

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

REGULAR BOARD MEETING

November 25, 2019

The Southern Ohio Educational Service Center Governing Board met on Monday, November 25, 2019, at 6:30 p.m. at Region 14/Hopewell Center in Highland County for its regular monthly meeting. Members present were Mrs. Gausman, Mr. Hill, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West, and Mr. Wilt, along with Rachel Meyer, Treasurer, and Beth Justice, Superintendent. Guests present were Curt Bradshaw, Dallas Puckett, Taylor Reed, and Jeff Royalty.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #4167)

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

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

MINUTE APPROVAL (Resolution #4168)

It was moved by Mr. Hill and seconded by Mr. Luck that the October 22, 2019, meeting minutes be approved as revised.

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

The meeting was opened for public participation. None received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Ms. Reed presented the 2018-19 school year digital Annual Report from the Southern Ohio ESC website.

RECOGNITION OF THE RETIREMENT OF LINDA KELCH (Resolution #4169)

It was moved by Mr. Hill and seconded by Mr. West to recognize the retirement of Linda Kelch on December 31, 2019.

[See Minute Page #1587]

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

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APPOINTMENT TO GREAT OAKS CAMPUSES GOVERNING BOARD (Resolution #4170)

It was moved by Mr. Peck and seconded by Mr. Luck to approve the appointment of **Rodney Lane** to the Great Oaks Career Campuses Governing Board for a three-year term of office to commence on January 1, 2020, and expire on December 31, 2022.

[See Minute Page #1588]

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

GREAT OAKS ITCD REPORT

No report; Mr. Lane was absent

LEGISLATIVE LIAISON REPORT

Mr. Peck disseminated "The Link" for board members to review.

Governor, legislator sound off on state takeover reform - Gov. **Mike DeWine** reaffirmed his position on academic distress commissions (ADC) in a recent interview with the Youngstown Vindicator. DeWine commented on the House's vote to repeal ADCs in House Bill (HB) 154, stating, "I don't think we should be in a situation where we could get rid of the current law without something to replace it. The idea of nothing when there are problems is not acceptable." Referring to the Senate's efforts to revise HB 154, DeWine added: "The state has some responsibility to make sure these children have a quality education."

Meanwhile, Sen. **Peggy Lehner** (R-Kettering) indicated her hope to approve the Senate's changes to HB 154 after several months of delays. Lehner recently traveled to Massachusetts to learn the turnaround efforts implemented by the Bay State. She told Gongwer News in a recent interview its methods were "novel," and she was hopeful the Senate would approve the measure by mid-November. Currently, no hearings are scheduled for the legislation.

Ohio voters go to the ballot - Ohio voters approved 113 of 154 public school district tax issues during the Nov. 5 general election. Seventy-three percent of the school tax issues on the ballot passed Tuesday, a slight increase from the 2018 general election. Ohio voters approved 121 of 175 school tax issues in November 2018, a passage rate of 69%. Thirty-five of 72 new school tax issues were approved Tuesday, a passage rate of 49%. That also is a slight increase from the 2018 general election when 46% of new tax issues passed. Voters approved 78 of 82 renewal school tax issues on Tuesday's ballot, a 95% passage rate. That is a slight decrease from the 2018 general election in which voters approved 96% of the renewal issues.

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LEGISLATIVE LIAISON REPORT (Cont.)

Deadline approaching for new district data report - A new reporting requirement for school districts is due this month to the Ohio Department of Education (ODE). Sponsored by Sen. Matt Huffman (R-Lima) Senate Bill 216 of the 132nd General Assembly created the new report, which was intended to consolidate individual reports into a single report that must be produced only once each year.

Information in the report includes training on the use of physical restraint or seclusion; training on harassment, intimidation or bullying; training on cardiopulmonary resuscitation and an automated external defibrillator; compliance with nutritional standards; screening for hearing, vision, speech, and communications, health or medical problems, and any developmental disorders; and intradistrict and interdistrict open enrollment policies.

Recently introduced legislation:

- HB 367 - introduced by Reps. **Jessica E. Miranda** (D-Winton Woods) and **Susan Manchester** (R-Waynesfield), to require the state to recommend a job description for school counselors; require public schools to consider those recommendations when preparing job descriptions and assigning duties for school counselors; and require the designation of a school counselor liaison at the Ohio Department of Education.
- HB 405 - introduced Rep. **J. Kyle Koehler** (R-Springfield), to modify student attendance requirements at certain e-schools.
- Senate Bill (SB) 216 - introduced by Sen. **Kristina D. Roegner** (R-Hudson), to allow school districts to exempt recipients of the existing homestead exemption from additional taxes imposed by the school district.
- SB 218 - introduced by Sen. **Sandra R. Williams** (D-Cleveland), to prohibit public schools from beginning the school day earlier than 8:30 a.m.
- SB 224 - introduced by Sen. **Cecil Thomas** (D-Cincinnati), to provide additional school funding payments to **Warrensville Heights City** and **St. Bernard-Elmwood Place City**.

FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

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APPROVAL OF PAID BILLS (Resolution #4171)

It was moved by Mr. Mount and seconded by Mr. West that the paid bills for the previous month be approved as presented, for a total of \$846,075.27.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #4172)

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

[See Minute Page #1589 - #1590]

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

TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- **Travel Reimbursement Forms and Professional Development Log** - Board members need to sign their travel forms and the Professional Development Log at the Board meeting to allow the fiscal office to process payments in December.
- On November 14, 2019, we hosted a Treasurer Roundtable where representatives from ODE presented on Catastrophic/Excess Cost Reporting. The presentation was held at Hopewell. It was very well received. We had 31 in attendance, and there was good discussion and questions asked. Those in attendance included Treasurers, Special Education Coordinators, and EMIS Coordinators. This was the first workshop as planned by the OULP Treasurer Cohort Planning Committee. Thank you, Roy, for your help with the Committee!

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Professional Development:

- On November 5, 2019, I attended the Staff EMIS Fiscal Training at MVECA.
- On November 6, 2019, I attended the Updates from the Auditor of State's Office seminar at Pike County Career Center in Piketon.
- On November 10-11, 2019, I attended the Capital Conference in Columbus.
- On November 21, 2019, I will attend the Section 125 Compliance presented by American Fidelity. The presentation will provide a comprehensive overview of Section 125 Plans, such as what needs to be in our plan document, non-discrimination evidence, and other items that could be audited. Changes, if any, will likely need to be made by January 1, 2020.

NOTE: Section 125 plans allow employees to pay for certain benefits (ex. employee portion of health insurance) on a pre-tax basis. Paying for benefits on a pre-tax basis reduces the employees' taxable income and therefore reduces both the employees' and the employer's tax liability.

- On December 3, 2019, I will attend the Legal Update workshop sponsored by Brown Co. ESC and Southern Ohio ESC. The workshop will be held at Hopewell and representatives from Ennis Britton Co., LPA will present on current legal topics.

On December 4, 2019, the entire fiscal team will attend the Calendar Year-End Fiscal Meeting at MVECA.

PERSONNEL CONTRACT AGREEMENTS: ESC (Resolution #4173)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Luck 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:

ESC CONTRACT AGREEMENTS

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/Step/Rate	Contract Type	Comments
French, Erika	Substitute Teacher	2019-2020	1 year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certified Substitute	SOLC

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PERSONNEL CONTRACT AGREEMENTS: ESC (Cont.)

Fluent, Ashley	Substitute Teacher	2019-2020	1 year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certified Substitute	SOLC
Jolly, Teresa	Substitute Teacher	2019-2020	1 year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certified Substitute	SOLC
Thacker, Scott	Substitute Teacher	2019-2020	1 year	As Needed	No Degree on Schedule	No Schedule/ No Step/ \$100 per diem	Certified Substitute	SOLC

East Clinton Substitutes

1. Fluent, Ashley 2. French, Erika 3. Reed, Denise 4. Thacker, Scott

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

APPROVAL OF SATH Membership (Resolution #4174)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Mount and seconded by Mr. Wilt that the board continues membership in Supplementary Assistance to the Handicapped, Inc. (SATH) for school year 2019-2020 at a cost of \$500.00.

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

APPROVAL OF OUT-OF-STATE TRAVEL (Resolution #4175)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Wilt and seconded by Mr. Peck to approve out of state travel for **Kimberly Douglas** to accompany her gifted (TAG) students on a field trip to Chicago from May 1 – 4, 2020.

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

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APPROVAL OF DONATION: R14 (Resolution #4176)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Luck and seconded by Mr. West to approve the following donation as listed:

<u>Donated Item/Description</u>	<u>Quantity</u>	<u>Donation Received from</u>	<u>Value of Donated Item</u>
Sit to Stander	1	Stephanie Foozer 2535 US RT 50, Apt. 66, Batavia, Ohio 45103	\$2,500.00

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

APPROVAL OF BIDS (Resolution #4177)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hill and seconded by Mr. West to approve the bid recommendations provided by Mr. Jeff Royalty for the security and safety work at Region 14/Hopewell Center.

Three bids received ranging in amounts from \$139,000 to \$153,000.

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

APPROVAL OF CONSTRUCTION CONTRACT (Resolution #4178)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. Luck to approve the Construction Contract with Tag Williams, Inc. in an amount not to exceed \$139,000.

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

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the board:

1. Acoustics in large conference room – Mr. Osborne has found a microphone system and hopes to have it in place soon. Mrs. Justice is also looking at options such as “clouds” to help with noise.
2. OESCA awards summary – Mrs. Justice shared pictures from ceremony along with the program. Congratulations to Jim Luck and Linda Allen for receiving awards.
3. High Performing ESC – Mrs. Justice shared SOESC has been named as a High Performing ESC.
4. Evaluation revisions follow up – (Committee members: Mrs. Charters, Mrs. Gausman, and Mr. Mount). Mr. Mount indicated the committee looked at several samples and tried to come up with items to more easily evaluate the Superintendent and Treasurer. The committee came up with a one-page document that outlines job descriptions and objectives. The Superintendent and Treasurer will provide a snapshot report to the Board as it relates to the objectives on the evaluation tool. The updated evaluations are more concise and better indicators of what has happened in the last twelve months. Mrs. Gausman indicated they agreed to use the state standards as a guide. The committee learned the Superintendent/Treasurer roles are intertwined. The Evaluation tool will be used twice per year and will be distributed at the December meeting.
5. Staff Christmas meeting December 18th - All board members are welcome to attend.
6. Board meeting December 17th - Mrs. Gausman asked that the meeting take place at Hopewell this year.
7. Time change for November meeting 6:30 p.m. at Region 14/Hopewell Center – Mrs. Justice reminded board members of the fall meeting time change.
8. Amy Luttrell received the Margaret Burley Family Impact Award at OCALICON. Only two awards were given out that day. At least thirty staff members were in attendance to help her celebrate.
9. Superintendent Meetings – Mrs. Justice shared great conversations are taking place at the meetings with professional development in areas they can readily take back to their districts, including ethics, value-added, mental health, and report card data.

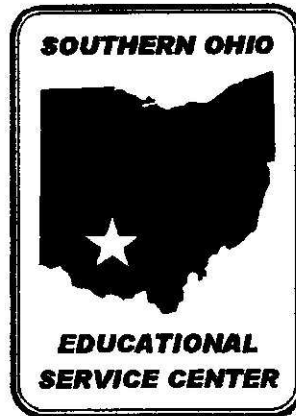
ADJOURNMENT

It was moved by Mr. Luck and seconded by Mr. Peck to adjourn to meet again in regular session on December 17, 2019, at 6:00 p.m. at Region 14/Hopewell Center, 5350 West New Market Road, Hillsboro.


BOARD PRESIDENT


TREASURER

**Southern Ohio Educational Service Center
Governing Board**



Resolution

4169

November 25, 2019

In Recognition of Linda Kelch

Whereas, Linda Kelch was employed by the Southern Ohio Educational Service Center on **August 15, 1988**, and

Whereas, she has provided expertise, dedication, loyalty, leadership and a commitment to excellence to the Southern Ohio Educational Service Center and to the client school districts of the Southern Ohio Educational Service Center, and

Whereas, she will retire after **32 years** of service to the Southern Ohio Educational Service Center,

Therefore, be it resolved that the Southern Ohio Educational Service Center Governing Board and staff would like to express our sincere appreciation to you and wish you the best in your retirement.

Martha Gausman
Board President

Raeel Meyer
Treasurer

Debra Justice
Superintendent

Southern Ohio Educational Service Center Governing Board



Resolution

4170

November 25, 2019

Resolution of Appointment To Great Oaks Career Campuses Governing Board

WHEREAS, Great Oaks Career Campuses ("Great Oaks") Joint Vocational School District ("JVSD") has a vacancy on its board;

WHEREAS, Southern Ohio Educational Service Center Governing Board ("SOESC") is a member of the Great Oaks Career Campuses JVSD and is authorized by the Great Oaks "plan" on file with the State Board of Education to appoint an individual ("Appointee") to fill the vacancy;

WHEREAS, SOESC has reviewed the statutory requirements for making the appointment, including those in Ohio Revised Code 3311.19 (as amended) and its requirements that JVSD Board members have experience as chief executive officers, chief financial officers, human resources managers, or other business, industry, or career counseling professionals who are qualified to discuss the labor needs of the region with respect to the regional economy; and the requirement that JVSD board members represent employers in the region served by Great Oaks and be qualified to consider the state's workforce needs with an understanding of the skills, training, and education needed for current and future employment opportunities in the state; and the requirement that JVSD Board members be selected based on the diversity of the employers in the territory served by Great Oaks;

WHEREAS, SOESC has performed and documented its due diligence in considering the Appointee's qualifications, including the Appointee's qualifications to meet the legal requirements to serve;

NOW, THEREFORE BE IT RESOLVED that Southern Ohio Educational Service Center Governing Board appoints **Rodney Lane** to the Great Oaks Career Campuses Governing Board for a three-year term of office to commence on January 1, 2020, and expire on December 31, 2022.

Martha Gausman
Board President

Rachel Meyer
Treasurer

Deth Justice
Superintendent

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2020 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 \$200,000.00 - continue to add \$25,000.00 per year, budget permitting, per 6/25/19 board direction
Hopewell General Fund - Emergency Fund - 4 months of expenses \$1,000,000.00
Hopewell General Fund - Building Fund \$31,000.00 - (security system, updates, repair, etc...)
Hopewell General Fund - Termination / Retirement Benefits setaside \$46,370.00

Transfers: (To be made - more information to follow)