

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

REGULAR BOARD MEETING

JULY 23, 2024

The Southern Ohio Educational Service Center Governing Board met on Tuesday, July 23, 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, and Mr. West, along with Beth Justice, Superintendent, and Rachel Meyer, Treasurer. The guests present were Curt Bradshaw and Casey Enochs.

APPROVAL OF THE MEETING AGENDA (Resolution #4891)

It was moved by Mr. Hixson and seconded by Ms. Ruth to approve the agenda as presented.

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

MINUTE APPROVAL (Resolution #4892)

It was moved by Mr. Mount and seconded by Mr. Peck that the June 25, 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.

SOUTHERN OHIO ESC SHARED EXPERTISE

None for the month of July.

GREAT OAKS ITCD REPORT

Mr. Lane reported that the Great Oaks Board met at the district office in Sharonville on July 10, 2024. The following information may be of interest to you.

- The Great Oaks Foundation's annual golf outing last month netted over \$44,000. Foundation money is used to provide tools, equipment, and other necessary program supplies to needy Great Oaks students.
- Twenty new Cincinnati area police officers recently graduated from the GO Police Academy.

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GREAT OAKS ITCD REPORT (Cont.)

- Approval was given for a one-year occupancy agreement with the SOESC. The agreement, which is effective August 1, calls for a \$56,625 payment from the SOESC to GO.
- The Laurel Oaks Aviation program received an interesting donation this month; a 1959 Aero Commander aircraft. This is a twin engine six to eight passenger aircraft, probably valued at \$200 to \$250 thousand dollars.
- The Board accepted the lowest responsible bid for the phase one construction expansion at Laurel Oaks. The \$1,502,000 bid was under the estimate for the expansion. You may recall this new space will house a second welding program. The Board also approved the phase two design for expansion to house the new EV program. I expect bids for this expansion to be considered by the Board in August.

LEGISLATIVE LIAISON REPORT

Mrs. Ruth referenced an item from the "The Link" (July 2024 issue):

Education-Related Bills still waiting for DeWine's approval:

HB 147, would make changes regarding teacher licensure revocation, teacher hiring practices, and conduct unbecoming the teaching profession. The legislature amended this bill to include other pending bills. See the Facts in a Flash (<https://www.ohioschoolboards.org/blogs/facts-flash/week-june-24-2024>) article that details the changes.

FINANCIAL REPORTS

Treasurer Ms. Meyer reviewed the monthly and semi-annual reports with the Board.

APPROVAL OF PAID BILLS (Resolution #4893)

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Lane and seconded by Mr. West that the paid bills for the previous month be approved as presented, for a total of \$1,160,834.33.

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

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APPROPRIATION MODIFICATION AND AMENDMENTS (Resolution #4894)

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

[See Minute Page #2311 - #2312]

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

APPROVAL OF TRANSFER (Resolution #4895)

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Peck and seconded by Mr. Lane to approve the following transfer of funds:

<u>Transfer From:</u>	<u>Transfer To:</u>	<u>Amount:</u>
ESC General Fund (001-0000)	Termination/Retirement Benefits Fund, Unemployment, severance payouts (001-9050)	\$35,000.00

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

TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- We are officially in FY 2025! We successfully completed the steps to close fiscal year 2024 on July 9. A BIG THANK YOU to Rhonda and Amanda for a job well done!
- The fiscal team will participate in the new employee orientation on August 7.
- We successfully completed the steps to deposit the board contributions into the accounts of those staff enrolled in the high deductible health plan/health savings accounts. Deposits for sixty-three (63) staff totaling \$53,500 will be made on the July 15th payday. If you recall, we paid ½ in January with the remainder this month.
- Medical Opt-Out payments were also made on the July 15th payday to 21 participating staff members, totaling \$40,166.71.

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TREASURER DISCUSSION ITEMS (Cont.)

Professional Development:

- On July 9 and 11, I attended the STRS Employer Self Service Training Parts 1 and 2 Webinars. The trainings will cover important topics, including navigating employer reports and withdrawal certifications.
- On July 25, I will attend the BWC Employer Update Webinar. This month, we will discuss uploading documents, updating our policy, annual employer true-up, and important dates.

Mr. Bradshaw introduced Casey Enochs and provided some background about her.

PERSONNEL CONTRACT RESIGNATIONS: R14/ESC (Resolution #4896)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck 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>
Bailey, Jody	SST Consultant Autism/Low-Incidence Specialist Related Services Supervisor	Certificated Administrator	06-27-2024
Nichols, Angela	Schools Psychologist	Certificated	07-31-2024

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 #4897)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Mount and seconded by Mr. West 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
Allen, Marlena	Para-professional	2024-2025	1 Year	As Needed	No Degree on Schedule	M/ Step 5/ \$17.17 per hour	Classified	SOLC
Bailey, Shelley	LPDC Committee Member	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$15.00 per hour	Supplemental	
Carter, Julie	Substitute Teacher	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Enochs, Casey	Assistant Superintendent	2024-2025	1 Year	204 days	Master's	MA B/ Step 17/ \$81,042.00	Administrator	
Enochs, Casey	Assistant Superintendent	2024-2025	1 Year	44 days	Master's	MA B/ Step 17/ \$17,480.00	Supplemental	
Enochs, Casey	Assistant Superintendent	2024-2025	1 Year	As Needed	Master's	No Schedule/ No Step/ \$4,926.00	Supplemental	5% of total salary
Enochs, Casey	LPDC Committee Member	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$15.00 per hour	Supplemental	
Fryer, Jessica	Substitute Teacher	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Inlow, Cyndia	LPDC Committee Member	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$15.00 per hour	Supplemental	
King, Jason	Substitute Teacher	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Kirk, Alexis	Student Assessment	2024-2025	1 Year	12 days	Master	MA B/ Step 23/ \$4,893.00	Supplemental	
Lennert, Alexis	Substitute Teacher	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Marsh, Melissa (Missy)	SST/SPDG MTSS-Literacy	2024-2025	1 Year	5 days	Doctorate	MA B/ Step 15/ \$1,986.00	Supplemental	
Mead, Linda*	OIP Lead Consultant	2024-2025	1 Year	70 days	Master's	MA B/ Step 10/ \$24,131.00	Retired Administrator Certificated	*R/R

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

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/ Step/ Rate	Contract Type	Comments
Mickey, Deborah	LPDC Committee Chairperson	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$30.00 per hour	Supplemental	
Mitchell, Desiree	Health Paraprofessional	2024-2026	2 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$30.00 per hour	Classified	ACOV
Mount, Trista	Substitute Teacher	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Roberts, Christy	Early Childhood Intervention Specialist Itinerant Teacher	2024-2025	1 Year	184 days	Master's	MA A/ Step 20/ \$76,237.00	Certificated	
Roberts, Christy	Early Childhood Intervention Specialist Itinerant Teacher	2024-2025	1 Year	8 days	Master's	MA A/ Step 20/\$3,315.00	Supplemental	
Seeling, Chelsey	Autism/Low-Incidence Specialist	2024-2025	1 Year	169 days	Master's	Related M/ Step 11/ \$79,130.87	Certificated	
Seeling, Chelsey	SST Consultant	2024-2025	1 Year	56 days	Master's	MA B/ Step 17/ \$22,246.00	Certificated	
Shiltz-Hamilton, Staci	LPDC Committee Member	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$15.00 per hour	Supplemental	
Tedrick, Ethel "Jean"	Substitute Teacher	2024-2025	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Wallace, Rodney*	Educational Consultant	2024-2025	1 Year	226 days	Master's	No Schedule/ No Step/ \$104,000.00	Retired Administrator Certificated	*R/R; ACOV

East Clinton Substitutes

- | | | |
|-------------------|-------------------|---------------------------|
| 1. Allen, Tammy | 2. Brown, Jeri | 3. Carter, Julie |
| 4. Chase, Jessica | 5. King, Jason | 6. Lennert, Alexis |
| 7. Mabry, Mavis | 8. Preston, Karen | 9. Malloy, Tara |
| 10. Marsh, Linda | 11. Mount, Trista | 12. Tedrick, Ethel "Jean" |
| 13. Wright, Linda | | |

Great Oaks (Laurel Oaks Campus) Substitutes

- | | | |
|------------------------|--------------------|--------------------------|
| 1. Countryman, Dorothy | 2. Fryer, Jessica | 3. Lennert, Alexis |
| 4. Mount, Trista | 5. Robinson, Brian | 6. Tedrick, Ethel "Jean" |

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 (#4898)

Upon the recommendation of Superintendent Justice, it was moved by Ms. Ruth and seconded by Mr. Lane 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	Comments
Barlow, Gregory*	SST Consultant	2024-2025	Increase number of workdays from 160 to 170	Increase salary from \$53,550.00 to \$56,997.00	*R/R

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

APPROVAL OF POLICY MANUAL REVISIONS (Resolution#4899)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. West to approve the following policy manual updates:

Policy Manual Updates:

NEW POLICIES

EDEC Artificial Intelligence

EHC Cybersecurity

REVISED POLICY

GBE Staff Health and Safety

JFCK Use of Cell Phones and Electronic Communication Devices by Students

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

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APPROVAL OF SOLC STUDENT-PARENT HANDBOOK (Resolution#4900)

Upon the recommendation of Superintendent Justice, it was moved by Ms. Ruth and seconded by Mr. Hixson to approve The Student-Parent handbook as presented for Southern Ohio Learning Center for the 2024-25 SY.

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

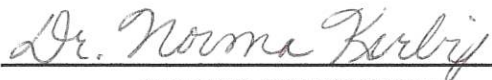
Superintendent Justice shared the following with the Board:

1. Opening Date – August 9 at Laurel Oaks, from 8:30 am to 3:30 pm. Board members are invited to attend.
2. Bullying Report – Nothing to be reported for the last ½ of the year.
3. Thank You's– from Waddell recipients included in packets.
4. MHJ – Celebration for Excellence – Ms. Justice thanked the Board for the nomination. She indicated she was both honored and humbled.

The Board applauded Ms. Justice for her service.

ADJOURNMENT

It was moved by Mr. Hixson and seconded by Mr. West to adjourn to meet again in regular session on **Tuesday, August 27, 2024, at 7:00 pm**, at 3321 Airborne Road, Wilmington, Ohio.



BOARD PRESIDENT



TREASURER

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2025 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 \$1,684,000.00
General Fund - Building Fund \$325,000.00 - continue to add \$25,000 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

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