

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

**REGULAR BOARD MEETING**

**April 16, 2019**

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The Southern Ohio Educational Service Center Governing Board met on Tuesday, April 16, 2019, at 7:00 p.m. at the Southern Ohio ESC 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 Rachel Meyer, Treasurer and Beth Justice, Superintendent. Guests included Lisa Toole, Mackenzie Toole, Victoria Morrison and Curt Bradshaw.

**REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #4066)**

It was moved by Mr. Hill and seconded by Mr. Lane 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 #4067)**

It was moved by Mr. Peck and seconded by Mr. Luck that the March 19, 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**

Four honorees in total, one from each county: Adams, Clinton, Fayette, and Highland were recipients of the 2019 Franklin B. Walter All-Scholastic Award. Mrs. Justice introduced two of the award recipients, Victoria Morrison from Fayette County and Mackenzie Toole, from Adams County. Each shared their story through high school and what their plans are for the future. They are two of the top 88 students in the state to receive the Franklin B. Walter All-Scholastic Award.

**GREAT OAKS ITCD REPORT**

Mr. Lane indicated he attended the April 10, 2019, meeting where they approved to advertise for bids for the first phase of construction at the Laurel Oaks Campus.

Mr. Lane also indicated that Great Oaks is investigating the community, space and financial implications of opening enrollment to students outside the 36 affiliated school districts. A vote is scheduled for June. If approved, policy around open enrollment would be developed during the 2019-2020 school year. Open enrollment to students would begin with the 2020-2021 school year.

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**LEGISLATIVE LIAISON REPORT**

Mr. Peck indicated "The Link" was not available; therefore there was no report for the board members to review.

**EXECUTIVE SESSION (Resolution #4068)**

It was moved by Mr. Wilt and seconded by Mr. West to take a roll call to enter into Executive Session at 7:15 p.m. concerning disputes involving the board that are subject of pending or imminent court action and to consider the compensation of a public employee or official.

A roll call vote was taken to enter into Executive Session. Members that were present and voted yes were Mrs. Charters, Mrs. Gausman, Mr. Hill, Mr. Lane, Mr. Luck, Mr. Mount, Mr. Peck, Mr. West and Mr. Wilt.

The board returned from Executive Session at 7:28 p.m.

**FINANCIAL REPORTS**

Mrs. Meyer reviewed the monthly and semi-annual reports with the board.

**APPROVAL OF PAID BILLS (Resolution #4069)**

It was moved by Mr. Hill and seconded by Mrs. Charters that the paid bills for the previous month be approved as presented, for a total of \$799,344.88.

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

**APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #4070)**

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

**[See Minute Page #1496 - #1497]**

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

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**TREASURER DISCUSSION ITEMS**

**Fiscal Office Update:**

- Megan Thompson and I will send the fifth of six invoices of the year for primary services for Hopewell and ESC during the week of April 8th.
- On April 5, 2019 we hosted a CPIM (Center for Public Investment Management) seminar in conjunction with the Treasurers' Cohort of the Ohio University Leadership Project (OULP). The seminar was very well received. We had 25 in attendance.
- I received the "Audit Release Notification" from the Auditor of State on March 27. Our FY2018 audit is complete and the report can be viewed and downloaded from the Auditor of State website. ([www.ohioauditor.gov](http://www.ohioauditor.gov)).
- Also we received the "Ohio Auditor of State Award!" This award is presented for excellence in financial reporting in accordance with Generally Accepted Accounting Principles (GAAP) and compliance with applicable laws for the fiscal year ended 2018. A press release will be posted on our website and in the local newspapers.

Congratulations to the Fiscal Team (Rhonda, Megan and Amanda) for a job well done!

**Professional Development:**

- On April 9, 2019 I will attend the Legal Updates session. Representatives from Ennis Britton Co., LPA will speak on current legal topics including: federal procurement, proposed changes to the licensure code of conduct, student confidentiality and cyber law; FMLA and reasonable accommodations for employees in the school setting.
- On April 11, 2019, I will attend the MVECA Spring Assembly Meeting. An update on services and fees will be discussed.

**PERSONNEL CONTRACT RESIGNATION: ESC (Resolution #4071)**

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

Name	Position	Contract Type	Effective Date
Shrive, Paula	School Psychologist	Certificated	6/30/2019
Conley, Elizabeth	Intervention Specialist	Certificated	6/30/2019
McHugh, John "Patrick"	Intervention Specialist	Certificated	6/30/2019
Ward, Amanda	Lead Paraprofessional-SOLC	Classified	6/30/2019

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

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**PERSONNEL CONTRACT AGREEMENTS: ESC (Resolution #4072)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Mount and seconded by Mr. West 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**

<b>Name</b>	<b>Tentative Position</b>	<b>Contract Dates</b>	<b>Length</b>	<b>Days</b>	<b>Degree</b>	<b>Schedule/Step/Rate</b>	<b>Contract Type</b>	<b>Comments</b>
Bradshaw, Curtis	Director of Summer Gifted Program	2018-2019	1	10 days	Masters	MA (B); Step 9; \$2,868.00	Certificated Supplemental	
Conroy, Rogina	HR Director	2019-2020	1	248 days	Masters	MA C; step 25; \$85,649.00	Retired Certificated Administrator	R/R
Ewry, Misty	School Improvement Consultant	2019-2021	2	248 days	Masters	MA C; step 20; \$83,443.00	Certificated Administrator	
Link, Deanne	Curriculum Consultant	2019-2020	1	119 days	No Degree on Schedule	No Schedule; No Step; \$397.70 per diem	Retired Certificated Administrator	R/R

**EAST CLINTON SUBSTITUTE TEACHERS**

1. Karen Myers

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

**APPROVAL OF SOUTHERN OHIO ESC/REGION 14 WORK CALENDAR (Resolution #4073)**

Upon the recommendation of Superintendent Justice, it was moved by Mrs. Charters and seconded by Mr. Hill to approve the work calendar for FY 2020 as presented for Southern Ohio ESC/Region 14.

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

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**WADDELL SCHOLARSHIP RECIPIENTS (Resolution #4074)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Lane and seconded by Mr. Peck that the following 11 students in the Blanchester, Clinton-Massie and East Clinton graduating class be approved as the 2019 Gaylord E. and Barbara K. Waddell Scholarship Recipients. Said scholarships shall be for one thousand dollars (\$1,000.00) per year for a maximum of four (4) years, and be governed by the stipulations and guidelines previously established and recorded in the Clinton County Board of Education minutes. *Please keep these names confidential until graduation.*

**Waddell Scholarship Recipients**

<b><u>Blanchester</u></b>	<b><u>Clinton-Massie</u></b>	<b><u>East Clinton</u></b>
Clayton Boyd	Jason Martin	Kaitlin Durbin
Brayden Fields	Madison (Karlee) Rice	Alexandria Hughes
Nicholas Lansing	Charles (Jalen) Richardson	Caleb Morton
		Austin Rolfe
		Alexandria Turner

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

**APPROVAL OF SOUTHERN OHIO ESC STRATEGIC PLAN (Resolution #4075)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Luck and seconded by Mrs. Charters to approve Southern Ohio ESC Strategic Plan as presented.

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

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**PERSONNEL CONTRACT AGREEMENTS: REGION 14 (Resolution #4076)**

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

**REGION 14 CONTRACT AGREEMENTS**

<b>Name</b>	<b>Tentative Position</b>	<b>Contract Dates</b>	<b>Length</b>	<b>Days</b>	<b>Degree</b>	<b>Schedule/Step/Rate</b>	<b>Contract Type</b>	<b>Comments</b>
Barlow, Gregory	School Improvement Consultant	2019-2020	1	199 days	Masters	MA (B); Step 8; \$55,280.00	Retired Certificated Administrator	R/R
Malone, Bret	SST: Special Education	2019-2020	1	6 days	Masters	MA (B); Step 15; \$2,045.00	Certificated Supplemental	
Mead, Linda	Early Learning & School readiness Consultant	2019-2020	1	8 days	Masters	MA (B); Step 17; \$2,727.00	Certificated Supplemental	
Royalty, Jeffrey	Region 14 Director	2019-2020	1	233 days	Masters	MA (C ); Step 25; \$84,492.00	Retired Certificated Administrator	R/R; 5% responsibility factor figured in
Ryan, Ellen	Chief Physical Therapist	2019-2022	3	184 days	Masters	P.T. (M); Step 15; \$93,053.00	Certificated Administrator	
Ryan, Ellen	Chief Physical Therapist	2019-2020	1	5 days	Masters	P.T. (M); Step 15; \$2,529.00	Certificated Supplemental	
Trowbridge, Megan	Autism/ Low Incident consultant / Team Leader	2019-2020	1	44 days	Doctorate	MA (B); Step 16; \$15,000.00	Certificated Supplemental	

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. SOESC Four County Board Meeting Review – Mrs. Justice included a press release in the board packet.
2. Robert E. Lucas grant awarded to SOESC – Congratulations to Mr. Curt Bradshaw for his work on receiving this grant to create Makerspace kits for teachers to use in their classrooms.
3. Staff satisfaction survey – Shared with Board members; review at May board meeting.
4. Franklin B. Walter Award Ceremony – Mrs. Justice will attend on April 11<sup>th</sup> and witnessed the best and the brightest from our 88 counties receiving awards.
5. Exceptional Achievement Award Banquet was held on April 11<sup>th</sup> at Hillsboro Elementary. We are the only region in the state that has a ceremony of this type. State Superintendent Paolo DeMaria attended the event and gave a welcome.
6. Hillsboro SOESC location Update – Mrs. Justice shared that she recently met with Mr. Davis and shared that we are not interested in paying \$10,000 for the space in Hillsboro. Mr. Davis will meet with his Treasurer to determine a possible decrease in the cost associated with the lease.
7. Finance Committee – Mrs. Justice asked the committee to check their calendars for availability for a meeting date; options: April 30, May 2 and May 15.
8. Handicapped accessible doors – Mr. Royalty is working with engineers to obtain handicap accessible doors at the Hopewell office. He is also in the process of meeting with contractors for estimates on the parking lot.
9. Sound quality for board meetings – Mrs. Justice indicated she will meet with a vendor regarding microphones for board meetings.

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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 May 28, 2019, at 7:00 p.m. at Southern Ohio Educational Service Center, 3321 Airborne Road, Wilmington.

  
BOARD PRESIDENT

  
TREASURER



SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2019 PERMANENT APPROPRIATIONS

4/15/2019

FUND	OBJECT	SCC	DESCRIPTION	July	August	September	October	December	January	February	March	April	TOTAL ACCOUNT
<b>GENERAL FUND</b>													
001	100	0000	SALARIES	\$ 2,957,833.00									\$ 2,957,833.00
001	200	0000	FRINGE BENEFITS	\$ 1,370,811.90									\$ 1,370,811.90
001	400	0000	PURCHASED SERVICES	\$ 860,308.33	\$ 62,510.00				\$ 1,577.12				\$ 924,395.45
001	500	0000	SUPPLIES & MATERIALS	\$ 71,955.00									\$ 71,955.00
001	600	0000	CAPITAL OUTLAY	\$ 37,300.00									\$ 37,300.00
001	800	0000	OTHER OBJECTS	\$ 51,412.68									\$ 51,412.68
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,575,000.00									\$ 1,575,000.00
			<b>GENERAL FUND TOTAL</b>										\$ 6,988,708.03
<b>OTHER FUNDS</b>													
001	9050		TERMINATION / RETIREMENT BENEFITS FUND	\$ 39,349.16									\$ 39,349.16
007	0000		UNCLAIMED FUNDS	\$ 58.95									\$ 58.95
008	9271		WADDELL FUND	\$ 53,300.00									\$ 53,300.00
014	9197		ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 10,915.42		\$ (5.23)							\$ 10,910.19
019	9802		MENTAL HEALTH FY18 FUND	\$ -									\$ -
019	9903		CLINTON COUNTY FOUNDATION/LUCAS FY19 FUND	\$ -							\$ 3,300.00		\$ 3,300.00
022	9245		HOPEWELL GENERAL FUND	\$ 4,806,930.00									\$ 4,806,930.00
022	9500		D.A.R.E. AGENCY FUND	\$ 17,521.44									\$ 17,521.44
451	9417		K12 NETWORK SUBSIDY	\$ 1,800.00									\$ 1,800.00
499	9010		STATE SUPPORT TEAM FY18 FUND	\$ -									\$ -
499	9011		STATE SUPPORT TEAM FY19 FUND	\$ 115,140.50									\$ 115,140.50
499	9703		STUDENT ASSESSMENT FY18 FUND	\$ 835.04									\$ 835.04
499	9704		STUDENT ASSESSMENT FY19 FUND	\$ 21,875.00									\$ 21,875.00
499	9802		STRATEGIES SECONDARY TRANSITION SWD FY18 FUND	\$ -									\$ -
499	9852		SECONDARY ENHANCEMENT TRANSITION FY18 FUND	\$ -									\$ -
499	9853		STATE SUPPORT TEAM - TRANSITION FY19 FUND	\$ -				\$ 6,000.00			\$ (271.00)		\$ 5,729.00
516	9227		IDEA PART B FY18 FUND	\$ 83,850.09									\$ 83,850.09
516	9228		IDEA PART B FY19 FUND	\$ 1,017,492.96					\$ 20,000.00				\$ 1,037,492.96
516	9810		PARENT MENTOR FY18 FUND	\$ 5,299.08									\$ 5,299.08
516	9811		PARENT MENTOR FY19 FUND	\$ 25,000.00									\$ 25,000.00
516	9913		EARLY LITERACY SSIP (IDEA) FY18 FUND	\$ 4,571.63									\$ 4,571.63
516	9914		EARLY LITERACY SSIP (IDEA) FY19 FUND	\$ 71,597.54									\$ 71,597.54
572	9351		VALUE ADDED FY18 FUND	\$ -									\$ -
587	9509		EARLY LEARNING DISCRETIONARY FY18 FUND	\$ 4,031.03									\$ 4,031.03
587	9510		EARLY LEARNING DISCRETIONARY FY19 FUND	\$ 60,145.42	\$ 2,759.84								\$ 62,905.26
587	9600		EARLY LITERACY SSIP FY18 FUND	\$ 1,441.27									\$ 1,441.27
587	9601		EARLY LITERACY SSIP FY19 FUND	\$ 21,507.19									\$ 21,507.19
599	9203		UC OL14 LEADERSHIP FY19 FUND	\$ -			\$ 10,000.00						\$ 10,000.00
599	9510		STATE PERSONNEL DEVELOPMENT GRANT (SPDG) FY19	\$ -		\$ 10,000.00							\$ 10,000.00
599	9801		SCHOOL CLIMATE TRANSFORMATON	\$ -						\$ 45,000.00			\$ 45,000.00
			<b>OTHER FUNDS TOTAL</b>							\$ 45,000.00		\$ 3,300.00	\$ 6,459,445.33
<b>Monthly Appropriation Changes</b>				\$ 62,510.00	\$ 12,754.61	\$ 10,000.00	\$ 6,000.00	\$ 21,577.12	\$ 45,000.00	\$ (271.00)	\$ 3,300.00		
<b>GRAND TOTAL APPROPRIATIONS - ALL FUNDS</b>													\$ 13,448,153.36

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2019 PERMANENT APPROPRIATIONS

15/2019

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**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 \$1,380,000.00

General Fund - Building Fund \$175,000.00 - added \$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 \$50,000.00 - (HVAC, siding, updates, repair, etc...)

Hopewell General Fund - Termination / Retirement Benefits setaside \$46,370.00

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

A transfer will need to be made to cover the deficit in the 014-9197 Alternative Center Clinton County Fund once all expenses are paid in August 2018. \$45,000 has been budgeted.

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