

May 21, 2018

ASHTABULA COUNTY TECHNICAL & CAREER CENTER BOARD OF EDUCATION

The meeting of the Ashtabula County Technical & Career Center Board of Education was called to order by President Mrs. Klingensmith on Monday, May 21, 2018, at 6:30 p.m. in the Cafeteria in “B” building of A-Tech.

Present: Ed Brashear, Steve Candela, William Hill, Michael Kennedy, Barbara Klingensmith, Christine Seuffert (arrived at 6:35 p.m.), Harlan Waid, Supt. Brockway, Treasurer Elly, Gilda McQuoid, several teachers, parents, students and several administrators.

Absent: None

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The meeting was opened with the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

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Mrs. Klingensmith welcomed everyone and congratulated those who were receiving awards.

STUDENT RECOGNITION

It was moved by Mr. Candela and seconded by Mr. Kennedy that the Board approve the attached Resolution of Outstanding Student Achievements in Youth Club Competitive Events. Dr. Brockway read the resolution. An individualized resolution was awarded to the student, teacher and administrator.

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

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The Board recessed at 6:50 p.m. and reconvened in the board room at 6:59 p.m.

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It was moved by Mr. Hill and seconded by Ms. Seuffert that the Board approve adding an addendum to the agenda.

ADDENDUM ADDED TO AGENDA

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

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

MINUTES

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

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

FINANCIAL REPORTS

Premier Savings Deposits
None

Premier Savings Withdrawals
None

Huntington MMAX Deposits
04/30/18 April MMAX Interest Added to Investments \$2,876.50

Other Investments
04/04/18 CD Reinvested @ 2.45% \$246,000.00
04/13/18 CD Redeemed @ 1% \$250,000.00

Average Interest Rate for April from Huntington Premier Savings: .009%
April Interest Earned from Premier Savings: \$18.49

Average Interest Rate for April from Huntington MMAX: 1.4%
April Interest Earned from Huntington MMAX: \$2,876.50

Huntington Activity Account Interest Earned for April: \$1.09
Total All Funds Invested as of 04/30/18 \$7,247,690.45
Interest Earned FTD as of 04/30/18 \$52,824.28

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

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It was moved by Mr. Brashear and seconded by Mr. Candela that bills totaling \$1,073,438.55 for April be approved. Vouchers were presented to board members for their review.

BILLS

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

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It was moved by Mr. Hill and seconded by Mr. Candela that the Board approve the attached Five-Year Forecast for FY18 – FY22. Treasurer Elly briefly explained the Five-Year Forecast.

**FIVE-YEAR
FORECAST
APPROVED**

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

* * * *

Dr. Brockway reviewed the personnel items with the Board.

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It was moved by Mr. Brashear and seconded by Ms. Seuffert that the Board approve the following personnel items:

**PERSONNEL
ITEM -
RESIGNATIONS**

1. Accept the resignation due to retirement of Jackie Arthur, Treasurer's Administrative Secretary effective July 31, 2018. Mrs. Arthur has been employed since January of 1979.
2. Accept the resignation due to retirement of Mark Miller, Aspire yO! Opportunities Summer Tutor effective June 1, 2018. Mr. Miller has been employed since June of 2005.

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

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

**PERSONNEL
ITEM -NON-
RENEWALS**

1. Non-renew the following retire-rehire staff personnel's one-year limited contract, per the teacher's negotiated agreement, section 10.10(C):

Brian Kimmel
Gilda McQuoid
William Olin
Thomas Rutledge

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

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

**PERSONNEL
ITEM – ADMIN.
CONTRACTS**

1. Renew the following administrative contracts, effective July 1, 2018 for the period listed and in accordance with salary schedules adopted by the Board:

Paul Brockett – 260 days	3 years	July 1, 2018 to June 30, 2021
Kenneth Porter – 260 days	3 years	July 1, 2018 to June 30, 2021

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

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It was moved by Mr. Brashear and seconded by Ms. Seuffert that the Board approve the following personnel items:

**PERSONNEL
ITEMS –
EMPLOYMENT**

1. Issue the following one-year limited contracts for the 2018-2019 school year, in accordance with the Teachers Negotiated Agreement and in accordance with the adopted salary schedule and pending proper certification:

Craig DiRienzo	I, 5
Henry Notter	I, 10
Tim Pike	III, 6

2. Issue the following two-year limited contracts beginning with the 2018-2019 school year, in accordance with the Teachers Negotiated Agreement and in accordance with the adopted salary schedule and pending proper certification:

Jaime Andes	II, 11
Jason Dalton	I, 8

- Issue the following three-year limited contracts beginning with the 2018-2019 school year, in accordance with the Teachers Negotiated Agreement and in accordance with the adopted salary schedule and pending proper certification:

Scott Basen	IV, 20
Allyson Clark	VI, 16
Marsha Croft	VI, 19
Jessica Dalin	II, 4
Bret Duris	II, 13
Dave Kiphart	IV, 20
Ronald Maurer	III, 16
Sherri McBride	IV, 10
Kenneth Noble	III, 12
Kevin Orvos	IV, 20
Stacey Parker	IV, 4
Christina Sisk	IV, 10

- Issue Pamela Thress a part-time contract for the Cafeteria, not to exceed 5.5 hours per day, for 178 days for the 2018-2019 school year at \$11.42 per hour, in accordance with ORC 3319.083.
- Issue Kelly Fischer a part-time contract for the Cafeteria as Dishwasher, not to exceed 5.5 hours per day, for 178 days for the 2018-2019 school year at \$11.42 per hour, in accordance with ORC 3319.083.
- Issue Nicholas Leavitt be issued a 260 day limited contract as Technology Support Specialist III for the 2018-2019 year on an as needed basis, as scheduled by the Superintendent in accordance with ORC 3319.083.
- Issue the following extended service contracts in accordance with ORC 3319.11(1) and 3319.11(e) for the 2017-2018 school year and according to the salary schedule:

Joseph Chiacchiero	15 days
Cheryl Daubenspeck	15 days
Paul Stofan	7 days
Paul Stofan	1/2 hour extra per day
Jeff Stuyvesant	15 days
Amanda Schumann	10 days
Kenneth Noble	10 days

Denise Miller	5 days
Allyson Clark	6 days
Monica Offensend	5 days
Jaime Andes	5 days
Vicki Sharp	6 days
Staci Zappitelli	5 days

8. Issue Mary Pytel an extended service contract as 2018 Summer School Administrator at \$4,000.00 pending sufficient summer school enrollment and in accordance with ORC 3319.11(1) and 3319.11(e).

9. Issue Jessica Dalin a supplemental extended service contract for the 2018-2019 school year on an as needed as scheduled basis at her per diem hourly rate for the Small Animal Care Program.

10. Issue the following cafeteria personnel extended time contracts in accordance with ORC 3319.083 for the 2018-2019 school year:

Beth Loomis	6 days
Kelly Fischer	3 days

11. Issue Rebecca Robinson, RN Instructor a supplemental extended service contract on an as needed as scheduled basis not to exceed 183 hours from July 1, 2018 to June 30, 2019, at her daily per diem hourly rate and in accordance with ORC 3319.11(1) and according to the salary schedule.

12. Issue Jaime Andes, LPN Instructor a supplemental extended service contract on an as needed basis, as scheduled by the Superintendent not to exceed 188 hours from July 1, 2018 to June 30, 2019, at her daily per diem hourly rate and in accordance with ORC 3319.11(1) and according to the salary schedule.

13. Issue Monica Offensend, LPN Instructor a supplemental extended service contract on an as needed, as scheduled basis not to exceed 188 hours from July 1, 2018 to June 30, 2019, at her daily per diem hourly rate and in accordance with ORC 3319.11(1) and according to the salary schedule.

14. Issue Stephanie Miller a supplemental contract as RN Coordinator for the 2018-2019 school year in accordance with ORC 3319.11(1) and 3319.11(e) for a total of \$2,000.00.

15. Issue the following substitute contracts in the areas listed, on an as needed as scheduled basis for the 2017-2018 school year at the rates listed, pending satisfactory criminal records background check and proper certification, in accordance with ORC 3319.083:

Noelle McBride	Custodian	\$11.65/day
Jane Hudson	Custodian	\$11.65/day

16. Issue the following substitute contracts in the areas listed, on an as needed as scheduled basis for the 2018-2019 school year at the rates listed, pending satisfactory criminal records background check and proper certification, in accordance with ORC 3319.083:

William Barna	Teacher	\$100.00/day
Sean Ward	Teacher	\$100.00/day
Leo Warsing	Teacher	\$100.00/day
Lisa Moore	Teacher	\$100.00/day
Jack McMurphy	Teacher	\$100.00/day
Ronald Vandercook	Teacher	\$100.00/day
Pamela Thress	Cafeteria/Custodian	\$11.65/hour
Dorothy Jewell	Cafeteria	\$11.65/hour
Jeanette Rheins	Cafeteria	\$11.65/hour
Karen Sackett	Cafeteria	\$11.65/hour
Kelly Fischer	Custodian	\$11.65/hour
Noelle McBride	Custodian	\$11.65/hour
Jane Hudson	Custodian	\$11.65/hour
Beth Loomis	Custodian	\$11.65/hour
David Sackett	Custodian	\$11.65/hour
Robert White	Custodian	\$11.65/hour
Joseph Leavery	Custodian	\$11.65/hour
Melissa Brown	Secretary	\$11.42/hour
Patrick Veighn	Bus Driver	\$14.79/hour

17. Adopt the Ashtabula County Educational Service Center Substitute List for the 2018-2019 school year for both substitute teachers and substitute educational aides.

18. Issue the following Workforce Development contracts for 2017-2018 school year, on an as needed as scheduled basis by the Superintendent, at \$20.00 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):

		<u>Not to Exceed</u>
Patricia O'Donnell	BOS Instructor	40 hours
Shara Parkomaki	BOS Instructor	40 hours

19. Issue Joe Chiacchiero a Workforce Development supplemental contract for 2018-2019 school year as Guidance Counselor, on an as needed as scheduled basis, not to exceed 20 hours at \$20.00 per hour pending proper certification and satisfactory criminal records background check in accordance with ORC 3319.083.
20. Issue the following Workforce Development contracts for 2018-2019, on an as needed as scheduled basis by the Superintendent, at \$25.00 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):

		<u>Not to Exceed</u>
Dawn Bleau	PRN Instructor	as needed
Cynthia Burckhartte	PRN Instructor	as needed
Carol Echeverria	PRN Instructor	as needed
Wendy Eckart	PRN Instructor	as needed
Stephanie Grippe	PRN Instructor	as needed
Denise Manchester	PRN Instructor	as needed
Cathy Marcy	PRN Instructor	as needed
Loteia Presciano	PRN Instructor	as needed
Terri Robertson	PRN Instructor	as needed
Kathy Stevens	PRN Instructor	as needed

21. Issue Andrew Kelner a one-year non-certificated administrative contract for 260/261 days as Workforce Development Outreach Program Coordinator beginning July 1, 2018 to June 30, 2019 at \$44,571.00 in accordance with ORC 3319.02(A).
22. Issue Darlene Kightlinger a contract for 2017-2018 school year as ELL Specialist at Buckeye, Pymatuning Valley and Conneaut through June 30, 2018 on an as needed as scheduled basis not to exceed 220 hours at \$19.00 per hour pending proper certification and satisfactory criminal records background check in accordance with ORC 3319.083. Resume enclosed.
23. Issue Bree Bryant a part-time contract for 2017-2018 school year as General Secretary/Data Specialist for the “yO” program, on an as needed as scheduled basis not to exceed 75 hours at \$11.00 hour.
24. Issue the following contracts for additional hours at \$18.00 per hour through June 30, 2018 not to exceed the hours listed and in accordance with ORC 3319.11(1) and 3319.11(e):

Cathy Cunningham	Aspire Instructor	220 hours
Deborah Boyd-Tressler	Aspire Instructor	120 hours
Paulette Piper	Aspire Instructor	15 hours

25. Pending sufficient student enrollment, proper certification, and satisfactory criminal records background check issue the following contracts at \$20.00 per hour, on an as needed, as scheduled basis, to the following individuals for the 2018 Summer School Program, and in accordance with ORC 3319.11(1) and 3319.11(e):

Sarah Davis – Science Instructor
Paul Lauth – Social Studies Instructor
Liisa Hake – English Instructor
Christina Sisk – Substitute
Jonathan Whipple – Substitute

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

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

DONATIONS

1. Stephen Dunn donated the following equipment to the Automotive Technology program for educational and instructional use:

2007 Chrysler PT Cruiser
Serial Number 3A4FY48B77T604619

2. Ashtabula Dental Associates donated the following equipment to the Health Care Academy Dental program for student training:

1 Desk 1 Chair on Wheels 2 Dental Curing Lights
1 Cavitron 1 Triturator

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

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It was moved by Dr. Waid and seconded by Ms. Seuffert that the Board approve the removal of several items of instructional nature, several pieces of equipment that are beyond repair or obsolete and no longer useable for instructional or for operational needs. Since the aggregate valued amount of these items is below \$2,000, the Board authorized the removal of said items from the District's inventory and authorized the Superintendent to dispose of or cannibalize said items.

ITEM
REMOVED
FROM
INVENTORY

1998 Maroon Dodge Caravan - VIN # 1B4GP44LXWB740719

2002 Silver Ford Taurus – VIN #1FAFP53U72G159325

2001 White Chevrolet Full Size Work Van – Vin #1GCHG39R811126670

Computer Technology Equipment Items:

<u>Device</u>	<u>Manufacturer</u>	<u>Model</u>	<u>A-Tech</u> <u>Tag</u>	<u>S/N</u>
Printer	HP	Officejet Pro 6230	N/A	TH6AB5103D
Printer	HP	Officejet Pro 6230	N/A	TH68I510V4
Printer	HP	Officejet 6000	N/A	CN0CE1F0QH
Scanner	HP	Scanjet G4050	01705	CN74UA67RD
Switch	CentreCOM	8118	06545	S0478360B
Projector	Epson	EMP-X3	10913	GYHG592650F
Projector	Epson	Powerlite 6100i	01700	JHFF740829L
Projector	Dell	2400MP	N/A	JXZJT91
Computer	Dell	Optiplex 320	01585	6LNH501
Computer	Dell	Optiplex 320	01580	5RYG501
Computer	Dell	Optiplex 330	09947	5Q32GN1
Computer	Dell	Optiplex 330	N/A	GZ538G1
Computer	Dell	Optiplex 330	N/A	1Y53BG1
Computer	Dell	Optiplex GX520	1437	7XJY9B1
Computer	Dell	Optiplex 780	04820	HL90PN1
Computer	Dell	Optiplex 760	01493	73VQHL1
Monitor	Dell	E178FPb	N/A	CN-0RY979-74261-849-1AYU
Monitor	Dell	E178FPb	N/A	CN-0RY979-74261-83P-0AMU
Tablet	Asus	Nexus ME370T	N/A	15100-04041100
Camera	Canon	DM-GL 2 A	N/A	132262810476
Camera	Canon	DM-GL 2 A	N/A	132072810560
Camera	Canon	DM-GL 2 A	N/A	132072810345
Camera	Canon	DM-GL 2 A	N/A	132680700216
Camera	Canon	DM-GL 2 A	N/A	132072810478
Camera	Canon	DM-GL 2 A	N/A	132462810152
Camera	Cannon	XH A1S A	N/A	89270210548XG
Camera	Panasonic	AG-DVC7P	06816	F3HGO1191
Computer	Dell	OptiPlex GX520	N/A	42QT9B1

Computer	Dell	OptiPlex GX520	N/A	2GGML81
Computer	Dell	OptiPlex GX520	N/A	BSD0T71
Computer	Dell	OptiPlex 320	00295	1WOH5P1
Computer	Dell	OptiPlex GX520	N/A	7QRRZ91
Computer	Dell	OptiPlex GX520	N/A	27GYS71
Computer	Dell	OptiPlex GX520	N/A	172ZG91
Computer	Dell	OptiPlex GX520	N/A	212S9B1
Computer	Dell	OptiPlex GX520	N/A	GMQ1K81
Computer	Dell	OptiPlex GX520	N/A	152S9B1
Computer	Dell	OptiPlex GX520	N/A	GY27M61
Computer	Dell	OptiPlex GX520	N/A	542S9B1
Computer	Dell	OptiPlex GX520	N/A	F32S9B1
Computer	Dell	OptiPlex GX520	N/A	QK159B1
Computer	Dell	OptiPlex GX520	N/A	5XJBKB1
Monitor	Dell	M782	N/A	MY-086157-47603-3BL-DITQ
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
Monitor	Dell	E176FPF	N/A	N/A
CORE-Switch	Cisco	WS-C6513	04298	0458-03-1086

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

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It was moved by Mr. Brashear and seconded by Mr. Candela that the Board enter into agreements with the following agencies to provide work experience for Youth Opportunities/TANF program students.

yO! WORK
EXPERIENCE
AGREEMENTS

Ashtabula Township Cemetery Dept. Morell Music
GOTL Brewing Company Orlando Brothers Golden Dawn
Conneaut Township Park

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

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It was moved by Mr. Candela and seconded by Ms. Seuffert that the Board approve the attached 2018-2019 School Calendar. Mr. Brashear asked if anyone is interested in moving the start date to after Labor Day?

2018-2019
SCHOOL
CALENDAR
APPROVED

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

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It was moved by Mr. Candela and seconded by Mr. Hill that Board approve the attached procedures and regulations for the 2018 Summer School program needed if sufficient enrollment is derived for the operation of summer school. Those procedures and regulations include:

SUMMER
SCHOOL
2018

- | | |
|---------------------------|--------------------|
| 1. 2018 Calendar | 4. Dress Code |
| 2. Attendance Regulations | 5. Discipline Code |
| 3. Refund Procedure | 6. Fee Schedule |

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

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It was moved by Ms. Seuffert and seconded by Mr. Hill that the Board approve the 2018-2019 student insurance by Student Protective Agency from Guarantee Trust Life Insurance Company.

STUDENT
INSURANCE

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

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Mr. Brockett gave an update on student enrollment with a handout.

SUPT'S
REPORT

Mr. Biber gave a summer maintenance update with a handout.

Dr. Brockway reported that the Senior Awards Ceremony will be held on Friday, May 25, 2018 at Lakeside High School at 7:00 p.m.

Dr. Brockway reported that we have been notified of a City of Conneaut Residential CRA application for Ms. Debby Cheney for a Whitney Street new construction for 50% for 5-years.

Dr. Brockway reported that we have been notified of an Ashtabula County Tax Increment Financing (TIF) for Plastpro Inc. for 75% for 10 years to do a road and building expansion.

Dr. Brockway also reported that we have been notified of an Ashtabula County Enterprise Zone (EZ) for Detrex Corp for 60% for 10 years \$5.4M-\$5.9M for a 15,000 square foot building with 7 full-time jobs.

The yO! 2018 Awards Ceremony will be held on Sunday, June 3, 2018 at the Ashtabula Towne Square at 1:00 p.m.

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It was moved by Mr. Candela and seconded by Ms. Seuffert that the meeting be adjourned at 7:55 p.m. with the next regular meeting to be held on Monday, June 25, 2018, beginning at 6:30 p.m. in the board room.

ADJOURNMENT

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

President

Treasurer