

MINUTES OF THE SOUTHERN OHIO  
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR MEETING

December 15, 2015

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The Southern Ohio Educational Service Center Governing Board met on Tuesday, December 15, 2015 at 6:00 p.m. at the home of Jim & Sandy Clawson for its regular monthly meeting. Members present were Mr. Clawson, Mrs. Gausman, Mr. Hill, Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West and Mr. Wilt along with Treasurer Rachel Meyer and Superintendent Tony Long. Guest in attendance was Chrissy Charters.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3472)

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

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

MINUTE APPROVAL (Resolution #3473)

It was moved by Mr. Lane and seconded by Mr. Peck that the November 24, 2015 meeting minutes be approved as presented.

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

PUBLIC PARTICIPATION

Guest, Chrissy Charters was in attendance.

EXECUTIVE SESSION (Resolution #3474)

It was moved by Mr. Luck and seconded by Mr. Wilt to enter into Executive Session at 6:18 p.m. to discuss the Treasurer evaluation and consider the appointment of a public employee or official.

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

Board returned from Executive Session at 6:31 p.m.

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RESOLUTION IN APPRECIATION OF SOESC GOVERNING BOARD MEMBER, JIM CLAWSON  
(Resolution #3475) [See Minute Page #930]

It was moved by Mr. Luck and seconded by Mr. Peck to approve the resolution in appreciation of Jim Clawson from the Southern Ohio Educational Service Center Governing Board effective January 14, 2016.

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

POTENTIAL SOUTHERN OHIO EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEMBER

The board expressed no concerns or reservations regarding potential board member, Chrissy Charters. Mr. Mount recommended that the board move forward at the January 2016 board meeting.

JANUARY 2016 ORGANIZATIONAL MEETING DATE (Resolution #3476)

It was moved by Mr. Lane and seconded by Mr. Mount to set the January Board Meeting Date to January 26, 2016 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. Clawson, declared the motion carried.

GREAT OAKS ITCD REPORT

No report Given.

LEGISLATIVE LIAISON REPORT

No report Given.

Similar Student Measure ad discussed briefly.

FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

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APPROVAL OF PAID BILLS (Resolution #3477)

It was moved by Mr. Peck and seconded by Mrs. Gausman that the paid bills for the previous month be approved as presented, for a total of \$750,320.32.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3478)

[See Minute Page #931-932]

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

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

TREASURER DISCUSSION ITEMS

1. Fiscal Office Update:

- Mary Camp and I just sent out the third invoices of the year for primary services. If you recall, Hopewell and the ESC's services have been combined into one invoice per district. We began this practice in FY14 with the goal of reducing the number of invoices, provide consistency in billing, and make it easier for districts to process payments to the ESC.
- In conjunction with Fairfield County ESC, we successfully submitted the Straight A Grant in the amount of \$874,271 on November 30, 2015.
- Amanda Ely and I continue to focus on Affordable Care Act (ACA) IRS reporting requirements and Worxtime tracking capabilities and timelines. If you recall, Worxtime is the software that we have in place to help us to be in compliance with the ACA.

2. Professional Development

- On December 8, 2015, Tony, myself, Beth and other key staff at Region 14 attended the SST (State Support Team) Fiscal Review at Region 14. Mark Lyskey, who conducted the review, is with the Resource Management Section of the Office for Exceptional Children and the purpose of his site visit was to review the use of Part B funds awarded to the SST as well as the general funds awarded to support the activities in the Performance Agreement for Ohio's State Support Teams.
- On December 9, 2015, I will attend a Treasurer Cohort workshop in Piketon. The workshop will address such topics as ramifications of ethics for the work of school treasurers to be presented by Warren Grody, Senior Attorney for Bricker and Eckler.

**MINUTES OF THE SOUTHERN OHIO  
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**PERSONNEL CONTRACT AGREEMENT(S) (Resolution #3479)**

Upon the recommendation of Superintendent Long, it was moved by Mr. Mount and seconded by Mrs. Gausman that the board approve 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 highly qualified teacher per current job assignment; Ohio Bureau of Criminal Background Investigation Check; and Federal Bureau of Investigation Background Check:

[See Minute Page #933]

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

**APPROVAL OF SERVICE CONTRACT(S) (Resolution #3480)**

Upon the recommendation of Superintendent Long, it was moved by Mr. Lane and seconded by Mr. West to approve the following service contract(s) as listed:

**SERVICE CONTRACT(S)**

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Brown Co. ESC	2160629	Ohio Dept. of Homeland Security/ODE Safety Plan Review by Don Rabold	FY 2016	\$1500.00	----
Ohio School Boards Association	2160615	Annual Membership Dues & School Management News Subscription	1/1/2016-12/31/16	\$2,467.00	----

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

**MINUTES OF THE SOUTHERN OHIO  
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**HOPEWELL REGIONAL ADVISORY COUNCIL (Resolution #3481)**

Upon the recommendation of Superintendent Long and the Hopewell Regional Advisory Council, it was moved by Mr. Mount 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>
IAP Government Services Group Inc	2160631	Replacement heating, ventilation, air conditioning system	FY 2016	\$53,595.44	----

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

**SUPERINTENDENT INFORMATION/DISCUSSION ITEMS**

Superintendent Long shared the following with the board:

1. Shared appreciation on behalf of the board to Nancy West for the pumpkin bread she and Roger shared at the November meeting.
2. The official certification documents were given to those board members that were up for election in November.
3. In Mr. Peck's absence at the January board meeting, Mr. Hill will serve as President Pro-tem.
4. The Waddell Scholarship Committee (Mr. Luck, Mr. Peck and Mr. Lane) will meet at 5:45 prior to the January 26, 2016 board meeting.
5. The new ODE Interim State Superintendent is Lonnie Rivera.
6. Verizon is now offering an 18% discount for all SOESC employees, which includes board members.
7. Brian Switzer has been hired by AC/OV as treasurer beginning January 1, 2016.
8. A gift was handed out to each board member.

**ADJOURNMENT (Resolution #3482)**

It was moved by Mr. Luck to adjourn to meet again in regular session on January 26, 2016 at 6:30 p.m. at the Southern Ohio Educational Service Center, Wilmington.

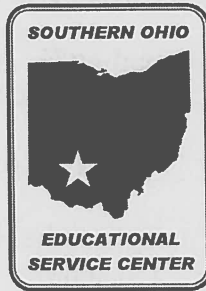
The board members present unanimously approved the motion. President of the board, Mr. Clawson, declared the motion carried.

\_\_\_\_\_  
BOARD PRESIDENT

\_\_\_\_\_  
TREASURER

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**Southern Ohio Educational Service Center  
Governing Board**



**Resolution**

**December 15, 2015**

**In Recognition of James "Jim" Clawson**

**Whereas**, Jim Clawson was elected to the Clinton-Fayette-Highland Board of Education on **March 23, 1999**, 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.

\_\_\_\_\_  
Richard Peck, Vice President

\_\_\_\_\_  
Martha Gausman, Board Member

\_\_\_\_\_  
Roy Hill, Board Member

\_\_\_\_\_  
Rod Lane, Board Member

\_\_\_\_\_  
Jim Luck, Board Member

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Dennis Mount, Board Member

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Roger West, Board Member

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Corky Wilt, Board Member

\_\_\_\_\_  
Tony Long, Superintendent

\_\_\_\_\_  
Rachel Meyer, Treasurer



SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
 FY 2016 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	GENERAL FUND												TOTAL ACCOUNT
				July	August	October	November	December	January	February	May					
001	100	0000	SALARIES	\$ 2,999,704.00	\$ 117,321.00	\$ 32,464.00										\$ 3,049,489.00
001	200	0000	FRINGE BENEFITS	\$ 1,213,877.74	\$ 45,607.00	\$ 10,329.00										\$ 1,269,813.74
001	400	0000	PURCHASED SERVICES	\$ 376,069.48	\$ 4,352.00	\$ 25,225.00	\$ 40,350.00									\$ 445,996.48
001	500	0000	SUPPLIES & MATERIALS	\$ 49,960.00	\$ 2,250.00	\$ 50.00										\$ 52,260.00
001	600	0000	CAPITAL OUTLAY	\$ 27,600.00												\$ 27,600.00
001	800	0000	OTHER OBJECTS	\$ 48,179.81	\$ 320.00											\$ 48,499.81
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,180,000.00												\$ 1,180,000.00
			<b>GENERAL FUND TOTAL</b>													\$ 6,073,659.03
			<b>OTHER FUNDS</b>													
001	9018		STAFF DEVELOPMENT GENERAL FUND	\$ 22,187.83												\$ 22,187.83
001	9050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 70,596.46												\$ 70,596.46
007	0000		UNCLAIMED FUNDS	\$ 24.20												\$ 24.20
008	9271		WADDELL FUND	\$ 53,300.00												\$ 53,300.00
014	9197		ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 127,011.00												\$ 127,011.00
022	9245		HOPEWELL GENERAL FUND	\$ 4,257,930.00	\$ 75,476.00											\$ 4,333,406.00
022	9500		D.A.R.E. AGENCY FUND	\$ 21,299.07												\$ 21,299.07
463	9015		ALTERNATIVE CHALLENGE FY16 FUND	\$ 44,359.00					\$ 1,800.00							\$ 44,359.00
451	9414		ONENET CONNECTIVITY FY16 FUND	\$ -												\$ 1,800.00
499	9007		STATE SUPPORT TEAM FY15 FUND	\$ 1,616.31												\$ 1,616.31
499	9008		STATE SUPPORT TEAM FY16 FUND	\$ 115,140.50												\$ 115,140.50
516	9224		IDEA PART B FY15 FUND	\$ 139,760.59		\$ 300.00	\$ (192,363.36)									\$ (52,302.77)
516	9225		IDEA PART B FY16 FUND	\$ 1,017,492.96		\$ 192,363.36										\$ 1,209,856.32
516	9807		PARENT MENTOR FY15 FUND	\$ 13,289.63			\$ (12,874.99)									\$ 414.64
516	9808		PARENT MENTOR FY16 FUND	\$ 25,000.00												\$ 25,000.00
587	9506		EARLY LEARNING DISCRETIONARY FY15 FUND	\$ 510.68												\$ 510.68
587	9507		EARLY LEARNING DISCRETIONARY FY16 FUND	\$ 46,659.00												\$ 46,659.00
590	9004		OTES FY15 FUND	\$ 10,400.00			\$ (9,424.26)									\$ 975.74
599	9508		SPDG FY15 FUND	\$ 38,713.44		\$ 116,201.91										\$ (24,988.47)
599	9509		SPDG FY16 FUND	\$ 17,500.00												\$ 133,701.91
599	9603		UD - PARAPROFESSIONAL FY14 FUND	\$ 1,950.00												\$ 1,950.00
599	9604		UD - PARAPROFESSIONAL FY15 FUND	\$ 13,752.24												\$ 13,752.24
599	9700		EARLY LEARNING CHALLENGE FY15 FUND	\$ 16,764.44			\$ (16,945.94)									\$ (181.50)
599	9701		EARLY LEARNING CHALLENGE FY16 FUND	\$ -				\$ 12,000.00								\$ 12,000.00
			<b>OTHER FUNDS TOTAL</b>					\$ 12,000.00								\$ 6,158,088.16
			<b>Monthly Appropriation Changes</b>		\$ 245,326.00	\$ 376,933.27	\$ (236,214.52)	\$ -								\$ 12,231,747.19
			<b>GRAND TOTAL APPROPRIATIONS - ALL FUNDS</b>													\$ -

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2016 PERMANENT APPROPRIATIONS

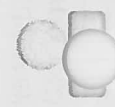
**Notes:**

General Fund - Tuition Reimbursement for all staff collectively \$7,000.00  
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 \$1,080,000.00  
General Fund - Building Fund \$100,000.00 FY 2016 - add \$25,000.00 per year until FY 2018  
Hopewell General Fund - Emergency Fund - 4 months of expenses \$1,000,000.00.  
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 - more information to follow)**





Employment Recommendations  
SOESC

Highlighted entry denotes additional agenda item

Last Name	First Name	Tentative Position	Contract Beg.	Contract End	Length of Contract	Days	Schedule	Step	Degree	Amount	Pay Type	Contract Type	Comments	Additional Agenda Item	Board meeting Date
Woodruff	Teresa	Gifted Intervention Specialist	2015	2016	1	42	MA(A)	5	Masters	\$ 231,211	Per Diem	Retired/Certificated		X	12/14/2015

