

MINUTES OF THE SOUTHERN OHIO
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

0567

REGULAR MEETING

December 17, 2013

The Southern Ohio Educational Service Center Governing Board met on Tuesday, December 17, 2013 at 6:00 p.m. at the home of Dennis & Colleen Mount, Lynchburg for its regular monthly meeting. Members present were Mr. Clawson, Mr. Hill, Mr. Lane, Mr. Lewis, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West and Mr. Wilt along with Treasurer Roy Alleyn Unversaw Jr. and Superintendent Tony Long. Guests in attendance were Martha Gausman, Sandy Clawson, Barb Lane, Colleen Mount, Brianne Peck, Mary Jo Wilt and Karen Long.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3113)

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

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

MINUTE APPROVAL (Resolution #3114)

It was moved by Mr. Luck and seconded by Mr. West that the November 26, 2013 meeting minutes be approved as presented.

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

PUBLIC PARTICIPATION

Guests listed above were in attendance.

Note: Tony presented a plaque and small gift to show Board's appreciation to John Lewis for his years of service. Mr. Lewis will begin serving on the Adams County/Ohio Valley Board January 1st.

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REVIEW AND DISCUSSION OF SUPERINTENDENT'S EVALUATION

Board President Mount collected the evaluation instruments from the Board members. He will compile the results and will meet with Superintendent Long before the January Board meeting. The final evaluation will be shared and discussed with the Board at the January Board meeting.

JANUARY 2014 ORGANIZATIONAL MEETING DATE (Resolution #3115)

It was moved by Mr. Hill and seconded by Mr. Wilt to set the January Board Meeting date to January 28, 2014 at 6:30 p.m. at the Southern Ohio Educational Service Center.

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

GREAT OAKS ITCD REPORT

Mr. Lane updated the board on the December 2013 Great Oaks ITCD Board Meeting. The following bulleted item is a highlight from his report:

- Robin White will retire on July 31, 2014.

LEGISLATIVE LIAISON REPORT

Mr. Peck referred to the Ohio School Boards Association publication, *The Link*, Volume 23 issue 12 to update the board on Ohio's legislative matters. The following bullets are highlights from his report:

- OSBA is against HB 237, which seeks to void the Common Core State Standards.
- HB 264 - Diabetes is moving through legislation.
- HB193 - Revises high school diploma requirements.

FINANCIAL REPORTS

Mr. Unversaw reviewed the monthly reports with the board.

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APPROVAL OF PAID BILLS (Resolution #3116)

It was moved by Mr. Wilt and seconded by Mr. Peck that the paid bills for November 2013 be approved as presented, for a total of \$962,357.47.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3117)

[See Page #0574]

Upon the recommendation of Treasurer Unversaw, it was moved by Mr. Luck and seconded by Mr. Lewis to approve the following appropriation modifications and amendments as presented.

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

Note: Treasurer Unversaw and Superintendent Long explained why we are processing/hiring East Clinton substitutes. This will eliminate some of the strain on East Clinton's Treasurer's Office, provide consistency for substitutes and free up time for East Clinton secretaries and principals.

APPROVAL OF INVESTMENTS (Resolution #3118)

It was moved by Mr. Clawson and seconded by Mr. West to approve the following investments as transacted by the treasurer:

<u>Date</u>	<u>Fund</u>	<u>Firm</u>	<u>Maturity</u> <u>Date</u>	<u>Rate</u>	<u>Amount</u>
11/20/2013	General	Goldman Sachs Bank	11/20/2017	1.45%	\$ 90,000.00
11/20/2013	General	State Bank India New York	12/21/2017	1.20%	\$ 33,340.06
12/11/2013	General	Goldman Sachs Bank	12/11/2017	1.45%	\$100,000.00

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<u>Date</u>	<u>Fund</u>	<u>Firm</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Amount</u>
12/9/2013	Waddell	Discover Bank	10/02/2015	0.75%	\$ 54,919.15
12/9/2013	Waddell	Ally Bank	9/8/2015	0.75%	\$ 16,975.69
12/9/2013	Waddell	GE Capital Bank	7/19/2017	1.45%	\$ 39,940.00
12/9/2013	Waddell	GE Capital Bank	11/15/2017	1.30%	\$ 27,718.88
12/9/2013	Waddell	GE Capital Bank	8/9/2017	1.40%	\$ 4,995.00

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

TREASURER DISCUSSION ITEM

The treasurer's evaluation was reviewed and discussed.

BUSINESS OF THE SUPERINTENDENT: ESC (Resolution #3119)

Upon the recommendation of Superintendent Long, it was moved by Mr. Luck and seconded by Mr. Wilt to approve the following Personnel Contract Resignation and Certified Contract, pursuant to section O.R.C. 3319.08 of the Ohio Revised Code. All personnel are subject to assignment by the superintendent and all contracts are contingent upon continuation of existing local, state, and/or federal funding; proper licensure; Ohio Bureau of Criminal Background Investigation Check; Federal Bureau of Investigation Background Check (when required).

Personnel Contract Resignation

O.R.C. 3319.081 ~ CLASSIFIED CONTRACT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Jacqueline McClain	Parent Mentor	December 13, 2013

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Employment of Personnel [See Minute Page #0576]

O.R.C. 3319.08 ~ CERTIFIED CONTRACTS

<u>Name</u>	<u>Length</u>	<u>Contract Dates</u>	<u>Days</u>	<u>Schedule/Step Degree/Rate</u>
*East Clinton Substitute Teachers	1 yr.	2013-2014 SY	as needed	\$85.00 per diem

**see attached.*

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

APPROVAL OF POLICY MANUAL UPDATES (Resolution #3120)

Upon the recommendation of Superintendent Long, it was moved by Mr. West and seconded by Mr. Peck to approve the following new and revised policies:

New Policies:

DN	School Properties Disposal
GBS	Health Insurance Portability and Accountability (HIPPA)
GBS-E	Notice of Privacy Practices

Revised Policies:

GBN	Extended Group Health Coverage
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The board members present unanimously approved the motion. President of the board, Mr. Mount, declared the motion carried.

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APPROVAL OF AN IMPRACTICAL TO TRANSPORT RESOLUTION (Resolution #3121)

Upon the recommendation of Superintendent Long, it was moved by Mr. Hill and seconded by Mr. Clawson to approve Clinton-Massie Local's request for Impractical Transportation of students.

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

HOPEWELL REGIONAL ADVISORY COUNCIL (Resolution #3122)

Upon the recommendation of Superintendent Long and the Hopewell Regional Advisory Council, it was moved by Mr. Lewis and seconded by Mr. West to approve the following:

SERVICE CONTRACT(S)

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Brown County ESC	tbd	Ohio Improvement Process	2013-14 SY	NTE \$28,861.00	----
South Central Ohio ESC	tbd	Ohio Improvement Process	2013-14 SY	NTE \$1,200.00	----

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Long shared the following with the board:

1. Although health insurance rates will not be approved by the board until late spring or early summer, he would like the board's thoughts on moving forward with the \$1,000, \$1,500 and \$2,000 funding that Doug Merkle suggested.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

2. Clinton-Massie football team captured an Ohio High School Athletic Association state football championship in Division IV on December 6th.
3. The IRS mileage rate decreased from .56 per mile from our current rate of .565 per mile which will go into effect on January 1, 2014.
4. Mr. Lane has indicated his willingness to continue serving on the Great Oaks ITCD Board.
5. ESC/OSBA Leadership Academy was well attended by newly elected/returning school board members, treasurers and superintendents.
6. Mr. Lane's sister, Betty Hammer, recently passed away. Please keep the Lane family in your thoughts and prayers.
7. Appreciation to Nancy West for the pumpkin bread she & Roger shared at our November meeting.
8. SOESC/Region 14 Christmas Luncheon will be on December 20th at Snowhill Country Club. Doug Merkle will be present to share some basic information about the high deductible health care plan which will be offered as an option January 2015.
9. Superintendent Long wished the board members a Merry Christmas and a Happy New Year.

ADJOURNMENT (Resolution #3123)

It was moved by Mr. Luck to adjourn to meet for an organizational meeting on January 28, 2014 at 6:30 p.m. at the Southern Ohio Educational Service Center, Wilmington.

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

BOARD PRESIDENT

TREASURER

OHIO EDUCATIONAL SERVICE CENTER
 FY 2014 PERMANENT APPROPRIATIONS

12/10/2013

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FUND	OBJECT	SCC	DESCRIPTION	GENERAL FUND												TOTAL ACCOUNT	
				July	August	September	October	November	December	January	February	March	April	May	June		
001	100	0000	SALARIES	\$ 2,254,402.40	\$ (67,113.91)	\$ 15,859.00	\$ 37,500.00	\$ 77,000.00									\$ 2,317,647.49
001	200	0000	FRINGE BENEFITS	\$ 935,936.55	\$ (23,140.58)	\$ 2,585.02	\$ 6,951.00	\$ 13,075.00									\$ 955,416.99
001	400	0000	PURCHASED SERVICES	\$ 288,929.47	\$ 5,970.00	\$ 43,100.00	\$ 1,500.00										\$ 339,499.47
001	500	0000	SUPPLIES & MATERIALS	\$ 42,575.00	\$ 1,650.00	\$ 2,500.00	\$ 50.00										\$ 46,775.00
001	600	0000	CAPITAL OUTLAY	\$ 20,000.00													\$ 20,000.00
001	800	0000	OTHER OBJECTS	\$ 49,149.16	\$ 3,632.84	\$ 80.00	\$ 80.00										\$ 52,942.00
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,130,000.00													\$ 1,130,000.00
			GENERAL FUND TOTAL														\$ 4,851,880.95
				OTHER FUNDS													
001	9001		GIFTED GENERAL FUND	\$ 253,076.00													\$ 253,076.00
001	9018		STAFF DEVELOPMENT GENERAL FUND	\$ 116,802.77													\$ 116,802.77
001	9040		GREENFIELD CITY COUNTY GENERAL FUND	\$ 105,578.16	\$ 6,568.21												\$ 112,146.37
001	9041		HILLSBORO CITY COUNTY GENERAL FUND	\$ 29,654.85	\$ 8,707.26												\$ 38,362.11
001	9042		WASHINGTON C.H. CITY COUNTY GENERAL FUND	\$ 19,650.03	\$ 4,465.04												\$ 24,115.07
001	9043		WILMINGTON CITY COUNTY GENERAL FUND	\$ 15,778.37	\$ 14,445.90												\$ 30,224.27
001	9050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 113,293.38													\$ 113,293.38
007	0000		UNCLAIMED FUNDS	\$ 11.00													\$ 11.00
008	9271		WADDELL FUND	\$ 53,800.00													\$ 53,800.00
014	9138		MEDIA CENTER FUND	\$ 29,772.18	\$ 4,399.83												\$ 34,172.01
014	9197		ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 139,991.05													\$ 139,991.05
022	0000		HOPEWELL LEGAL DEFENSE FUND	\$ 25,001.29													\$ 25,001.29
022	9245		HOPEWELL GENERAL FUND	\$ 4,169,565.00	\$ 184,142.00												\$ 4,353,707.00
022	9500		D.A.R.E AGENCY FUND	\$ 30,973.25													\$ 30,973.25
463	9013		ALTERNATIVE CHALLENGE FY14 FUND	\$ 44,359.00													\$ 44,359.00
451	9412		ONENET CONNECTIVITY FY14 FUND														\$ 900.00
499	9005		STATE SUPPORT TEAM FY13 FUND	\$ 7,095.80													\$ 7,095.80
499	9006		STATE SUPPORT TEAM FY14 FUND	\$ 100,000.00													\$ 100,000.00
506	9100		eTPES FY14 FUND	\$ 14,700.00													\$ 14,700.00
506	9451		OPES FY13 FUND		\$ (2,225.00)												\$ (2,225.00)
516	9222		IDEA PART B FY13 FUND	\$ 168,673.80													\$ 168,673.80
516	9223		IDEA PART B FY14 FUND	\$ 1,017,492.96													\$ 1,017,492.96
515	9805		PARENT MENTOR FY13 FUND	\$ 2,225.89	\$ (1,716.72)												\$ 509.17
516	9806		PARENT MENTOR FY14 FUND	\$ 25,000.00													\$ 25,000.00
587	9505		EARLY LEARNING DISCRETIONARY FY14 FUND	\$ 46,659.00													\$ 46,659.00
590	9002		OTES FY13 FUND	\$ 19,800.00	\$ (29,894.20)												\$ (10,094.20)
590	9003		OTES FY14 FUND	\$ -	\$ 18,900.00												\$ 18,900.00
599	9506		SPDG FY13 FUND	\$ 5,539.40													\$ 5,539.40
599	9507		SPDG FY14 FUND														\$ (24,155.34)
599	9601		UD - PARAPROFESSIONAL FY12 FUND	\$ 1,501.78													\$ 1,501.78
599	9602		UD - PARAPROFESSIONAL FY13 FUND	\$ 20,983.45													\$ 20,983.45
				AGENCY FUNDS TOTAL													
				\$ 128,790.67	##	\$ 73,815.58	\$ 46,091.00	\$ 90,975.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,785,762.29
																\$ 11,637,643.24	

Monthly Appropriation Changes
 GRAND TOTAL APPROPRIATIONS - ALL FUNDS

Notes:

General Fund - Staff Wellness Dollars \$9,786.36 (additional funds from the EPC expected)
 General Fund - Tuition Reimbursement for all staff collectively \$7,000.00
 Termination Benefits Fund - Unemployment, Severance, and Vacation Payouts

Contingencies:

General Fund - Emergency Fund - 4 months of expenses \$1,080,000.00
 General Fund - Building Fund \$50,000.00 FY 2014 then an additional \$25,000.00 per year until FY 2018
 Hopewell General Fund - Emergency Fund - 3 months of expenses \$820,000.00.
 Hopewell General Fund - Building Fund \$100,000.00 - (HVAC, siding, updates, repair, etc...)
 Hopewell General Fund - Termination / Retirement Benefits setaside \$30,000.00

Transfers: (To be made FY 2014 - more information to follow)

Greenfield City County Agreement remaining cash to the General Fund \$117,381.17.
 Hillsboro City County Agreement remaining cash balance to the General Fund \$38,362.11.
 Washington CH City County Agreement remaining cash balance to the General Fund \$18,849.66.
 Wilmington City County Agreement remaining cash balance to the General Fund \$30,224.27.

*Note: City County Agreement expenses and revenues will be accounted for in the General Fund beginning FY 2014. The dollars associated with the agreements will be credited to the city county districts through the invoicing process. The dollars transferred to the General Fund will also be credited to the city county districts through the invoicing process.

Media Center remaining balance to the General Fund (Due to the closing of the Media Center) \$35,218.04
 Alternative School Fund to the Termination Benefits Fund for severance setaside \$11,600.00.
 Gifted Fund to the Termination Benefits Fund for severance setaside \$23,800.00
 Hopewell Legal Defense Fund remaining balance to the Hopewell General Fund \$25,001.29

East Clinton Substitute List
December 17, 2013 SOESC Board Meeting

Last	First
1	Acierno Laura
2	Adams Michele
3	Allen Mariena
4	Allen Tammy
5	Attinger James
6	Barrett Janet
7	Beekman Vicky
8	Betts Deborah
9	Bill Daniel
10	Black Matthew
11	Black S. Jodi
12	Bower Penelope
13	Brown Kayla
14	Brackemyre Anthony
15	Briggs Barbara
16	Chaney Christine
17	Cinnamon Mackenzie
18	Clifford Lori
19	Cobb Cynthia
20	Coccia Nancy
21	Cole Patsy
22	Cook Belinda
23	Corwin Melanie
24	Cousar Carolyn
25	Crowder Angela
26	Crum Rhonda
27	Daley Danielle
28	Donisi Cara
29	Eldridge Leslee
30	Esposito Gina
31	Faris Amy
32	Fleihman Kenneth
33	Fogle Christopher
34	Fox Jason
35	Friend Nelida
36	Frost Robert
37	Gross Dwayne
38	Hackney Mark
39	Hamilton Melanie

Last	First
40	Hampton Jamie
41	Hannah Laura
42	Hartley Sharon
43	Haynie Chad
44	Hiser Pamela
45	Howland Jennifer
46	Inlow Cyndia
47	Justice Paulette
48	Keach Loretta
49	Keltner Brenda
50	Kieffer Peggy
51	Kincaid Penelope
52	Kirkendall Laura
53	Kisling Brett
54	Lewis Michele
55	Lindsey JoAnne
56	Linkhart Kathy
57	Lippert Nancy
58	Long Jennifer
59	Lubrano David
60	Luce Brandon
61	Marion Teresa
62	Martin Sherri Lee
63	Mathews Ross
64	Matz Thomas
65	Maust Kyle
66	McCoy Sarah
67	McGraw Jeremy
68	Mechlin Candice
69	Meinert Robin
70	Middleton Carolyn
71	Miller Fred
72	Moore Gaye
73	Morse Ashley
74	Mwanza Maya
75	Myers Robin
76	Naylor Ethel
77	Newland Charles
78	Olaker Jeremy

Last	First
79	Olds Cynthia
80	Ortlieb Jerika
81	Peele Erin
82	Penwell Kathryn
83	Peyton Rachel
84	Pursell Rhonda
85	Rich Megan
86	Roberts Carlos
87	Samartini Jennifer
88	Savage Jerry
89	Schlaegel Samantha
90	Schelling Adam
91	Schelling Ashley
92	Sexton Matthew
93	Sheley Tom
94	Shirkey Christopher
95	Shivers Paul
96	Simpson Susan
97	Smith Spenser
98	Smith-Weston Dawn
99	Snapp Kenneth
100	Snodgrass Amber
101	Snowball William
102	Sodini Sarah
103	Storer Kimberly
104	Streber Terri
105	Strider Julia
106	Stuckey Ryan
107	Sullivan Lorna
108	Sullivan Nicole
109	Tate Debra
110	Terhune Drexel
111	Thornberry Robert
112	Waits Rebecca
113	Walker Bobbie Sue
114	Wallace Timothy
115	Walters Amber
116	Whitford Pete
117	Williams Amy

Last	First
118	Williams Cindi
119	Wiseman Sharon
120	Woleab Kenneth
121	Worley John A.
122	Yeager Karen
123	Yankowski Randolph