

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

REGULAR MEETING

November 25, 2014

The Southern Ohio Educational Service Center Governing Board met on Tuesday, November 25, 2014 at 6:30 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, Mr. West and Mr. Wilt along with Treasurer Rachel Meyer and Superintendent Tony Long.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #3275)

It was moved by Mr. Mount and seconded by Mrs. Gausman to approve the agenda as revised.

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

MINUTE APPROVAL (Resolution #3276)

It was moved by Mr. Luck and seconded by Mr. Clawson that the October 28, 2014 meeting minutes be approved as presented.

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

PUBLIC PARTICIPATION

Dr. Kirk Hamilton, Executive Director, Buckeye Association of School Administrators (BASA) presented Tony Long with an Exemplary Leadership Award from BASA.

- 900 members strong
- Provide support on daily basis to members
- Provide professional development and representation to Ohio Department of Education and General Assembly; provide voice for students and members
- Tony thanked Dr. Hamilton and BASA for the kind words along with Dr. Boys and other superintendents in the region for nominating him

**RESOLUTION IN SUPPORT OF THE FAIRFIELD LOCAL SCHOOLS 3.94-MILL BOND ISSUE
(Resolution #3277) [See Minute Page #0726]**

It was moved by Mr. Luck and seconded by Mr. West to approve the resolution in support of the 3.94-mill Bond Issue to be placed before voters of the Fairfield Local School District at the February 3, 2015 election.

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

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Mr. West arrived.

**RESOLUTION TO APPROVE THE SUPERINTENDENT EVALUATION INSTRUMENT
(Resolution #3278)**

It was moved by Mr. Clawson and seconded by Mr. Wilt to approve a new Superintendent Evaluation Instrument.

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

Note: Mr. West provided a summary of process to come up with a draft instrument. He indicated the numbering system would show overall performance. Mrs. Gausman reported that she felt it would be easier to read with sections on the instrument. Some sections were re-worded to avoid duplication.

Mr. Wilt thought that the instrument will be used by other Boards. He agreed with comments from Mr. West and Mrs. Gausman.

Mr. West indicated he felt really good about the instrument. Mr. Peck agreed.

Mr. Hill extended his thanks to Tony and Finance Committee for their work on the instrument.

GREAT OAKS ITCD REPORT

Mr. Lane updated the board on the November 2014 Great Oaks ITCD Board Meeting. The following bullets are highlights from his report.

- Enrollment data: 15.22% of 11th grade students in our 36 school districts attend Great Oaks
- Laurel Oaks is providing meals to students funded by a grant from their foundation

LEGISLATIVE LIAISON REPORT

Mr. Peck shared the Ohio School Boards Association publication, *The Link*, at the October meeting so no report was disseminated. The following bullets are highlights from his report:

- OSBA has asked for help in opposing the repeal of the Common Core (HB 597)
- Freshman's will follow three sets of standards if were repealed

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FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3279)

It was moved by Mr. Peck and seconded by Mr. Wilt that the paid bills for the previous month be approved as presented, for a total of \$713,812.38.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3280)
[See Minute Page #0727-0728]

Upon the recommendation of Treasurer Meyer, it was moved by Mr. Luck 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.

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 Elected Officials and Key Employees Questionnaire. This questionnaire was disseminated at the October Board Meeting. If you have not returned your questionnaire, please return it to me at the November Board Meeting.

2. Fiscal Office Update:

Karla Dunlap has been providing training to Amanda Ely in the payroll process. Karla reports that Amanda is a quick learner and doing very well.

3. Professional Development:

On November 5, 2014, I attended a Staff EMIS Reporting Meeting at MVECA. The meeting provided information about reporting requirements and how staff data is reported to ODE.

On December 9, 2014 the entire fiscal team will attend the Calendar Year End Fiscal Meeting at MVECA.

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PERSONNEL CONTRACT AGREEMENTS (Resolution #3281)

Upon the recommendation of Superintendent Long, it was moved by Mr. Peck and seconded by Mr. Lane 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 #0729-0730]

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

APPROVAL OF OUT OF STATE TRAVEL (Resolution #3282)

Upon the recommendation of Superintendent Long, it was moved by Mr. Luck and seconded by Mrs. Gausman to approve out of state travel for Kimberly Douglas to accompany her gifted (TAG) students on a field trip to Washington D.C. on May 1-4, 2015.

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

APPROVAL OF OUT OF STATE TRAVEL (Resolution #3283)

Upon the recommendation of Superintendent Long, it was moved by Mr. Wilt and seconded by Mr. Clawson to approve out of state travel for Tracy Dendinger to attend 2014 Symposium on SAE Record Keeping and FFA Award Applications on December 10-12, 2014 at Texas A&M University in College Station, TX.

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

HOPEWELL REGIONAL ADVISORY COUNCIL (Resolution #3284)

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

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Personnel Contract Resignation:

[See Minute Page #0731]

Approval of Donations

From Highland County Board of Developmental Disabilities
(Hills & Dales Training Center, 8919 US 50, Hillsboro, OH 45133)

- Three rifton chairs
- One rifton stander with tray
- One rifton table
- Three Kid Kart wheelchairs
- One plastic wheelchair tray
- Two wooden rifton trays
- One rifton bolster chair

From Garine and Rebecca Shoemaker
(4675 Eckmansville Road, Winchester, OH)

- One child size zippie GSF wheelchair with tray.

From Ellen Ryan, Cooperative Physical Therapist at Region 14/Hopewell

- One adult size wheelchair

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. Updated the board on the new high deductible health plan option. Fourteen SOESC employees have opted to switch from our traditional PPO health insurance to the new HDHP beginning January 1, 2015.
2. The next SOESC/OSBA Leadership Training Workshop will be held on December 2, 2014. The focus will be on school board's role in student achievement and treasurer/superintendent evaluations.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

3. Recently the Ohio Department of Commerce released a listing of all businesses and individuals that had unclaimed funds. The Clinton-Fayette-Highland County Educational Service District has approximately \$868 in unclaimed funds. I am working with Rachel to figure out why these funds exist.
4. Updated the board on two superintendent searches. Lynchburg-Clay unanimously approved Brett Justice as their next superintendent. He met with the Bright Local Board of Education on November 17th.
5. There was time available at the board meeting to discuss any pertinent information from the OSBA's Capital Conference.
6. A summary was given of local school ballot funding and District 10 State Board of Education issues in the SOESC area from the recent election on November 4th.
7. Tony has been in contact with Harry Snyder, CEO/President of Great Oaks ITCD about hosting the March SOESC Four County Board Meeting.
8. Reminded the board that the scheduled meeting time will change from 7 p.m. to 6:30 p.m. in November.

ADJOURNMENT (Resolution #3285)

It was moved by Mr. Luck to adjourn to meet again in regular session on December 16, 2014 at 6:00 p.m. at the home of Roy and Roberta Hill, 13646 State Route 136, West Union, OH 45693.

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

Note: Mr. Mount expressed his appreciation for the kind words received for recognition of years of service as a board member at the Capital Conference. He then provided a review of workgroup process of the Delegate Assembly also held at the Capital Conference.

Mr. Peck indicated that there were vendors at the Capital Conference regarding paperless board agenda solutions and asked for information to be sent to Tony. Tony indicated that he and Rachel will meet with the representative from BoardDocs on December 11, 2014.

Board President

Treasurer

**Southern Ohio Educational Service Center
Governing Board**



Resolution #3277

November 25, 2014

**In Support of the Fairfield Local Schools
Bond Issue**

Whereas, the Southern Ohio Educational Service Center Governing Board recognizes the need to provide for a sound educational program and facilities for the students of Adams, Clinton, Fayette and Highland County, and

Whereas, the Fairfield Local School District Board of Education has determined a need for a 3.94-mill bond issue for new construction, and

Whereas, the residents of the Fairfield Local School District will be asked on February 3, 2015 to vote for the bond issue,

Therefore, be it resolved that the Southern Ohio Educational Service Center Governing Board expresses its strong support for the bond issue and encourages the citizens of the Fairfield Local Schools to vote for passage of such.

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
 FY 2015 PERMANENT APPROPRIATIONS

11/20/2014

TOTAL ACCOUNT

January

December

November

October

September

August

July

GENERAL FUND

OTHER FUNDS

OTHER FUNDS TOTAL

Monthly Appropriation Changes

GRAND TOTAL APPROPRIATIONS - ALL FUNDS

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FUND	OBJECT	SCC	DESCRIPTION	July	August	September	October	November	December	January	TOTAL ACCOUNT
GENERAL FUND											
001	100	0000	SALARIES	\$ 2,466,893.00	\$ 158,484.00						\$ 2,625,377.00
001	200	0000	FRINGE BENEFITS	\$ 1,043,088.90	\$ 55,588.00	\$ (4,000.00)	\$ (2,850.00)	\$ (8,500.00)			\$ 1,063,306.90
001	400	0000	PURCHASED SERVICES	\$ 342,919.54	\$ 10,880.00	\$ (1,700.00)	\$ (825.00)	\$ 8,500.00			\$ 359,774.54
001	500	0000	SUPPLIES & MATERIALS	\$ 38,630.00	\$ 3,000.00	\$ 5,700.00	\$ 130.00				\$ 45,460.00
001	600	0000	CAPITAL OUTLAY	\$ 10,400.00	\$ 700.00		\$ 3,275.00				\$ 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
			GENERAL FUND TOTAL								\$ 5,334,188.25
OTHER FUNDS											
001			GIFTED GENERAL FUND	\$ 26,885.05							\$ 26,885.05
001			STAFF DEVELOPMENT GENERAL FUND	\$ 61,334.69							\$ 61,334.69
001			TERMINATION / RETIREMENT BENEFITS FUND	\$ 104,145.47							\$ 104,145.47
007			UNCLAIMED FUNDS	\$ 11.00							\$ 11.00
008			WADDELL FUND	\$ 53,300.00							\$ 53,300.00
014			ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 124,420.00	\$ 1,381.50						\$ 125,801.50
022			HOPEWELL GENERAL FUND	\$ 4,136,264.00							\$ 4,136,264.00
022			D.A.R.E AGENCY FUND	\$ 19,517.23	\$ 110.00						\$ 19,627.23
462			ALTERNATIVE CHALLENGE FY14 FUND	\$ 5.98							\$ 5.98
463			ALTERNATIVE CHALLENGE FY15 FUND	\$ 44,359.00							\$ 44,359.00
451			ONENET CONNECTIVITY FY15 FUND	\$ -							\$ -
499			STATE SUPPORT TEAM FY14 FUND	\$ 3,477.06							\$ 3,477.06
499			STATE SUPPORT TEAM FY15 FUND	\$ 115,140.50							\$ 115,140.50
516			IDEA PART B FY14 FUND	\$ 180,694.29				\$ (198,449.80)			\$ (17,755.51)
516			IDEA PART B FY15 FUND	\$ 1,017,492.96				\$ 198,449.80			\$ 1,215,942.76
516			PARENT MENTOR FY14 FUND	\$ 2,734.05							\$ 2,734.05
516			PARENT MENTOR FY15 FUND	\$ 25,000.00							\$ 25,000.00
587			EARLY LEARNING DISCRETIONARY FY14 FUND	\$ 75.88							\$ 75.88
587			EARLY LEARNING DISCRETIONARY FY15 FUND	\$ 46,659.00							\$ 46,659.00
590			OTES FY15 FUND	\$ 16,300.00							\$ 16,300.00
599			SPDG FY14 FUND	\$ 33,803.54				\$ (41,490.34)			\$ (7,686.80)
599			SPDG FY15 FUND	\$ 12,500.00				\$ 93,990.34			\$ 106,490.34
599			UD - PARAPROFESSIONAL FY14 FUND	\$ 20,983.45							\$ 20,983.45
			OTHER FUNDS TOTAL								\$ 6,078,884.65
			OTHER FUNDS TOTAL	\$ 229,923.50	\$ -	\$ -	\$ -	\$ 52,500.00	\$ -	\$ -	\$ 229,923.50
			Monthly Appropriation Changes								\$ -
			GRAND TOTAL APPROPRIATIONS - ALL FUNDS								\$ 11,473,063.90

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

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
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.

East Clinton Local Schools
Substitute Teachers for the 2014-2015 School Year
November 12, 2014

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.	CLINE	RACHEL
2.	FRANKS	STEVEN
3.	GILLILAND	JESSICA
4.	HABERMEHL	ELIZABETH
5.	HUBER	RICHARD
6.	KUTFFLEY	SANDRA
7.		
8.		
9.		

Employment Recommendations
SOESC

11/25/2014

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Last Name	First Name	Tentative Position	Contract Beg.	Contract End	Length of Contract	Days	Schedule	Step	Degree	Amount	Pay Type	Contract Type
Adams	Adam	Ohio Department of Education's Resident Educator Assessor Training	2014	2015	1	as needed	No Schedule		No Degree on Schedule	\$ 300.00	Salary	Certificated Supplemental
Miller	Diana	Communications Coordinator	2014	2015	1	as needed	MA (B)	1	Masters	\$27.85	Hourly	Classified Employee

11/25/2014

Resignation Approval Recommendations
HW

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Last Name	First Name	Tentative Position	Contract Type	Effective Date	Additional Agenda Item	Comments	Board meeting Date
Barnhouse	Lisa	Director Region 14/Hopewell	Administrator Cert/Class	6/30/2015			11/25/2014

*Highlighted Cell Additional Agenda Item

11/19/2014