

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

**REGULAR BOARD MEETING**

**December 17, 2019**

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The Southern Ohio Educational Service Center Governing Board met on Tuesday, December 17, 2019, at 6:00 p.m. at Region 14/Hopewell Center in Highland County for its regular monthly meeting. Members present were Mrs. Charters, Mrs. Gausman, Mr. Hill, Mr. Luck, Mr. Lane, Mr. Mount, Mr. Peck, Mr. West, and Mr. Wilt, along with Rachel Meyer, Treasurer, and Beth Justice, Superintendent. Guests present were Shawn Charters, Linda Kelch, Bret Malone, Colleen Mount, Cynthia Saylor, Nancy West, and Jodi Wilt.

**REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #4179)**

It was moved by Mr. Luck and seconded by Mr. Hill to approve the agenda as presented.

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

**MINUTE APPROVAL (Resolution #4180)**

It was moved by Mr. Peck and seconded by Mr. Mount that the November 25, 2019, meeting minutes be approved as presented.

Seven board members approved the motion with an abstention from Mrs. Charters and Mr. Lane. President of the board, Mrs. Gausman, declared the motion carried.

The meeting was opened for public participation. None received.

**SUPERINTENDENT AND TREASURER EVALUATIONS**

Mrs. Justice and Mrs. Meyer gave a presentation that followed the standards identified in their evaluation instruments. Each board member was presented with two evaluation forms for the Superintendent and Treasurer. One was used for notetaking during the presentation and the other will be used by each board member to individually fill out and turn in to the Board President to compile.

**RECOGNITION OF THE RETIREMENT OF JAMES "JIM" LUCK (Resolution #4181)**

It was moved by Mrs. Charters and seconded by Mr. Wilt to recognize the retirement of James "Jim" Luck on December 31, 2019.

**[See Minute Page #1596]**

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

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JANUARY 2020 ORGANIZATIONAL MEETING (Resolution #4182)

It was moved by Mr. Hill and seconded by Mr. Mount to set the January board meeting date to January 21, 2020, at 6:30 p.m. at Southern Ohio ESC, Wilmington.

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

GREAT OAKS ITCD REPORT

Mr. Lane reported that the land lot between Great Oaks and Clinton County Commissioners (where the SOLC is located) has gone to legal and is likely to be approved.

He also indicated that Great Oaks renewed their health insurance rates for the coming year. They will see a 2% increase, which has been the average increase over the last five years.

LEGISLATIVE LIAISON REPORT

Mr. Peck disseminated "The Link" for board members to review.

**School districts call for change to vouchers:**

School board members, superintendents, treasurers, and others are voicing their opposition to the effects of Ohio's ballooning voucher eligibility list. Ohio's main voucher program, known as the EdChoice Scholarship Program, provides public tax dollars for students assigned to persistently low-rated buildings to attend private schools. Students in grades kindergarten through eight receive a maximum of \$4,650, and high school students receive a maximum of \$6,000.

The list of voucher-eligible school buildings has grown exponentially in the past 15 months, from 238 buildings to an estimated 1,227 buildings. More than one-third of Ohio's public school buildings are now voucher eligible, and nearly three-fourths of all school districts have a building that is voucher eligible. Meanwhile, of the buildings on the eligibility list for the 2020-21 school year, nearly one-half of those buildings received an overall grade of "A," "B" or "C" on their current state report card.

Several factors have contributed to this explosion, like the expiration of the three-year safe harbor, creation of new voucher eligibility criteria, and implementation of overall letter grades. More information on this topic and solutions to this problem have been compiled by OSBA, the Ohio Association of School Business Officials and the Buckeye Association of School Administrators. The three associations have also issued several Calls to Action to contact legislators to ask for changes to be made before the next voucher application date on Feb. 1.

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FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #4183)

It was moved by Mr. Wilt and seconded by Mr. Lane that the paid bills for the previous month be approved as presented, for a total of \$752,370.38.

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #4184)

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 #1597 - #1598]**

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

TREASURER DISCUSSION ITEMS

**Fiscal Office Update:**

- Amanda Ely and I will be sending out the third of six invoices the week of December 9<sup>th</sup> for primary services.
- Amanda Ely is working to complete the uploading of all payroll and benefit information into the AF Comply software. If you recall, this software is being utilized by American Fidelity to deliver Affordable Care Act (ACA) Compliance services for 2019. Currently, the IRS has a deadline of March 31, 2020 (extended from January 31, 2020) to complete and distribute IRS Form 1095-C (Employer-Provided Health Insurance Offer and Coverage) to employees.
- The Fiscal office will begin migrating to the State Software Redesign. We currently use the Classic State Software to complete the processes associated with payroll, accounts payable, and accounts receivable. The “classic” version of the software will no longer be supported by the Management Council of the Ohio Education Computer Network in December 2022; therefore, MVECA has urged users to choose a “wave” as they have 30+ schools yet to migrate to the Redesign.

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TREASURER DISCUSSION ITEMS (Cont.)

The migration will be implemented as follows:

- January 2020 – each Tuesday in January, the entire fiscal team will attend training at MVECA.
- February 2020 – parallel processing: payroll, accounts payable, and accounts receivable (classic and redesign will be run simultaneously).
- March 2020 – Go live with Redesign.

**Professional Development:**

- On December 3, 2019, I attended the Legal Update workshop sponsored by Brown Co. ESC and Southern Ohio ESC. The workshop, held at Hopewell, had representatives from Ennis Britton Co., LPA presented on FMLA, open enrollment, federal procurement and other current legal topics.
- On December 4, 2019, the entire fiscal team attended the Calendar Year-End Fiscal Meeting at MVECA.
- On December 11, 2019, I will participate in the STRS Coffee Break webinar. The webinar will cover the following topics: processing employment verification reports, multifactor authentication (new security feature to Employer Self Service), pick up plans, and upcoming training opportunities.

UNPAID LEAVE OF ABSENCE REQUEST: ESC (Resolution #4185)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. Luck to approve an unpaid leave of absence request for **Bethany Ogden** from (approximately) February 1, 2020, to April 10, 2020.

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

SOUTHERN OHIO ESC ORGANIZATIONAL CHART (Resolution #4186)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hill and seconded by Mrs. Charters to approve the Organizational Chart as presented.

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

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**APPROVAL OF DONATIONS: R14 (Resolution #4187)**

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

<u>Donated Item/Description</u>	<u>Quantity</u>	<u>Donation Received from</u>	<u>Value of Donated Item</u>
Leckey Mygo Stander	1	Jessica Leach 517 Third St, Washington CH, OH 43160	\$5,577.95
R82 Mustang Pony Gait Trainer	1	Jessica Leach 517 Third St, Washington CH, OH 43160	\$2,092.50
Rifton Pacer Gait Trainer <i>(with accessories)</i>	1	Erika Thompson 71 Biddle Blvd, Bloomingburg, OH 43106	\$2,428.00

The board members present unanimously approved the motion. President of the board, Mrs. Gausman, declared the motion carried.

**SUPERINTENDENT INFORMATION/DISCUSSION ITEMS**

Superintendent Justice shared the following with the board:

1. Thank You – to Roger and Nancy West for the pumpkin bread, to Martha for her coordination of the Christmas dinner, to everyone for bringing a dish, and for the KAMP Dovetail donations as well.
2. Waddell Scholarship – Meeting to be held at 5:45 p.m. on January 21, 2020, before the January board meeting. This meeting includes board members from Clinton County, the Superintendent and Treasurer.
3. SOLC and member districts – We are investigating ways to help reduce costs for districts participating in the SOLC by looking at opportunities for districts outside our region to participate.
4. SOESC Board President – Mrs. Gausman will be the President Pro Temp at the January 2020 board meeting. Mrs. Justice asked everyone to let her know if anyone is interested in being President/Vice President for 2020. If county rotation continues as in the past, the next President should be from Clinton County, and the next Vice President should be from Fayette County.

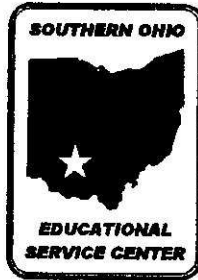
**ADJOURNMENT**

It was moved by Mr. Luck and seconded by Mr. Peck to adjourn to meet again for an organizational governing board meeting on January 21, 2020, at 6:00 p.m. at Southern Ohio Educational Service Center, 3321 Airborne Road, Wilmington.

  
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BOARD PRESIDENT

  
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TREASURER

**Southern Ohio Educational Service Center  
Governing Board**



**Resolution**

**December 17, 2019**

**In Recognition of James "Jim" Luck**

**Whereas**, Jim Luck was elected to the Clinton-Fayette-Highland Board of Education on **November 5, 2001**, and

**Whereas**, he has provided leadership, and loyal and dedicated service to the Southern Ohio Educational Service Center, and

**Whereas**, he has served as a valued board member who has given thoughtful consideration in regard to what is in the best interest of children, and

**Whereas**, he has resigned after **17 years of service** to the Southern Ohio Educational Service Center Governing Board,

**Therefore**, be it resolved that the Southern Ohio Educational Service Center Governing Board and all employees would like to express their sincere appreciation to you and wish you the very best.

*Martha Gausman*  
Martha Gausman, President

*Chrissy L. Charters*  
Chrissy Charters, Board Member

*Roy Hill*  
Roy Hill, Board Member

*Rod Lane*  
Rod Lane, Board Member

*Dennis Mount*  
Dennis Mount, Board Member

*Richard Peck*  
Richard Peck, Board Member

*Roger West*  
Roger West, Board Member

*Corky Wilt*  
Corky Wilt, Board Member

*Beth Justice*  
Beth Justice, Superintendent

*Rachel Meyer*  
Rachel Meyer, Treasurer



SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2020 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 \$1,520,000.00  
General Fund - Building Fund \$200,000.00 - continue to add \$25,000 per year, budget permitting, per 6/25/19 board direction  
Hopewell General Fund - Emergency Fund - 4 months of expenses \$1,000,000.00  
Hopewell General Fund - Building Fund \$31,000.00 - (security system, updates, repair, etc...)  
Hopewell General Fund - Termination / Retirement Benefits setaside \$46,370.00

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