

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

ORGANIZATIONAL MEETING

January 27, 2015

The Southern Ohio Educational Service Center Governing Board met on Tuesday, January 27, 2015 at 6:30 p.m. at the Southern Ohio Educational Service Center for its organizational 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.

Note: Mr. Hill and board members expressed appreciation for nice meal provided this evening.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3297)

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

The board members present unanimously approved the motion. President Pro Tempore of the board, Mr. Hill, declared the motion carried.

MINUTE APPROVAL (Resolution #3298)

It was moved by Mr. Peck and seconded by Mr. Luck that the December 16 meeting minutes be approved as presented.

The board members present unanimously approved the motion. President Pro Tempore of the board, Mr. Hill, declared the motion carried.

Meeting was opened for public participation. None received.

Note: Mr. Hill thanked the board for the opportunity to serve as President during the past year.

NOMINATION AND ELECTION OF PRESIDENT (Resolution #3299)

Mr. Clawson was nominated by Mr. Lane and seconded by Mr. Peck for President of the Governing Board for 2015.

It was moved by Mr. Luck that nominations be closed and that Mr. Clawson be elected President.

All board members approved the motion. President Pro Tempore of the board, Mr. Hill, declared the motion carried and turned the meeting over to Mr. Clawson.

Note: Mr. Clawson thanked the board for the opportunity to serve as President.

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NOMINATION AND ELECTION OF VICE PRESIDENT (Resolution #3300)

Mr. Peck was nominated by Mr. Luck and seconded by Mrs. Gausman for Vice President of the Governing Board for 2015.

It was moved by Mr. Clawson that nominations be closed and that Mr. Peck be elected Vice President.

All board members approved the motion. President of the board, Mr. Clawson, declared the motion carried.

APPOINTMENT OF FINANCE COMMITTEE

Board President, Mr. Clawson, appointed Mr. Luck, Mrs. Gausman and Mr. Wilt to serve as the finance committee through December 31, 2015.

APPOINTMENT OF LEGISLATIVE LIAISON

Board President, Mr. Clawson, appointed Mr. Peck to serve as the board's legislative liaison through December 31, 2015.

ESTABLISHMENT OF A SERVICE FUND (Resolution #3301)

In accordance with O.R.C. 3315.15, it was moved by Mr. Luck and seconded by Mr. Hill that the board establish a service fund in the amount of \$7,500.00 for 2015.

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

AUTHORIZATION OF THE TREASURER TO INVEST FUNDS (Resolution #3302)

It was moved by Mr. Wilt and seconded by Mr. Lane that the Treasurer shall be permitted to invest all board active and interim funds for 2015 in the best interest of the board at the Treasurer's discretion. All such investments shall be presented for board review at the next regular board meeting.

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

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AUTHORIZATION OF THE TREASURER TO PAY BILLS (Resolution #3303)

It was moved by Mr. Peck and seconded by Mr. West that the Treasurer be authorized to pay bills for 2015 as goods are received or services are performed and properly invoiced. A listing of paid bills shall be submitted for the board to review at each regular monthly meeting.

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

APPOINTMENT OF BOARD DESIGNEE (Resolution #3304)

It was moved by Mr. Lane and seconded by Mr. Luck that the acting treasurer be appointed as the board designee to attend public records training each election term as per Board Policy KBA.

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

AUTHORIZATION OF THE SUPERINTENDENT TO TEMPORARILY EMPLOY (Resolution #3305)

It was moved by Mr. Mount and seconded by Mr. Wilt that the Superintendent be authorized to temporarily employ personnel during times when the board is not in session in 2015. Such employment will be presented for approval at the next regularly scheduled board meeting. Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

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

AUTHORIZATION OF THE SUPERINTENDENT TO ACCEPT RESIGNATIONS (Resolution #3306)

It was moved by Mr. Hill and seconded by Mr. West that the Superintendent be authorized on behalf of the board to accept resignations which have been submitted by employees during times when the board is not in session in 2015, subject to ratification by the board; provided however, that upon ratification by the board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

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

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**AUTHORIZATION OF THE SUPERINTENDENT TO APPROVE ATTENDANCE AT
PROFESSIONAL MEETINGS (Resolution #3307)**

It was moved by Mr. Luck and seconded by Mrs. Gausman to authorize the Superintendent to approve attendance at in-state professional meetings for all staff members in 2015, subject to board policy DLC and DLC-R.

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

**AUTHORIZATION OF THE SUPERINTENDENT TO ACT AS PURCHASING AGENT
(Resolution #3308)**

It was moved by Mr. Peck and seconded by Mr. Mount that the Superintendent be authorized for 2015 to act as purchasing agent in the district with authority to contract for services, supplies, materials, and equipment within approved appropriations.

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

**AUTHORIZATION OF THE SUPERINTENDENT TO APPLY FOR AND EXPEND FEDERAL
MONIES (Resolution #3309)**

It was moved by Mrs. Gausman and seconded by Mr. West that the Superintendent be authorized for 2015 to receive and expend federal money within the approved appropriations.

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

SCHOOL BOARD CONFERENCES, CONVENTIONS, AND WORKSHOPS (Resolution #3310)

It was moved by Mr. Lane and seconded by Mr. Peck that the following 2015 training programs be approved for compensation per board policy BHBA along with all other pertinent events held by OSBA, OESCA and OASBO:

| <u>Program</u> | <u>Date</u> |
|-------------------------------|---------------------|
| SWOSBA/Spring Conference | March 10, 2015 |
| OSBA/OASBO Treasurers' Clinic | tba |
| OSBA/Fall Conference | October 8, 2015 |
| OSBA/Capital Conference | November 8-11, 2015 |

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

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CALENDAR YEAR 2015 SOUTHERN OHIO EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING DATES (Resolution #3311)

It was moved by Mr. Hill and seconded by Mr. Lane that regular governing board meetings be held the 4th Tuesday of the month, as listed, at the Southern Ohio Educational Service Center in Clinton County, unless otherwise announced in conformity to law.

| | | | |
|-------------|-----------|--------------|-----------|
| February 24 | 6:30 p.m. | August 25 | 7:00 p.m. |
| March 24 | 5:30 p.m. | September 22 | 7:00 p.m. |
| April 28 | 7:00 p.m. | October 27 | 7:00 p.m. |
| May 26 | 7:00 p.m. | November 23 | 6:30 p.m. |
| June 23 | 7:00 p.m. | December 15 | 6:00 p.m. |
| July 28 | 7:00 p.m. | | |

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

GREAT OAKS ITCD REPORT

- A. Mr. Lane disseminated highlights of the January 2015 Board of Directors Meeting handout.
- Two new members joined the Great Oaks Board of Directors – Al Long from North College Hill and Aaron Meis, Wyoming.
 - Two new board officers joined Great Oaks Board of Directors. Board of Directors elected Ron Friend, Chairperson and Dave Yockey, Vice Chairperson.
 - Meeting date: 2nd Wednesday of each month.

Great Oaks is serving 9,581 students in satellite programs at affiliated schools, businesses and colleges and 277 adults in adult workforce programs.

LEGISLATIVE LIAISON REPORT

- B. Mr. Peck disseminated *The Link* and *Facts in a Flash* – OSBA's weekly Legislative update with Board Members.
- Recommended Legislative changes include the following:
 1. Limit the amount of time students take state and district tests to 2% of the school year, and limit the amount of time spent practicing tests to 1% of school year.
 2. Eliminate use of student learning objectives as part of the teacher evaluation system for teachers in PreK-3 and for teachers instructing in non-core subject areas in grades 4-12.
 3. Eliminate fall 3rd grade reading test, but provide a summer administration of the test for students who need it.
 4. Eliminate the state's requirement that districts give math and writing diagnostic tests to students in grades 1-3.

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LEGISLATIVE LIAISON REPORT (Cont.)

- Mr. Clawson provided an article about Florida Charter Schools out performing other schools and that fewer charter schools are closing.

FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3312)

It was moved by Mr. Hill and seconded by Mr. West that the paid bills for the previous month be approved as presented, for a total of \$668,767.74.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3313)
[See Minute Page #0752-0753]

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Luck and seconded by Mr. Mount 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. Financial Disclosure Forms Due April 15, 2015:

- If you would like a paper form please let me know, otherwise, you have the ability to fill out and submit your form online. Please see the email (blue) included in your packet for more information.

2. Fiscal Office Update:

- We successfully completed the steps necessary to deposit the board contributions into the accounts of those staff that enrolled in the high deductible health plan/health savings accounts. Deposits were made on the January 15, 2015 payday.
- The FY2014 audit has begun. We had a successful pre-audit meeting on January 9, 2015.

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TREASURER DISCUSSION ITEMS (Cont.)

3. **Professional Development:**

- Amanda Ely, Payroll Specialist, and I will attend a Health Care Reform Seminar at MVECA on January 21, 2015. This educational seminar will explore the provisions of the Health Care Reform that impact employers, plan design mandates and administrative obligations. I will also receive training from Deb Dinnen, MVECA Software Specialist, on this date regarding staff EMIS.
- On January 23, 2015 SOESC will partner with National Bank and Trust for an investment round table. If you recall from my December board letter, we will be discussing the economy, laddering certificates of deposit and government agency bonds and the investment process. We will also discuss topics for future round table discussions.

PERSONNEL CONTRACT RESIGNATION (Resolution #3314)

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

[See Minute Page #0754]

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

PERSONNEL CONTRACT AGREEMENTS (Resolution #3315)

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

Note: Tony provided information regarding the position that Paula Shrive will hold.

[See Minute Page #0755-0756]

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

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EXECUTIVE SESSION (Resolution #3316)

It was moved by Mr. Hill and seconded by Mr. Lane to enter into Executive Session at 7:28 p.m. to consider the discipline 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 7:39 p.m.

WADDELL SCHOLARSHIP AWARDS FOR 2015 (Resolution #3317)

Upon the recommendation of Superintendent Long and the Waddell Scholarship Committee, it was moved by Mr. Peck and seconded by Mr. Wilt to establish the total number of new Gaylord and Barbara Waddell Scholarships to be awarded in 2015 at eleven. Each scholarship shall be for \$1,000.00 per year, renewable for four years, with East Clinton graduates receiving five, Clinton Massie graduates receiving three, and Blanchester graduates receiving three.

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

2015 FOUR COUNTY SCHOOL BOARDS MEETING (Resolution #3318)

Upon the recommendation of Superintendent Long, it was moved by Mr. Luck and seconded by Mr. West to invite board members, superintendents, treasurers, and other administrators to a dinner meeting of the boards of education of the twelve school districts of Adams, Clinton, Fayette, and Highland Counties on March 24, 2015 to be held at Laurel Oaks CDC, Wilmington, OH at 5:30 pm.

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

HOPEWELL REGIONAL ADVISORY COUNCIL (Resolution #3319)

Upon the recommendation of Superintendent Long, and the Hopewell Regional Advisory Board, it was moved by Mr. Mount and seconded by Mr. Lane to approve the following:

Personnel Contract Resignation

[See Minute Page #0757]

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Approval of Volunteers:

| <u>Name</u> | <u>Address</u> |
|------------------|---|
| Joe Howell | 5962 Ivy Hill Road, Hillsboro, OH 45133 |
| Richard Luttrell | 1327 Luttrell Road, Sabina, OH 45169 |

Approval of Donations:

From Michael and Chasity Flanigan
(2366 State Route 350, Wilmington, OH 45177)

- One standing frame

From Grow Awards, Inc., Contact: Deanna Penrod
(9116 Hamer Road, Georgetown, OH 45121)

- Up to ten plaques (to be given to the Outstanding Educator (to be named) and to Retiring Superintendents (to be identified) at the Exceptional Achievement Recognition Ceremony on April 23, 2015).

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

INFORMATION/DISCUSSION ITEMS

Mr. Long shared the following with the board:

1. In recognition of Board Appreciation Month, Mr. Long thanked the board for their service to the nearly 24,000 students located throughout Adams, Clinton, Fayette and Highland counties. He also presented the board with a poster signed by staff.
2. Mr. Long reminded the next Board President and Vice President of their speaking parts at the Four County Board Meeting.
3. Reported no bullying occurred between July 1, 2014 and December 31, 2014.
4. On behalf of the entire board, Rachel and Tony thanked Mr. & Mrs. Roy Hill for hosting the December 2014 SOESC Governing Board meeting.
5. Sad to report, Roger Houck, former superintendent at Blanchester Local Schools passed away.
6. Money was raised by SOESC employees for a co-worker, Angela Haithcock. The outpouring of support to the family was amazing.
7. Dr. Greg Schall, board member at Washington Court House City Schools has resigned.
8. Currently the SOESC is assisting Bright Local Schools with their superintendent search. Terry Fouch was hired as the Interim Superintendent at Bright Local Schools beginning March 1.

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INFORMATION/DISCUSSION ITEMS (Cont.)

9. The Board completed my evaluation and I met with Roy to review the summary of my evaluation. Tony thanked the board for completing his evaluation and for providing feedback. The Board expressed that Tony is doing a great job.
10. The bus in-service date is March 12 beginning at 6:15 p.m. at Laurel Oaks. All board members are invited to attend. The Ohio School Boards Association will conduct their annual spring meeting on March 10 at Miami Valley Vocational Schools. Tony shared proclamations with the board. He asked the board if it would be ok to frame and display them and the board gave their ok.

ADJOURNMENT (Resolution #3320)

It was moved by Mr. Luck to adjourn to meet again in regular session on February 24, 2015 at 6:30 p.m. at the Southern Ohio Educational Service Center, 3321 Airborne Road, Wilmington.

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

Board President

Treasurer

**SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2015 PERMANENT APPROPRIATIONS**

1/20/2015

Notes:

General Fund - Staff Wellness Dollars \$7,715.81 (additional funds from the EPC expected)
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 \$75,000.00 FY 2015 - 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)

Gifted Fund dollars to be transferred to the General Fund - all gifted accounting transactions will be moved to the General Fund in FY 2015.

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Resignation Approval Recommendations

ESC

0754

| Last Name | First Name | Tentative Position | Contract Type | Effective Date | Additional Agenda Item | Comments | Board meeting Date |
|-----------|------------|--------------------|---------------------|----------------|------------------------|----------|--------------------|
| Dunlap | Karla | Payroll Specialist | Classified Employee | 1/31/2015 | | | 1/27/2015 |

*Highlighted Cells = Additional Agenda Item

1/20/2015

East Clinton Local Schools
 SUBSTITUTE TEACHERS FOR THE 2014-2015 SCHOOL YEAR
 JANUARY 21, 2015

- PLEASE REMOVE CINDI WILLIAMS FROM YOUR SUB LIST 12/14/14
- PLEASE REMOVE SAVANNAH BROCK FROM YOUR SUB LIST 12/8/14
- PLEASE REMOVE KIMBERLY STORER SHE HAS LONG TERM SUB POSITION 12/9/14

| | Last Name: | First Name: |
|-----|----------------|-------------|
| 1. | BAXTER GARDNER | ANGELA |
| 2. | CRUEA | STEPHANIE |
| 3. | DOMBROWSKI | STEPHANIE |
| 4. | GROOMS | LORELLE |
| 5. | JOHNSON | SHAWNA |
| 6. | KING | MEKENZIE |
| 7. | LOVETT | ROGER |
| 8. | NIBERT | KAYLA |
| 9. | PHILLIPS | CASSANDRA |
| 10. | SPAETH-MULLIS | JENNIFER |
| 11. | VOSHALL | JOSEPH |
| 12. | WALLINGFORD | BRYAN |
| 13. | WOODDELL | RENEA |
| 14. | | |
| 15. | ADDENDUM: | |
| 16. | SHEELEY | KELSEY |
| 17. | | |

Employment Recommendations
SOESC

Highlighted entry denotes additional agenda item 0756

| Last Name | First Name | Tentative Position | Contract Beg. | Contract End | Length of Contract | Days | Schedule | Step | Degree | Amount | Pay Type | Contract Type |
|-----------|------------|------------------------------|---------------|--------------|--------------------|-----------|----------|------|---------|-------------|----------|---------------------------|
| Curtis | J. Ted | Special Education Supervisor | 2014 | 2015 | 1 | as needed | MA (B) | 8 | Masters | \$252.26 | Per Diem | Retired Administrator |
| Stuckey | Kristina | Teacher | 2014 | 2015 | 1 | | | | | \$715.00 | | Certificated Supplemental |
| Shrive | Pawla | School Psychologist | 2015 | 2016 | 1 | 184 | MA (B) | 14 | Masters | \$55,458.00 | Salary | Certificated Employee |

Resignation Approval Recommendations

HW

| Last Name | First Name | Tentative Position | Contract Type | Effective Date | Additional Agenda Item | Comments | Board meeting Date |
|-----------|------------|-------------------------|-----------------------|----------------|------------------------|----------|--------------------|
| Wenger | Emily | Educational Audiologist | Certificated Employee | 6/30/2015 | | | 1/27/2015 |

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1/20/201

* Highlighted Cells = Additional Agenda Item