

MINUTES OF THE SOUTHERN OHIO
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

OCTOBER 26, 2021

The Southern Ohio Educational Service Center Governing Board met on Tuesday, October 26, 2021, at 7:00 p.m. for its regular monthly meeting. Members present were Mrs. Charters, Mrs. Gausman, Mr. Hill, Mr. Mount, Mr. Peck, Mrs. Saylor, and Mr. West, along with Rhonda Cochran, Account Payable/Fiscal Support, and Beth Justice, Superintendent. The guest present was Curt Bradshaw.

APPROVAL OF THE MEETING AGENDA (Resolution #4452)

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

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

MINUTE APPROVAL (Resolution #4453)

It was moved by Mrs. Charters and seconded by Mrs. Gausman that the September 28, 2021 meeting minutes be approved as presented.

Six board members approved the motion with one abstention from Mr. Peck. President of the board, Mr. Mount declared the motion carried.

The meeting was opened for public participation; none was received.

SOUTHERN OHIO ESC SHARED EXPERTISE

No Shared Expertise for October.

RESOLUTION OF SUPPORT FOR WILMINGTON CITY SCHOOL DISTRICT FOR A ONE (1) PERCENT INCOME TAX (RENEWAL) (#4454)

It was moved by Mrs. Gausman and seconded by Mr. Hill to approve the following resolution of support for a one (1) percent income tax renewal on the school district income of individuals and of estates imposed by **Wilmington City School District** for the purpose of current expenses and general on-going permanent improvements at the November 2, 2021 election.

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

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GREAT OAKS ITCD REPORT

There was no report as Mr. Lane was not in attendance.

LEGISLATIVE LIAISON REPORT

Mr. Peck referenced a copy of "The Link" publication that was provided in board member packets.

- **Financial literacy bill awaits action by DeWine**

The Ohio Senate and the Ohio House of Representatives sent Senate Bill (SB) 1 to Gov. **Mike DeWine** after the House Primary and Secondary Education Committee accepted a substitute version of the bill and an amendment that includes local flexibility to address the substitute teacher shortage issue.

- The substitute version of the bill moves the one-half unit of instruction that would have been required as part of a student's instruction in social studies to be taken either as an elective course or in lieu of one-half unit of a mathematics course. SB 229 would provide options to schools by extending the deadline for a district to submit a blended learning declaration to April 30, 2022; allowing a school to offer remote learning to a student whose parent requests remote learning; and allowing a school that operates an online learning school to allow a quarantined student in a traditional district school to participate in that online learning school during the period of quarantine. Schools that offer a blended learning model or remote option must ensure that the student has a computer and internet.
- Additionally, SB 229 would prohibit the use of the chronic absenteeism measure on the state report card for the 2021-22 school year, waive the requirement for the 2021-22 school year that a student be automatically withdrawn from an e-school if that student fails to take a state end-of-course exam, and require ODE to calculate an adjusted four-year graduation rate for those students who were continuously enrolled in the same district or building in grades nine-12.

- **Recently introduced legislation**

- SB 233 was introduced by Blessing, to require the State Board of Education to adopt licensure rules for school nurses and school nurse wellness coordinators and require membership in the state retirement system.
- SB 248 introduced by Antani, requiring school districts to provide a moment of silence each school day rather than permit.
- SB 251 introduced by Sens. **Tim Schaffer** (R-Lancaster) and **Tina Maharath** (D-Columbus), to allow a person under 16 years of age to be employed between 7:00 p.m. and 9:00 p.m. during the school year if the person has parental or legal guardian consent.
- Mr. Peck also mentioned that OSBA decided to disassociate from NSBA.

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BOARD COMMUNICATION PLAN

Mrs. Charters shared the Board Member Interest/External Communication document she created with the members.

Mrs. Justice followed up about the District Strategic Plan Group (consisting of Hopewell Team Leaders and Administrators) that is currently meeting. She mentioned they have been working on Internal Focus and a sub-committee that will make External Communication a focus. She told Mrs. Charters that she had recently emailed her an invitation to attend the next meeting on November 3rd.

There was a discussion from Mrs. Saylor regarding the County Extension Guide. Perhaps we could contribute monthly vs. quarterly. Maybe fewer submissions during off years. Another suggestion was to include announcements in utility bills.

Need to find the Right Audience at the Right Time using the Right Vehicle.

Next step: What is already happening? Staff vs. Board?

FINANCIAL REPORTS

Mrs. Charters, with fiscal assistance from Mrs. Cochran, provided the Treasurer's Report in the absence of the Treasurer, Rachel Meyer.

Mrs. Charters, with the help of Mrs. Cochran, reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #4455)

It was moved by Mr. West and seconded by Mr. Peck that the paid bills for the previous month be approved as presented, for a total of \$813,220.93.

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

APPROPRIATIONS MODIFICATION AND AMENDMENTS (Resolution #4456)

It was moved by Mr. Hill and seconded by Mrs. Saylor to approve the following appropriations and modifications as presented.

[See Minute Page #1860 - #1861]

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

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TREASURER DISCUSSION ITEMS

Fiscal Office Update:

Mrs. Cochran gave a quick update on fiscal office happenings.

- Amanda Ely and I sent out the second invoices of the year for services provided by the ESC and Hopewell. They were emailed to Treasurers the week of October 11.
- I will be out of the office on vacation from October 15 - 29. Rhonda Cochran will assist Mrs. Charters with my report during the board meeting. If you have any questions when I am scheduled to be on vacation, please feel free to call (937) 382-6921 and dial extension 1023 for Rhonda Cochran or extension 1022 for Amanda Ely.

Professional Development:

- On October 6, 2021, I attended an STRS Employer Education webinar about account adjustments and back postings.
- On October 8, 2021, Rhonda attended the EOPO (Educational Office Professionals of Ohio) Fall Conference at The Summit Hotel in Cincinnati. This conference is geared towards educational office staff. The agenda is filled with "alike job discussions" to share best practices among peers, including a facilitated interactive exchange of ideas and information. Conference presentations include: "Gaining that Competitive Edge: Essential Soft Skills for Success" and "Personal Empowerment with Feng Shui."
- On October 12, 2021, I attended the virtual OULP Treasurer Cohort Meeting. Participants were provided with CARES Act spending and reporting guidance, and it will be presented by Brian Jones, Executive Director, Federal & State Grants Administration, Ohio Department of Education.

PERSONNEL CONTRACT RESIGNATION: ESC (Resolution #4457)

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

<u>ESC Contract Resignation</u>			
<u>Name</u>	<u>Position</u>	<u>Contract Type</u>	<u>Effective Date</u>
Roeper, Ethel "Jean"	Sub Teacher	ECSub Teacher Cert. Contract	9/23/2021
Worley, Hayleigh	Student Monitor	Classified	10/23/2021

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

Mrs. Charters thanked the fiscal office for their consistency and work.

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PERSONNEL CONTRACT AGREEMENTS (Resolution #4458)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mrs. Gausman that the board approves employment contracts for the following personnel subject to the provision of ORC 3319.02, ORC 3319.08, and/or ORC 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
Perkins, Amanda	Mentor Assignment	2021-2022	1 Year	As needed	No Degree on Schedule	No Schedule/No Step/\$500	Certified Supplemental	
Mabry, Mavis	Substitute Teacher	2021-2022	1 Year	As Needed	No Degree on Schedule	No Schedule/No Step/\$115.00 per diem	Certificated	SOLC

East Clinton Substitutes

1. Hughes, Heather 2. Huston, Megan 3. Lane, Marissa 4. Waits, Rebecca

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

RENEWAL OF AMERICAN FIDELITY PLAN (#4459)

Upon the recommendation of Superintendent Justice, it was moved by Mrs. Gausman and seconded by Mrs. Charters to renew the American Fidelity Plan Documents for Southern Ohio Educational Service Center for the following plan years:

Plan Number 501: January 1, 2022, through December 31, 2022

Optional insurance (cancer, dependent care assistance, disability, etc.), medical expense reimbursement plan (flex spending), etc.

Plan Number 502: January 1, 2022, through December 31, 2022

Insurances; dental, vision, life and medical, etc.

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

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APPROVAL OF SERVICE CONTRACT (#4460)

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

ESC SERVICE CONTRACT

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
Ohio School Boards Association	2220419	OSBA Policy Services	11/01/2021 – 10/31/2022	\$1,500.00

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the board:

1. Capital Conference – Mrs. Justice asked board members to let Stephanie know by October 23 if they would like to attend the Capital Conference.
2. Superintendent Search – Mrs. Justice plans to meet with the Fairfield board soon and work closely with the current Superintendent as the SOESC facilitates the search for their next Superintendent.
3. Collaborative with Highland County – Mrs. Justice met with HCDD to plan a collaborative approach to support Highland county schools with autistic children.
4. Superintendent's Meeting Update – All Superintendents were in attendance for the hybrid-based meeting. Pam Wise from Ennis Britton spoke on COVID liability on adults contracting.
5. PPE Distribution – SOESC continues to support districts with ordering and delivery.
6. November Board Meeting – The next board meeting will take place on a Monday.
7. Region 14/Hopewell – The upcoming board meeting is on October 28. Hopewell will be a voting poll location on November 2. Mrs. Justice provided a handout from SATH for the forthcoming turkey bingo event.
8. SOESC Fiscal Agent – Mrs. Justice shared that three districts: Blanchester, Bright, and Fairfield, will be utilizing our organization as their fiscal agent for the ODE-ARP American Rescue Plan funds.


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ADJOURNMENT

It was moved by Mr. Hill and seconded by Mr. West to adjourn to meet again in regular session on **Monday, November 22, 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 2022 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	GENERAL FUND												TOTAL ACCOUNT
				FY2022 APPROP	August	September	October	November	December	January	February	March				
001	10010000		SALARIES	\$ 2,708,407.00	\$ 239,730.00										\$ 2,948,137.00	
001	20010000		FRINGE BENEFITS	\$ 1,526,938.27	\$ 224,815.00										\$ 1,751,753.27	
001	40010000		PURCHASED SERVICES	\$ 908,378.00	\$ 1,300.00										\$ 909,678.00	
001	50010000		SUPPLIES & MATERIALS	\$ 85,956.00											\$ 85,956.00	
001	60010000		CAPITAL OUTLAY	\$ 13,400.00											\$ 13,400.00	
001	80010000		OTHER OBJECTS	\$ 63,815.00											\$ 63,815.00	
001	90010000		CONTINGENCIES / TRANSFERS	\$ 1,705,000.00	\$ (35,000.00)										\$ 1,670,000.00	
			GENERAL FUND TOTAL												\$ 7,442,739.27	
			OTHER FUNDS													
001	19050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 9,822.15	\$ 35,000.00										\$ 44,822.15	
007	0000		UNCLAIMED FUNDS	\$ 58.95											\$ 58.95	
008	9271		WADDELL FUND	\$ 53,300.00											\$ 53,300.00	
019	9905		REMOTEX OCERIPHILANTHROPY OHIO FY21 FUND	\$ -											\$ -	
022	9245		HOPEWELL CUSTODIAL FUND	\$ 4,715,787.00											\$ 4,715,787.00	
022	9500		D.A.R.E. CUSTODIAL FUND	\$ 23,695.80											\$ 23,695.80	
451	9420		K12 NETWORK SUBSIDY	\$ 1,800.00											\$ 1,800.00	
499	9013		STATE SUPPORT TEAM FY21 FUND	\$ 3,816.46											\$ 3,816.46	
499	9014		STATE SUPPORT TEAM FY22 FUND	\$ 115,140.50											\$ 115,140.50	
499	9401		ESC OTES 2.0 FY21 FUND	\$ 105.00											\$ 105.00	
499	9706		STUDENT ASSESSMENT FY22 FUND	\$ -					\$ 18,200.00						\$ 18,200.00	
499	9855		STATE SUPPORT TEAM - TRANSITION FY21 FUND	\$ 9.49											\$ 9.49	
499	9856		STATE SUPPORT TEAM - TRANSITION FY22 FUND	\$ 8,000.00											\$ 8,000.00	
507	9470		FAMILY ENGAGEMENT LIAISON FY21 FUND	\$ 58,245.23											\$ 58,245.23	
507	9500		REMOTEX OCER DEPT MATCH FY21 FUND	\$ -											\$ -	
507	9600		EXTENDED LEARNING AND RECOVERY FY21-22 FUND	\$ 175,000.00											\$ 175,000.00	
508	9200		GEER (GOV. EMER. ED. RELIEF) FY21 FUND	\$ 257,246.19											\$ 257,246.19	
516	9231		IDEA PART B FY22 FUND	\$ 1,156,694.00											\$ 1,156,694.00	
516	9230		IDEA PART B FY21 FUND	\$ 62,092.36											\$ 62,092.36	
516	9815		PARENT MENTOR FY22 FUND	\$ 25,000.00											\$ 25,000.00	
516	9814		PARENT MENTOR PROJECT SUPPLEMENTAL FY21 FUND	\$ 4.55											\$ 4.55	
516	9813		PARENT MENTOR FY21 FUND	\$ 4,223.50											\$ 4,223.50	
516	9917		EARLY LITERACY SSIP (IDEA) FY22 FUND	\$ 83,813.00											\$ 83,813.00	
516	9916		EARLY LITERACY SSIP (IDEA) FY21 FUND	\$ 5,569.16											\$ 5,569.16	
587	9513		EARLY LEARNING DISCRETIONARY FY22 FUND	\$ 75,993.02											\$ 75,993.02	
587	9512		EARLY LEARNING DISCRETIONARY FY21 FUND	\$ 4,436.57											\$ 4,436.57	
587	9804		EARLY LITERACY SSIP FY22 FUND	\$ 25,176.00											\$ 25,176.00	
587	9803		EARLY LITERACY SSIP FY21 FUND	\$ 1,652.69											\$ 1,652.69	
590	9008		ESC STATE TRAINERS - OTES 2.0 FY21 FUND	\$ 67.00											\$ 67.00	
			OTHER FUNDS TOTAL		\$ 9,803.92										\$ 9,803.92	
			Monthly Appropriation Changes	\$ 465,845.00	\$ 9,803.92	\$ 18,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 483,848.92	
			GRAND TOTAL APPROPRIATIONS - ALL FUNDS												\$ 14,372,491.81	

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 \$1,420,000.00
General Fund - Building Fund \$250,000.00 - continue to add \$25,000.00 per year, budget permitting, per 6/25/19 board direction
Hopewell General Fund - Emergency Fund - 3 months of expenses \$890,000.00
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 (completed 7/31/21)

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