

MINUTES OF THE SOUTHERN OHIO  
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR MEETING

October 28, 2014

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The Southern Ohio Educational Service Center Governing Board met on Tuesday, October 28, 2014 at 7:00 p.m. at the Southern Ohio Educational Service Center for its regular monthly meeting. Members present were Mr. Clawson, Mrs. Gausman, Mr. Hill, Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck and Mr. West along with Treasurer Rachel Meyer and Superintendent Tony Long. Mr. Wilt was unable to attend. Guests in attendance were Mike Thomas and Mary Books from Great Oaks.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3262)

It was moved by Mr. Mount and seconded by Mr. Luck to approve the agenda.

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

MINUTE APPROVAL (Resolution #3263)

It was moved by Mr. Clawson and seconded by Mr. West that the September 23, 2014 meeting minutes be approved as presented.

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

PUBLIC PARTICIPATION

OhioMeansJobs Presentation by guests from Great Oaks: Mary Books, Career Specialist and Mike Thomas, Dean of Instruction

Mary Brooks provided a brief presentation on OhioMeansJobs K-12.

- ODE online career planning tool (build resume, develop budget, job search, explore career interests, etc.)
- Used with students in elementary grades K-5 (career awareness) middle grades 6-8 (career exploration) and high school 9-12 (career planning)
- College entrance prep tests
- Career based tests (CDL, EMT)
- Search for college and training programs to reach individual student goals
- Launched Fall 2014
- Recommended watch: *Success in the New Economy* Vimeo (<http://vimeo.com/67277269>)

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GREAT OAKS ITCD REPORT

- Great Oaks students scored well on report card.
- The Butler Health Plan has worked steadily to keep health care costs to a minimum. Medical premiums will decrease by 4.9% and dental premiums will remain the same.

LEGISLATIVE LIAISON REPORT

October and November issues of "The Link" were shared.

- There has not been any activity on House Bill 957, to repeal the Common Core State Standards
- The House passed stop-gap legislation in September to fund education and other federal programs through December 11
- October issue devoted to important November elections
- School districts respond to NSBA Child Nutrition Pulse Poll so that NSBA knows how the current law is working in order to inform Congress on needed improvements
- New bill to limit state mandated testing

FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3264)

It was moved by Mr. Lane and seconded by Mr. Luck that the paid bills for the previous month be approved as presented, for a total of \$649,461.18.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3265)

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Peck 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. Hill, declared the motion carried.

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**APPROVAL OF INVESTMENT (Resolution #3266)**

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

<u>Date</u>	<u>Fund</u>	<u>Firm</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Amount</u>
10/8/2014	Waddell Scholarship Trust	Doral BK Catano P R	6/1/2015	.5%	\$100,000.00

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

**TREASURER DISCUSSION ITEM(S)**

**1. Elected Officials and Key Employees Questionnaire:**

As part of our FY2014 Audit process, I have been asked to have each Board Member complete the enclosed questionnaire. Tony and I also have been asked to complete the questionnaire.

**2. Fiscal Office Update:**

- Mary Camp and I just sent out the second invoices of the year for primary services. Hopewell and the ESC's services have been combined into one invoice per district. If you recall, we began this practice in FY2014 with the goal of reducing the number of invoices, provide consistency in billing, and make it easier for districts to process payments to the ESC.
- The FY2014 audit should begin in December 2014 or January 2015.

**3. Professional Development**

- On September 29, 2014 I met with Jim DeMark from Plattenburg regarding the GAAP Conversion. We have provided all the requested documents in order for Plattenburg to complete the conversion in early November.
- On October 1, 2014 I attended the Highland Fayette Clinton Safety Council where Timothy McDermott, Bureau of Workers' Compensation (BWC) Regional Business Consultant, presented on the BWC's switch to prospective billing.
- On October 29, 2014, I will attend the EPC HealthCare Reform Review with Megan Thompson, Karla Dunlap and Amanda Ely. The 2 hour session will review the 30 Hour Rule, including:

*Who is an Employee*

*Part Time and Seasonal Employees*

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*1099 Contract Employees*  
*Tracking Hours*  
*When to offer coverage*  
*Affordability*

- On November 10-11, 2014, I will attend the Capital Conference.

PERSONNEL CONTRACT RESIGNATION (Resolution #3267)

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

[See Minute Page #0710]

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

PERSONNEL CONTRACT AGREEMENTS (Resolution #3268)

Upon the recommendation of Superintendent Long, it was moved by Mr. Mount and seconded by Mr. Clawson 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 #0711-0712)

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

APPROVAL OF HOUSE BILL 362 LEGISLATIVE CHANGES (Resolution #3269)

Upon recommendation of Superintendent Long, it was moved by Mrs. Gausman and seconded by Mr. Peck to approve Ohio House Bill 362 legislative changes to allow the Southern Ohio Educational Service Center to not complete a formal Ohio Teacher Evaluation System process on any educator who elects to retire before December 1 of the preceding year they elect to retire.

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

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**APPROVAL OF IMPRACTICAL TO TRANSPORT RESOLUTION (Resolution #3270)**

Upon the recommendation of Superintendent Long, it was moved by Mr. Lane and seconded by Mr. West to approve:

**Bright Local School's** request for Impractical Transportation of students.

**Clinton-Massie Local School's** request for Impractical Transportation of students.

**East Clinton Local School's** request for Impractical Transportation of students.

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

**APPROVAL OF SATH MEMBERSHIP (Resolution #3271)**

Upon the recommendation of Superintendent Long, it was moved by Mr. Luck and seconded by Mr. Mount that the board continues membership in Supplemental Assistance to the Handicapped, Inc. (SATH) for school year 2014-2015 at a cost of \$500.00.

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

**APPROVAL OF PROVIDER CONTRACT(S) (Resolution #3272)**

Upon the recommendation of Superintendent Long, it was moved by Mr. Peck and seconded by Mr. Clawson to approve the following provider contract(s) as listed:

**PROVIDER CONTRACT(S)**

<u>Client</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
Muskingum Valley ESC	Lean Six Sigma Bootcamp Training	10/1/14-1/31/15	NTE \$6,000.00

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

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**APPROVAL OF SERVICE CONTRACT(S) (Resolution #3273)**

Upon the recommendation of Superintendent Long, it was moved by Mr. West and seconded by Mr. Mount to approve the following service contract(s) as listed:

**SERVICE CONTRACT(S)**

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Ohio School Boards Association	2150541	OSBA Policy Services	FY 2015	\$1,550.00	---

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

**SUPERINTENDENT INFORMATION/DISCUSSION ITEMS**

Mr. Long shared the following with the board:

1. Capital Conference Materials were handed out to all that plan to attend. Reminded the board that Dennis Mount will be recognized for 20 years of service at the brunch on Monday, November 10 at 9:00 a.m.
2. Currently working on selection and setting up interviews for the Lynchburg-Clay superintendent search. The SOESC will also be assisting the Bright Local school district with their superintendent search.
3. The board's finance committee decided that Treasurer Rachel Meyer will not be evaluated at this time since she has only been on the job since August 1. The treasurer evaluation instrument will be reviewed late next summer. The superintendent evaluation instrument was evaluated prior to the board meeting.
4. The 2014 SOESC Annual Report was shared.
5. OSBA Delegate Assembly Information was reviewed. Mr. Mount is the SOESC delegate.
6. Tuition Reimbursement summary was reviewed.
7. Creation of a new Communication Coordinator Position to be shared with seven school districts and the SOESC.
8. Tony received the BASA Exemplary Leader Award for Region 6.
9. New copier lease for entire organization will save the SOESC \$52,000 over the three year contract.
10. Reminded the board that the scheduled board meeting time will change from 7 pm to 6:30 pm.

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ADJOURNMENT (Resolution #3274)

It was moved by Mr. Luck to adjourn to meet again in regular session on November 25, 2014 at 6:30 p.m. at the 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.

Notes: *Mr. West reported that the finance committee reviewed the evaluation instruments in September and met again today and made minor changes. New superintendent evaluation document will be presented to full board at November board meeting.*

*Mr. Mount provided a summary of proposed amendments to the OSBA constitution and bylaws and proposed changes to the Legislative Platform.*

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Treasurer

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2015 PERMANENT APPROPRIATIONS



TOTAL ACCOUNT

November  
December  
January  
February  
March

July  
August  
September

FUND  
OBJECT  
SCC

DESCRIPTION

		GENERAL FUND							OTHER FUNDS						
FUND	OBJECT	SCC	DESCRIPTION	July	August	September	October	November	December	January	February	March	TOTAL ACCOUNT		
001	100	0000	SALARIES	\$ 2,466,893.00	\$ 158,484.00	\$ 4,000.00	\$ 2,189.00						\$ 2,625,377.00		
001	200	0000	FRINGE BENEFITS	\$ 1,043,988.90	\$ 55,588.00	\$ 1,700.00	\$ 1,825.00						\$ 1,091,806.90		
001	400	0000	PURCHASED SERVICES	\$ 342,919.54	\$ 10,680.00	\$ 1,700.00	\$ 1,825.00						\$ 351,274.54		
001	500	0000	SUPPLIES & MATERIALS	\$ 36,630.00	\$ 3,000.00	\$ 5,700.00	\$ 190.00						\$ 45,460.00		
001	600	0000	CAPITAL OUTLAY	\$ 10,400.00	\$ 700.00		\$ 812.50						\$ 14,375.00		
001	800	0000	OTHER OBJECTS	\$ 50,805.81			\$ 70.00						\$ 50,875.81		
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,155,000.00									\$ 1,155,000.00		
001	900	0000	GENERAL FUND TOTAL	\$ 5,155,627.25	\$ 228,872.00	\$ 12,100.00	\$ 5,076.50						\$ 5,334,169.25		

		GENERAL FUND							OTHER FUNDS						
FUND	OBJECT	SCC	DESCRIPTION	July	August	September	October	November	December	January	February	March	TOTAL ACCOUNT		
001	9001		GIFTED GENERAL FUND	\$ 26,685.05									\$ 26,685.05		
001	9018		STAFF DEVELOPMENT GENERAL FUND	\$ 61,334.69									\$ 61,334.69		
001	9050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 104,145.47									\$ 104,145.47		
007	0000		UNCLAIMED FUNDS	\$ 11.00									\$ 11.00		
008	9271		WADDELL FUND	\$ 53,300.00									\$ 53,300.00		
014	9197		ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 124,420.00	\$ 1,381.50								\$ 125,801.50		
022	9245		HOPEWELL GENERAL FUND	\$ 4,136,264.00									\$ 4,136,264.00		
022	9500		D.A.R.E AGENCY FUND	\$ 19,517.23	\$ 110.00								\$ 19,627.23		
462	9013		ALTERNATIVE CHALLENGE FY14 FUND	\$ 5.98									\$ 5.98		
463	9014		ALTERNATIVE CHALLENGE FY15 FUND	\$ 44,359.00									\$ 44,359.00		
451	9413		ONENET CONNECTIVITY FY15 FUND	\$ -									\$ -		
499	9006		STATE SUPPORT TEAM FY14 FUND	\$ 3,477.06									\$ 3,477.06		
499	9007		STATE SUPPORT TEAM FY15 FUND	\$ 115,140.50									\$ 115,140.50		
516	9223		IDEA PART B FY14 FUND	\$ 160,694.29									\$ 160,694.29		
516	9224		IDEA PART B FY15 FUND	\$ 1,017,492.96									\$ 1,017,492.96		
516	9808		PARENT MENTOR FY14 FUND	\$ 2,734.05									\$ 2,734.05		
516	9807		PARENT MENTOR FY15 FUND	\$ 25,000.00									\$ 25,000.00		
587	9605		EARLY LEARNING DISCRETIONARY FY14 FUND	\$ 75.88									\$ 75.88		
587	9506		EARLY LEARNING DISCRETIONARY FY15 FUND	\$ 46,659.00									\$ 46,659.00		
590	9004		OTES FY15 FUND	\$ 16,300.00									\$ 16,300.00		
599	6507		SPDG FY14 FUND	\$ 33,803.54									\$ 33,803.54		
599	9508		SPDG FY15 FUND	\$ 12,500.00									\$ 12,500.00		
599	9603		UD - PARAPROFESSIONAL FY14 FUND	\$ 20,983.45									\$ 20,983.45		
OTHER FUNDS TOTAL				\$ 229,923.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 229,923.50		

Monthly Appropriation Changes  
GRAND TOTAL APPROPRIATIONS - ALL FUNDS \$ 5,564,092.75



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

10/27/2014

**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.

## Resignation Approval Recommendations ESC

Last Name	First Name	Tentative Position	Contract Type	Effective Date	Additional Agenda Item	Comments	Board meeting Date
Glass	Barbara	Gifted Intervention Specialist	Certificated Employee	5/31/2015			10/28/2014

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
Richard	Kenn	Speech Language Pathologist Substitute Fiscal Cert - Payrol	2014	2015	1	as needed as needed	BA (A) M	25	Bachelor's No Degree on Schedule	541.57 11.86	hourly hourly	Certified Substitute Classified Employees	Slr sub @ Hillsborough School Oct-Dec sub for S. Hampton @ Greenfield Interimly / Feb-May

SUBSTITUTE TEACHERS FOR THE 2014-2015 SCHOOL YEAR  
OCTOBER 28, 2014

- \*Michelle Adams has a long-term sub position through the end of the school year.
- \*Please remove Leandra Roble Thompson from your list she has full time employment.

The following Substitute Teachers have met all the requirements of the Southern Ohio Educational Service Center and are ready to be approved.

	Last Name:	First Name:
1.	BROCK	SAVANNAH
2.	CURRY	TYLER
3.	CURTIS	BROOKE
4.	DAUGHERTY	GAROLE
5.	HOLTER	KENNETH
6.	JOSEPH	BONNIE
7.	KASBERG	KATHRYN
8.	KOCH	THOMAS
9.	McMULLEN	KAITLIN
10.	MONROE	VICTORIA
11.	O'CONNOR	TRAVIS
12.	POWLES	ETHAN
13.	ROOT	GINA
14.	SATCHWELL	MELISSA
15.	STORER	ROBERT
16.		
17.		
18.		
19.		
20.		