

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

REGULAR BOARD MEETING

March 19, 2019

The Southern Ohio Educational Service Center Governing Board met on Tuesday, March 19, 2019, at 5:00 p.m. at the Laurel Oaks CDC 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.

REVISION AND/OR APPROVAL OF THE MEETING AGENDA (Resolution #4054)

It was moved by Mr. Hill and seconded by Mr. Peck 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 #4055)

It was moved by Mr. Lane and seconded by Mr. Mount that the February 26, 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

There was no presentation.

Mr. West arrived at 5:04 p.m.

GREAT OAKS ITCD REPORT

Mr. Lane indicated he attended the March 13, 2019, meeting where they hired a construction manager (Dugan & Myers). He also indicated that Great Oaks is still in negotiation about the property at 62 Laurel Drive.

Mr. Lane reported that the 2019-2020 school year will begin on August 15, 2019 for new students attending Great Oaks campuses and August 16, 2019 for existing students. The last days for students will be May 21, 2020. He also indicated that Great Oaks is looking at an open enrollment option. They had never had this option while other JVSD's have. Great Oaks feels it will improve their ability to fill courses or to offer new ones. A decision will likely be made by August.

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

REGULAR BOARD MEETING

March 19, 2019

LEGISLATIVE LIAISON REPORT

Mr. Peck disseminated "The Link" for board members to review. He noted the following:

Upcoming State Legislative Conference – March 19, 2019; The conference provides school board members, administrators and treasurers with a great venue to meet with their state legislators and discuss issues impacting public education.

Recently introduced Legislation:

HB 76: to modify the form of election notices and ballot language for property tax levies

HB 83: allow images captured by a school bus camera to be used as corroborating evidence for the offense of failing to stop for a school bus

EXECUTIVE SESSION (Resolution #4056)

It was moved by Mr. West and seconded by Mr. Wilt to take a roll call to enter into Executive Session at 5:09 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 5:15 p.m.

FINANCIAL REPORTS

Mrs. Meyer reviewed the monthly reports with the board.

APPROVAL OF PAID BILLS (Resolution #4057)

It was moved by Mr. Luck and seconded by Mr. Mount that the paid bills for the previous month be approved as presented, for a total of \$817,818.69.

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

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

REGULAR BOARD MEETING

March 19, 2019

APPROVAL OF INVESTMENT (Resolution #4058)

It was moved by Mr. Peck and seconded by Mr. Luck to approve the following investment as transacted by the treasurer:

Date	Fund	Firm	Maturity Date	Rate	Amount
3/11/2019	Waddell	Goldman Sachs USA NY CD	6/28/2022	2.25%	\$ 34,347.60
3/14/2019	General	Discover Bank CD	6/22/2021	1.45%	\$ 68,173.70

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

APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #4059)

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

[See Minute Page #1477 - #1478]

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

TREASURER DISCUSSION ITEMS

Reminder Financial Disclosure Forms Due May 15, 2019:

- If you would like a paper form please let me know; otherwise, you have the ability to fill out and submit your form online by going through the Ohio Ethics Commission website at: <https://disclosure.ethics.ohio.gov>.

Fiscal Office Update:

- I am still in the process of preparing cost estimates for member school districts for services, including Region 14, for FY2019 and FY2020 and hope to have them finalized during the week of March 15. It is our goal to get the information out to our member districts sooner rather than later so that they can schedule a face to face meeting with myself, Beth, and Jeff and/or have the appropriate board actions on the agreements.

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

REGULAR BOARD MEETING

March 19, 2019

TREASURER DISCUSSION ITEMS (Cont.)

Professional Development:

- On March 13, I will participate in “The Ohio Ethics Law: Good Government in Action” webinar. These webinars are presented monthly to provide a convenient and helpful overview of the Ohio Ethics Law.
- On March 14, I will attend the Federal Procurement Spring Survival Guide presented by Pamela Leist, Ennis Britton Co., LPA. The workshop will be held at Hopewell and will help participants gain knowledge about the five methods of procurement, procurement scenarios, common FAQs on the Uniform Guidance and how to survive the short term.
- On March 26, our ESC will host the EPC Health Insurance Renewal Meeting which is normally held in Vandalia. At this meeting we will be provided with EPC trends and historical data, EPC finances and renewal development strategy, specific renewal information for our ESC, United Healthcare plan challenges, compliance updates, benefit cost containment ideas, and open enrollment information.

PERSONNEL CONTRACT RESIGNATION: ESC (Resolution #4060)

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

Name	Position	Contract Type	Effective Date
Clark, Melissa	Intervention Specialist	Certificated	6/30/2019

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

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

REGULAR BOARD MEETING

March 19, 2019

PERSONNEL CONTRACT AGREEMENTS:ESC (Resolution #4061)

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

ESC CONTRACT AGREEMENTS

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/Step/Rate	Contract Type
Fryman, Emily	SOLC Substitute	2018-2019	1 yr	as needed	No Degree on Schedule	\$100.00 per diem	Certificated Substitute
Hargrave, Charles	SOLC Substitute	2018-2019	1 yr	as needed	No Degree on Schedule	\$100.00 per diem	Certificated Substitute
Land, Abigail	SOLC Substitute	2018-2019	1 yr	as needed	No Degree on Schedule	\$100.00 per diem	Certificated Substitute

EAST CLINTON SUBSTITUTE TEACHERS

1. Heidi Marie 2. Bryan Richmond

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

PERSONNEL CONTRACT AMENDMENTS: ESC (Resolution #4062)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Peck and seconded by Mr. West to approve an amendment to the following employment contract for the following personnel:

SOESC CONTRACT AMENDMENTS

Name	Position	Contract Dates	Change 1	Change 2	Change 3	Comments
Link, Deanne	Curriculum Consultant	2018-2019	Changing from 119 days to 125 days	Salary Change from \$47,326.00 to \$49,712.50		R/R Per diem is staying at \$397.70

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

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

REGULAR BOARD MEETING

March 19, 2019

APPROVAL OF SERVICE CONTRACT: ESC (Resolution #4063)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hill and seconded by Mr. Luck to approve the following service contract as listed:

SERVICE CONTRACT

<u>Provider</u>	<u>Purchase Order</u>	<u>Service</u>	<u>Dates</u>	<u>Amount</u>
MVECA	2190716	Internet Access Service	July 1, 2019- June 30, 2022	\$32, 640 Annually

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

PERSONNEL CONTRACT AGREEMENTS: Region 14 (Resolution #4064)

Upon the recommendation of Superintendent Justice, it was moved by Mr. Wilt and seconded by Mr. Luck 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

Name	Tentative Position	Contract Dates	Length	Days	Degree	Schedule/ Step/Rate	Contract Type	Comments
Osborne, Martha	Substitute	2018-2019	1 yr	as needed	No Degree on Schedule	\$100.00 per diem	Certificated Substitute	Will be covering HI Teacher position

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

FUND	OBJECT	SCC	DESCRIPTION	July	August	September	October	November	December	January	March	TOTAL ACCOUNT
001	100	000	SALARIES	\$ 2,957,833.00								2,957,833.00
001	200	000	FRINGE BENEFITS	\$ 1,370,811.90								1,370,811.90
001	400	000	PURCHASED SERVICES	\$ 860,908.36	\$ 62,510.00							924,395.45
001	500	000	SUPPLIES & MATERIALS	\$ 71,955.00						\$ 1,577.12		71,955.00
001	600	000	CAPITAL OUTLAY	\$ 37,000.00								37,000.00
001	800	000	OTHER OBJECTS	\$ 51,912.68								51,912.68
001	900	000	CONTINGENCIES / TRANSFERS	\$ 1,575,000.00								1,575,000.00
			GENERAL FUND TOTAL	\$ 6,456,145.33	\$ 62,510.00					\$ 1,577.12		6,988,708.03
001	990	000	TERMINATION / RETIREMENT BENEFITS FUND	\$ 39,349.16								39,349.16
007	000	000	UNCLAIMED FUNDS	\$ 58.95								58.95
008	927	1	WADDELL FUND	\$ 53,300.00								53,300.00
014	970	2	ALTERNATIVE SCHOOL CLINTON COUNTY FUND	\$ 10,910.19								10,910.19
019	982	0	MENTAL HEALTH FY18 FUND	\$ 4,806,930.00								4,806,930.00
022	985	5	HOPEWELL GENERAL FUND	\$ 17,521.44								17,521.44
022	988	8	D.A.R.E. AGENCY FUND	\$ 1,800.00								1,800.00
451	985	8	K12 NETWORK SUBSIDY	\$ 115,140.50								115,140.50
499	986	6	STATE SUPPORT TEAM FY18 FUND	\$ 83,850.09								83,850.09
499	987	7	STATE SUPPORT TEAM FY19 FUND	\$ 5,299.08								5,299.08
499	973	3	STUDENT ASSESSMENT FY18 FUND	\$ 25,000.00								25,000.00
499	974	4	STUDENT ASSESSMENT FY19 FUND	\$ 71,571.63								71,571.63
499	983	3	STRATEGIES SECONDARY TRANSITION SW FY18 FUND	\$ 4,031.03								4,031.03
499	982	2	SECONDARY TRANSITION SW FY18 FUND	\$ 62,905.26								62,905.26
499	983	3	STATE SUPPORT TEAM TRANSITION FY18 FUND	\$ 21,507.19								21,507.19
516	922	2	IDEA PART B FY18 FUND	\$ 10,000.00								10,000.00
516	923	3	IDEA PART C FY18 FUND	\$ 6,000.00								6,000.00
516	981	1	PARENT MENTOR FY18 FUND	\$ 20,000.00								20,000.00
516	981	1	PARENT MENTOR FY19 FUND	\$ 5,729.96								5,729.96
516	981	1	PARENT MENTOR FY18 FUND	\$ 83,850.09								83,850.09
516	981	1	PARENT MENTOR FY19 FUND	\$ 5,299.08								5,299.08
516	981	1	PARENT MENTOR FY18 FUND	\$ 25,000.00								25,000.00
516	981	1	PARENT MENTOR FY19 FUND	\$ 71,571.63								71,571.63
572	981	1	VALUE ADDED FY18 FUND	\$ 71,597.54								71,597.54
587	981	1	EARLY LEARNING DISCRETIONARY FY18 FUND	\$ 4,031.03								4,031.03
587	981	1	EARLY LEARNING DISCRETIONARY FY19 FUND	\$ 62,905.26								62,905.26
587	981	1	EARLY LITERACY SSIP FY18 FUND	\$ 1,441.27								1,441.27
587	981	1	EARLY LITERACY SSIP FY19 FUND	\$ 21,507.19								21,507.19
599	981	1	UC OL4 LEADERSHIP FY18 FUND	\$ 10,000.00								10,000.00
599	981	1	STATE PERSONNEL DEVELOPMENT GRANT SPD FY18	\$ 10,000.00								10,000.00
599	981	1	SCHOOL CLIMATE TRANSFORMATION	\$ 10,000.00								10,000.00
			OTHER FUNDS TOTAL	\$ 45,000.00	\$ (271.00)							45,000.00
			Monthly Appropriation Changes	\$ 6,456,145.33	\$ 62,510.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 21,577.12	\$ 45,000.00	\$ (271.00)	6,456,145.33
			GRAND TOTAL APPROPRIATIONS - ALL FUNDS	\$ 13,444,853.36	\$ 12,756.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 42,577.12	\$ 45,000.00	\$ (271.00)	13,444,853.36

MINUTES OF THE SOUTHERN OHIO EDUCATIONAL SERVICE CENTER BOARD MEETING

SUPERINTENDENT PERMANENT DISPOSITIONS

Superintendent Justice shared the following with the board:

- 22nd Annual SOESC Four County Board Meeting Overview - expecting 170 attendees.
- Finance Committee
- Franklin B. Walter All Scholastic Award Luncheon, April 11, 2019
- Exceptional Achievement Award Banquet April 11th - Clinton County Schools and Board Members appointed Mrs. Meyer and her team for a "clean audit"
- Business Advisory Council Update - Clinton County Schools and Board Members appointed Mrs. Meyer and her team for a "clean audit"
- SW Ohio OSBA Conference - Mrs. Justice and Board Members appointed Mrs. Meyer and her team for a "clean audit"
- Hopewell Center As A Polling Location - Mrs. Justice provided the notes to the Board from Mr. Royalty re: his meeting with the Elections Administrator. Books as if all concerns can and will be addressed.
- Highland County Office Space - Discussed with Board Members for their thoughts.

HOPEWELL CENTER BLACKTOPPING (Resolution #4065)

It was moved by Mr. Lane and seconded by Mr. Wilt to get a bid for blacktopping the Hopewell Center location and look at how to pay for it.

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

ADJOURNMENT

It was moved by Mr. Luck and seconded by Mr. West to adjourn to meet again in regular session on April 16, 2019, at 7:00 p.m. at Southern Ohio Educational Service Center, 3321 Airborne Road, Wilmington.

BOARD PRESIDENT

TREASURER

TOTAL ACCOUNT

MINUTES OF THE SOUTHERN OHIO
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

March 19, 2019

SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

Superintendent Justice shared the following with the board:

1. 22nd Annual SOESC Four County Board Meeting Overview – expecting 170 attendees.
2. Finance Committee
3. Franklin B. Walter All Scholastic Award Luncheon, April 11, 2019
4. Exceptional Achievement Award Banquet April 11th
5. Business Advisory Council Update – Clinton County Scholarship drive underway.
6. SW Ohio OSBA Conference – Mrs. Justice and Board Members applauded Mrs. Meyer and her team for a “clean audit”.
7. Hopewell Center As A Polling Location – Mrs. Justice provided the notes to the Board from Mr. Royalty re: his meeting with the Elections Administrator. It looks as if all concerns can and will be addressed.
8. Highland County Office Space – Discussed with Board Members for their thoughts.

HOPEWELL CENTER BLACKTOPPING (Resolution #4065)

It was moved by Mr. Lane and seconded by Mr. Wilt to get a bid for blacktopping the Hopewell Center location and look at how to pay for it.

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

ADJOURNMENT

It was moved by Mr. Luck and seconded by Mr. West to adjourn to meet again in regular session on April 16, 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

3/14/2019

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.

SOUTHERN OHIO EDUCATIONAL SERVICE CENTER
 FY 2019 PERMANENT APPROPRIATIONS

3/14/2019

FUND	OBJECT	SCC	DESCRIPTION	July	August	September	October	November	December	January	February	March	TOTAL ACCOUNT
GENERAL FUND													
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
			GENERAL FUND TOTAL										\$ 6,988,708.03
OTHER FUNDS													
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	\$ -									\$ -
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	\$ -									\$ -
516	9227		IDEA PART B FY18 FUND	\$ 83,850.09					\$ 6,000.00		\$ (271.00)		\$ 5,729.00
516	9228		IDEA PART B FY19 FUND	\$ 1,017,492.96						\$ 20,000.00			\$ 83,850.09
516	9810		PARENT MENTOR FY18 FUND	\$ 5,299.08									\$ 1,037,492.96
516	9811		PARENT MENTOR FY19 FUND	\$ 25,000.00									\$ 5,299.08
516	9913		EARLY LITERACY SSIP (IDEA) FY18 FUND	\$ 4,571.63									\$ 25,000.00
516	9914		EARLY LITERACY SSIP (IDEA) FY19 FUND	\$ 71,597.54									\$ 4,571.63
572	9351		VALUE ADDED FY18 FUND	\$ -									\$ 71,597.54
587	9509		EARLY LEARNING DISCRETIONARY FY18 FUND	\$ 4,031.03									\$ -
587	9510		EARLY LEARNING DISCRETIONARY FY19 FUND	\$ 60,145.42	\$ 2,759.84								\$ 4,031.03
587	9600		EARLY LITERACY SSIP FY18 FUND	\$ 1,441.27									\$ 62,905.26
587	9601		EARLY LITERACY SSIP FY19 FUND	\$ 21,507.19									\$ 1,441.27
599	9203		UC OLI4 LEADERSHIP FY19 FUND	\$ -			\$ 10,000.00						\$ 21,507.19
599	9510		STATE PERSONNEL DEVELOPMENT GRANT (SPDG) FY19	\$ -		\$ 10,000.00							\$ 10,000.00
599	9801		SCHOOL CLIMATE TRANSFORMATON	\$ -							\$ 45,000.00		\$ 10,000.00
			OTHER FUNDS TOTAL							\$ 45,000.00			\$ 45,000.00

Monthly Appropriation Changes

GRAND TOTAL APPROPRIATIONS - ALL FUNDS

\$ 62,510.00 \$ 12,754.61 \$ 10,000.00 \$ - \$ 6,000.00 \$ 21,577.12 \$ 45,000.00 \$ (271.00)

\$ 13,444,853.36