

MINUTES OF THE SOUTHERN OHIO  
EDUCATIONAL SERVICE CENTER GOVERNING BOARD MEETING

REGULAR BOARD MEETING

October 23, 2018

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RESOLUTION OF SUPPORT FOR BRIGHT LOCAL SCHOOL DISTRICT PROPERTY TAX  
LEVY (Resolution #3988)

It was moved by Mr. Luck and seconded by Mr. Peck to approve the following resolution of support for a 3-mill property tax levy to be placed before voters of the **Bright Local School District** for the purpose of school safety and security school improvements for the benefit of the school district at the November 6, 2018 election.

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

GREAT OAKS ITCD REPORT

Mr. Lane said he agreed with everything Mr. Snyder reported and encourages all to vote early and often.

LEGISLATIVE LIAISON REPORT

Mrs. Gausman disseminated "The Link" to Board Members, and she reviewed the following:

Efforts are underway to revise the state's high school graduation requirements. Currently, students must complete one of three pathways: attain a cumulative passing score on the state's seven end-of-course exams; attain a remediation-free score on the SAT or ACT, or attain a passing score on the WorkKeys test and also obtain an industry credential.

Last year, many school districts reported that their seniors – the first class of students subject to the new requirements – were at risk of not graduating under those new graduation pathways. The legislature responded with a one-year fix, allowing only the Class of 2018 to graduate through an alternative pathway by completing other items, like community service, capstone projects, or strong attendance rates.

Amid more reports of students not on track to graduate under the current system, a panel of the State Board of Education is set to submit recommendations this month that would overhaul the requirements. The proposal would shift from test proficiency to achievement in five specified content areas, based either on test performance, course completion, or a final project.

The full body of the State Board of Education is expected to vote on the proposal either at its October or November meeting, during which time the legislature may consider enacting the recommendations.

This year has geared up to be a pivotal one for both local, state and national elections. With many challenges ahead, it is important that school district leaders meet with the candidates and learn their positions on issues impacting schools.

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LEGISLATIVE LIAISON REPORT (Cont.)

OSBA has been hosting regional legislative breakfasts to provide you with the chance to meet candidates for the Ohio General Assembly and State Board of Education. Now is the time to hear directly from future decision-makers about their ideas on public education, taxes, school funding and other issues affecting schools. Don't miss this opportunity to make a difference by getting involved to make sure education remains a priority for state policymakers.

This final event will take place from 8:30 a.m. to 10 a.m. Registration is required. Please RSVP to Renee Gibson at [rgibson@ohioschoolboards.org](mailto:rgibson@ohioschoolboards.org) or (800) 589-6722, ext. 230. Each school official will be charged \$10, cash or check, at the door to help cover the cost of the breakfast.

**Northwest Region, Oct. 19**, Penta Career Center 9301 Buck Rd, Perrysburg, OH  
Ohio Senate Districts 1, 11  
Ohio House Districts 3, 4, 44, 45, 47, 57, 81, 82, 83, 88, 89  
State Board Candidates District 2

**Recently introduced legislation**

- House Bill (HB) 734 introduced by Rep. **LaTourette** (R-Chesterland), with regard to breakfast programs at public schools.
- HB 738 introduced by Rep. **Antani** (R-Miamisburg), to require 25% of the Ohio Facilities Construction Commission's budget be allocated to ensure all school buildings meet acceptable standards for air conditioning, accessibility, and school safety, and to require a study of the status of school buildings regarding air conditioning, accessibility, school safety, and other amenities.
- Senate Bill (SB) 329 introduced by Sen. **Bacon** (R-Westerville), to revise the definition of hazing and to increase the penalty for a hazing offense to a first degree misdemeanor.
- SB 330 introduced by Sen. **Schiavoni** (D-Boardman), to require public schools to include mental health in their curriculum, to require the State Board of Education to adopt standards for mental health education and to provide grant funding to districts for curriculum implementation and professional development.

**KidsPAC** is your political action committee (PAC). *Kids* PAC 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 political contributions. It "pools" smaller, individual donations into a more sizeable *Kids* PAC contribution that often garners more attention from the political candidate.

Contributions can be made by personal check, payable to *Kids* PAC, or cash up to \$100. By law, school district and corporate checks cannot be accepted. You can also go to [www.kidspac.org](http://www.kidspac.org) and donate online with your credit card. For more information or to obtain a membership form, contact Renee Gibson at [rgibson@ohioschoolboards.org](mailto:rgibson@ohioschoolboards.org) or (614) 540-4000.

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**FINANCIAL REPORTS**

Due to the absence of Treasurer Meyer, Mr. Mount, with the help of SOESC fiscal support staff, Megan Thompson, fulfilled the Treasurer's duties and reviewed the monthly reports with the board.

**APPROVAL OF PAID BILLS (Resolution #3989)**

It was moved by Mr. Lane and seconded by Mrs. Gausman that the paid bills for the previous month be approved as presented, for a total of \$760,363.29.

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

**APPROVAL OF INVESTMENT (Resolution #3990)**

Upon the recommendation of Mr. Mount, with the assistance of Mrs. Thompson, fiscal support, it was moved by Mr. Luck and seconded by Mr. Wilt to approve the following investment as transacted by Treasurer Meyer:

<b>Date</b>	<b>Fund</b>	<b>Firm</b>	<b>Maturity Date</b>	<b>Rate</b>	<b>Amount</b>
10/02/2018	General	Ally Bank Midvale Utah CD	08/17/2020	1.90%	\$ 98,338.00
10/02/2018	General	Ally Bank Midvale Utah CD	02/01/2021	2.50%	\$ 98,898.00

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

**APPROPRIATION MODIFICATIONS AND AMENDMENTS (Resolution #3991)**

Upon the recommendation of Mr. Mount, with the assistance of Mrs. Thompson, fiscal support, it was moved by Mr. Peck and seconded by Mrs. Gausman to approve the following appropriation modifications and amendments as presented.

**[See Minute Page#1435-1436]**

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

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**TREASURER DISCUSSION ITEMS**

**1. Fiscal Office Update**

- Megan Thompson and Rachel sent out the second invoices of the year for primary services the week of October 8th. Hopewell and the ESC's services have been combined into one invoice per district. This practice began in FY14 with the goal of reducing the number of invoices, provide consistency in billing, and making it easier for districts to process payments to the ESC.
- The fiscal office received an email on October 10, 2018, from Aaron Rausch, Director of the Office of Budget and School Funding notifying SOESC we have received the High-Performing ESC Designation for FY19. This designation will allow SOESC to continue receiving the \$26.00 per pupil amount on our foundation payments. The email indicated that all 52 ESCs that applied would be designated as high performing. Mr. Rausch also indicated that across the state, ESCs reported providing nearly \$64 million in savings to local school districts. The SOESC application reported a savings of 14.04% over five service areas compared to another client or vendor. The five service areas included: Educational Interpreter, Speech Language Pathology, Itinerant Teacher for Deaf/Hard of Hearing, School Psychology and Adapted Physical Education.
- Rachel Meyer will be out of the office on vacation October 17 - 29. Megan Thompson will assist Mr. Mount (Mr. Peck backup) with fiscal reporting during the board meeting. Rhonda Cochran is unable to attend as her daughter has regional soccer tournaments the evening of our board meeting. If you have any questions during the period she is scheduled to be on vacation; please feel free to call (937) 382-6921 and dial extension 1023 for Rhonda Cochran, extension 1022 for Amanda Ely or extension 1020 for Megan Thompson.

**2. Professional Development**

- On October, 16, 2018 Rachel will attend the SERS (School Employees Retirement System) Employer 101 Workshop in Athens. This workshop covered topics including: membership, compensation, contribution reporting, payments, and annual processes.
- On October 19, 2018, Rhonda will attend the EOPO (Educational Office Professionals of Ohio) Fall Conference at Scarlett Oaks Career Campuses in Cincinnati. This conference is geared toward educational office staff where the agenda is filled with "alike job discussions" to share best practices among peers including a facilitated interactive exchange of ideas and information. The keynote presentation "Ripples into Waves: Unleashing Your Super Self in Your Work & Life" will be presented by Paul Wessselmann, The Ripples Guy.

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**PERSONNEL CONTRACT AGREEMENTS (Resolution #3992)**

Upon the recommendation of Superintendent Justice, it was moved by Mrs. Gausman and seconded by Mr. Mount 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
Dillon, Milissa	Speech Language Pathologist	2018-2019	1 yr	104	Masters	Related M; 10; \$40,586.00	Certificated
Everhart, Suzette	Sub SOLC	2018-2019	1 yr	as needed	No Degree on Schedule	\$100 per diem	Certificated Substitute

**EAST CLINTON SUBSTITUTE TEACHERS**

1. Allen, Kimberly    2. Greenawalt, Kaylee    3. Wiseman, Kaleena

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

**PERSONNEL CONTRACT AMENDMENTS (Resolution #3993)**

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

Name	Position	Contract Dates	Change 1	Change 2	Comments
Conley, Elizabeth	Intervention Specialist	2018-2019	Moving from Schedule A Bachelors + to Schedule A Masters	Salary from \$38,479.00 to \$40,773.00	Staying on Step 2, Changes effective 8/8/18
Conley, Elizabeth	Intervention Specialist	2018-2019	Moving from Schedule A Bachelors + to Schedule A Masters	Salary from \$627.00 to \$665.00	3 day Supplemental. Staying on Step 2; Changes effective 8/8/18
Haskins, Juilene	Director of SOLC	2018-2019	Moving from Certificated Contract to an Administrator Contract		No other changes.

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

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**APPROVAL OF NEW POLICIES AND POLICY MANUAL UPDATES (Resolution #3994)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hill and seconded by Mr. Mount to approve the following new and revised policy manual updates:

**Revised Policy Manual Updates:**

BDDG	Minutes	GBI	Staff Gifts and Solicitations
DECA	Administration of Federal Grant Funds	GCB-1	Certified Contracts and Compensation Plans (Teachers)
DJ	Purchasing	GCB-2	Certified Contracts and Compensation Plans (Administrators)
DJB	Petty Cash Accounts	GCD	Certified Staff Hiring
DJC	Bidding Requirements	GDB	Classified Support Staff Contracts and Compensation Plans
DJF	Purchasing Procedures	JFCF	Hazing and Bullying (Harassment, Intimidation and Dating Violence)
DJF-R	Purchasing Procedures	JFCJ	Weapons in the Schools
DJH	Credit Cards	KH	Public Gifts to the District
EBC	Emergency Management and Safety Plans	KI	Public Solicitations in the Schools
GA	Personnel Policies Goals		

**New Policies:**

GBIA (Also IG DFA) Online Fundraising Campaigns/Crowdfunding

IG DFA (Also GBIA) Online Fundraising Campaigns/Crowdfunding

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

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**APPROVAL OF OUT-OF-STATE TRAVEL (Resolution #3995)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Wilt and seconded by Mr. Hill to approve out of state travel for **Kimberly Douglas** to accompany her gifted (TAG) students on a field trip to Washington DC from May 2 – 6, 2019.

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

**APPROVAL OF AMERICAN FIDELITY PLAN DOCUMENTS (Resolution #3996)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Hill and seconded by Mr. Luck to renew the American Fidelity Plan documents for the Southern Ohio Educational Service Center for the following plan years:

**Plan Number 501: October 1, 2018, through September 30, 2019**  
*Section 125 Optional insurance, flex spending, etc.*

**Plan Number 502: January 1, 2019, through December 31, 2019**  
*Board paid portion insurance; dental, vision, life and medical*

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

**APPROVAL OF PROVIDER CONTRACT (Resolution #3997)**

Upon the recommendation of Superintendent Justice, it was moved by Mr. Lane and seconded by Mr. Mount to approve the following provider contract as listed:

**ESC PROVIDER CONTRACT**

<b><u>Provider</u></b>	<b><u>Service</u></b>	<b><u>Dates</u></b>	<b><u>Amount</u></b>
Community Action Commission of Fayette County	Resident Educator	2018- 2019 SY	\$3000 + \$415 per participant

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

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SUPERINTENDENT INFORMATION/DISCUSSION ITEMS

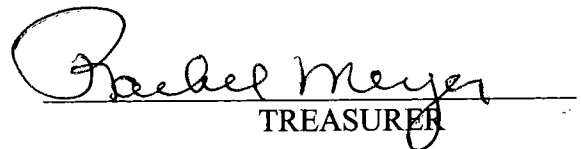
1. Capital Conference – Those attending the Capital Conference on Monday, November 12 are welcome to join Mrs. Justice for lunch at Max and Erma's across from the convention center
2. OSBA Policy Services Contract – Mrs. Justice usually ask the board to approve the contract with OSBA for yearly policy services at the October board meeting. However, Mrs. Justice will be meeting with NEOLA, another policy provider to compare the services provided by each organization. Mrs. Justice hopes to have a recommendation on the November agenda.
3. TAG Field Trip –Kimberly Douglas has begun the process for the annual TAG field for gifted students in the Highland County School Districts to travel to Washington DC from May 2 – 6, 2018.
4. High Performing ESC –Mrs. Justice made available to the board a full copy of the High Performing ESC application for their review, sharing that Southern Ohio ESC provided nearly \$115,110.53 total in saving for SOESC member districts.
5. Ohio's New Education Plan 2019-2024 – Mrs. Justice shared the *Each Child, Our Future is Ohio's* plan that was rolled out a few months ago and is to lead the way for the initiatives from ODE beginning 2019.
6. November's Board Meeting- Mrs. Justice reminded board members that the next Southern Ohio ESC board meeting will be at the Region 14/Hopewell office and will begin at 6:30 p.m.

ADJOURNMENT

It was moved by Mr. Luck and seconded by Mr. Hill to adjourn to meet again in regular session on November 27, 2018, at 6:30 p.m. at Region 14/Hopewell Center.



BOARD PRESIDENT



TREASURER



SOUTHERN OHIO EDUCATIONAL SERVICE CENTER  
FY 2019 PERMANENT APPROPRIATIONS

FUND	OBJECT	SCC	DESCRIPTION	July	August	September	October	November	December	January	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								\$ 922,818.33
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>										\$ 6,987,130.91
<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	\$ -									\$ -
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	\$ -									\$ -
516		9227	IDEA PART B FY18 FUND	\$ 83,850.09									\$ 83,850.09
516		9228	IDEA PART B FY19 FUND	\$ 1,017,492.96									\$ 1,017,492.96
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			\$ 10,000.00						\$ 31,507.19
599		9203	UC OL4 LEADERSHIP FY18 FUND	\$ -									\$ -
599		9510	STATE PERSONNEL DEVELOPMENT GRANT (SPDG) FY19 F	\$ -		\$ 10,000.00							\$ 10,000.00
			<b>OTHER FUNDS TOTAL</b>	\$ -		\$ 10,000.00	\$ 10,000.00						\$ 20,000.00
			<b>Monthly Appropriation Changes</b>		\$ 62,510.00	\$ 12,754.61	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,385,416.33
			<b>GRAND TOTAL APPROPRIATIONS - ALL FUNDS</b>										\$ 13,372,547.24

SOUTHERN OHIO EDUCATIONAL SERVICE-CENTER  
FY 2019 PERMANENT APPROPRIATIONS

10/10/2018

1436

**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 set aside \$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.