MINUTES OF THE SOUTHERN OHIO EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

NOVEMBER 24, 2025

The Southern Ohio Educational Service Center Governing Board met on Monday, November 24, 2025, at 6:30 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, and Rachel Meyer, Treasurer. The guests present were Casey Enochs and Jeff Royalty.

APPROVAL OF THE MEETING AGENDA **(Resolution #5084)**

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

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

MINUTE APPROVAL **(Resolution #5085)**

It was moved by Mr. Peck and seconded by Ms. Ruth that the October 28, 2025, meeting minutes be approved as presented.

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

The meeting was open for public participation. None received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Mr. Royalty provided the following facility update:

- Danielle Klein has joined the staff, bringing valuable experience and professional cleaning services to the building. We are very fortunate to have her.
- The ESC has entered into a pest-control contract with Terminix.

SOUTHERN OHIO ESC SHARED EXPERTISE (Cont.)

- Several downspout issues will need to be addressed.
- Cracks in the parking lot asphalt have been repaired; complete sealing and striping is being considered for summer 2026.
- The wooden ramps on both sides of the building will likely need replacement in 2026.
- A Safety Plan team has been established, and two-way radios were recently purchased. The plan is a scaled-down version of the ESC's plan due to the absence of students in the building.
- Tables and chairs in the conference rooms have been replaced to allow easier setup and teardown for meetings.

Mr. Royalty then reviewed the following handouts with the Board:

- **Related Service Caseloads:** A document summarizing caseload numbers from October 2023 (1,411 students), October 2024 (1472), and October 2025 (1,426 students).
- **Rating Distributions:**
    - Overall Rating Distribution comparing district-level to community schools for 2024-2025.
    - Overall Rating Distribution comparing the state to the Region 14 districts.

Mr. Royalty also provided an update on State Support Team activities and explained how this work has shifted from previous years due to ODEW directives. He noted that support is being provided to districts identified for intensive assistance, including Adams County/Ohio Valley, Greenfield Exempted Village, Washington Court House City, Wilmington City, and RULH.

Lastly, Mr. Bradshaw provided an update to the Board on the RFP process for State Support Team Grant funding moving forward.

GREAT OAKS ITCD REPORT

Mr. Lane did not have a report to share.

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LEGISLATIVE LIAISON REPORT

The October and November issues of "The Link" were included in the packets provided to the Board.

October Issue:

In the General Assembly

The House passed a series of property tax reform bills in October, including:

- **HB 129**, which would include certain property tax levies in the calculation of a school district's effective millage floor and allow school districts a one-time renewal of current emergency levies that were outlawed in last month's override of Budget Veto Item #66. The bill also allows districts to pursue a new emergency levy if the district finds itself in fiscal emergency, watch, or caution, or if a president or governor has declared an emergency in the district's territory. In either circumstance, the levy must be labeled as a fixed-sum levy (not an emergency levy), must be for current operating expenses, may not be renewed, and may only be levied for a period of up to five years.

- **HB 309**, which allows county budget commissions (CBC) to reduce millage on certain voter-approved tax levies aside from a debt levy if it finds it necessary or prudent to do so. The version of this bill that passed the House included various recommendations from the Governor's Property Tax Working Group.

- **HB 186**, which would cap tax growth for districts on the 20-mill floor to inflation and includes a retroactive tax credit. The version of this bill that passed the House included $465 million from the sales tax holiday fund to keep school districts whole from tax credit losses. ODEW will provide payments to impacted districts in August 2026 and August 2027.

- **HB 335**, would cap the inflationary growth on all inside millage beginning in tax year 2026.

Recently Introduced Legislation

- **HB 500** – Would designate a JROTC program offered by a school district as a career-technical education program.

- **HB 561** – Would revise the law governing childhood immunizations and exemptions, and name this act the Parental Clarity on Health Options and Information on Conscientious Exemptions C.H.O.I.C.E. Act.

- **HB 562** – Would make an appropriation to promote food options for students with religious dietary restrictions.

LEGISLATIVE LIAISON REPORT (Cont.)

November Issue:

On the Governor's Desk

The General Assembly passed a series of bills in November that are now awaiting the governor's signature, including:

- **Senate Bill (SB) 50** – This bill would make changes regarding age and schooling certificate requirements, as well as work hours for a person under 16 years of age.
- **House Bill (HB) 124** – This bill would modify the process for property tax sales-assessment ratio studies.

A series of property tax reform proposals passed both chambers and are on the governor's desk, including:

- **HB 129** – This bill would include certain property tax levies in the calculation of a school district's effective millage floor.
- **HB 186** – This bill would cap tax growth for districts on the 20-mill floor to inflation through a retroactive tax credit and provide funds to reimburse school districts for some losses in 2026 and 2027.
- **HB 309** – This bill allows county budget commissions (CBC) to reduce millage on certain voter-approved tax levies, excluding debt levies, if they find it necessary or prudent to do so.
- **HB 335** – This bill would cap the inflationary growth on all inside millage beginning in tax year 2026.

In the General Assembly

Several bills moved across the chambers during the legislature's dash to wrap up the year before the Thanksgiving holiday. The Senate passed:

- **SB 19**, which would require districts and schools to develop a mathematics improvement and monitoring plan for each student who qualifies for math intervention services, beginning with the 2025-2026 school year.
- **SB 34**, which would require public school boards to select at least four of the bill's listed historical educational documents to display in each 4-12 social studies classroom by July 1, 2026.

LEGISLATIVE LIAISON REPORT (Cont.)

The House passed:

- **HB 88**, which would, among other things, require public schools to incorporate instruction on fentanyl awareness and abuse prevention for grades K-12 and require boards of education to designate one week of the school year as "Fentanyl Poisoning Awareness Week."
- **HB 485**, which would enact the Baby Olivia Act to include human growth and development instruction in grades five through 12.
- **HB 486**, enacting the Charlie Kirk American Heritage Act to permit teachers in public schools and state institutions of higher education to provide instruction on the influence of Judeo-Christian values on history and culture.

Other bills moving this month include House Continuing Resolution (HCR) 22, a resolution to encourage students in grades one through twelve to read the U.S. Declaration of Independence in the classroom during the 2025-26 school year in celebration of its 250th anniversary, which passed out of the Senate Education Committee and HB 326, making changes regarding the Classic Learning Test entrance exam, which passed out of the House Education Committee.

The General Assembly has recessed for the remainder of 2025; we anticipate their return in January or February.

Recently Introduced Legislation

- **HB 594** – Would require school districts to offer, and students to complete, at least one high school computer science course.
- **SB 326** – Would require school districts to offer, and students to complete, at least one high school computer science course.

FINANCIAL REPORTS

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

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APPROVAL OF PAID BILLS **(Resolution #5086)**

Upon the recommendation of Treasurer Meyer, it was moved by Ms. Stepp and seconded by Mr. Peck that the paid bills for the previous month be approved as presented, for a total of $904,839.20.

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

APPROVAL OF INVESTMENTS **(Resolution #5087)**

It was moved by Dr. Kirby and seconded by Ms. Gausman to approve the following investments as transacted by Treasurer Meyer.

Date	Fund	Firm	Maturity Date	Rate	Amount
11/13/2025	General	Capital One Natl Assn VA CD	11/13/2028	3.55%	$ 99,497.00
11/13/2025	General	Morgan Stanley BK NA CD	10/16/2028	3.65%	$ 99,795.00
11/13/2025	General	Goldman Sachs Bank CD	10/30/2028	3.65%	$ 99,810.00

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS **(Resolution #5088)**

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 #2525 – #2526]

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

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TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- **Travel Reimbursement Forms** – Board members will need to sign their travel forms, which are included in your packet. Please sign and return them to me at the board meeting. Payments will be issued in December.
- **High-Performing ESC Designation** – On October 31, we received notification from Aaron Rausch, Chief of Budget and School Funding at the Ohio Department of Education & Workforce, that we have been designated as a High-Performing ESC for the tenth year. While this designation no longer impacts state funding, it does allow schools and districts to exempt ESC personnel-based services from competitive bidding requirements. ESCs across the state reported significant savings to client districts, averaging **38.48%** statewide in FY2025. The savings percentage for SOESC was **18.19%**.
- **Treasurer Roundtable** – The Roundtable we hosted on November 6 was a success, with 15 attendees. Topics included best practices for inventory, timesheets, and a discussion on current legislation.
- **GAAP Financial Statements** – I spoke with John Sparks of Plattenburg on November 4. He confirmed that our GAAP financial statements will be completed and filed with the Auditor of State's Hinkle System by the November deadline.

Note on AOS Hinkle Filing Requirements:

Ohio law (ORC 117.38) requires local public offices to file annual financial reports with the Auditor of State. OAC 117-2-03(B) requires counties, cities, school districts, ESCs, community schools, and government insurance pools to prepare reports in accordance with GAAP. Entities filing on a GAAP basis have **150 days** after fiscal year-end (November 30 for our ESC) to submit their statements unless an extension is approved. Failure to comply may result in citations or penalties.

GAAP Overview:

Generally Accepted Accounting Principles (GAAP) establish standards that prevent misleading accounting practices and ensure consistent, reliable methods for evaluating an organization's financial standing.

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TREASURER DISCUSSION ITEMS (Cont.)

Professional Development

- **November 16–18, 2025 – OSBA Capital Conference** – I will attend the OSBA Capital Conference, one of the nation's premier education conventions. This three-day event features nationally recognized keynote speakers, more than 150 breakout sessions, and numerous learning and networking opportunities for district leadership teams.
- **November 20, 2025 – MVECA Assembly Meeting** – Topics include project and business development updates, a merger update, and other items of interest.
- **December 4, 2025 – MVECA Calendar Year-End Meeting (Virtual)** – The entire fiscal team will attend this meeting, which will provide updates and tips to assist with a successful calendar year-end closing.

PERSONNEL CONTRACT RESIGNATION(S): R14/ESC **(Resolution #5089)**

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

R14/SOESC RESIGNATION(S)

Name	Position	Contract Type	Effective Date
Metcalf, Tammy	Literacy Coach	Certificated	11-24-2025

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

PERSONNEL CONTRACT AGREEMENT(S): R14/ESC **(Resolution #5090)**

Upon the recommendation of Superintendent Bradshaw, 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 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:

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R14/ESC CONTRACT AGREEMENT(S)

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/ Step/ Rate	Contract Type	Comments
Couch, Stephanie	Substitute Teacher	2025-2026	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $135.00 perdiem	Certificated	SOLC
Cummings, Carly	Substitute COTA	2025-2026	1 Year	As Needed	No Degree on Schedule	Salary Schedule O/ Step 3 / $34.64 per hour	Substitute Classified	
Klein, Danielle	Custodial and Maintenance Support Staff	2025-2026	1 Year	As Needed	No Degree on Schedule	No schedule/ No Step/ $22.00 per hour	Classified	Hopewell Center
Murphy, Shari	RE Mentor	2025-2026	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $500.00	Supplemental	Kara Cluxton; Hillsboro Christian Academy
Myers, Teresa	Substitute Teacher	2025-2026	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $135.00 perdiem	Certificated	SOLC
Wilson, Cana	Substitute Teacher	2025-2026	1 Year	As Needed	No Degree on Schedule	No Schedule/ No Step/ $135.00 perdiem	Certificated	SOLC

East Clinton Substitutes

1. Bosier, Tessa
2. Couch, Stephanie
3. Dearmon, Gracey
4. Girton, Hannah
5. Wilson, Cana

Great Oaks (Laurel Oaks Campus) Substitutes

1. Uhrig, Jani

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

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APPROVAL OF POLICY MANUAL REVISIONS **(Resolution#5091)**

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

POLICY MANUAL UPDATES

REVISED POLICIES/REGULATIONS

DJC Bidding Requirements

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Bradshaw shared the following with the Board:

1. OSBA Capital Conference and Trade Show – Five staff members and Mr. Peck attended. ESC staff provided two learning sessions at the conference.

2. The Waddell Scholarship Committee – Meeting will take place on December 16, before the board meeting.

3. FY25 High-Performing ESC Designation – The tenth year in a row. This designation helps client districts not have to bid for personnel-related services.

4. Superintendent Network Meeting (November 21, 2025) – The meeting was well attended and very informative.

5. Legal Updates Seminar Session (December 12, 2025) – Will be held at the Hopewell Center.

6. December 16, 2025 Governing Board Meeting – Location will be changed to Mr. West's home.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

7. Superintendent and Treasurer Evaluation Forms – Included in your packets. Please return to Mr. West at the December board meeting.

8. SOESC Mid-Year Staff Meeting (December 19, 2025) – Will be held at the Hopewell Center. Ms. Enochs is leading planning. Board members are invited to attend. Please let Mr. Bradshaw know if you would like to attend

9. The Drive to Succeed 2026 Grant – Consortium has been awarded $1.5 million over two years. SOESC's role will be to serve as the point of contact for the grant scholarships in our region.

10. Staff Fall Social Event (November 19, 2025) – At the Hopewell Center. A chili cook-off and pumpkin decorating contest were held.

11. CSTAG – We are partnering with the Ohio Safety Center and schools to offer this safety training.

12. Strategic Plan – Updated plan will be released in early 2026. It will cover a three-year period.

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ADJOURNMENT

It was moved by Mr. Hixson and seconded by Mr. Lane to adjourn to meet again in regular session at the home of Mr. West, 4601 Roberts Road, Hillsboro, Ohio, on **Tuesday, December 16, 2025, at 6:00 p.m.**

Roger West
BOARD PRESIDENT

Rachel Meyer
TREASURER

2525

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2026 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	FY2025 APPROP	July	August	September	October	November	December	January	February	TOTAL ACCOUNT
						GENERAL FUND							
001	100	0000	SALARIES	$ 3,472,431.00	$ 93,405.00	$ 82,250.00			$ 102,460.00				$ 3,730,546.00
001	200	0000	FRINGE BENEFITS	$ 1,867,916.79	$ 36,628.00	$ 33,537.00			$ 24,762.00				$ 1,964,843.79
001	400	0000	PURCHASED SERVICES	$ 763,544.18	$ 500.00		$ 1,000.00		$ 1,200.00				$ 766,244.18
001	500	0000	SUPPLIES & MATERIALS	$ 86,816.00			$ 1,000.00		$ 1,500.00				$ 89,316.00
001	600	0000	CAPITAL OUTLAY	$ 33,000.00									$ 33,000.00
001	800	0000	OTHER OBJECTS	$ 103,719.74					$ 0.50				$ 103,720.24
001	900	0000	CONTINGENCIES / TRANSFERS	$ 2,305,000.00									$ 2,305,000.00
			GENERAL FUND TOTAL										$ 8,992,670.21
						OTHER FUNDS							
001		9050	TERMINATION / RETIREMENT BENEFITS FUND	$ 27,382.50	$ 35,000.00								$ 62,382.50
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	$ 5,830,948.00									$ 5,830,948.00
022		9500	D.A.R.E. CUSTODIAL FUND	$ 22,973.58									$ 22,973.58
451		9424	K12 NETWORK SUBSIDY	$ 1,800.00									$ 1,800.00
499		9017	STATE SUPPORT TEAM FY25 FUND	$ 3,228.52									$ 3,228.52
499		9018	STATE SUPPORT TEAM FY26 FUND	$ 115,140.50									$ 115,140.50
499		9708	STUDENT ASSESSMENT FY25 FUND	$ 6,262.34									$ 6,262.34
499		9709	STUDENT ASSESSMENT FY26 FUND	$ 13,344.32									$ 13,344.32
499		9861	ATTORNEY GENERAL SCHOOL SAFETY GRANT FY25 FUND	$ 2,500.00									$ 2,500.00
516		9234	IDEA PART B FY25 FUND	$ 70,160.42									$ 70,160.42
516		9235	IDEA PART B FY26 FUND	$ 1,281,694.00									$ 1,281,694.00
516		9818	PARENT MENTOR FY25 FUND	$ 1,042.02									$ 1,042.02
516		9819	PARENT MENTOR FY26 FUND	$ 25,000.00									$ 25,000.00
516		9920	EARLY LITERACY SSIP (IDEA) FY25 FUND	$ 6,479.27									$ 6,479.27
516		9921	EARLY LITERACY SSIP (IDEA) FY26 FUND	$ 89,880.00									$ 89,880.00
587		9516	EARLY LEARNING DISCRETIONARY FY25 FUND	$ 5,957.34									$ 5,957.34
587		9517	EARLY LEARNING DISCRETIONARY FY26 FUND	$ 75,993.02									$ 75,993.02
587		9607	EARLY LITERACY SSIP FY25 FUND	$ 1,696.86									$ 1,696.86
587		9608	EARLY LITERACY SSIP FY26 FUND	$ 27,000.00									$ 27,000.00
599		9511	SPDG MTSS-LITERACY FY25 FUND	$ 738.55									$ 738.55
599		9512	SPDG MTSS-LITERACY FY26 FUND	$ 20,000.00					$ 20,000.00				$ 40,000.00
			OTHER FUNDS TOTAL										$ 7,739,818.73
			Monthly Appropriation Changes		$ 167,533.00	$ 97,787.00	$ 2,000.00	$ -	$ 129,922.50	$ -	$ -	$ -	
			GRAND TOTAL APPROPRIATIONS - ALL FUNDS										$ 16,732,488.94

SOUTHERN OHIO EDUC/ NAL SERVICE CENTER
FY 2026 PERMANE PPROPRIATIONS

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 $1,920,000.00
General Fund - Building Fund $350,000.00 - 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 (completed July 2025)