

MINUTES OF THE SOUTHERN OHIO
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

March 28, 2017

The Southern Ohio Educational Service Center Governing Board met on Tuesday, March 28, 2017 at 5:30 p.m. at Southern State Community College in Hillsboro for its regular monthly meeting. Members present were Mrs. Charters, Mr. Hill, Mr. Mount, Mr. Peck, and Mr. West, Mr. Wilt along with Rachel Meyer, Treasurer and Beth Justice, Superintendent.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3713)

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

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

Mr. West arrived at 5:35 p.m.

MINUTE APPROVAL (Resolution #3714)

It was moved by Mr. Mount and seconded by Mr. Peck that the February 28, 2017 meeting minutes be approved as presented.

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

Meeting was opened for public participation. None received.

RESOLUTION OF SUPPORT FOR BLANCHESTER LOCAL, MIAMI TRACE LOCAL AND WILMINGTON CITY SCHOOL DISTRICTS TAX LEVIES (Resolution #3715)

[See Minute Page #1159 - 1161]

It was moved by Mr. Peck and seconded by Mr. Hill to approve the following resolutions of support; a 1-mill tax levy (renewal) to be placed before voters of the Blanchester Local School District, a 3.2-mill tax levy (renewal & decrease) to be placed before voters of the Miami Trace Local School District and a 1% annual income tax of individuals and of estates in the district for 5 years (renewal) to be placed before voters of the Wilmington City School District at the May 2, 2017 primary special election.

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

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GREAT OAKS ITCD REPORT

No report was given.

LEGISLATIVE LIAISON REPORT

Treasurer Meyer disseminated "The Link" to board members for their review in Mrs. Gausman's absence.

FINANCIAL REPORTS

Treasurer Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3716)

It was moved by Mr. Hill and seconded by Mr. Wilt that the paid bills for the previous month be approved as presented, for a total of \$740,459.78.

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

APPROVAL OF INVESTMENT(S) (Resolution #3717)

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

<u>Date</u>	<u>Fund</u>	<u>Firm</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Amount</u>
3/14/2017	General	Woori American Bank NY	2/24/2019	1.3%	\$49,870.00
3/14/2017	General	Discover Bank	3/02/2020	1.80%	\$49,820.00
3/14/2017	General	Bankers Bank	7/27/2020	1.65%	\$49,870.00

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

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TREASURER DISCUSSION ITEMS

1. Financial Disclosure Forms Due May 15, 2017:

- If you would like a paper form please let me know; otherwise, you have the ability to fill out and submit your form online by going through the Ohio Ethics Commission website at: <https://disclosure.ethics.ohio.gov>

2. Fiscal Office Update:

- Beth, Jeff and I have begun meeting with member school districts to review SOESC services, including Region 14, for FY2017 and FY2018. We began these meetings on March 6 and we will hold our last meeting on April 5. To date, the meetings have been positively received.
- Megan's work with Lauren Shull of the Ohio Auditor of State's office in order to schedule a Certified Public Record's Training has paid off. They have agreed to hold this 3 hour training at the SOESC office on June 20. Registration will open at 9:30 am with the program starting at 10 am.
- Rachel provided an update to the board regarding the status of the FY2016 audit and asked for their input to complete the remaining items in order to get it filed by the March 31 deadline. Rachel also inquired whether or not the board wanted to have a post audit meeting or to waive the meeting.

3. Professional Development:

- On March 6, 2017 Megan provided an OnBase demonstration to Hillsboro City staff: Diane Michael, Director of Personnel and PD; Kim Walker, Payroll and Linda Hopkins, Accounts Payable/Receivable. Deb Dinnen and Melissa Galliger from MVECA were also available to answer questions.
- On March 15, 2017 Rhonda attended an EIS 101 workshop at MVECA. EIS (Equipment Inventory System) is the system the ESC uses for maintaining an inventory of fixed assets and producing reports.
- On March 20-21, 2017, Beth, Rogina and I will attend the BASA Women in Leadership Conference in Columbus. The focus of the conference is "Know Your Strengths."
- On March 22, 2017 Megan and I will attend the CPIM (Center for Public Investment Management) training sponsored by the Treasurers' Cohort of the Ohio University Leadership Project (OULP) in Piketon. This training is designed to help treasurers obtain 6.0 hours of continuing education required by Ohio Revised Code 135.22 in the areas of debt issuance and administration, cash flow analysis and forecasting, fraud and internal controls, investment decision making and investment accounting and reporting.

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- On March 28, 2017 Beth and I will attend the EPC Health Insurance Renewal Meeting in Vandalia. At this meeting we will be provided with EPC trends and historical data, EPC finances and renewal development strategy, specific renewal information for our ESC, compliance updates, benefit cost containment ideas, and open enrollment information.

PERSONNEL CONTRACT AGREEMENTS (Resolution #3718)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hill and seconded by Mr. Peck 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:

[See Minute Page #1162]

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

APPROVAL OF UNPAID LEAVE OF ABSENCE REQUEST (Resolution #3719)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Wilt and seconded by Mr. Mount to approve an unpaid leave of absence request (5 days) for Rebecca Puckett from April 24 – 28, 2017.

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

APPROVAL OF SERVICE CONTRACT (Resolution #3720)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mrs. Charters to approve the following service contract as listed:

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
MVECA	TBD	Service Technician Services	07/01/17-06/30/18	NTE \$23,134.45	IRS Rate

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

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HOPEWELL REGION 14 GOVERNING BOARD (Resolution #3721)

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

[See Minute Page #1163]

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

APPROVAL OF DONATIONS (Resolution #3722)

Upon the recommendation of Superintendent Justice, it was moved by Mrs. Charters and seconded by Mr. Hill to approve the following donation:

<u>Individual</u>	<u>Donation</u>	<u>Approximate Value</u>
Debbie Kinesson Address: 1154 Sycamore Circle, Greenfield, Ohio 45123	Invocare Solara model Tilt in Space Wheelchair	\$3,868.07

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the board:

1. We are expecting approximately 140 administrators, school board members, award winners, friends of education and media at the Four County Meeting.
2. Tim Davis has been named Superintendent at Hillsboro City. Mindy McCarty-Stewart has been named Superintendent at Wilmington City.
3. The revised handbook that was approved at last month's board meeting actually did have the correct tuition reimbursement amount per Resolution 3595.
4. The Finance Committee (Rod, Roy and Dennis) is scheduled to meet April 24th at 1:00 p.m. at SOESC, Wilmington.
5. The first round of interviews for the Region 14 Director's position is scheduled for March 29, 2017.
6. Several newspaper articles were reviewed.
7. Team leaders and supervisors from Region 14 and SOESC recently joined collaborative efforts to complete work for the newly formed Leadership Cabinet Team. The team will meet again on April 20th. Board members are welcome to join them at the Region 14 office at 1:00 p.m.
8. OSBA/SOESC Professional Development for board members has been canceled at this time due to a conflict with the Exceptional Achievement Awards Ceremony that falls on the same date.

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EXECUTIVE SESSION (Resolution #3723)

It was moved by Mr. Peck and seconded by Mr. Wilt to enter into Executive Session at 6:06 p.m. to consider employment of a public employee or official.

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

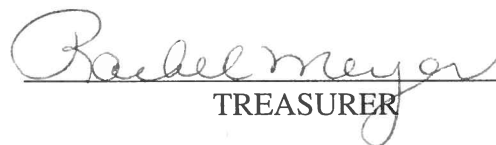
The board returned from Executive Session at 6:22 p.m.

ADJOURNMENT

It was moved by Mr. Hill and seconded by Mr. Peck to adjourn to meet again in regular session on April 25, 2017 at 7:00 p.m. at Southern Ohio ESC, Wilmington.



BOARD PRESIDENT



TREASURER

**Southern Ohio Educational Service Center
Governing Board**



Resolution

March 28, 2017

**In Support of the Blanchester Local Schools
Tax Levy Renewal**

Whereas, the Southern Ohio Educational Service Center Governing Board recognizes the need to provide for a sound educational programs and facilities for the students of Adams, Clinton, Fayette and Highland County, and

Whereas, the Blanchester Local Board of Education has determined a need for renovations and additions to school facilities, and site improvements, and

Whereas, the residents of the Blanchester Local School District will be asked on May 2, 2017 to vote for a 1-mill tax levy renewal, and

Therefore, be it resolved that the Southern Ohio Educational Service Center Governing Board expresses its strong support for the 1-mill tax levy renewal and encourages the citizens of the Blanchester Local Schools to vote for passage of such.

Roger W. West
Board President

Rachel Meyer
Treasurer

Beth Justice
Superintendent

**Southern Ohio Educational Service Center
Governing Board**



Resolution

March 28, 2017

**In Support of the Miami Trace Local Schools
Tax Levy Renewal & Decrease**

Whereas, the Southern Ohio Educational Service Center Governing Board recognizes the need to provide for a sound educational programs and facilities for the students of Adams, Clinton, Fayette and Highland County, and

Whereas, the Miami Trace Local Board of Education has determined a need for avoiding an operating deficit, and

Whereas, the residents of the Miami Trace Local School District will be asked on May 2, 2017 to vote for a 3.2-mill tax levy renewal and decrease, and

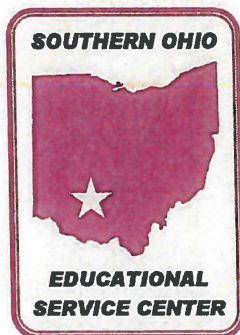
Therefore, be it resolved that the Southern Ohio Educational Service Center Governing Board expresses its strong support for the 3.2-mill tax levy renewal and decrease and encourages the citizens of the Miami Trace Local Schools to vote for passage of such.

Roger W. West
Board President

Rachel Meyer
Treasurer

Beth Justice
Superintendent

**Southern Ohio Educational Service Center
Governing Board**



Resolution

March 28, 2017

**In Support of the Wilmington City Schools
Income Tax Renewal**

Whereas, the Southern Ohio Educational Service Center Governing Board recognizes the need to provide for a sound educational programs and facilities for the students of Adams, Clinton, Fayette and Highland County, and

Whereas, the Wilmington City Board of Education has determined a need for current expenses and general on-going permanent improvements, and

Whereas, the individuals and estates of the Wilmington City School District will be asked on May 2, 2017 to vote for a 1% income tax renewal for 5 years, and

Therefore, be it resolved that the Southern Ohio Educational Service Center Governing Board expresses its strong support for the 1% income tax renewal and encourages the citizens of the Wilmington City Schools to vote for passage of such.

Roger W. West
Board President

Rachel Meyer
Treasurer

Beth Justice
Superintendent

Employment Recommendations SOESC

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
Morier	Katherine	Speech Language Pathologist	2017	2018	1	184	MA/A	7	MASTERS	38,903.00	Salary	Certificated Employee		X	3/28/2017
Peters	Mark	Substitute Teacher	2016	2017	1	as needed				90.00	Per Diem	Certificated Substitute			3/28/2017
Sluss	Mackenzie	Custodian	2016	2017	1	as needed	1	12	No Degree on Schedule	15.07	Hourly	Classified Employee			3/28/2017

Resignation Approval Recommendation

R14

Last Name	First Name	Tentative Position	Contract Type	Effective Date	Additional Agenda Item	Comments	Board meeting Date
Libecap	Tommie	Speech-Language Pathologist	Certificated Employee	5/30/2017			3/28/2017
Stepp	Linda	State Support Team Consultant	Certificated Employee	6/30/2017			3/28/2017