandra | 6. King, Lori Krista |
| 7. Lamb, Sara | 8. McCoy, Aubrey | 9. McCoy, Scott |
| 10. Meeker, Joseph | 11. Peters, Matthew | 12. Turner, Hannah |

Great Oaks (Laurel Oaks Campus) Substitutes

- | | | |
|----------------------|--------------------|----------------------|
| 1. Buckler, Katelyn | 2. Gilbert, Keith | 3. King, Lori Krista |
| 4. Kiser, Paula | 5. Ledford, Alan | 6. Meeker, Joseph |
| 7. Ostermeier, Regan | 8. Pressel, Teresa | 9. White, Mark |

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

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PERSONNEL CONTRACT AMENDMENT(S): R14/ESC (#4908)

Upon the recommendation of Superintendent Bradshaw, it was moved by Mr. Mount and seconded by Mr. Peck to approve an amendment to the following employment contract for the following personnel:

R14/ESC CONTRACT AMENDMENTS

| Name | Position | Contract Dates | Change 1 | Change 2 |
|-----------------|-------------------------|-----------------------|---|---|
| Adams, Adrianna | Social Worker | 2024-2025 | Change workdays from 196 to 185 days | Change salary from \$59,356.00 to \$56,025.00 |
| Allen, Linda | SATH Executive Director | 2024-2025 | Change hourly rate from \$19.91 to \$22.66 effective 9/1/2024 | |

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

APPROVAL OF PROVIDER SERVICE(S) (Resolution#4909)

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

PROVIDER CONTRACT(S)

| <u>Client</u> | <u>Service</u> | <u>Dates</u> | <u>Amount</u> |
|--|---|---------------------|----------------------|
| Ohio Department of Education and Workforce | School Improvement and Special Education Services | 07/01/24-06/30/25 | \$1,488,051.84 |

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

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APPROVAL OF CONTRACT SERVICE(S) (Resolution#4910)

Upon the recommendation of Superintendent Bradshaw, it was moved by Ms. Stepp and seconded by Mr. West to approve the following contract(s) as listed:

SERVICE CONTRACT(S)

| <u>Provider</u> | <u>Purchase Order</u> | <u>Service</u> | <u>Dates</u> | <u>Amount</u> |
|-------------------------------|------------------------------|----------------------------------|------------------------|----------------------|
| Great Oaks Career Campuses | 2250121 | Lease for Agricultural Center | 08/01/24 – 07/31/25 | \$56,652.00 |

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

APPROVAL OF OUT-OF-STATE TRAVEL (Resolution#4911)

It was moved by Mr. West and seconded by Mr. Hixson to approve out-of-state travel for **Curt Bradshaw** to attend the Association of Educational Service Agencies (AESA) Advocacy in Action Conference as part of the AESA Executives in Residence (EIR) program in Washington, D.C., on September 25 – 27, 2024.

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

APPROVAL OF OUT-OF-STATE TRAVEL (Resolution#4912)

It was moved by Ms. Ruth and seconded by Mr. Hixson to approve out-of-state travel for **Curt Bradshaw** to attend the AESA Annual Conference as part of the EIR program in Orlando, Florida, on December 3 – 6, 2024.

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

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APPROVAL OF OUT-OF-STATE TRAVEL (Resolution#4913)

Upon the recommendation of Superintendent Bradshaw, it was moved by Mr. Lane and seconded by Ms. Stepp to approve out-of-state travel for **Debbie Gorby** to travel with her assigned student for a school-sponsored class trip to Northern Kentucky University on September 12, 2024.

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

APPROVAL OF DONATIONS (Resolution#4914)

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

| <u>Donated Item/Description</u> | <u>Donation Received from</u> | <u>Value of Donated Item</u> |
|--|---|-------------------------------------|
| Four oscillating fans and extension cords ~ to be used by the SOLC | Lowes 1175 Rombach Avenue Wilmington, Ohio 45177 | \$170.52 |
| Two wood Child Craft tabletop bookshelves to SOLC | Mary Sue Carder 179 College Street Wilmington, Ohio 45177 | \$500.00 |
| Seven Magic Cubes Five packs of Stickers Two-six packs of individual cereal boxes & reusable bag | Linda Mead 1029 North Lincoln Street Wilmington, Ohio 45177 | \$25.00 |

The board members present unanimously approved the motion. President of the Board, Dr. Kirby declared the motion carried.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Bradshaw shared the following with the Board:

1. SOESC Opening Day Success – On August 9 at Laurel Oaks with 91 staff members present. Dr. Kirby spent the morning with staff.
2. District Opening Day Convocation – Staff representation at all districts in four counties.
3. What is an ESC? OESCA Video – Shared with board members. The video was developed to educate school districts and communities about ESC’s.
4. 2024 OESCA Fall Conference: Connect & Collaborate – An SOESC team will be attending and Mr. Bradshaw will participate on a panel.
5. Board Member “Why You Serve” – Please complete and return to Mr. Bradshaw.
6. Backpacks & School Supplies – 696 backpacks will be distributed to districts for families in need, secured with grant funding.
7. East Clinton Middle School Grand Opening – Mr. Bradshaw attended the official ribbon cutting on August 25. There were approximately 40 in attendance.
8. 2024 OSBA Capital Conference – On November 10 – 12. Please let Ms. Huber know by September 10 if you want to attend.
9. District Services – Goals: “How can we enhance and expand services to districts in the future?”
10. Introduction of 2024-25 New Hires at September 2024 Board Meeting – All new hires are invited to meet the board at the next board meeting in Hopewell. They have been asked to be there at 6:30 p.m.
11. Polo Shirts – Provided to staff on Opening Day. Board members have the option to order a shirt as well.

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ADJOURNMENT

It was moved by Mr. West and seconded by Ms. Stepp to adjourn to meet again in regular session at 5350 West New Market Road, Hillsboro, Ohio, on **Tuesday, September 24, 2024, at 7:00 p.m.**

Dr. Norma K. Kirby
BOARD PRESIDENT

Rachel Meyer
TREASURER

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2025 PERMANENT APPROPRIATIONS

Notes:

General Fund - Union Reimbursement for all staff collectively \$13,000.00
General Fund - Board Service Fund set at \$7,600.00 on a calendar year basis

Termination Benefits Fund - Unemployment, Severance, and Vacation Payouts

Contingencies:

General Fund - Emergency Fund - 4 months of expenses \$1,684,000.00
General Fund - Building Fund \$325,000.00 - continues to add \$25,000.00 per year, budget permitting, per 6/25/19 board direction
Hoyewell General Fund - Emergency Fund - \$706,000.00
Hoyewell General Fund - Building Fund \$300,000.00 - security system updates, repair, etc.
Hoyewell General Fund - Termination, Retirement, Health and Welfare \$45,906.00

Transfer of 0.00 made - more information to follow

Termination Benefits Fund - \$55,000