

0603

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

REGULAR MEETING

March 20, 2014

The Southern Ohio Educational Service Center Governing Board met on Tuesday, March 20, 2014 at 5:30 p.m. at Southern State Community College, Hillsboro, Ohio for its regular monthly meeting. Members present were Mr. Clawson, Mrs. Gausman, Mr. Hill, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West and Mr. Wilt along with Treasurer Roy Alleyn Unversaw Jr. and Superintendent Tony Long. Mr. Lane was unable to attend the meeting.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3159)

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

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

MINUTE APPROVAL (Resolution #3160)

It was moved by Mr. Clawson and seconded by Mr. Peck that the February 25, 2014 meeting minutes be approved as presented.

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

PUBLIC PARTICIPATION

None Received.

GREAT OAKS ITCD REPORT

No Report given.

LEGISLATIVE LIAISON REPORT

Mr. Peck reported that the state legislature approved the calamity day bill. They added four days in addition to the four required contingency days.

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FINANCIAL REPORTS

Mr. Unversaw reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3161)

It was moved by Mr. Mount and seconded by Mrs. Gausman that the paid bills for the previous month be approved as presented, for a total of \$669,904.47.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3162)

[See Minute Page #0609-0610]

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

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

TREASURER DISCUSSION ITEMS

1. **Reminder Financial Disclosure Forms Due April 15, 2014.**
2. **Appropriations Changes In June:** Several hundred account codes must be changed to comply with the new accounting standards set forth by the Auditor of State. I plan on making these changes at the end of this fiscal year in June; therefore, you may see some changes to approve at that time.
3. **Fiscal Office Update:**
 - a. The FY 2013 audit will be completed this month and a copy of the report will be emailed to you from the Auditor of State's office. I do not anticipate any citations or a recommendation letter. It should be another clean audit!

The board briefly discussed if there were any advantages to utilizing a private audit firm as compared to the State Auditor's Office.

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- b. The fiscal team is diligently working on estimating service costs for FY 2015. We rely heavily on information provided by Tony Long, districts, and other staff members in order to put this all together. We have roughly 48 pages of different service estimates for the ESC and roughly 24 pages of different service estimates for Hopewell.
- c. The Annual Fiscal Meeting will be hosted at Hopewell on March 21st. We provide to districts cost updates for FY 2014 services and cost estimates for FY 2015 services. Ken Taylor, ODE consultant, will also present information about school funding.

Mr. West arrived at 5:39 p .m.

BUSINESS OF THE SUPERINTENDENT: ESC (Resolution #3163)

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

O.R.C. 3319.08 ~ CERTIFIED CONTRACT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Linda Mattingly <i>*for retirement purposes</i>	Work Study Coordinator	June 1, 2014

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

EMPLOYMENT OF PERSONNEL (Resolution #3164)

Upon the recommendation of Superintendent Long, it was moved by Mr. Mount and seconded by Mr. Luck to approve the following classified contracts pursuant to section O.R.C. 3319.081 of the Ohio Revised Code and the following supplemental contract. 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).

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O.R.C. 3319.081 ~ SUBSTITUTE AIDE AND SECRETARY CONTRACTS

<u>Name</u>	<u>Tentative Position</u>	<u>Length</u>	<u>Contract Dates</u>	<u>Schedule/Step Degree/Rate</u>
Colleen Anschutz	Substitute Secretary	1 yr.	2013-2014 SY	M/0 \$10.25 p/h
Judy Cottle	Substitute Secretary	1 yr.	2013-2014 SY	M/0 \$10.25 p/h
Wendy Kropp	Substitute Secretary	1 yr.	2013-2014 SY	M/0 \$10.25 p/h

SUPPLEMENTAL CERTIFICATED CONTRACTS

<u>Name</u>	<u>Tentative Position</u>	<u>Contract Dates</u>	<u>Schedule/Step Salary</u>
Bob Paine	Extended Service	2013-2014 SY	B/25 M \$46.57 p/h

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

APPROVAL OF POLICY MANUAL UPDATES (Resolution #3165)

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

New Policy:

EBAA Reporting of Hazards

Revised Policies:

EB	Safety Program
EBBC	Bloodborne Pathogens
EBCD	Emergency Closings
ECG	Integrated Pest Management
GBK	Smoking on District Property by Staff Members
IC/ICA	School Year/School Calendar
JFCG	Tobacco Use by Students
KGC	Smoking on District Property

Seven board members approved the motion with an abstention from Mr. Wilt. President of the board, Mr. Hill, declared the motion carried.

Note: Mr. Wilt expressed concerns about the invasiveness of the smoking policies.

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APPROVAL OF SOUTHERN OHIO ESC/REGION 14 WORK CALENDAR (Resolution #3166)
[Minute Page #0611]

Upon the recommendation of Superintendent Long, it was moved by Mr. West and seconded by Mr. Peck to approve the work calendar for FY 2015 as presented for Southern Ohio ESC/Region 14.

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

HOPEWELL REGIONAL ADVISORY COUNCIL (Resolution #3167)

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

ACCEPTANCE OF DONATION

Grow Awards, Inc. from Georgetown, OH donated the following:

- Two Plaques (to be given to Outstanding Educator [to be named] and Retiring Superintendent, Keith Brown at the Exceptional Achievement Recognition Ceremony.

OUT-OF-STATE TRAVEL

Out-of-State Travel for Nikki Green to attend a National Autism Conference in Indianapolis, Indiana in July, 2014 to be paid by grant funds.

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Long discussed the following with the board:

1. Updated the board on the large crowd expected for the four county board meeting and dinner.
2. Mr. David Baits was named the new superintendent at Clinton-Massie Local. Mr. Jim Smith, the current interim superintendent was named the new superintendent at Hillsboro City. The SOESC has conducted eleven searches since January 2013. This builds trust and relationships with our districts.
3. Reminded the board that the Finance Committee (Martha Gausman, Richard Peck and Roger West) would be meeting April 1st at 1:30 p.m. at the Wilmington office.

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4. Reminded the board that the next Ohio School Board Association professional development meeting for board members would be April 3rd at 5:15-8:30 p.m. at the Wilmington office. The topic is school safety and social media.
5. Updated the board on the health insurance rate increase which will take effect in October 2014. Our rate increase for health insurance will be .5% and our dental insurance will increase approximately 2%. We have no increases for life and vision insurances. The board will need to adopt our new health insurance rates at the April 22nd board meeting.
6. Congratulated board members, Dennis Mount for 20 years of service and board members, Jim Clawson, Richard Peck and Corky Wilt for 15 years of service with the Southern Ohio Educational Service Center Governing Board. They were recognized at the Southwest Ohio School Board's Association Spring Conference.

EXECUTIVE SESSION (Resolution #3168)

It was moved by Mr. Wilt and seconded by Mr. Clawson to enter into executive session at 6:00 PM for the purpose of Personnel Matters: Consider the compensation of a public official.

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

ADJOURNMENT (Resolution #3169)

It was moved by Mr. Luck to adjourn to meet again in regular session on April 22 at 7:00 p.m. at Southern Ohio Educational Service Center, in Wilmington.

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

Board President

Treasurer

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2014 PERMANENT APPROPRIATIONS

18/2014

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
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 \$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

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Southern Ohio ESC / Region 14

Work Calendar 2014-2015



**State Support
Team**



Jul-14

M	T	W	T	F
	1	2	3	4
	7	8	9	10
	14	15	16	17
	21	22	23	24
	28	29	30	31

Aug-14

M	T	W	T	F
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	11	12	13	14
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	29			

Sep-14

M	T	W	T	F
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Oct-14

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Nov-14

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Dec-14

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29	30	31		

Jan-15

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Feb-15

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Mar-15

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Apr-15

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May-15

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Jun-15

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- July 1, 2014 - Work Year Begins
- July 4, 2014 - Independence Day
- August 8, 2014 - SOESC/Region 14 Opening Day
location: tbd 8:00 am -3:30 pm
- September 1, 2014 - Labor Day
- November 26-28, 2014 - Thanksgiving Break
- Dec. 22, 2014 - Jan. 2, 2015 - Christmas Break
- January 19, 2015 - Martin Luther King Day
- February 16, 2015 - President's Day
- April 3-7, 2015 - Spring Break
- May 25, 2015 - Memorial Day
- June 30, 2015 - Last Day of Work

*See individual assignment letters for beginning day of work year and last day of work year.

Fair Dates: Brown County September 22-27, 2014
Highland County August 30-September 6, 2014

Staff Work Days**

Unpaid Days Off

Paid Holidays (if applicable)

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