

January 11, 2018

ASHTABULA COUNTY TECHNICAL & CAREER CENTER BOARD OF EDUCATION

Mrs. Elly presided over the Budget Hearing to review the Fiscal Year 2019 Budget at 6:20 p.m.

It was moved by Mr. Candela and seconded by Mr. Hill that the Budget Hearing be adjourned.

ROLL CALL: Brashear, yes; Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Mr. Hill that Mrs. Klingensmith be named President Pro-Temp.

ROLL CALL: Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, yes; Brashear, yes. Motion carried.

* * * *

Mrs. Klingensmith presented Mr. Brashear with an award in appreciation for his service as president in 2017.

* * * *

The meeting of the Ashtabula County Technical & Career Center Board of Education was called to order by President Pro-Temp Mrs. Klingensmith on Thursday, January 11, 2018, at 6:30 p.m. in the board room in "B" building of A-Tech.

Present: Ed Brashear, Steve Candela, William Hill, Michael Kennedy, Barbara Klingensmith, Harlan Waid, Supt. Brockway, Treasurer Elly and several administrators.

Absent: Chris Seuffert

* * * *

The meeting was opened with the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

* * * *

Mr. Hill nominated Mrs. Klingensmith for President and Dr. Waid seconded the nomination. It was moved by Mr. Hill and seconded by Dr. Waid that nominations for President be closed and the Chair cast a unanimous ballot. Mrs. Klingensmith called for a vote on the office of President, with Mrs. Klingensmith being the only nomination.

MRS.
KLINGENSMITH
ELECTED
PRESIDENT

Resolution

WHEREAS statutes require the Board members to elect one of the Board members to be the President of the Board for the calendar year;

WHEREAS under provisions of Robert's Rules of Order Revised 66, nominations for the office of the President were made by the Board members with the following being nominated: Barbara Klingensmith

WHEREAS under the provisions of Robert's Rules of Order Revised 46, the Board voted on the first nominee for the position of President of the Board of Education for the calendar year with the results as follows:

ROLL CALL: Hill, yes; Kennedy, yes;
Klingensmith, yes; Waid, yes;
Brashear, yes; Candela, yes.
Motion carried.

NOW THEREFORE BE IT RESOLVED under the provision of Ohio Revised code 3313.14, the Board member herein named received the majority of AYE votes cast by the Board and is hereby declared President of the Board of Education for the calendar year.

The Oath of Office for President was read and signed by Mrs. Klingensmith.

* * * *

Mr. Hill nominated Mr. Candela for Vice-President and Mr. Brashear seconded the nomination. It was moved by Mr. Hill and seconded by Mr. Brashear that nominations for Vice-President be closed and the Chair cast a unanimous ballot. Mrs. Klingensmith called for a vote on the office of Vice-President, with Mr. Candela being the only nomination.

MR. CANDELA
ELECTED
VICE-
PRESIDENT

Resolution

WHEREAS statutes require the Board members to elect one of the Board members to be the Vice-President of the Board for the calendar year;

WHEREAS under provisions of Robert's Rules of Order Revised 66, nominations for the office of the Vice-President were made by the Board members with the following being nominated: Steve Candela

WHEREAS under the provisions of Robert's Rules of Order Revised 46, the Board voted on the first nominee for the position of Vice-President of the Board of Education for the calendar year with the results as follows:

ROLL CALL: Kennedy, yes; Klingensmith, yes;
Waid, yes; Brashear, yes; Candela,
abstain, Hill, yes. Motion carried.

NOW THEREFORE BE IT RESOLVED under the provision of Ohio Revised code 3313.14, the Board member herein named received the majority of AYE votes cast by the Board and is hereby declared Vice-President of the Board of Education for the calendar year.

The Oath of Office for Vice-President was read and signed by Mr. Candela.

* * * *

It was moved by Mr. Hill and seconded by Mr. Candela that the minutes of the regular December meeting as sent to all board members prior to this meeting be approved and their reading be dispensed with.

MINUTES

ROLL CALL: Klingensmith, yes; Waid, yes;
Brashear, yes; Candela, yes; Hill,
yes; Kennedy, yes. Motion
carried.

* * * *

It was moved by Mr. Candela and seconded by Mr. Brashear that the financial reports for December including the following investments be approved:

**FINANCIAL
REPORTS**

Premier Savings Deposits

None

Premier Savings Withdrawals

None

Huntington MMAX Deposits

December MMAX Interest Added to Investments \$2,199.59

Other Investments

None

Average Interest Rate for December from Huntington Premier Savings: .010%
December Interest Earned from Premier Savings: \$21.23

Average Interest Rate for December from Huntington MMAX: 1.04%
December Interest Earned from Huntington MMAX: \$2,199.59

Huntington Activity Account Interest Earned for December: \$.99

Total All Funds Invested as of 12/31/17 \$7,491,431.82
Interest Earned FTD as of 12/31/17 \$31,812.66

ROLL CALL: Waid, yes; Brashear, yes; Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes. Motion carried.

* * * *

It was moved by Mr. Brashear and seconded by Mr. Candela that bills totaling \$1,298,469.77 for December be approved. Vouchers were presented to board members for their review.

BILLS

ROLL CALL: Brashear, yes; Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Mr. Kennedy that the Board approve the attached Budget for fiscal year 2019 as presented.

2019 BUDGET

ROLL CALL: Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, yes; Brashear, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Mr. Hill that the Board approve a resolution to allow the Treasurer to ask the Ashtabula County Auditor for the maximum available amount of tax advances as soon as funds are available for Real Estate and Tangible Personal Property Taxes for 2018. This does not include advances in June against the second half Real Estate Settlement.

**TREASURER
TO REQUEST
ADVANCES
FROM
AUDITOR**

ROLL CALL: Hill, yes; Kennedy, yes;
Klingensmith, yes; Waid, yes;
Brashear, yes; Candela, yes.
Motion carried.

* * * *

Dr. Brockway reviewed the personnel items with the Board.

* * * *

It was moved by Mr. Brashear and seconded by Mr. Candela that the Board approve the following item:

**PERSONNEL
ITEM**

1. Issue Debbie Boyd Tressler a contract as a Youth Opportunities Job Readiness Instructor for the 2017-2018 school year, on an as-needed basis, as scheduled by the Superintendent, up to and not to exceed, 685 hours at \$18.00 per hour pending proper certification and sufficient student enrollment and satisfactory criminal records background check in accordance with ORC 3319.11(1) and 3319.11(e).

ROLL CALL: Kennedy, yes; Klingensmith, yes;
Waid, yes; Brashear, yes; Candela,
yes; Hill, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Mr. Hill that the Board accept the following donations with letters of appreciation to be forwarded:

DONATIONS

1. Mrs. Marian French has donated \$6,000.00 for the James E. French Memorial Scholarship Fund.
2. Ann Marrison has donated \$2,000.00 to the Marrison Scholarship.

3. The Robert S. Morrison Foundation has donated \$19,500.00 to the Drug Free Clubs of America

ROLL CALL: Klingensmith, yes; Waid, yes; Brashear, yes; Candela, yes; Hill, yes; Kennedy, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Dr. Waid that the Board authorize the Superintendent to enter into an agreement with Lake Area Recovery Center and A-Tech yO! Program. Mr. Candela asked if this is new and Dr. Brockway said yes, it is.

LARC
AGREEMENT

ROLL CALL: Waid, yes; Brashear, yes; Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Dr. Waid that the Board enter into the attached agreement to provide work experience for Youth Opportunities students. Funds will be provided pending approval of contract with Area 19/NOC COG for the Youth Opportunities Program:

YO!
WORKSITE
AGREEMENT

One Step of Ashtabula County

ROLL CALL: Brashear, yes; Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, yes. Motion carried.

* * * *

It was moved by Dr. Waid and seconded by Mr. Candela that the Board approve the following items:

1. The Board voted to set the 2018 regular board meeting dates for each month at 6:30 p.m. in the board room of "B" building of the Ashtabula County Technical & Career Center.

MEETING TIME
AND DATES SET

Resolution

WHEREAS the Board of Education is required to establish its dates, times, and locations of its regular Board meetings at the January Organizational Meeting; and

WHEREAS changes or additional meetings may be made if determined necessary, in addition to special meetings as provided for in ORC 3313.16 and governed by ORC 121.22.

NOW THEREFORE BE IT RESOLVED that under the provisions of Ohio Revised Code 3313.15, the Board of Education shall hold its regular meetings as follows:

Location: Board Room Time: 6:30 p.m.

Dates: February 19	August 20
March 19	September 17
April 16	October 15
May 21	November 19
June 25	December 17
July 16	January 10, 2019

(ORC 3313.15, Regular meetings of Board, in full: At the time of the organizational meeting each Board of Education shall fix the time for holding regular meetings. Regular meetings shall be held at least once every two months.)

2. The Board adopted the following resolution to establish a Service Fund:

**SERVICE FUND
ESTABLISHED**

Resolution

It is hereby authorized to provide from the general fund an amount of \$20,000 under the provision of Ohio Revised Code 3315.15 to be appropriated for the purpose of said fund in the amount of \$20,000. Such sum of money to be known as the service fund to be used only in the payment of expenses of members of the Board actually incurred in the performance of their duties.

3. The Board voted to Establish Robert's Rules of Order, Revised, as the parliamentary authority governing the Board of Education.
4. The Board adopted the following resolution regarding payment procedures:

**ROBERT'S RULES
OF ORDER**

**PAYMENT
PROCEDURES**

Resolution

BE IT RESOLVED that the Ashtabula County Technical & Career Center Board of Education authorizes the Treasurer to

make payments, to pay debts or claims, and to pay all bills as presented, salaries and such other contract obligations and invoices of the Board of Education prior to the regular Board meetings, and to take advantage of all discounts and to issue such warrants for the payment of any claim from school funds where provisions therefore made in the annual appropriation resolutions, and report monthly to the Board of Education those bills that were paid.

5. The Board adopted the following investment resolution:

Resolution

THEREFORE BE IT RESOLVED that the Ashtabula County Technical & Career Center Board of Education authorizes the Treasurer to invest all interim funds and report monthly amount invested, the rate of interest received, and the date invested, and the date redeemed to the Board of Education.

**INVESTMENT
OF SURPLUS
FUNDS**

6. The Board adopted the following resolution for Employment of Personnel and Extension of Contracts:

Resolution

Authorization for the Board President and Treasurer to extend contracts between Board meetings at the recommendation of the Superintendent; and

WHEREAS it may become necessary to employ personnel on a short-term or casual, per diem/hourly and for contractual basis, and;

WHEREAS it may be inefficient to call a special Board meeting to employ such persons and/or not in the best interest of the District to wait until such time that the Board might meet; and

THEREFORE BE IT RESOLVED under the provisions of ORC 3313.47, the Superintendent is hereby authorized to employ such personnel and extend contracts as needed.

**EMPLOYMENT
OF PERSONNEL
& EXTENSION OF
CONTRACTS
BETWEEN
BOARD
MEETINGS**

7. The Board adopted the following resolution regarding the acceptance of resignations:

**ACCEPTANCE OF
RESIGNATIONS**

Resolution

Authorization for the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

- 8. The Board adopted the following resolution regarding purchasing agents and procurement representatives.

Resolution

We hereby authorize the Superintendent of the Schools and the Business Manager to act as purchasing agents, procurement representatives under the provisions of the Ohio Revised Code 3313.47 and the Ohio Revised Code 3319.09 thereby authorizing the Superintendent and Business Manager to approve purchases within the Board approved appropriated amounts.

We further authorize the Superintendent of Schools to act as administrator of grants, programs and funds under the Ohio Revised Code 3313.47 and the Ohio Revised Code 3319.09.

ROLL CALL: Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, yes; Brashear, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Dr. Waid that Mrs. Klingensmith be appointed as the Legislative Liaison for 2018.

ROLL CALL: Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, yes; Brashear, yes; Candela, yes. Motion carried.

* * * *

It was moved by Mr. Hill and seconded by Mr. Kennedy that Dr. Waid be appointed as the Student Achievement Liaison for 2018.

DESIGNATION OF PURCHASING AGENT, PROCUREMENT REPRESENTATIVE & ADMINISTRATOR OF GOVERNMENT SURPLUS

KLINGENSMITH LEGISLATIVE LIAISON

WAID STUDENT ACHIEVEMENT LIAISON

ROLL CALL: Kennedy, yes; Klingensmith, yes;
Waid, yes; Brashear, yes; Candela,
yes; Hill, yes. Motion carried.

* * * *

It was moved by Mr. Candela and seconded by Mr. Brashear that the Board authorize interested Board Members to attend all sponsored CTE, ESC, ODE, OSBA, OASBO, and NSBA professional development seminars, workshops, professional meetings and/or conferences in 2018 in accordance with Board Policies and Senate Bill 187.

**PROFESSIONAL
DEVELOPMENT**

ROLL CALL: Klingensmith, yes; Waid, yes;
Brashear, yes; Candela, yes; Hill,
yes; Kennedy, yes. Motion
carried.

* * * *

Dr. Brockway reported that the Veteran's Administration conducted an on-site review and reported "0" deficiencies.

**SUPT'S
REPORT**

Dr. Brockway reported that we have been notified about two CRA applications for Sparky's Place and Anthony & Darla Rose. He went over each application. He said they provide the notification to us and that we do not need to approve.

Dr. Brockway showed pictures of the well at the Farm.

* * * *

It was moved by Mr. Candela and seconded by Mr. Hill that the meeting be adjourned at 6:50 p.m. with the next regular meeting to be held on Monday, February 19, 2018 beginning at 6:30 p.m. in the board room.

ADJOURNMENT

ROLL CALL: Waid, yes; Brashear, yes; Candela,
yes; Hill, yes; Kennedy, yes;
Klingensmith, yes. Motion carried.

President

Treasurer