

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

REGULAR BOARD MEETING

JULY 25, 2023

The Southern Ohio Educational Service Center Governing Board met on Tuesday, July 25, 2023, at 7:00 p.m. for its regular monthly meeting. Members present were Ms. Gausman, Mr. Hill, Mr. Hixson, Dr. Kirby, Mr. Lane, Mr. Mount, Mr. Peck, and Ms. Ruth, along with Beth Justice, Superintendent, and Rachel Meyer, Treasurer. The guests present were Kim K. Adams, Curt Bradshaw, Kristan Cover, and Taylor Reed.

APPROVAL OF THE MEETING AGENDA (Resolution #4729)

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

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

MINUTE APPROVAL (Resolution #4730)

It was moved by Mr. Hill and seconded by Mr. Mount that the June 20, 2023, meeting minutes be approved as presented.

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

The meeting was opened for public participation; none was received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Ms. Reed displayed the Social Schools for EDU website and spotlighted the founder, Andrea Gribble. She also provided information from Ms. Gribble's Mastermind Retreat that she was selected to attend on June 26-28, 2023, in New Auburn, Wisconsin. At the retreat, Ms. Reed indicated she met other school communicators, focused on planning, sharing ideas, and gathering many resources.

Next, Ms. Reed indicated she had developed a Communication Guide to share with our staff on Opening Day. It will outline what/when/how our ESC plans to share information on each platform (Facebook, Twitter, etc.).

Mr. Mount congratulated Ms. Reed on being selected to attend the retreat.

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SOUTHERN OHIO ESC SHARED EXPERTISE (Cont.)

Ms. Adams shared the outcomes of the Parent University held at Whiteoak Jr./Sr. High School via a video showcase. Next, Ms. Cover indicated that she had received many shout-outs regarding the Parent University because of attending district School Counselor roundtables, causing them to reach out to schedule their own. The following districts have scheduled Parent Universities in August/September: ACOV, Bright Local, Lynchburg-Clay, and Blanchester Local. Board members received flyers for each event.

Lastly, Ms. Adams indicated they will bring Ms. Reed onboard to help celebrate things happening in our districts and form partnerships.

GREAT OAKS ITCD REPORT

Mr. Lane reported that the Great Oaks Board of Directors met at the district office on July 12, 2023. He reported the following items of interest:

- A tentative three-year agreement was reached with GOPO. GOPO membership must approve the agreement before the board considers approval, possibly at our August meeting.
 - The union did get line and column salary schedules back, replacing current performance-based schedule.
 - Health insurance costs will be shared at the current 76%-24%. However, employees represented by GOPO must complete an annual biomedical screening or pay an additional 5% of their health insurance cost.
 - Future health insurance increases above 10% will be split 50/50 between the board and the union.
 - The agreement also requires binding arbitration.
- The new state biennial budget signed into law by Governor DeWine on July 3rd does include 300 million for CTE projects and equipment. The next step will be ranking the proposed projects previously submitted to ODE. I believe the expansion projects submitted by Great Oaks will receive strong consideration. Great Oaks will also receive approximately a 5 million dollar increase in state funding in FY24 and an additional 3 million in FY25.
- All Laurel Oaks programs for the 2023-34 school year are at capacity.

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LEGISLATIVE LIAISON REPORT

Mrs. Ruth referenced a couple of items from "The Link":

Some notable portions of House Bill (HB) 33 are as follows:

Amends the mandatory student retention under the law known as the third-grade reading guarantee to permit a student to be promoted to the fourth grade if the student's parent or guardian consults with the student's reading teacher and principal. They agree to the student's promotion regardless of whether the student is at reading level and requires the student to continue receiving reading intervention services until the student reads at grade level.

Requires ODE to provide reimbursements to make school breakfast and lunch free for all students eligible for reduced-price meals.

Requires schools to accept cash at athletic and school events with a limited exemption for an event at a public facility leased by a professional sports team or a privately owned facility.

FINANCIAL REPORTS

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

APPROVAL OF PAID BILLS (Resolution #4731)

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Hill and seconded by Ms. Gausman that the paid bills for the previous month be approved as presented, for a total of \$1,048,449.72.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #4732)

Upon the recommendation of Treasurer Meyer, it was moved by Dr. Kirby and seconded by Ms. Ruth to approve the following appropriations and amendments as presented at the meeting.

[See Minute Page #2141 - #2142]

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

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TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- On June 29, we were notified that the SOESC had received the Ohio Auditor of State Award for FY2022. The award was "hand-delivered" by Ryan Holiday, Southwest Regional Liaison, Ohio Auditor of State. The award is presented for excellence in financial reporting in accordance with Generally Accepted Accounting Principles (GAAP) and compliance with applicable laws.

Way to go, TEAM, and a big shout out to Rhonda and Amanda for a JOB WELL DONE!

- We are officially in FY 2024! We successfully completed the steps to close fiscal year 2023 on July 10th. A BIG THANK YOU to Rhonda and Amanda for a job well done!
- The fiscal team will participate in new employee orientations 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 fifty (50) staff totaling \$42,750 will be made on the July 14 payday. If you recall, we paid ½ in January with the remainder this month.

Professional Development:

- On July 11, I attended the BWC Employer Update Webinar. This month there will be a discussion on the Drug-Free Safety Program, annual employer true-up, E-Accounts, and important dates.
- On July 12, I will attend the SERS Employer 101 Workshop in Beavercreek. The training will cover important topics, including membership, compensation, contribution reporting, payments, and annual processes.

PERSONNEL CONTRACT RESIGNATIONS: R14/ESC (Resolution #4733)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Mount and seconded by Mr. Lane 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>	<u>Comments</u>
Mullenix, Heather	SST Consultant	Certificated	08-01-2023	
Royalty, Lola	School Psychologist	Retired Certificated	7/14/2023	

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R14/ESC RESIGNATION(S)

<u>Name</u>	<u>Position</u>	<u>Contract Type</u>	<u>Effective Date</u>	<u>Comments</u>
Stauffer, Kimberly	Educational Health Aide	Classified	7-14-2023	Peebles Elem
Stepp, Linda	SST Consultant	Certificated	6/30/2023	Part-time

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

PERSONNEL CONTRACT AGREEMENTS: R14/ESC (Resolution #4734)

Upon the recommendation of Superintendent Justice, it was moved by Ms. Gausman and seconded by Dr. Kirby 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, Wendy "Shelly"	LPDC Member	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/No Step/ \$15.00 perhour	Supplemental	LPDC
Bradshaw, Curt	LPDC Chairperson	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/No Step/ \$30.00 perhour	Supplemental	LPDC Chair
Davis, Mikala	Educational Interpreter	2023-2024	1 Year	As Needed	No Degree on Schedule	Schedule L/ Step 0/ \$21.55 perhour	Classified	Part Time-AM at Starting Gate
Dettwiller, Timothy	Workforce Coordinator	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/No Step/ \$33.00 perhour	Retired Certificated Administrator	Highland County
Dietrich, Ashley	SST Consultant	2023-2024	1 Year	204	Master's	MA B/ Step 7/ \$62,034.00	Certificated	

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

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/ Step/ Rate	Contract Type	Comments
Evans, David	Substitute Teacher	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
High (Reilly), Robin	Substitute Teacher	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Inlow, Cyndia	LPDC Member	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$15.00 per hour	Supplemental	LPDC
Mickey, Deborah	LPDC Member	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$15.00 per hour	Supplemental	LPDC
Mitchell, Desiree	Health Paraprofessional/ LPN	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$30 per hour	Classified	ACOV-Peebles Elem./7 hrs per day M-Th (28 hrs per week)
Nichols, Dr. Angela	School Psychologist	2023-2024	1 Year	195	Doctorate	Related M/ Step 15/ \$93,249.00	Certificated	Includes \$1,000.00 for Doctorate, WCH City Schools
Nichols, Dr. Angela	School Psychologist	2023-2024	1 Year	9	Doctorate	Related M/ Step 15/ \$4,258.00	Supplemental	WCH City Schools
Noronha, Jane	Substitute Teacher	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Robinson, Brian	Substitute Teacher	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$130.00 per diem	Certificated	SOLC
Shiltz-Hamilton, Staci	LPDC Member	2023-2024	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$15.00 per hour	Supplemental	LPDC

East Clinton Substitutes

- | | | |
|-----------------------|-------------------------|-------------------------|
| 1. Allen, Tammy | 6. Evans, David | 12. Noronha, Jane |
| 2. Batson, Tyler | 7. Goodin, Kaleb | 13. Pinkerton, Emily |
| 3. Carey, Baylee | 8. High, Robin (Reilly) | 14. Robinson, Brian |
| 4. Conway-Flint, Jami | 9. Mabry, Mavis | 15. Snowball, William |
| 5. Curtis, Robert | 10. MacLeod, Linda | 16. Walterhouse, Loreen |
| | 11. Mallory, Tara | 17. Wright, Linda |

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Laurel Oaks Campus Substitutes

- | | | |
|--------------------------------|-----------------------|-----------------------------|
| 1. Davidson, Tashauna "Shauna" | 9. MacLeod, Linda | 17. Stewart, Veronica S. |
| 2. Dye, Trent | 10. McCord, Brian | 18. Tedrick, Ethel "Jean" |
| 3. Eads, Margie | 11. Myers, Sylvia | 19. Walterhouse, Shane |
| 4. Evans, David | 12. Noronha, Jane | 20. Webb, Regina |
| 5. Fryer, Jessica | 13. Peters, Mark | 21. White, Deborah |
| 6. Garrison, Rick | 14. Purdin, Katie | 22. Wilson (Bloom), Lindsay |
| 7. Gilbert, Keith | 15. Robinson, Brian | 23. Young, Stephani |
| 8. Hatch, Teresa | 16. Snowball, William | |

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

PERSONNEL CONTRACT AMENDMENT(S): R14/ESC (#4735)

Upon the recommendation of Superintendent Justice, it was moved by Ms. Ruth and seconded by Ms. Gausman 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	Change 3	Comments
Allen, Linda	SATH Executive Director	2023-2024	Change hourly rate from \$18.96 to \$19.91			Per SATH Board, increased hourly rate by 5%, effective 9/1/2023
Bradshaw, Curt	Assistant Superintendent	2023-2024	Change Supplemental amount from \$4,398.00 to \$4,656.00			Supplemental contract approved in May 2023 should have reflected 5% of total salary

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

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APPROVAL OF POLICY MANUAL REVISIONS (Resolution#4736)

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

Policy Manual Updates:

AC	Nondiscrimination
ACAA	Sexual Harassment
CCA	Organizational Chart
BDDG	Minutes
EHA	District Records Commission, Records Retention and Disposal
JED	Student Absences and Excuses

Rescind Regulation

EHA-R	Data and Records Retention
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The board members present unanimously approved the motion. President of the Board, Mr. Peck declared the motion carried.

APPROVAL OF SOUTHERN OHIO ESC/R14 EMPLOYEE HANDBOOK (Resolution#4737)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hixson and seconded by Ms. Ruth to approve the Southern Ohio/R14 employee handbook as presented for the 2023-24 SY.

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

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APPROVAL OF PROVIDER CONTRACTS (Resolution#4738)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Lane and seconded by Mr. Mount to approve the following provider contracts as listed:

R14 / SOESC PROVIDER CONTRACTS

<u>Client</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
Ohio Department of Education	School Improvement and Special Ed. Svcs	07/01/2023- 06/30/2024	\$1,464,706.52

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the Board:

1. Opening Day – Taking place August 10, 2023, at Laurel Oaks at 8:00 a.m. All board members are welcome to attend.
2. Bullying Report – No bullying was reported.
3. Redistricting Update – Binders were provided on redistricting information located in your packet for reference.
4. OSBA Briefcases – Disseminated with important information highlighted regarding the filing deadline for board candidates.
5. Budget Analysis Seminar – Let Stephanie know if you would like to attend.

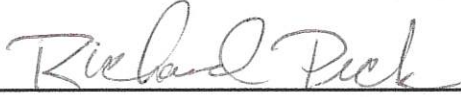
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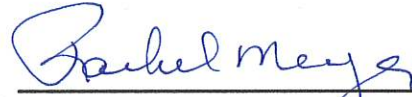
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ADJOURNMENT

It was moved by Mr. Hill and seconded by Mr. Hixson to adjourn to meet again in regular session on **Tuesday, August 22, 2023, at 7:00 p.m.**, at 3321 Airborne Road, Wilmington, Ohio.



BOARD PRESIDENT



TREASURER

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2024 INITIAL APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	FY2024 APPROP	GENERAL FUND					TOTAL ACCOUNT		
					July	September	November	December	January		April	May
001	100	0000	SALARIES	\$ 3,419,127.00								\$ 3,419,127.00
001	200	0000	FRINGE BENEFITS	\$ 1,970,371.44								\$ 1,970,371.44
001	400	0000	PURCHASED SERVICES	\$ 585,344.88								\$ 585,344.88
001	500	0000	SUPPLIES & MATERIALS	\$ 80,630.00								\$ 80,630.00
001	600	0000	CAPITAL OUTLAY	\$ 34,950.00								\$ 34,950.00
001	800	0000	OTHER OBJECTS	\$ 68,527.30								\$ 68,527.30
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,922,200.00								\$ 1,922,200.00
			GENERAL FUND TOTAL									\$ 8,081,150.62
OTHER FUNDS												
001	9050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 50,889.03								\$ 50,889.03
007	0000		UNCLAIMED FUNDS	\$ 63.95								\$ 63.95
008	9271		WADELLE FUND	\$ 53,300.00								\$ 53,300.00
022	9245		HOPWELL CUSTODIAL FUND	\$ 4,943,678.00								\$ 4,943,678.00
022	9500		D.A.R.E. CUSTODIAL FUND	\$ 23,263.71								\$ 23,263.71
451	9422		K12 NETWORK SUBSIDY	\$ 1,800.00	\$ 46.10							\$ 1,846.10
499	9015		STATE SUPPORT TEAM FY23 FUND	\$ 11,558.34								\$ 11,558.34
499	9016		STATE SUPPORT TEAM FY24 FUND	\$ 115,140.50								\$ 115,140.50
499	9707		STUDENT ASSESSMENT FY23 FUND	\$ 1,902.17								\$ 1,902.17
507	9471		FAMILY ENGAGEMENT LIAISON FY23 FUND	\$ -								\$ -
507	9472		FAMILY ENGAGEMENT LIAISON FY24 FUND	\$ 148,233.92								\$ 148,233.92
507	9602		EXTENDED LEARNING AND RECOVERY FY24 FUND	\$ 766,233.94								\$ 766,233.94
507	9601		EXTENDED LEARNING AND RECOVERY FY23 FUND	\$ -								\$ -
507	9702		AMERICAN RESCUE PLAN-HOMELESS (ARP) FY24 FUND	\$ 2,731.63								\$ 2,731.63
507	9701		AMERICAN RESCUE PLAN-HOMELESS (ARP) FY23 FUND	\$ -								\$ -
507	9800		LITERACY: ESCs TO SUPPORT STRUCTURED LITERACY FY23 FUND	\$ -								\$ -
507	9801		LITERACY: ESCs TO SUPPORT STRUCTURED LITERACY FY24 FUND	\$ 32,476.80								\$ 32,476.80
508	9201		GEER II (GOV. EMER. ED. RELIEF) FY23 FUND	\$ 15,194.58								\$ 15,194.58
516	9233		IDEA PART B FY24 FUND	\$ 1,156,694.00								\$ 1,156,694.00
516	9232		IDEA PART B FY23 FUND	\$ 147,851.12								\$ 147,851.12
516	9817		PARENT MENTOR FY24 FUND	\$ 25,000.00								\$ 25,000.00
516	9816		PARENT MENTOR FY23 FUND	\$ 3,854.47								\$ 3,854.47
516	9919		EARLY LITERACY SSIP (IDEA) FY24 FUND	\$ 89,879.00								\$ 89,879.00
516	9918		EARLY LITERACY SSIP (IDEA) FY23 FUND	\$ 6,057.75								\$ 6,057.75
587	9515		EARLY LEARNING DISCRETIONARY FY24 FUND	\$ 75,993.02								\$ 75,993.02
587	9514		EARLY LEARNING DISCRETIONARY FY23 FUND	\$ 4,852.35								\$ 4,852.35
587	9606		EARLY LITERACY SSIP FY24 FUND	\$ 27,000.00								\$ 27,000.00
587	9605		EARLY LITERACY SSIP FY23 FUND	\$ 1,747.34								\$ 1,747.34
599	9880		OHIO K-12 SCHOOL SAFETY GRANT-FY23	\$ 92,419.00								\$ 92,419.00
599	9511		STATE PERSONNEL DEVELOPMENT GRANT (SPDG) FY24 FUND	\$ -	\$ 14,000.00							\$ 14,000.00
			OTHER FUNDS TOTAL		\$ 14,000.00							\$ 14,000.00
Monthly Appropriation Changes					\$ 14,046.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL APPROPRIATIONS - ALL FUNDS					\$ 8,095,196.72							\$ 8,095,196.72

15,893,011.34

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2024 INITIAL 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 \$1,587,200.00
General Fund - Building Fund \$300,000.00 - continue to add \$25,000 per year, budget permitting, per 6/25/19 board direction
Hopewell General Fund - Emergency Fund - \$724,498.00
Hopewell General Fund - Building Fund \$30,000.00 - (security system, updates, repair, etc...)
Hopewell General Fund - Termination / Retirement Benefits setaside \$46,370.00

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

Termination Benefits Fund - \$35,000