

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

REGULAR BOARD MEETING

November 28, 2017

The Southern Ohio Educational Service Center Governing Board met on Tuesday, November 28, 2017 at 6:30 p.m. at Region 14 Hopewell Center for its regular monthly meeting. Members present were 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 in attendance included Ellen Ryan, Physical Therapist/Team Leader, Region 14/Southern Ohio ESC; Shannon Tise, Occupational Therapist/Team Leader, Region 14/Southern Ohio ESC; Jeff Royalty, Director, Region 14/Southern Ohio ESC.

APPROVAL OF THE MEETING AGENDA (Resolution #3827)

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

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

MINUTE APPROVAL (Resolution #3828)

It was moved by Mr. Hill and seconded by Mr. Lane that the October 24, 2017 meeting minutes be approved as presented.

Seven board members approved the motion with an abstention from Mr. Luck. President of the board, Mr. West, declared the motion carried.

Meeting was opened for public participation. None received.

SOUTHERN OHIO ESC SHARED EXPERTISE

Mrs. Justice thanked Mr. Royalty for hosting the Board Meeting at Region 14/Hopewell Center this evening. She then introduced Mrs. Ryan and Mrs. Tise.

Ellen Ryan, Physical Therapist and Shannon Tise, Occupational Therapist described the makeup of the Motor Team. Mrs. Ryan presented information on what a typical day looks like for a therapist. Mrs. Ryan also described what a Physical Therapist does for our member districts (evaluations, consultations, direct treatment, set up motor labs/hoya lifts, etc.). Mrs. Ryan then described the equipment that motor team has available for loan to our member districts.

Mrs. Tise explained that Occupational Therapists help children to function in life by promoting positive behavior, self-help skills, pre-vocational training, self-regulation, etc. She further explained that Occupational Therapists provide parent and staff education, classroom interventions, fine motor support workshops, etc.

Lastly, Mrs. Ryan and Mrs. Tise explained that Occupational Therapy and Physical Therapy services are provided to our member districts through the IEP process or a 504 plan.

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GREAT OAKS ITCD REPORT

Mr. Lane disseminated the highlights of the November 8, 2017 Board of Directors' Meeting to board members for their review and reported the following:

- Fallon Research Report – Paul Fallon of Fallon Research and Communications conducted a survey of over 400 homes in the Great Oaks districts to better understand how they are viewed, perceived value and support among constituents. He reported the following findings to the Great Oaks Board:
 - 56% said workforce preparation is the more practical role for school
 - 92% agreed that with increasing college costs, it is essential to provide high school students with advance technical and skills training
 - 88% are aware of Great Oaks and 77% had a favorable opinion; in 2007, 87% were aware and 65% had a favorable opinion
 - Great Oaks is well known and liked, and it is often seen as an alternative to college, not a pathway
- Job Placement – Great Oaks currently has 66 students on job placement. For a senior to be on job placement they must have 95% attendance, 3.0 GPA in their Great Oaks courses and the recommendation from their Career Technical Instructor, and be on track to graduate.

LEGISLATIVE LIAISON REPORT

Mrs. Gausman disseminated "*The Link*" to board members for their review and reported the following:

- Fiscal Year 2018 Federal Budget Resolution and Tax Reform Update – The National School Boards Association (NSBA) recently shared an update on the Fiscal Year 2018 federal budget resolution and tax resolution. The following is a condensed version of the information they released.
 - At the end of October, Congress finalized the FY18 budget resolution, H Con Res 71, which paves the way for tax reform to officially begin. The budget resolution includes broad goals for education on ensuring state flexibility; enhancing outcomes with federal workforce development, job training and reemployment programs; the consolidation and streamlining of overlapping early learning and child care programs; educational programs for individuals with disabilities; and child nutrition programs.

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LEGISLATIVE LIAISON REPORT (Cont.)

- The budget resolution also includes provisions to address investment in rural schools and in school districts/communities affected by the recent natural disasters. Section 301 pertains to healthcare reform and “protecting the Medicaid program...which may include strengthening and improving Medicaid for the most vulnerable populations,” as this impacts school-based Medicaid services.
- The budget resolution includes an amendment adopted in favor of discontinuing state and local tax deductions (SALT) currently claimed by more than 44 million taxpayers on federal tax returns. If SALT were eliminated in tax reform legislation, the local impact would result in taxpayers being taxed twice and would create instability in state and local tax bases that support investments in public education and other public services. NSBA joined a coalition to continue the SALT deduction called Americans Against Double Taxation.
- HB 369 – prescribes a per pupil funding guarantee for certain school districts and to make an appropriation.
- HB 371 – exempts from property taxation the increased value of land subdivided for residential development while construction commences or the land is sold.
- HB 377 – with respect to age-appropriate student instruction in child sexual abuse and sexual violence prevention and in-service staff training in child sexual abuse prevention.
- Winter School Finance Workshop set for December 1 – Get answers and information on school funding and other education related issues; cost is \$160 which includes materials, lunch and refreshments. To register go to the Ohio Association of School Business Officials website at www.oasbo-ohio-org or by calling (614) 431-9116.
- Kids PAC – Kids PAC is your political action committee (PAC). PACs are accounts from which political campaign contributions can be made and is a way to focus attention on OSBA’s legislative agenda and to support lawmakers who believe in our goals. Giving to Kids PAC helps you get more out of your own political contributions. It “pools” smaller, individual donations into a more sizable contribution that often garners more attention from the political candidate. Contributions can be made by personal check or cash up to \$100. By law, school district and corporate checks cannot be accepted. You can go to www.kidspac.org and donate online. For more information or to obtain a membership form, contact Marcella Gonzalez at mgonzalez@ohioschoolboards.org or (614) 540-4000.

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FINANCIAL REPORTS

Treasurer Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #3829)

It was moved by Mrs. Gausman and seconded by Mr. Wilt that the paid bills for the previous month be approved as presented, for a total of \$742,648.18.

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3830)

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

[See Minute Page #1285 – 1286]

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

APPROVAL OF INVESTMENT (Resolution #3831)

It was moved by Mr. Luck and seconded by Mrs. Gausman to approve the following investment as transacted by Treasurer Meyer:

<u>Date</u>	<u>Fund</u>	<u>Firm</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Amount</u>
11/21/2017	General	Stearns Bk NA St. Cloud MN	11/18/2019	1.70%	\$ 59,659.80
11/21/2017	General	BMW Bank North Amer Salt Lake	03/18/2019	1.45%	\$ 59,897.40

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

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TREASURER DISCUSSION ITEMS

Fiscal Office Update:

- **Pre-Audit Meeting** – Our FY2017 Pre-Audit Meeting was held on November 16, 2017. Holly Brothers, Audit Manager, met with the fiscal team and Beth to discuss the audit approach, information needed to perform the audit, cost estimate and timeline for completion. We will begin receiving requests for information after Thanksgiving. The goal is to have our audit finished in January 2018.
- **Travel Reimbursement Forms and Professional Development Log** - Board members need to sign their travel forms and the Professional Development Log at the Board meeting to allow the fiscal office to process payments in December.

Professional Development:

- On November 1, 2017 I attended the FY18 Staff EMIS Checklist review meeting at MVECA. At this meeting, they will go over steps to update staff demographic and employment elements and allow time for participants to work in the lab with their assistance.
- On November 9, 2017 I attended the Fall Assembly Meeting at MVECA.
- On November 12-14, 2017 I attended the Capital Conference in Columbus.
- On November 16, 2017 the fiscal team attended an OnBase 17 information meeting at MVECA.
- On November 17, 2017 I will participate in an AF Comply and 2017 IRS Reporting webinar provided by American Fidelity Administrative Services. This webinar will review the process of gathering employer information for completion the 1095 forms and address any questions we may have as we go into the 2017 season for affordable care act reporting.
- On December 6, 2017 the entire fiscal team will attend the Calendar Year End Fiscal Meeting at MVECA.

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PERSONNEL CONTRACT AGREEMENTS: ESC (Resolution #3832)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Mount and seconded by Mr. Hill 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 #1287 – 1288]

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

APPROVAL OF SATH MEMBERSHIP (Resolution #3833)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Lane and seconded by Mr. Wilt that the board continues membership in Supplemental Assistance to the Handicapped, Inc. (SATH) for school year 2017-2018 at a cost of \$500.00.

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

Will discuss increasing amount at a later date.

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

1. Mrs. Justice referenced that the Superintendent/Treasurer evaluations were provided in their packets and asked board members to complete and bring to the December meeting and return to Mr. West to tally.
2. Mrs. Justice shared that Kim A. Adams, SOESC employee and Jackie Miller, Brown County ESC employee were presented the Team Work Award at the OESCA Brunch.

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS (Cont.)

3. Mrs. Justice asked the board to share their thoughts regarding the Capital Conference.

Mrs. Gausman attended the business meeting with Mrs. Charters. She indicated that the meeting went like clockwork and that they heard Paolo DeMaria, Superintendent of Public Instruction speak at the meeting. She took away the following points from his remarks:

- Are we preparing children in kindergarten now to function in the year 2030 when they graduate?
- He indicated how prevalent languages are due to the recent natural disasters as families from Puerto Rico, etc. are being displaced.
- He encouraged the use of the State School Board.
- He made the following quote by Gandhi : *"The best way to find yourself is to lose yourself in the service of others."*

4. Mrs. Justice shared that Roger and Nancy West have graciously agreed to host the December 19th board meeting at their home.
5. Mrs. Justice congratulated all of the SOESC board members who were reelected on November 3rd.
6. Mrs. Justice shared updates with the planning of the Four County Board Meeting, which will be held at Laurel Oaks, Wilmington on March 20, 2018.
7. Mrs. Justice reported that Jim Clawson's mother-in-law, Mary Bush, recently passed away and that Tom Reed, AC/OV board member recently passed away.
8. Financial Disclosure Forms – will be forthcoming in the near future as Mrs. Justice indicated she had to complete a form for the Ethics Commission verifying Board membership.
9. HR Assistant – added marketing/communications to the job description. There are 28 applicants for the position and interviews will begin December 7th.
10. There is a Schlechty Center Conference (Access to Change Transforming Leading and Learning) on February 23-24, 2018. The current cost of \$275 per participant may be waived due to grant funding. More information to come.
11. SOLC Open House is scheduled for December 15, 2017. Board members were invited to attend.

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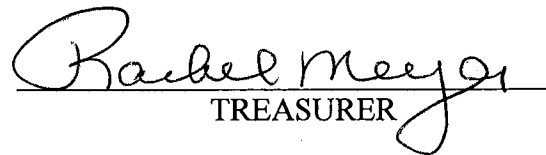
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ADJOURNMENT

It was moved by Mr. Luck and seconded by Mr. Hill to adjourn to meet again in regular session on December 19, 2017 at 6:00 p.m. at the home of Roger and Nancy West, 4601 Roberts Road, Hillsboro.


BOARD PRESIDENT


TREASURER

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2018 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	July	August	September	November	January	April	May	TOTAL ACCOUNT
GENERAL FUND											
001	100	0000	SALARIES	\$ 2,929,582.00	\$ (148,448.00)		\$ 32,540.00				\$ 2,813,674.00
001	200	0000	FRINGE BENEFITS	\$ 1,231,458.04	\$ (16,326.00)		\$ 13,118.00				\$ 1,228,250.04
001	400	0000	PURCHASED SERVICES	\$ 559,223.09	\$ 232,919.00		\$ 1,800.00				\$ 793,942.09
001	500	0000	SUPPLIES & MATERIALS	\$ 52,655.00	\$ 5,400.00						\$ 58,055.00
001	600	0000	CAPITAL OUTLAY	\$ 13,900.00	\$ 3,949.00		\$ 1,550.00				\$ 19,399.00
001	800	0000	OTHER OBJECTS	\$ 49,011.44							\$ 49,011.44
001	900	0000	CONTINGENCIES / TRANSFERS	\$ 1,530,000.00							\$ 1,530,000.00
			GENERAL FUND TOTAL								\$ 6,492,331.57
OTHER FUNDS											
001		9050	TERMINATION / RETIREMENT BENEFITS FUND	\$ 41,758.97							\$ 41,758.97
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	\$ 108,890.00							\$ 108,890.00
019		9901	CLINTON COUNTY QUIZ BOWL FY17 FUND	\$ -							\$ -
019		9400	ESSENTIAL SKILLS TO TEACH LEARNERS/MHJ/FY18 FUND			\$ 10,000.00					\$ 10,000.00
022		9245	HOPEWELL GENERAL FUND	\$ 4,555,930.00							\$ 4,555,930.00
022		9500	D.A.R.E. AGENCY FUND	\$ 17,310.69							\$ 17,310.69
463		9016	ALTERNATIVE CHALLENGE FY17 FUND	\$ -							\$ -
451		9416	K12 NETWORK SUBSIDY	\$ -			\$ 1,800.00				\$ 1,800.00
499		9009	STATE SUPPORT TEAM FY17 FUND	\$ 2,388.04							\$ 2,388.04
499		9010	STATE SUPPORT TEAM FY18 FUND	\$ 115,140.50							\$ 115,140.50
499		9703	STUDENT ASSESSMENT FY18 FUND	\$ 21,875.00							\$ 21,875.00
499		9801	STRATEGIES SECONDARY TRANSITION SWD FY17 FUND	\$ 11,593.67			\$ (15,703.69)				\$ (4,110.02)
499		9851	SECONDARY TRANSITION SWD R14 FY17 FUND	\$ -							\$ -
516		9226	IDEA PART B FY17 FUND	\$ 142,803.99							\$ 142,803.99
516		9227	IDEA PART B FY18 FUND	\$ 1,017,492.96			\$ 101,749.29				\$ 1,119,242.25
516		9809	PARENT MENTOR FY17 FUND	\$ 4,628.24			\$ (5,928.70)				\$ (1,300.46)
516		9810	PARENT MENTOR FY18 FUND	\$ 25,000.00							\$ 25,000.00
516		9913	EARLY LITERACY SSIP (IDEA) FY18 FUND	\$ -	\$ 68,282.00						\$ 68,282.00
587		9508	EARLY LEARNING DISCRETIONARY FY17 FUND	\$ 2,840.17							\$ 2,840.17
587		9509	EARLY LEARNING DISCRETIONARY FY18 FUND	\$ 73,953.54							\$ 73,953.54
587		9600	EARLY LITERACY SSIP FY18 FUND	\$ 20,471.49							\$ 20,471.49
590		9006	OTES FY17 FUND	\$ -							\$ -
599		9702	EARLY LEARNING CHALLENGE FY17 FUND	\$ -							\$ -
			OTHER FUNDS TOTAL								\$ 6,375,605.36
Monthly Appropriation Changes				\$ 145,776.00	\$ 10,000.00	\$ 130,924.90	\$ -	\$ -	\$ -	\$ -	\$ 6,375,605.36
GRAND TOTAL APPROPRIATIONS - ALL FUNDS											\$ 12,867,936.93

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
FY 2018 PERMANENT APPROPRIATIONS

1/28/2017

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 \$1,380,000.00
General Fund - Building Fund \$150,000.00 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 \$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)

Employment Recommendations
SOESC

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	RAC Meeting Date	Org
Reed	Alex	Educational Aide	2017	2018	1	as needed	L		No Degree on Schedule	\$ 9.15	Hourly	Classified Employee	WC Immersion Program		11/28/2017		ESC
Lewis	Chelsea	Health Educational Aid	2017	2018	1	as needed	No Schedule		No Degree on Schedule	\$ 30.00	Hourly	Classified Employee	Adams County		11/28/2017		ESC
Meadows	Sarah	Health Educational Aid	2017	2018	1	as needed	No Schedule		No Degree on Schedule	\$ 22.00	Hourly	Classified Employee	Adams County		11/28/2017		ESC
Yanez	Jesur	Substitute Teacher	2017	2018	1	as needed	No Schedule		No Degree on Schedule	\$ 90.00	Per Diem	Certificated Employee			11/28/2017		ESC
Frary	Amy	Substitute Teacher	2017	2018	1	as needed	No Schedule		No Degree on Schedule	\$ 90.00	Per Diem	Certificated Employee			11/28/2017		ESC

TO: BONNIE KELLY, SUPERINTENDENT'S SECRETARY
 JOHN STANLEY, TREASURER
 DEBBIE ANDERSON, TREASURER'S ASST.

FROM: JENNIFER LUDWICK, Administrative Assistant, SOESC

RE: SUBSTITUTE TEACHERS FOR THE 2017-2018 SCHOOL YEAR

DATE: NOVEMBER 15, 2017

Enclosed please find the list of qualified Substitute Teachers for the East Clinton Local Schools. The teachers indicated in "GREEN Text" are the newest additions to the Substitute Teaching List. I will keep you informed of any additions or deletions that may occur throughout the school year.

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.	FRARY	AMY
2.	MACHADO	BRIANNA
3.	MORSE	ASHLEY
4.	SEXTON	RON
5.		
6.		
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