

MINUTES OF THE SOUTHERN OHIO
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

VIRTUAL BOARD MEETING

November 23, 2020

The Southern Ohio Educational Service Center Governing Board met virtually on Monday, November 23, 2020, at 6:30 p.m. for its regular monthly meeting. Members virtually present were Mrs. Charters, Mrs. Gausman, Mr. Hill, Mr. Lane (on-site), Mr. Mount, Mr. Peck, Mrs. Saylor, and Mr. Wilt, along with Rachel Meyer, Treasurer (on-site), and Beth Justice, Superintendent (on-site). Guests present were Curt Bradshaw, Jeff Royalty, and Paul Osborne (on-site).

APPROVAL OF THE MEETING AGENDA (Resolution #4311)

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

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

MINUTE APPROVAL (Resolution #4312)

It was moved by Mrs. Gausman and seconded by Mr. Wilt that the October 27, 2020, meeting minutes be approved as presented.

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

The meeting was opened for public participation. None received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Mr. Royalty reported that the safety and security project, funded in part by a BWC grant, is completed. TAG Williams was an excellent company and the project manager was good to work with especially during this pandemic. He indicated that the bulk of the work was done during the pandemic shut down earlier this year and that access to the Hopewell building has been much improved. Mr. Royalty reported that the only downside was the wrap up with the BWC financial reporting. He thanked Mrs. Meyer for her help in providing the needed documents to argue our point during the wrap-up process. After two-three weeks all was resolved in our favor. Mr. Royalty indicated that everything is working well and there are a few items to be done to finalize the project with BWC due by March 16, 2021, including surveying staff members, providing photos of installed equipment, and writing a project narrative. Lastly, Mr. Royalty reported that all went well on Election Day and that the poll workers were very complimentary of the workspace.

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GREAT OAKS ITCD REPORT

Mr. Lane reported that the Great Oaks board met via a blended meeting on November 11, 2020, with twenty-five in person and ten via telephone. He indicated COVID resurface has caused a change in the method of delivery of instruction. On November 11, campuses were moving forward with a return to regular instruction. On November 16, all campuses went completely remote with most absences due to staff and not enough substitutes available. As of today, only Laurel Oaks Campus has returned to blended instruction while the other three campuses remain with only remote instruction.

As of November 11, among over 3,000 total students and staff, there have been 52 confirmed cases of COVID this school year. As of November 11, there were 15 active cases, which has resulted in 150 students and staff quarantined.

Mr. Lane also reported the following on Great Oaks membership (% of juniors in 36 districts which utilize Great Oaks for career and technical education): There are 8,817 juniors in the 36 school districts; 1,455 are enrolled in Great Oaks which equates to 16.5% market share.

Among the ten districts we serve that are in the Laurel Oaks attendance area, there are the following percentages of juniors attending: This equates to 22.6% market share (1,385 total juniors with 313 attending Laurel).

<u>Clinton</u>	<u>Highland</u>	<u>Fayette</u>
Blanchester-47.01%	Fairfield-19.51%	Miami Trace-23.21%
Clinton-Massic-23.68%	Greenfield-7.81%	Washington CH-16.08%
East Clinton-23.85%	Hillsboro-20.22%	
Wilmington-22.73%	Lynchburg Clay-25%	

Lastly, he reported that the Laurel construction project is moving along as planned.

LEGISLATIVE LIAISON REPORT

Mr. Peck reviewed “The Link” with the board members. The November issue was provided in the board packets.

● **Legislators prepare school-funding plan for the lame duck session**

Members of the Ohio House of Representatives have been working to draft a substitute bill of House Bill 305, the K-12 education funding bill that was introduced early in the 133rd General Assembly. Sponsors in both the Ohio House and the Ohio Senate are encouraged that the legislation can pass during the lame duck session with both chambers working together. Mr. Peck also provided other information received on “A Fair School Funding Plan”. He briefly described the base cost funding formula and indicated that no schools will receive less funding than they are now. Mrs. Justice then shared a message and resolution from Craig Buford regarding supporting the fair school funding plan. Under the plan, all ESC’s will receive an increase over current funding levels and there was additional language added to the resolution to support the ESC funding and to point out that ESC’s are a central component of the educational system.

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FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #4313)

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 \$798,497.03.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #4314)

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

[See Minute Pages #1725 - #1726]

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

TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- **Travel Reimbursement Forms** - Board members need to sign their travel forms. They are included in your packet. Please sign and return the form in the enclosed envelope ASAP to allow the fiscal office to process payments in December.

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TREASURER DISCUSSION ITEMS (Cont.)

- I have been working with Cameron Vaughn, SERS Member Education Coordinator, to set up a virtual SERS (School Employees Retirement System) presentation to be held on December 16th. The one-hour presentation will provide our employees who are SERS members with information about the benefits the retirement plan offers. The meeting is designed for those early in their career, mid-career, or late-career. During the meeting, the following will be discussed: service retirement eligibility criteria, benefit payment options, survivor benefits, disability benefits, and purchasable service credit.

Professional Development

- On November 9-10, 2020, I attended the OSBA Virtual Capital Conference.
- On November 12, 2020, I attended the OASBO Fair School Funding Plan Q&A webinar. The webinar answered questions on Substitute HB 305/SB 376. Resources were also provided to help participants understand the bill.
- On November 13, 2020, I will attend the virtual OTESCA/OESCA Treasurer Meeting with Craig Burford. The topics of discussion include HB 305, state budget update, election re-cap, Family and Community Engagement Liaison, ESC funding survey, COVID-19, and HR response.
- On November 19, 2020, I will attend the MVECA Virtual Fall Assembly Meeting.

PERSONNEL CONTRACT RESIGNATION: ESC (Resolution #4315)

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

SOESC CONTRACT RESIGNATION

<u>Name</u>	<u>Position</u>	<u>Contract Type</u>	<u>Effective Date</u>
Link, Deanne	Curriculum Consultant	Retired Certificated/ Administrator	11/20/2020

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

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PERSONNEL CONTRACT AGREEMENTS (Resolution #4316)

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

SOESC CONTRACT AGREEMENTS

<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>	<u>Comments</u>
Gomez, Alyssa	Sub Teacher	2020-2021	1 Year	As needed	No degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certificated	SOLC
Reinhart, Kameron	Sub Teacher	2020-2021	1 Year	As needed	No degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certificated	SOLC

East Clinton Substitutes

1. Gomez, Alyssa 2. Rinehart, Kameron

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

APPROVAL OF UNPAID LEAVE OF ABSENCE REQUEST (Resolution #4317)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. Mount to approve an unpaid leave of absence request (seven days) for **Robert A. Hixson** from November 16 – 24, 2020.

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

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APPROVAL OF INCREASED AMOUNT OF OHIO EDUCATIONAL SERVICE CENTER ASSOCIATION MEMBERSHIP (OESCA) FOR FY2020 (Resolution #4318)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hill and seconded by Mrs. Gausman to approve an additional amount of **\$2,500.00** in membership fees due to increased workload, initiatives, and additional position added to OESCA staff.

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

APPROVAL OF SATH MEMBERSHIP (Resolution #4319)

Upon the recommendation of Superintendent Justice, it was moved by Mrs. Charters and seconded by Mrs. Saylor that the board continues membership in Supplemental Assistance to the Handicapped, Inc. (SATH) for the 2020-2021 school year for \$500.00.

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

PERSONNEL CONTRACT RESIGNATION: R14 (Resolution #4320)

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

R14 CONTRACT RESIGNATION

<u>Name</u>	<u>Position</u>	<u>Contract Type</u>	<u>Effective Date</u>
Heys, Brad	Adapted Physical Education	Certified	11/30/2020

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

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PERSONNEL CONTRACT AGREEMENT (Resolution #4321)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. Hill that the board approves employment contract 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:

R14 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>	<u>Comments</u>
Barlow, Gregory	District CCIP Assistance	2020-2021	1 Year	As needed	Masters	MA (B)/ Step 8/ \$41.49 per hr	Certificated Supplemental	Per hour/ As needed

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the board:

1. SOESC Infographic Distribution – Mrs. Justice referenced the infographic included in the board packet and highlighted that it’s being used for marketing our ESC. All districts have received a thank you letter along with a copy of the infographic that includes a QR code.
2. SOESC Current Projects – Mr. Bradshaw shared that the Leadership Cabinet met on 11/20/20 where the staff survey was shared. Two-thirds of the staff returned the survey. Mr. Bradshaw displayed a “Wordle” indicating what staff liked best about working for SOESC/R14: *Team, Caring, Family*.
3. Staff Christmas Virtual Meeting – Will be held on December 18. Mrs. Justice invited all board members to attend the SOESC/R14 staff meeting.
4. December 15 Board Meeting – Mrs. Justice initiated a discussion with the board members to consider not having a board meeting in December.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

5. Superintendent/Treasurer Evaluations – Mrs. Justice proposed completing the evaluations via paper due to pandemic circumstances and returning them to Mr. Lane by January 10, so he can compile and meet with Mrs. Justice and Mrs. Meyer before January’s board meeting.

6. Employee Appreciation – Mrs. Justice shared that employees will be given a fleece jacket with an ESC logo for all of their hard work this year. Board members will need to provide their preferred size to Mrs. Justice so one can be ordered for them as well.

APPROVAL TO CANCEL DECEMBER BOARD MEETING (Resolution #4322)

Upon the recommendation of Superintendent Justice, it was moved by Mrs. Saylor and seconded by Mr. Wilt to cancel the regular board meeting scheduled for December 15, 2020.

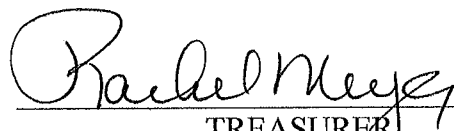
The board members present unanimously approved the motion. President of the board, Mr. Lane, declared the motion carried.

ADJOURNMENT

It was moved by Mr. Hill and seconded by Mrs. Gausman to adjourn to meet again for the Organizational Governing Board Meeting on Tuesday, January 26, 2021, at 6:30 p.m., at Southern Ohio Educational Service Center, Airborne Road, Wilmington, Ohio.



BOARD PRESIDENT



TREASURER

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 \$25,000 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