MINUTES OF THE SOUTHERN OHIO EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

AUGUST 23, 2022

The Southern Ohio Educational Service Center Governing Board met on Tuesday, August 23, 2022, 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, Ms. Ruth, and Mr. West, along with Rachel Meyer, Treasurer, and Beth Justice, Superintendent. The guests present were Shelley Bailey, Holly Burgess, Curt Bradshaw, Patricia Coil, Rogina Conroy, Tim Dettwiller, Grace Eads, Taylor Reed, and Teena Villars. The guests present virtually were Heather Mullenix, Monica Music, and Miranda Tackett.

APPROVAL OF THE MEETING AGENDA **(Resolution #4587)**

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

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

MINUTE APPROVAL **(Resolution #4588)**

It was moved by Mr. Mount and seconded by Mr. West that the July 26, 2022, meeting minutes be approved as presented.

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

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

BOARD MEMBER FULFILLING TREASURER'S DUTIES **(Resolution #4589)**

Upon the recommendation of Treasurer Meyer, it was moved by Ms. Ruth and seconded by Mr. West to have Mr. Mount fulfill the Treasurer's duties with the assistance of a fiscal team member for the October 25, 2022, Governing Board meeting.

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

Mrs. Meyer thanked Mr. Mount for his willingness to fill in for her.

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SOUTHERN OHIO ESC SHARED EXPERTISE

Ms. Conroy and Ms. Reed introduced the new employees and each was asked to tell a little about themselves.

Mr. Hill welcomed everyone and wished them a wonderful year.

GREAT OAKS ITCD REPORT

Mr. Lane reported that the Great Oaks board met on August 10, 2022, at the office in Sharonville, with 32 of 35 members present. He also indicated that the final interviews for CFO were held on August 13th. Brian Rabe will replace retiring CFO Ben Vanhorn beginning January 1, 2023. Mr. Rabe is currently Treasurer at Milford Ex. Village School District.

Next, he reported that Andy McCool, Dean of Instruction, welcomed 457 new students to Laurel Oaks on August 12 and the returning students on August 15. In all, 751 students are attending Laurel Oaks.

Mr. Lane reported that students could also enroll in virtual college courses for the 22-23 school year that includes the following:

AmericanFederal Government	Body Structure and Function	College Algebra
Effective Public Speaking	English Composition	General Psychology
Introduction to Physics	Introduction to Sociology	Introduction to Statistics

Lastly, Mr. Lane reported the next Board of Director's Meeting will be held at the Laurel Oaks Campus. If interested in attending, dinner begins at 5:30 pm, with the meeting at 7:30 pm.

LEGISLATIVE LIAISON REPORT

Mr. Hixson reported on information provided in "The Link."

ODE announces Future Forward Ohio

The Ohio Department of Education (ODE) created a dedicated webpage to provide continuing information on pandemic relief funding. The site, named Future Forward Ohio, will provide school districts, schools, and the public with information on Ohio's strategic priorities for using federal funds. The three strategies aim to help students recover from the impact of the COVID-19 pandemic, with a focus on students who experienced the greatest disruptions to learning. The three strategies are:

- overcoming obstacles to learning;
- accelerating learning;
- preparing students for future success.

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LEGISLATIVE LIAISON REPORT (Cont.)

Overcoming obstacles to learning will focus on obstacles that impact a student's ability to learn, which include attendance, mental health, and high-speed internet. Accelerating learning will provide students with additional learning opportunities, including tutoring and after-school programs.

Additionally, this strategy will provide resources to help schools with high-quality instructional materials and create more professional development opportunities for literacy instruction. Finally, the preparing students for future success strategy aims to connect and reconnect students and help them find a link between their current school and their postsecondary future. The three strategies provide a list of school districts' programs to address students' needs.

School Safety Grant Program

Gov. **Mike DeWine** announced an expedited list of school districts and schools that will receive funding through the second round of the K-12 School Safety Grant program. The funding will help districts implement school safety measures in their buildings, with each building able to receive up to $100,000. The K-12 School Safety Grant program recently received $100 million from House Bill (HB) 687, the capital appropriations bill. The total amount allocated from DeWine's expedited list is approximately $47 million and was awarded to the schools that applied last year but did not receive funding due to insufficient state funds.

The K-12 School Safety Grant program has $53 million remaining to award, and the Ohio Facilities Construction Commission (OFCC) recently announced the guidelines for the program. OFCC will begin accepting applications for the funding in the near future.

Mrs. Justice reported that ESCs are not eligible to receive School Safety grants.

Lastly, Mr. Hixson mentioned that Columbus City Schools would be going on strike. School begins on August 24th, and there will be 50,000 students starting back to school with sub teachers and online learning. 94% of the member teachers voted for the strike.

FINANCIAL REPORTS

Ms. Meyer reviewed the monthly reports with the Board.

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APPROVAL OF PAID BILLS **(Resolution #4590)**

Upon the recommendation of Treasurer Meyer, it was moved by Ms. Gausman and seconded by Mr. Lane that the paid bills for the previous month be approved as presented, for a total of $867,200.24.

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

APPROVAL OF FY2023 PERMANENT APPROPRIATIONS **(Resolution #4591)**

Upon the recommendation of Treasurer Meyer, it was moved by Dr. Kirby and seconded by Mr. Peck that the following appropriations be approved as presented.

[See Minute Page #1991 - #1992]

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

TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- Amanda and I participated in virtual sessions for New Employee Orientation on August 3rd and 8th.
- Amanda and I sent out the first invoices of the year for services provided by the ESC and Hopewell during the week of August 8th.
- Plattenburg has begun requesting items for the FY2022 GAAP Conversion. We will begin working on filling these requests as soon as possible.
- I will be on vacation during the October Board Meeting. I will ask under "Business of the Board" for a board member to volunteer to fulfill my duties during this meeting. I will ask Rhonda and/or Amanda to provide fiscal assistance during the meeting.
- We will have a BWC premium audit for the calendar year 2021. It will be scheduled sometime in September.

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TREASURER DISCUSSION ITEMS (Cont.)

Professional Development:

- On August 3, 2022, I attended the ESSER (Elementary and Secondary School Emergency Relief) Compliance workshop held at the Nutter Center in Fairborn. This workshop reviewed allowable expenditures related to these grants. We currently have two grants that are "ESSER" grants: Extended Learning and Recovery and American Rescue Plan-Homeless Round II
- On August 11, 2022, I will attend the STRS Employer Basics Webinar. This webinar will review the Ohio law defining STRS Ohio Membership, common positions covered, exceptions we may encounter, and the member reporting process.
- On August 25, 2022, I will attend the Ohio BWC Monthly Update Webinar. This month's discussion will center around working with injured workers and their physicians and important dates.
- On August 30, 2022, I will attend the OULP (Ohio University Leadership Project) Planning Meeting webinar to plan for the upcoming 22-23 Treasurers seminars, dates, and speakers.

PERSONNEL RESIGNATIONS: ESC **(Resolution #4592)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Lane and seconded by Ms. Gausman to approve the resignation of the following personnel:

ESC RESIGNATIONS

Name	Position	Contract type	Effective date
Howard, Christina	Student Monitor	Classified	08/19/2022
Jones, Tim	Student Resiliency Coordinator	Certificated	08/08/2022
Wolke, Toni	Student Monitor	Classified	08/03/2022

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

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PERSONNEL CONTRACT AGREEMENTS: ESC **(Resolution #4593)**

Upon the recommendation of Superintendent Justice, it was moved by Dr. Kirby and seconded by Mr. Mount 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:

ESC CONTRACT AGREEMENT(S)

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/ Step/ Rate	Contract Type	Comments
Lewis, Quinton	SOLC Substitute Teacher	2022-2023	1 Year	As Needed	No Degree on Schedule	No/Schedule/ No Step/ $130 per diem	Certificated	SOLC
Purdin, Katie	SOLC Substitute Teacher	2022-2023	1 Year	As Needed	No Degree on Schedule	No/Schedule/ No Step/ $130 per diem	Certificated	SOLC
Stewart, S. Veronica	Substitute Teacher	2022-2023	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $130.00 per diem	Certificated	SOLC
Tackett, Miranda	Student Monitor	2022-2023	1 Year	As Needed	No Degree on Schedule	No/Schedule/ No Step/ $14.35 per hour	Classified	ACOV
Toca, Charles	SOLC Substitute Teacher	2022-2023	1 Year	As Needed	No Degree on Schedule	No/Schedule/ No Step/ $130 per diem	Certificated	SOLC
Weddington (Peters), Mary	SOLC Substitute Teacher	2022-2023	1 Year	As Needed	No Degree on Schedule	No/Schedule/ No Step/ $130 per diem	Certificated	SOLC
Young, Christin	Student Monitor	2022-2023	1 Year	As Needed	No Degree on Schedule	No/Schedule/ No Step/ $14.35 per hour	Classified	ACOV

East Clinton Substitutes

1. Akers, Chester
2. Carey, Baylee
3. Combs, Beth
4. Frary, Amy
5. Holmes, Kylie
6. Lewis, Quinton
7. Robinson, Brian
8. Stewart, Veronica
9. Weddington, Mary (Peters)

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

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APPROVAL OF PROVIDER CONTRACT(S) **(Resolution #4594)**

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

SOESC PROVIDER CONTRACT(S)

Client	Service	Dates	Amount
Ohio Department of Education	School Improvement and Special Education Services	7/1/2022 - 6/30/2023	$ 1,518,374.26

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

APPROVAL OF SERVICE CONTRACT(S) **(Resolution #4595)**

Upon the recommendation of Superintendent Justice, it was moved by Ms. Gausman and seconded by Ms. Ruth to approve the following service contract(s) as listed:

SOESC SERVICE CONTRACT(S)

Provider	P.O. Number	Service	Dates	Amount
Great Oaks Career Campus	2230135	Lease for Agricultural Center	08/01/2022 - 07/31/2023	$ 49,000.00

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

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APPROVAL OF POLICY MANUAL REVISION **(Resolution #4596)**

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

Policy Manual Revisions:	
BJA	Liaison with School Boards Associations
DN	School Properties Disposal
GDBD-R	Classified Staff Leaves and Absences
GCBE	Certified Staff Vacations and Holidays

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

PERSONNEL CONTRACT AGREEMENTS: R14 **(Resolution #4597)**

Upon the recommendation of Superintendent Justice, it was moved by Ms. Ruth 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 CONTRACT AGREEMENT(S)

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/ Step/Rate	Contract Type
Harper, Natalie	Occupational Therapist	2022-2024	2 Years	190	Bachelors	Related B/ Step 15/ $78,207.00	Certificated
Miller, Susan	Substitute Occupational Therapist Assistant	2022-2023	1 Year	As Needed	No Degree on Schedule	Assistant/ Step 14/ $40.54 per hour	Substitute Classified
Royalty, Jeff	R14 Director	2022-2023	1 Year	228	Masters	MA C/ Step 25/ $86,492.00	Retired Administrator
Walls, Chad	Sub Custodian	2022-2023	1 Year	As Needed	No Degree on Schedule	No/Schedule/ No Step/ $14.50 per hour	Classified Substitute

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

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APPROVAL OF SERVICE CONTRACT(S) **(Resolution #4598)**

Upon the recommendation of Superintendent Justice, it was moved by Ms. Gausman and seconded by Dr. Kirby to approve the following service contract(s) as listed:

R14 SERVICE CONTRACT(S)

Provider	P.O. Number	Service	Dates	Amount
Butler County ESC	2230297	SSP for 56 Students	08/22/2022 - 05/26/2023	*Based on 800 hrs of services at $123.00 per hour*

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the Board:

1. Southern Ohio ESC Opening Day – Ms. Justice thanked Ms. Conroy and Ms. Reed for their hard work on a successful opening day for all employees. Dr. Kirby and Ms. Ruth attended opening day. *~ Dr. Kirby indicated the event was very well organized and Ms. Ruth agreed.*

2. Opening Day for Districts Served by SOESC – Ms. Justice shared that all serving districts had SOESC representation. We have had representatives attend from SOESC. EC is upcoming.

3. 2022 Capital Conference– Ms. Huber will need to know by August 26 if board members would like to attend or need hotel accommodations for the 2022 Capital Conference.

4. SOLC Back-to-School – Ms. Justice shared that Ms. Bailey and the Learning Center are off to a great start.

5. Business Strategies Framework Training – Ms. Justice shared with the board members that a team of Ms. Justice, Ms. Kim K Adams, Ms. Kim A Adams, Ms. Eads, Ms. Burgess, and Mr. Bradshaw will attend the event on August 24 and 25.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

6. Human Capital Conference – Ms. Justice provided an overview of the workshop. Mr. Bradshaw indicated the focus of the work is recruiting and retaining the best of what are the core competencies that each ESC employee should possess. In September, there will be a presentation from the core group for the board.

7. Thank You - Ms. Justice shared an email from Mr. Alex Turner regarding his appreciation for being selected as a Waddell Scholarship recipient.

8. Fayette County BAC - Ms. Justice and Mr. Bradshaw prepared a video presentation to be viewed by the Fayette County Chamber of Commerce Annual Meeting on August 25, 2022 representing the history or Business Advisory Councils and the Fayette County BAC. Ms. Reed and Ms. Ely assisted with the production of the video presentation.

ADJOURNMENT

It was moved by Mr. Hixson and seconded by Mr. West to adjourn to meet again in regular session on **Tuesday, September 27, 2022, at 7:00 p.m.**, at 3321 Airborne Road, Wilmington, Ohio 45177.

Richard Peck
BOARD PRESIDENT
V
VICE

Rachel Meyer
TREASURER

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SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2023 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	FY2023 APPROP	August	September	October	November	December	January	February	March	TOTAL ACCOUNT
							GENERAL FUND						
001	100	0000	SALARIES	$ 3,044,863.00	$ 126,557.00								$ 3,171,420.00
001	200	0000	FRINGE BENEFITS	$ 1,671,319.68	$ 82,202.00								$ 1,753,521.68
001	400	0000	PURCHASED SERVICES	$ 811,433.62	$ 4,600.00								$ 816,033.62
001	500	0000	SUPPLIES & MATERIALS	$ 69,730.00	$ 2,550.00								$ 72,280.00
001	600	0000	CAPITAL OUTLAY	$ 18,400.00									$ 18,400.00
001	800	0000	OTHER OBJECTS	$ 63,965.00									$ 63,965.00
001	900	0000	CONTINGENCIES / TRANSFERS	$ 1,880,000.00									$ 1,880,000.00
			GENERAL FUND TOTAL										$ 7,775,620.30
							OTHER FUNDS						
001		9050	TERMINATION / RETIREMENT BENEFITS FUND	$ 62,701.78									$ 62,701.78
007		0000	UNCLAIMED FUNDS	$ 63.95									$ 63.95
008		9271	WADDELL FUND	$ 53,300.00									$ 53,300.00
022		9245	HOPEWELL CUSTODIAL FUND	$ 5,189,352.00									$ 5,189,352.00
022		9500	D.A.R.E. CUSTODIAL FUND	$ 23,874.54									$ 23,874.54
451		9421	K12 NETWORK SUBSIDY	$ 1,800.00									$ 1,800.00
499		9015	STATE SUPPORT TEAM FY23 FUND	$ 115,140.50									$ 115,140.50
499		9014	STATE SUPPORT TEAM FY22 FUND	$ 2,563.92									$ 2,563.92
499		9767	STUDENT ASSESSMENT FY23 FUND	$ -	$ 49,455.74								$ 49,455.74
499		9856	STATE SUPPORT TEAM - TRANSITION FY22 FUND	$ -									$ -
507		9471	FAMILY ENGAGEMENT LIAISON FY23 FUND	$ 220,833.00									$ 220,833.00
507		9470	FAMILY ENGAGEMENT LIAISON FY21-22 FUND	$ 379.32									$ 379.32
507		9600	EXTENDED LEARNING AND RECOVERY FY21-22 FUND	$ 19,244.47									$ 19,244.47
507		9601	EXTENDED LEARNING AND RECOVERY FY23 FUND	$ 1,058,165.86									$ 1,058,165.86
507		9700	AMERICAN RESCUE PLAN-HOMELESS (ARP) FY22 FUND	$ -									$ -
507		9800	LITERACY: ESCs TO SUPPORT STRUCTURED LITERACY FY23 FUND	$ 41,693.00									$ 41,693.00
508		9201	GEER II (GOV. EMER. ED. RELIEF) FY23 FUND	$ 158,094.00									$ 158,094.00
508		9200	GEER (GOV. EMER. ED. RELIEF) FY21-22 FUND	$ 63,987.58									$ 63,987.58
516		9231	IDEA PART B FY22 FUND	$ 43,236.18									$ 43,236.18
516		9232	IDEA PART B FY23 FUND	$ 1,156,694.00									$ 1,156,694.00
516		9815	PARENT MENTOR FY22 FUND	$ 2,637.53									$ 2,637.53
516		9816	PARENT MENTOR FY23 FUND	$ 25,000.00									$ 25,000.00
516		9917	EARLY LITERACY SSIP (IDEA) FY22 FUND	$ 5,694.32									$ 5,694.32
516		9918	EARLY LITERACY SSIP (IDEA) FY23 FUND	$ 86,967.00									$ 86,967.00
587		9513	EARLY LEARNING DISCRETIONARY FY22 FUND	$ 4,936.68									$ 4,936.68
587		9514	EARLY LEARNING DISCRETIONARY FY23 FUND	$ 75,993.02									$ 75,993.02
587		9604	EARLY LITERACY SSIP FY22 FUND	$ 1,704.08									$ 1,704.08
587		9605	EARLY LITERACY SSIP FY23 FUND	$ 26,124.00									$ 26,124.00
590		9010	OTES/OPES 2.0 BRIDGE TRAININGS FY22 FUND	$ 390.90					-				$ 390.90
			OTHER FUNDS TOTAL										$ 8,490,027.37
			Monthly Appropriation Changes		$ 265,364.74	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
			GRAND TOTAL APPROPRIATIONS - ALL FUNDS										$ 16,265,647.67

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2023 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 $1,570,000.00
General Fund - Building Fund $275,000.00 - continue to add $25,0000 per year, budget permitting, per 6/25/19 board direction
Hopewell General Fund - Emergency Fund - 3 months of expenses $910,000.00
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