

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

**REGULAR BOARD MEETING**

**October 22, 2019**

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The Southern Ohio Educational Service Center Governing Board met on Tuesday, October 22, 2019, at 7:00 p.m. at Southern Ohio Educational Service Center in Clinton County for its regular monthly meeting. Members present were Mrs. Charters, Mrs. Gausman, Mr. Hill, Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West, and Mr. Wilt, along with Rhonda Cochran, Fiscal Clerk/Accounts Payable, and Beth Justice, Superintendent. Guest present was Curt Bradshaw

**REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #4160)**

It was moved by Mr. Peck and seconded by Mr. Wilt to approve the agenda.

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

**MINUTE APPROVAL (Resolution #4161)**

It was moved by Mrs. Charters and seconded by Mr. Wilt that the September 24, 2019, meeting minutes be approved as presented.

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**

Due to unexpected commitments, Mrs. Megan Trowbridge was not able to attend to share information to the board on her contributions to the organization. She is currently scheduled to attend the February board meeting.

**GREAT OAKS ITCD REPORT**

Mr. Lane indicated he attended the October meeting. He shared ongoing district goals. All associates are working together to prepare and support all learners to successfully enter, compete and advance in their educational career paths and create an environment and provide resources that meet the evolving needs of learners, industry, and our communities.

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GREAT OAKS ITCD REPORT (Cont.)

Mr. Ben Vanhorn, Treasurer/CFO, provided details and activities to address the following strategies in support of the district goals during 2019-2020 :

- Strategy 1: Provide leadership through financial stewardship.
- Strategy 2: Improve operational efficiency and utilization of resources.
- Strategy 3: Provide effective communication to the stakeholders of the Great Oaks Campuses.

Mr. Harry Snyder, President/CFO, discussed actions planned in support of the district goals for 2019-2020 under the following strategies:

- Strategy 1: Continue facilities updates to support innovation and future workforce demands.
- Strategy 2: Foster a culture that promotes connectedness among individuals and the organization.
- Strategy 3: Encourage collaboration to enhance our instructional focus.

The Board heard an annual report of activities and expenditures of the Great Oaks Education Foundation. Julie Woodward, Great Oaks liaison to the Foundation, told the Board that the Foundation raised a total of \$144,711 in 2019 and spent \$95,126 to “expand access to quality career-technical programs and services for youth.” This included such activities as eliminating barriers to success, including providing food and financial support for students in need, funding driver’s education through a \$10,000 contribution, and awarding scholarships for further education.

Ben Vanhorn reported to the Finance Committee that \$45 million in bonds to finance construction and improvements were sold on September 25, at an all-in interest rate of 2.69%. The funds will be used to finance renovations and additions at the Laurel Oaks campus, HVAC unit replacement at Diamond Oaks, Live Oaks, and Scarlet Oaks, and the construction of a new fire training tower at Scarlet Oaks.

*Mr. Lane shared the Great Oaks Career Campuses Report Card. He also shared the results from all the Career Campuses/JVSD’s highlighting results for Southern Hills JVSD and Ohio Valley Local CTPD (since our districts are in close proximity to them).*

*Mr. Lane talked to Mr. Abt at Laurel Oaks about the Legal Drug Use Program. They have 79 students participating this year with 100% success rate. Last year they had 100 students participate with one failure. They would like to see this implemented at the other three campuses.*

LEGISLATIVE LIAISON REPORT

Mr. Peck disseminated “The Link” for board members to review.

The policy provisions of House Bill (HB) 166 take effect on October 17. That legislation, which is the two-year state budget bill, made changes to a host of education policies, like new graduation requirements, an expansion of the state’s voucher programs, an increase in the base teacher salary amount, and revised student absence policies.

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LEGISLATIVE LIAISON REPORT (Cont.)

The Ohio Department of Education (ODE), on October 31 will disburse the first two installments of the \$675 million in new Student Wellness and Success Funds.

A plan to overhaul the state's academic distress commissions (ADC) appears to be in doubt as both supporters and opponents of Ohio's ADCs have planned the proposed changes.

HB 243, introduced by Reps. Casey Weinstein (D-Hudson) and C. Alison Russo (D-Upper Arlington), to require that all health benefit plans, including those provided by school districts, provide coverage for the full cost of up to \$2,500 per hearing aid for each hearing-impaired ear every 48 months for a covered person under 22 years of age and all related services. HB 333 introduced by Rep. Jon Cross (R-Kenton) to permit public schools to enter into agreements with third parties to provide digital student record storage, management, and retrieval. There is talk about legalizing sports gambling in Ohio; if so, unknown how much profit will go towards education. A second hearing on SB 102 was conducted. This bill creates Dyslexia Screening Program that would require public schools to conduct screenings of all children six years old or younger and provide intervention services for those displaying risk factors for dyslexia.

FINANCIAL REPORTS

Mr. Mount, with assistance from Mrs. Cochran, reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #4162)

It was moved by Mr. Charters and seconded by Mr. Luck that the paid bills for the previous month be approved as presented, for a total of \$714,957.15.

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

*Mr. Mount reported that Mrs. Rachel Cluxton said she loves her new job, its rewarding and challenging with a nice support staff with no drama or hidden agendas.*

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TREASURER DISCUSSION ITEMS

**Fiscal Office Update**

- On September 26, 2019, Roy and I had a planning meeting with the Treasurer Cohort. I think we are off to a great start. The planning group determined the following topics and dates for the 2019-2020 school year:
  - November 14, 2019 – Catastrophic/Excess Cost Reporting
  - February 12, 2020 (tentative) – Fiscal Software Demonstration
  - March 11 or 18, 2020 – CPIM (Center for Public Investment Management) Seminar  
*(actual date will be determined based upon availability of presenters)*
- On October 3, 2019, Ryan Ulrich and Jessica Koors of Plattenburg & Associates came to the SOESC for an on-site visit. They are finishing up our GAAP conversion process, and everything should be finalized before Thanksgiving.

*NOTE: GAAP stands for Generally Accepted Accounting Principles and is the accounting standard many of Ohio's public entities must follow. Ohio Administrative Code section 117-2-03 (B) states that "all counties, cities and school districts, including educational service centers and community schools, shall file annual financial reports which are prepared using GAAP." GAAP is an agreed-upon set of accounting principles, standards, and procedures that organizations use to compile their financial statements. In other words, GAAP is a common way of recording and reporting financial information.*

- 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 8<sup>th</sup>. This was the first invoice run of this kind that Amanda prepared since Megan's resignation, and I am happy to report that she did a fantastic job!
- I received an email from Staci Reiley, Audit Manager, on October 9, 2019. She indicated they have completed the majority of their fieldwork for our single audit until they receive the GAAP work papers from Plattenburg. She indicated once Plattenburg files the report, and they finish up their testing, they will be able to complete our audit for FY2019.

*NOTE: Plattenburg must have our GAAP file reported via the Auditor State Hinkle System no later than November 30, 2019. The Hinkle System is Auditor of State's annual financial data reporting system.*

- I will be out of the office for vacation beginning October 17<sup>th</sup> through 29<sup>th</sup>. Rhonda Cochran will assist Mr. Mount (Mr. Peck backup) with the "Business of the Treasurer" during the Board meeting. If you have any questions during the time I am scheduled to be out, please feel free to call (937) 382-6921 and dial extension 1023 for Rhonda Cochran or extension 1022 for Amanda Ely.

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**PERSONNEL CONTRACT AGREEMENTS: ESC (Resolution #4163)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Wilt and seconded by Mr. Mount 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
Bray, Nicea	Substitute Teacher	2019-2020	1 year	As Needed	No Degree on Schedule	No Schedule / \$100.00 per diem	Certified Substitute	SOLC
Highfield, Noreen	Health Aide	2019-2020	1 Year	As Needed	No Degree on Schedule	No Schedule / \$30.00 per hour	Classified	Part-time at ACOV
Rhoads, Susan	Social Worker /Counselor	2019-2020	1 year	151 Days	Masters	MA (A) / Step 12 / \$47,885.00	Certified	Located at Fairfield Local
Roeper, Ethel Jean	Substitute Teacher	2019-2020	1 year	As Needed	No Degree on Schedule	No Schedule / \$100.00 per diem	Certificated Substitute	SOLC

**East Clinton Substitutes**

- |                    |                   |                  |                           |
|--------------------|-------------------|------------------|---------------------------|
| 1. Bray, Nicea     | 3. Combs, Beth    | 5. Mitchell, Tom | 7. Trevino, Daniel "Alex" |
| 2. Captain, Rodney | 4. McGinnis, Toni | 6. Roeper, Ethel | 8. Zurface, Amy           |

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

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**APPROVAL OF POLICY MANUAL UPDATES (Resolution #4164)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Luck and seconded by Mr. Peck to approve the following revised policy manual updates:

**Revised Policy Manual Updates:**

JEDA    Truancy  
JFCG    Tobacco Use By Students  
KGC    Smoking on District Property

**New Policy Manual Updates:**

JGD    Student Suspension  
JGE    Student Expulsion

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

**APPROVAL OF RENEWAL AMERICAN FIDELITY PLAN (Resolution #4165)**

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

**Plan Number 501: October 1, 2019, through September 30, 2020**  
*Section 125 optional insurance, flex spending, etc.*

**Plan Number 502: January 1, 2020, through December 31, 2020**  
*Board paid portion insurance; dental, vision, life and medical*

*Section 125 Employer Contributions Rm*

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 #4159)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Luck and seconded by Mrs. Charters 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>
Stander	1	Elizabeth Groves 14737 State Route 136, Winchester, Ohio 45697	\$2,000.00

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the board:

1. Capital Conference – Mrs. Justice shared information on the OESCA brunch. Stephanie will be registering attendees for the brunch along with the nominations for awards.
2. Great Oakes meeting regarding SOLC– Mrs. Justice and Mrs. Meyer met with Mr. Abt, Mr. Snyder, Mr. B. Johnson, Mr. J. Johnson and Mrs. Haskins. A layout of the plans were shared that are in place. The question was asked how many students are at the SOLC, and Mrs. Justice shared 18 students, two teachers per class, a counselor and Mrs. Haskins.
3. High Performing ESC Status – Mrs. Justice should be hearing from ODE regarding our High performing ESC status very soon.
4. Partnership with other ESC’s – Mrs. Justice shared that SOESC is partnering with ACCESS on a couple of projects.
5. November meeting location and time change – Mrs. Justice reminded the board that next months meeting will begin at 6:30 p.m. and take place at Region 14/Hopewell Center.
6. Hillsboro Relocation – Mr. Mount asked how the move went, and Mrs. Justice shared that it went smoothly.
7. December meeting – Mrs. Gausman shared that she would like to host the December meeting at her home at 6:00 p.m. She will provide the food if everyone else would like to provide a donation to SATH.
8. Update with Curriculum Consultants – Mrs. Justice asked Mr. Bradshaw to share with the board information regarding his recent presentation with Mrs. Kim K Adams at the “Train the Trainer” conference as well as other professional development projects they have scheduled right now.

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ADJOURNMENT

It was moved by Mr. Luck and seconded by Mrs. Charters to adjourn to meet again in regular session on November 25, 2019, at 6:30 p.m. at Region 14/Hopewell Center, 5350 West New Market Road, Hillsboro.

Martha Gausman  
BOARD PRESIDENT

Rachel Meyer  
TREASURER