

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

**HYBRID BOARD MEETING**

**February 23, 2021**

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The Southern Ohio Educational Service Center Governing Board met virtually and on-site on Tuesday, February 23, 2021, at 6:30 p.m. for its regular monthly (hybrid) meeting. Members present were Mrs. Charters, Mrs. Gausman, Mr. Hill, Mr. Lane (on-site), Mr. Mount, Mr. Peck (on-site), Mrs. Saylor (on-site), Mr. West, and Mr. Wilt (joined 6:36 p.m.), along with Rachel Meyer, Treasurer (on-site), and Beth Justice, Superintendent (on-site). Guests present were Kim K. Adams, Curt Bradshaw, Bret Malone, Linda Mead, Jeff Royalty, Paul, Riely, and Zoey Osborne (on-site).

APPROVAL OF THE MEETING AGENDA (Resolution #4349)

It was moved by Mr. Hill and seconded by Mr. West 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 #4350)

It was moved by Mr. Peck and seconded by Mrs. Gausman that the January 26, 2021 meeting minutes be approved as presented.

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

The meeting was opened for public participation. None received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Mr. Royalty indicated that the smoke detection alarms are now monitoring the building, and 9-1-1 will be called should the situation warrant during the nighttime hours. Mr. Royalty also reported that Dutch Builders, located near Lake Waynoka, is completing a 32x32x14 pole barn on the property. The pole barn will be used to store equipment used by the related services personnel. The project began on February 12. The concrete floor is the next step. Spray foam and a mini-split system for humidity will be installed at a later date. The current security cameras can monitor the storage building. Still, Mr. Royalty indicated he could look into an auxiliary system to monitor the site after a board member (Mrs. Charters) asked about security. Mr. Royalty estimates they will be able to move the equipment into the building after this school year.

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SOUTHERN OHIO ESC SHARED EXPERTISE (Cont.)

Mrs. Adams introduced the Administrator Forums, a platform utilized to serve and support elementary and secondary administrators. Miss Mead then shared a YouTube video about Administrator Forums and Creating Communities of Practice. Mrs. Adams indicated they are continuing to work on attendance and building engagement as well as active listening. She said principals want professional development to grow themselves, and it is our hope this platform will work for them.

Mr. Bradshaw provided a history of the forums and indicated that last spring, the meetings moved from quarterly, in-person meetings to monthly meetings via a remote/virtual environment. He said that there had been positive feedback because it allows administrators to engage with others from the region without leaving their offices. The format provides for informational presentations, information sharing and will enable participants to bring up and address a common need/challenge.

Mrs. Saylor indicated she was very impressed with the Communities of Learning. She felt there would be a positive ripple effect from principals to teachers to students. Mrs. Gausman agreed.

Kim indicated next steps are: platforms to house information, recordings, and conversations so all administrators can access them.

*Mrs. Justice thanked each for their work and indicated how proud she is of the work being done.*

GREAT OAKS ITCD REPORT

Mr. Lane reported that the Great Oaks board met via a blended meeting on February 10, 2021, with 10 in person and 25 via telephone. He indicated February is Career Education month, and several students have been featured promoting campus programs. Mr. Lane then reported that applications started in February for 2021-2022 enrollment and that 1800 juniors have made applications. He then mentioned the following dates:

- February 12, COVID vaccines were provided to interested staff
- September 10, 2021 – Great Oaks will hold its board meeting at the new Laurel Oaks Campus
- 4<sup>th</sup> Quarter – early March 2021 – all campuses working towards five days/week in-person instruction  
May 11, 2021 – Laurel Oaks Senior Ceremony

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LEGISLATIVE LIAISON REPORT

Mr. Peck reviewed the February issue of “The Link” with the board members.

**Governor partially restores K-12 funding for FY 2021**

Gov. Mike DeWine signed an executive order on January 22, 2021, that implements budget reductions for fiscal year (FY) 2021 and partially restores funding cuts made to K-12 education in that fiscal year. K-12 foundation payments were cut by \$300 million in FY 2020, and districts continued to see reduced foundation payments in FY 2021. The executive order will make the net reduction for FY 2021 \$140 million, restoring \$160 million to districts. DeWine made the following statement, “With this Executive Order, we are finalizing current year budget reductions at \$390 million across all agencies, which is less than the cuts implemented last year. Mr. Peck indicated there isn’t one school district in the state not seeing a reduction in per-pupil expenses.

**Recently introduced legislation**

- HB 2 introduced by Reps. Rick Carfagna (R-Genoa Township) and Brian Stewart (R-Ashville) to establish the residential broadband expansion program.
- HB 23 introduced by Reps. Phil Plummer (R-Dayton) and Thomas West (D-Canton) require peace officers to undergo dementia-related training.
- HB 43 introduced by Reps. Sobecki and James M. Hoops (R-Napoleon) permanently authorize public bodies to meet via teleconference and video conference.
- HB 49 introduced by Reps. Sobecki and Phillip M. Robinson, Jr. (D-Solon), to reinstate the Joint Education Oversight Committee.
- SB 8 was introduced by McColley, to establish the residential broadband expansion program.

FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

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APPROVAL OF PAID BILLS (Resolution #4351)

It was moved by Mr. Wilt and seconded by Mrs. Saylor that the paid bills for the previous month be approved as presented, for a total of \$805,044.00.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #4352)

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

**[See Minute Pages #1753 - #1754]**

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

*Mr. Mount commended Taylor Reed for her work on the annual report.*

TREASURER DISCUSSION ITEMS

**Reminder Financial Disclosure Forms Due May 17, 2021:**

- If you would like a paper form please let me know; otherwise, you can fill it out and submit your form online.

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TREASURER DISCUSSION ITEMS (Cont.)

**Fiscal Office Update:**

- Amanda Ely and I sent out the fourth of six invoices of the year for primary services for Hopewell and ESC the week of February 1.
- I am glad to report that State Teachers Retirement System (STRS) member services representative Kelly McChristy will host a webinar similar to the School Employees Retirement System (SERS) webinar held in December. The webinar will provide valuable information (plans of payment, healthcare coverage, working after retirement, disability pensions, how social security is affected by public pensions, etc.) for our employees who are early, mid, or late-career. The webinar is scheduled for March 24, 2021.
- The SOESC and Region 14 Hopewell State Support Team (SST) has been selected to pilot the State Support Team fiscal review process. We were asked to participate because there is a good relationship between our SST and SOESC, and ODE views our staff as well organized and diligent in the fiscal process. The review will be for our State Support Team IDEA and GRF funds. The primary objective of this review will be to test the review process and to provide technical assistance and support the leveraging of the use of funds. On January 26, Beth and I had a discussion with Ray Draghi and Earl Focht from ODE regarding the process and documents that will be required to complete the review. I will need to have the required documents to Ray and Earl by February 19, and the review will be scheduled for March.

**Professional Development**

- On February 5, 2021, I attended the virtual Special Education Legal Updates. The presentation provided updates on current COVID regulatory changes and guidance, attendance during COVID, licensure regulation, and pending laws around interstate compacts for therapy services.
- On February 11, 2021, I will attend the Ennis Britton Administrator's Academy: Managing Employee Leaves.
- On February 22, 2021, I will attend the School Insurance Consultants Zoom meeting that will cover various insurance situations that might occur in this unprecedented time caused by COVID, such as: *How are computer devices insured while in an employee's or students home, or Does our Cyber liability cover employee work while at home?*

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**PERSONNEL CONTRACT RESIGNATION: ESC (Resolution #4353)**

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

**SOESC RESIGNATION**

<u>Name</u>	<u>Position</u>	<u>Contract Type</u>	<u>Effective Date</u>
Highfield, Noreen	Health Aide	Classified	2/16/2021

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

**PERSONNEL CONTRACT AGREEMENTS (Resolution #4354)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Lane and seconded by Mrs. Gausman 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 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:

**SOESC CONTRACT AGREEMENT**

<u>Name</u>	<u>Tentative Position</u>	<u>Contract Dates</u>	<u>Length</u>	<u>Days</u>	<u>Degree</u>	<u>Schedule/ Step/Rate</u>	<u>Contract Type</u>
Collins, Shawna	Substitute Teacher	2020-2021	1 Year	As needed	No degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certificated
Gruber, Joseph	Substitute Teacher	2020-2021	1 Year	As needed	No degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certificated
Long, Anthony	Substitute Admin.	2020-2021	1 Year	As needed	No degree on Schedule	No Schedule/ No Step/ \$50 per hour	Retired Administrator/ Certified

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PERSONNEL CONTRACT (Cont.)

**East Clinton Substitutes**

- |                             |                         |
|-----------------------------|-------------------------|
| 1. Gruber, Joseph           | 2. Reed, Denise         |
| 3. Smith, Catherine "Katie" | 4. Stewart, S. Veronica |

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

APPROVAL OF FY21 HIGHLAND COUNTY FAMILY AND CHILDREN FIRST  
COUNCIL MEMBERSHIP (Resolution #4355)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. West to approve continued educational service center membership in the Highland County Family and Children First Council (HCFCFC) for FY 2021, at a cost of \$100.00.

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

PERSONNEL CONTRACT RESIGNATIONS: R14 (Resolution #4356)

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

**R14 RESIGNATIONS**

<u>Name</u>	<u>Position</u>	<u>Contract Type</u>	<u>Effective Date</u>	<u>Comments</u>
Dean-Garnai, Julie	Early Childhood Itinerant Teacher	Certified	5/28/2021	Retirement
Allen, Linda	SATH Executive Director	Classified	6/30/2021	Retirement

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

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

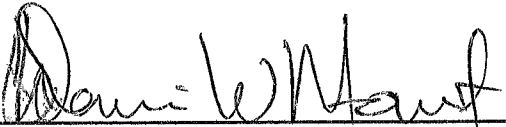
Superintendent Justice shared the following with the board:

1. OETC (Ohio Educational Technology Conference) – Not attending in person, offered free virtually, and many employees attended, Megan Thompson and Alexis Kirk presented.
2. Administrative Assistants – will be recognized.
3. SOESC Four County Board Meeting Status – Canceled for 2021.
4. Contract List – Current employees and contract status in board packets.
5. Blanchester Superintendent Search Update – Randy Dunlap will be the new Superintendent at Blanchester. Mrs. Justice thanked Mr. Long for all of his help with the search process.

*Mrs. Justice asked Riley and Zoey Osborne to speak about returning to in-person learning. Each spoke and provided reasons for their preference to return to in-person learning.*

ADJOURNMENT

It was moved by Mr. West and seconded by Mr. Wilt to adjourn to meet again in regular session on Tuesday, March 23, 2021, at 6:30 p.m., at Southern Ohio Educational Service Center, Airborne Road, Wilmington, Ohio.

  
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BOARD PRESIDENT

  
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TREASURER



SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2021 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	FY2021 APPROP	GENERAL FUND				TOTAL ACCOUNT	
					August	October	November	December		
001	100	10000	SALARIES	\$ 2,655,039.00					\$ 2,655,039.00	
001	200	10000	FRINGE BENEFITS	\$ 1,355,450.38					\$ 1,355,450.38	
001	400	10000	PURCHASED SERVICES	\$ 993,219.00					\$ 993,219.00	
001	500	10000	SUPPLIES & MATERIALS	\$ 75,282.45	\$ 50.00				\$ 75,282.45	
001	600	10000	CAPITAL OUTLAY	\$ 29,700.00					\$ 29,700.00	
001	800	10000	OTHER OBJECTS	\$ 49,925.00					\$ 49,925.00	
001	900	10000	CONTINGENCIES / TRANSFERS	\$ 1,780,000.00					\$ 1,780,000.00	
			GENERAL FUND TOTAL	\$ 6,938,615.83					\$ 6,938,615.83	
OTHER FUNDS										
001	9050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 504.22	\$ 35,000.00				\$ 35,504.22	
007	10000		UNCLAIMED FUNDS	\$ 58.95					\$ 58.95	
008	9271		WADDELL FUND	\$ 53,300.00					\$ 53,300.00	
019	9905		REMOVEDX OCE/PHILANTHROPHY OHIO FY21 FUND	\$ -					\$ -	
022	9245		HOPWELL GENERAL FUND	\$ 4,777,485.00					\$ 4,777,485.00	
022	9500		D.A.R.E. AGENCY FUND	\$ 19,099.35					\$ 19,099.35	
451	9419		K12 NETWORK SUBSIDY	\$ 1,800.00					\$ 1,800.00	
499	9013		STATE SUPPORT TEAM FY21 FUND	\$ 115,140.50					\$ 115,140.50	
499	9012		STATE SUPPORT TEAM FY20 FUND	\$ 4,628.16					\$ 4,628.16	
499	9400		ISSC OTES 2.0 FY20 FUND	\$ 8.04					\$ 8.04	
499	9705		STUDENT ASSESSMENT FY20 FUND	\$ 1,218.78					\$ 1,218.78	
499	9854		STATE SUPPORT TEAM - TRANSITION FY20 FUND	\$ -					\$ -	
499	9855		STATE SUPPORT TEAM - TRANSITION FY21 FUND	\$ 8,000.00					\$ 8,000.00	
507	9470		FAMILY ENGAGEMENT LIAISON FY21 FUND	\$ -					\$ -	
507	9500		REMOVEDX OCE/ DEPT MATCH FY21 FUND	\$ -					\$ -	
516	9230		IDEA PART B FY21 FUND	\$ 1,017,492.96					\$ 1,017,492.96	
516	9229		IDEA PART B FY20 FUND	\$ 40,510.50					\$ 40,510.50	
516	9813		PARENT MENTOR FY21 FUND	\$ 25,000.00					\$ 25,000.00	
516	9814		PARENT MENTOR PROJECT SUPPLEMENTAL FY21 FUND	\$ -					\$ -	
516	9812		PARENT MENTOR FY20 FUND	\$ 1,803.42					\$ 1,803.42	
516	9916		EARLY LITERACY SSP (IDEA) FY21 FUND	\$ 81,537.07					\$ 81,537.07	
516	9915		EARLY LITERACY SSP (IDEA) FY20 FUND	\$ 5,442.61					\$ 5,442.61	
508	9200		GEER (GOV. EMER. ED. REFER) FY21 FUND	\$ -	\$ 223,370.00				\$ 223,370.00	
587	9512		EARLY LEARNING DISCRETIONARY FY21 FUND	\$ 75,993.02					\$ 75,993.02	
587	9511		EARLY LEARNING DISCRETIONARY FY20 FUND	\$ 6,405.86					\$ 6,405.86	
587	9603		EARLY LITERACY SSP FY21 FUND	\$ 24,492.93					\$ 24,492.93	
587	9602		EARLY LITERACY SSP FY20 FUND	\$ 1,399.85					\$ 1,399.85	
580	9008		ESSC STATE TRAINERS - OTES 2.0 FY20 FUND	\$ 1,552.00					\$ 1,552.00	
OTHER FUNDS TOTAL				\$ 35,050.00	\$ 223,370.00	\$ 58,800.00	\$ -	\$ 130,000.00	\$ 2,000.00	\$ 6,711,843.22
Monthly Appropriation Changes										
GRAND TOTAL APPROPRIATIONS - ALL FUNDS				\$ 13,650,459.05						\$ 13,650,459.05

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2021 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 \$225,000.00 - continue to add \$25,0000 per year, budget permitting, per 6/25/19 board direction  
Hopewell General Fund - Emergency Fund - 3 months of expenses \$900,000.00  
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