

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

REGULAR MEETING

August 23, 2016

The Southern Ohio Educational Service Center Governing Board met on Tuesday, August 23, 2016 at 7:00 p.m. at Southern Ohio Educational Service Center 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 Treasurer Rachel Meyer and Superintendent Tony Long. Guests in attendance included Beth Justice, Director of Region 14/Hopewell; Rogina Conroy, Director of Human Resources; and Diana Miller, Communications Coordinator.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3620)

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

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

MINUTE APPROVAL (Resolution #3621)

It was moved by Mr. Luck and seconded by Mr. Mount that the July 26, 2016 meeting minutes be approved as presented.

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

PUBLIC PARTICIPATION

The following new employees in attendance introduced themselves: Lesley Ater, Greg Barlow, Melissa Clark, Haley Damron, Charlie Guarino, Elizabeth Farmer, Rebecca Johnson, Mary Leston, Ron Lott, Debbie Mickey, Jen Molitor, Cathy Pendell, Amanda Pickerill, Elizabeth Roberts and Amber Walters

GREAT OAKS ITCD REPORT

Mr. Lane updated the board on the July 2016 Great Oaks ITCD Board Meeting. The following bullets are highlights from his report:

- Enrollment: Enrollment at Great Oaks continues to increase, both on campuses and in satellite programs. This year, 2,664 high school students are enrolled in campus programs, with an anticipated 9,742 in satellite courses.

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GREAT OAKS ITCD REPORT (Cont.)

- **Special Education Services Redesign:** The Special Education Division has been working with the Ohio Department of Education on a three-year plan to better serve students with special needs.
- **New Programs and Changing in Delivery Systems:** Great Oaks will be offering new or expanded programs in 2016-17. New options include Web Design and Gaming, College Agriculture and another Heavy Equipment Program.

To give students the opportunity to earn more credentials and move along a career pathway at their own pace, Great Oaks will begin offering a sequence of courses leading to career majors. Students will have more flexibility in selecting classes depending on the student's proficiency or career aspirations.

- **President/CEO Report:** Harry Snyder reported that twenty-seven new associates spent a week in professional development that culminated in an interactive learning simulation at Miami University.

Eighty-six instructors now comprise the satellite staff. They teach sixteen different programs in 26 locations with growth expected to continue in middle school classes.

- **Campus Enrollment Report:** This report was shared with the Board. It detailed the following enrollment per campus and by program:
 - Diamond: 650
 - Laurel: 609
 - Live: 667
 - Scarlet: 808

LEGISLATIVE LIAISON REPORT

Mrs. Gausman shared the Ohio School Boards Association publication, *The Link*. The following bullets are highlights from her report:

- **ODE to host ESSA webinars and stakeholders meetings:** The passage of the Every Student Succeeds Act (ESSA) presents Ohio with a significant opportunity to enhance our public education system and design policies and standards that meet the needs of

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LEGISLATIVE LIAISON REPORT (Cont.)

Ohio's students and our communities. ESSA requires states to develop a state plan and to engage in and provide evidence of "meaningful consultation" with a variety of stakeholders including local education agencies that are geographically diverse, charter school leaders, teachers, principals, parents and families, the governor, state legislature and state board of education, American Indian tribes and organizations.

The Ohio Department of Education recently announced a series of webinars and meetings being held throughout the state in an attempt to seek stakeholder engagement on a variety of ESSA related issues. For more information, please visit:

<http://www.education.ohio.gov/Topics/Every-Student-Succeeds-Act-ESSA>.

- USDOE releases guidance on homeless children and youth: The U.S. Department of Education (USDOE) recently released guidance to state and school districts on the new provisions in the ESSA for supporting homeless youth. A copy of the guidance can be found at www2.ed.gov/policy/elsec/leg/essa/index.html.

RESOLUTION IN RECOGNITION OF THE RETIREMENT OF MARY CAMP (Resolution #3622)
[See Minute Page #1061]

It was moved by Mr. Lane and seconded by Mrs. Gausman to approve the resolution to recognize the retirement of Mary Camp on December 31, 2016.

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

FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3623)

It was moved by Mrs. Charters and seconded by Mr. Wilt that the paid bills for the previous month be approved as presented, for a total of \$726,167.39.

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

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FISCAL YEAR 2017 PERMANENT APPROPRIATIONS (Resolution #3624)
[See Minute Page #1062-1063]

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Luck and seconded by Mr. West to approve permanent appropriations for all funds for Fiscal Year 2017 as presented.

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

TREASURER DISCUSSION ITEM(S)

1. Fiscal Office Update

I wanted to give you a quick update on fiscal office happenings.

- Amanda Ely, Brittany Carpenter and I are processing employment paperwork for 25 new hires, 2 of which will have their first pay on August 15th with the remaining new hires having their first pay on August 30th. The fiscal and human resources offices have and will continue to work closely together to make the HR/Fiscal employment paperwork process seamless and to ensure that the lines of communication remain open for situations surrounding new hires and veteran employees.
- Mary Camp and I will send out the first invoices of the year for primary services during the week of August 15th.
- I will be out of the office on vacation August 15-22. If you have any questions during this time period, please feel free to call (937) 382-6921 and dial extension 1023 for Mary Camp, extension 1022 for Amanda Ely or extension 1020 for Megan Thompson.

2. Professional Development:

- On July 27, 2016 I attended the American Fidelity/WorxTime Meeting at Miami Valley CTC. American Fidelity is changing their approach to deliver Affordable Care Act (ACA) Compliance services in 2016. This approach includes the creation of a service center in-house at American Fidelity that will take the place of the interaction that many had directly with WorxTime staff last year. Trained consultants on the software (AF Comply) and data analysts will comprise this service center such that every employer can get answers and assistance in their data uploads, corrections of any data issues, and use of the tool through this single service center approach. The session provided insights into these changes and allowed for questions and answers.
- There will be additional training provided later in August and in September on use of the software that Amanda and I will attend.

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PERSONNEL CONTRACT RESIGNATION(S) (Resolution #3625)

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

[See Minute Page #1064]

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

PERSONNEL CONTRACT AGREEMENT(S) (Resolution #3626)

Upon the recommendation of Superintendent Long, it was moved by Mr. Mount and seconded by Mr. Wilt 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 #1065-1066]

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

APPROVAL OF POLICY MANUAL UPDATE(S) (Resolution #3627)

Upon the recommendation of Superintendent Long, it was moved by Mr. Lane and seconded by Mrs. Charters to approve the following policy manual update(s):

Revised Policy Manual Updates:

GBE	Staff Health and Safety
GBE-R	Staff Health and Safety
GBL	Personnel Records
GBP	Drug-Free Workplace
KBA	Public's Right To Know

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

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APPROVAL OF PROVIDER CONTRACT(S) (Resolution #3628)

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

PROVIDER CONTRACT(S)

<u>Client</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
Bright Local Schools	Cooperative Agreement	2016-2017 SY	\$9,000.00
Hillsboro Christian Academy	Resident Educator Services	FY 2017	\$3,275.00
Ohio Department of Education	School Improvement and Special Education Services	2016-2017 SY	\$1,189,292.46

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

APPROVAL OF SERVICE CONTRACT(S) (Resolution #3629)

Upon the recommendation of Superintendent Long, it was moved by Mr. Mount and seconded by Mrs. Gausman 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	2170329	ESC Leadership Academy 4 (3-hr. sessions)	2016-2017 SY	\$3,500.00	----
Tutoring by B2	2170351	Attacking the ACT	8/27/16	\$500.00 (first 15 students) +\$10.00 per additional student	----

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

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HOPEWELL REGIONAL ADVISORY COUNCIL (Resolution #3630)

Upon the recommendation of Superintendent Long and the Hopewell Regional Advisory Council, it was moved by Mr. Hill and seconded by Mr. West to approve the following:

Personnel Contract Agreement(s)

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 #1067]

SERVICE CONTRACT(S)

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>	<u>Travel</u>
Brown County ESC	2170197	State Support Team Performance Agreement Services	7/1/16-6/30/17	NTE \$25,241.00	----
South Central Ohio ESC	2170196	State Support Team Performance Agreement Services	7/1/16-6/30/17	NTE \$2,100.00	---

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

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Long shared the following with the board:

1. The OSBA Capital Conference will be November 13-16, 2016. Registration is now being accepted. Richard Peck, Chrissy Charters (delegate), Rod Lane (alternate), Jim Luck, Corky Wilt, Rachel, Beth and I will be attending.
2. The Southwest Ohio School Boards Association fall in-service will be October 13th. Please let me know if you plan to attend.

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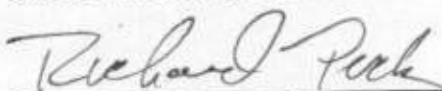
August 23, 2016

3. The 2016-17 Opening of Schools has went very well. The SOESC Opening Day Convocation was held at Southern State Community College and 107 of employees were in attendance. Several perfect attendance checks as well as years of service recognition awards were distributed.
4. My travels have included the Fairfield Elementary Building Dedication, the first annual Bright Local School Family Picnic, and I plan to attend the Miami Trace High School ground breaking which will be held on September 1st. I had the good fortune to meet the new State Superintendent of Instruction, Paolo DeMaria whom is a strong supporter of educational service centers.
5. The draft 2015-16 Annual Report was shared with the board along with a newspaper article regarding Beth being named the 15th SOESC Superintendent and a thank you note from a recent recipient of the Clinton County Business Advisory Council Integrity Scholarship.
6. Jamie Vollmer's event on August 8th was well attended at Southern State Community College. Mr. Vollmer was the keynote speaker as well at the Region 14 Summer Administrator's Conference. A newspaper article describing both events was shared with the board.
7. The 2016-17 State Testing Data was shared with the board.
8. The ODE District 10 State Board Member Election will be in November. Ron Rudduck will not be running for re-election. Braydon Bevans and Nick Owens have filed to run for the vacant seat on the state board.
9. Rachel and Tony have worked on the ODE High Performing ESC application. The application has been reviewed by Craig Burford, Executive Director of OESCA and is due by August 31st. We should know if we are successful by early October.
10. Beth and I have several meetings planned to provide for a smooth transition come January 2017.
11. The ESC/OSBA Leadership Academy flyer was distributed to the board.
12. The SOESC Governing Board received a tumbler as a gift for their services.

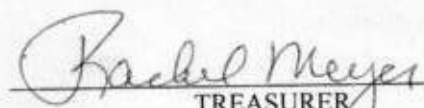
ADJOURNMENT (Resolution #3631)

It was moved by Mr. Luck and seconded by Mr. West to adjourn to meet again in regular session on September 27, 2016 at 7:00 p.m. at Southern Ohio Educational Service Center, Wilmington.

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

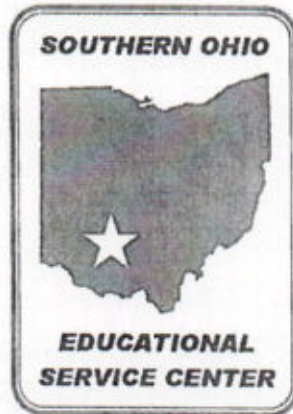


BOARD PRESIDENT



TREASURER

Southern Ohio Educational Service Center
Governing Board



Resolution

August 23, 2016

In Recognition of Mary Camp

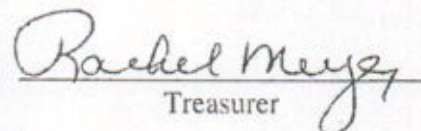
Whereas, Mary Camp was employed by the Southern Ohio Educational Service Center on **September 1, 1977**, and

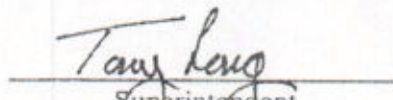
Whereas, he has provided expertise, dedication, loyalty, leadership and a commitment to excellence to the Southern Ohio Educational Service Center and to the client school districts of the Southern Ohio Educational Service Center, and

Whereas, she will retire after **39 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.


Board President


Treasurer


Superintendent

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
 FY 2017 PERMANENT APPROPRIATIONS

2/3/2016

1062

FUND	OBJECT	SCC	DESCRIPTION	July	August	September	November	March	April	May	TOTAL ACCOUNT
GENERAL FUND											
001	100	0000	SALARIES	\$ 2,903,767.00	\$ 26,136.00						\$ 2,929,903.00
001	200	0000	FRINGE BENEFITS	\$ 1,257,916.79	\$ 12,049.00						\$ 1,269,965.79
001	400	0000	PURCHASED SERVICES	\$ 391,153.09	\$ 4,500.00						\$ 395,653.09
001	500	0000	SUPPLIES & MATERIALS	\$ 51,185.00	\$ 1,100.00						\$ 52,285.00
001	800	0000	CAPITAL OUTLAY	\$ 11,800.00	\$ 1,087.00						\$ 12,887.00
001	800	0000	OTHER OBJECTS	\$ 50,552.06	\$ 80.00						\$ 50,632.06
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,325,000.00	\$ -						\$ 1,325,000.00
			GENERAL FUND TOTAL								\$ 6,036,125.94
OTHER FUNDS											
001		9050	TERMINATION / RETIREMENT BENEFITS FUND	\$ 32,654.87							\$ 32,654.87
007		0000	UNCLAIMED FUNDS	\$ 29.20							\$ 29.20
008		9271	WADDELL FUND	\$ 53,300.00							\$ 53,300.00
014		9197	ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 94,838.00							\$ 94,838.00
019		9801	MENTAL HEALTH FY16 FUND	\$ -							\$ -
019		9900	CLINTON COUNTY ENERGY STEM FY16 FUND	\$ -							\$ -
022		9245	HOPEWELL GENERAL FUND	\$ 4,274,614.00							\$ 4,274,614.00
022		9500	D.A.R.E. AGENCY FUND	\$ 17,752.11							\$ 17,752.11
463		9016	ALTERNATIVE CHALLENGE FY17 FUND	\$ 47,451.00							\$ 47,451.00
451		9415	ONENET CONNECTIVITY FY17 FUND	\$ -							\$ -
499		9008	STATE SUPPORT TEAM FY16 FUND	\$ 1,131.23							\$ 1,131.23
499		9009	STATE SUPPORT TEAM FY17 FUND	\$ 115,140.50							\$ 115,140.50
499		9800	STRATEGIES SECONDARY TRANSITION SWD FY16 FUND	\$ 54,997.48							\$ 54,997.48
499		9801	STRATEGIES SECONDARY TRANSITION SWD FY17 FUND	\$ 125,000.00							\$ 125,000.00
499		9850	SECONDARY TRANSITION SWD R14 FY16 FUND	\$ -							\$ -
516		9225	IDEA PART B FY16 FUND	\$ 209,923.73							\$ 209,923.73
516		9226	IDEA PART B FY17 FUND	\$ 1,017,492.96							\$ 1,017,492.96
516		9808	PARENT MENTOR FY16 FUND	\$ 6,457.57							\$ 6,457.57
516		9809	PARENT MENTOR FY17 FUND	\$ 25,000.00							\$ 25,000.00
587		9507	EARLY LEARNING DISCRETIONARY FY16 FUND	\$ 2,728.99							\$ 2,728.99
587		9508	EARLY LEARNING DISCRETIONARY FY17 FUND	\$ 56,659.00							\$ 56,659.00
590		9005	OTES FY16 FUND	\$ 385.00							\$ 385.00
590		9006	OTES FY17 FUND	\$ 4,166.00							\$ 4,166.00
599		9509	SPDG FY16 FUND	\$ 23,796.89							\$ 23,796.89
599		9510	SPDG FY17 FUND	\$ 6,000.00							\$ 6,000.00
599		9701	EARLY LEARNING CHALLENGE FY16 FUND	\$ 16,507.52							\$ 16,507.52
599		9702	EARLY LEARNING CHALLENGE FY17 FUND	\$ 11,000.00							\$ 11,000.00
			OTHER FUNDS TOTAL								\$ 6,197,026.05
			Monthly Appropriation Changes	\$ 44,952.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			GRAND TOTAL APPROPRIATIONS - ALL FUNDS								\$ 12,233,151.99

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2017 PERMANENT APPROPRIATIONS

9/20/2016

Notes:

General Fund - Tuition Reimbursement for all staff collectively \$10,000.00
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 \$1,200,000.00
General Fund - Building Fund \$125,000.00 FY 2017 - 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)

**Resignation Approval Recommendation
SOESC**

1064

Last Name	First Name	Tentative Position	Contract Type	Effective Date	Additional Agenda Item	Comments	Board meeting Date
Griffith	Meghan	School Improvement Consultant	Certificated Employee	8/15/2016			8/23/2016
Spurlock	S. Jenny	Intervention Specialist	Certificated Employee	6/23/2016			8/23/2016

*Highlighted Cells = Additional Agenda Item

8/17/2016

Employment Recommendations
SOESC

8/29/2016

Highlighted entry denotes additional agenda item

Last Name	First Name	Tentative Position	Contract Beg.	Contract End	Length of Contract	Days	Schedule	Step	Degree	Amount	Pay Type	Contract Type	Comments	Additional Agenda Item	Board meeting Date
Bean	Alysa	Educational Aide	2016	2017	1	as needed	L	6	No Degree on Schedule	\$ 17.01	Hourly	Classified Employee			8/23/2016
Dumoulin	Haley	Educational Aide	2016	2017	1	as needed	L	13	No Degree on Schedule	\$ 15.58	Hourly	Classified Employee			8/23/2016
Griffith	Meghan	Teacher, MH Unit	2016	2017	1	184	MA (A)	15	Masters	\$ 59,285.00	Salary	Certificated Employee			8/23/2016
Johnson	Rebecca	Educational Aide	2016	2017	1	as needed	L	12	No Degree on Schedule	\$ 15.07	Hourly	Classified Employee			8/23/2016
Loft	Ron	Substitute School Psychologist	2016	2017	1	as needed	MA (A)	25	Masters	\$ 50.90	Hourly	Certificated Substitute	R/R		8/23/2016
Stuckey	Ryan	Substitute Teacher	2016	2017	1	as needed	No Schedule		No Degree on Schedule	\$ 90.00	Per Diem	Certificated Substitute			8/23/2016
White	Michelle	Educational Aide	2016	2017	1	as needed	L	3	No Degree on Schedule	\$ 10.48	Hourly	Classified Employee			8/23/2016

EAST CLINTON LOCAL SCHOOLS
SUBSTITUTE TEACHERS FOR THE 2016-2017 SCHOOL YEAR

AUGUST 23, 2016

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

	Last Name:	First Name:
1.	BLAGG	JOHN
2.	COOK	BELINDA
3.	DRESCH	CAITLIN
4.	JOHNSON	REBECCA
5.	JOHNSON	SHAWNA
6.	KESSINGER	CHRISTINE
7.	MARSH	LINDA
8.	RHONEMUS	DYLAN
9.	SEAMAN (KING)	MEKENZIE
10.	WISEMAN	SHARON
11.	YANKOWSKI	RANDOLPH
12.		
13.		
14.		
15.		
16.		

Employment ... commendations
R14

8/12/20

Highlighted entry denotes additional agenda item

Last Name	First Name	Tentative Position	Contract Beg.	Contract End	Length of Contract	Days	Schedule	Step	Degree	Amount	Pay Type	Contract Type	Comments	Additional Agenda Item	Board meeting Date
Quarino	Charles	Asst. to the VI and III Teachers	2016	2017	1	at needed	M	3	No Degree on Schedule	5	12.67	Hourly	Retired Classified		8/12/2016