

ASHTABULA COUNTY TECHNICAL & CAREER CENTER BOARD OF EDUCATION

Mrs. Elly presided over the Budget Hearing to review the Fiscal Year 2020 Budget at 6:17 p.m.

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

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

\* \* \* \*

The Board appointed Mr. Candela President Pro-Temp.

\* \* \* \*

The meeting of the Ashtabula County Technical & Career Center Board of Education was called to order by President Pro-Temp Mr. Candela on Thursday, January 10, 2019, at 6:30 p.m. in the board room in "B" building of A-Tech.

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

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The meeting was opened with the Pledge of Allegiance.

**PLEDGE OF  
ALLEGIANCE**

\* \* \* \*

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

**MR. CANDELA  
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: 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 President of the Board of Education for the calendar year with the results as follows:

ROLL CALL: Barrickman, yes; Brashear, yes; Candela, Abstain; Hill, yes; Kennedy, yes; Klingensmith, yes; Waid, 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 Mr. Candela.

\* \* \* \*

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

**MR. HILL**  
**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: Michael Hill

**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: Brashear, yes; Candela, yes; Hill, Abstain; Kennedy, yes; Klingensmith, yes; Waid, yes; Barrickman, 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. Hill.

\* \* \* \*

It was moved by Mr. Hill and seconded by Mrs. Klingensmith 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: Candela, yes; Hill, yes; Kennedy, yes  
Klingensmith, yes; Waid, yes;  
Barrickman, Abstain; Brashear, yes.  
Motion carried.

\* \* \* \*

It was moved by Mr. Brashear and seconded by Mrs. Klingensmith that the financial reports for December including the following

**FINANCIAL**

**REPORTS**

investments be approved:

Premier Savings Deposits  
None

Premier Savings Withdrawals  
None

Huntington MMAX Deposits  
12/31/18 December MMAX Interest Added to Investments \$4,217.37

Other Investments  
None

January 10, 2019

Average Interest Rate for December from Huntington Premier Savings:	.010%
December Interest Earned from Premier Savings:	\$19.11
Average Interest Rate for December from Huntington MMAX:	1.9%
December Interest Earned from Huntington MMAX: (12/1 – 12/23)	\$3,026.26
Average Interest Rate for December from Huntington MMAX:	2.15%
December Interest Earned from Huntington MMAX: (12/24 – 12/31)	\$1,191.11
Huntington Activity Account Interest Earned for December:	\$1.05
Total All Funds Invested as of 12/31/18	\$6,923,869.19
Interest Earned FTD as of 12/31/18	\$46,286.90

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

\* \* \* \*

It was moved by Mr. Hill and seconded by Mr. Brashear that bills for December be approved. Vouchers were presented to board members for their review.

**BILLS**

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

\* \* \* \*

It was moved by Mr. Brashear and seconded by Dr. Waid that the Board approve the attached Budget for fiscal year 2020 as presented.

**2020**  
**BUDGET**

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

\* \* \* \*

It was moved by Mr. Hill and seconded by Mr. Kennedy 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 2019. This does not include advances in June against the second half Real Estate Settlement.

**TREASURER  
TO REQUEST  
ADVANCES  
FROM  
AUDITOR**

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

\* \* \* \*

Dr. Brockway reviewed the personnel items with the Board.

\* \* \* \*

It was moved by Dr. Waid and seconded by Mrs. Klingensmith that the Board approve the following item:

**PERSONNEL  
ITEM-  
RESIGNITION**

1. It is recommended that the Board accept the resignation of Yeny Ramos, part-time ELL Specialist with Ashtabula Area City Schools, effective January 15, 2019.

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

\* \* \* \*

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

**PERSONNEL  
ITEMS**

1. It is recommended that Susan Marsch be issued a contract as a substitute in Cosmetology, on an as needed as scheduled basis for the 2018-2019 school year at \$100.00/day, pending satisfactory criminal records background check and proper certification, in accordance with ORC 3319.083.
2. It is recommended that the following Workforce Development Personnel be issued contracts for 2018-2019, on an as needed as scheduled basis by the Superintendent, at \$21.00 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):

Leo Warsing                                    CAD Instructor  
George Smith                                 Customized Electricity Instructor

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

\* \* \* \*

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

**SALARY**  
**ADJUSTMENT**

1. Due to completion of coursework and/or licensure, it is recommended to adjust the salary of the following certificated staff personnel for the 2018-2019 school year as per the negotiated agreement:

Tim Pike        From Class III, Step 6 to Class IV, Step 6

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

\* \* \* \*

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

**DONATIONS**

1. Ann Marrison has donated \$2,000.00 to the Lester C. Marrison Scholarship Fund.
2. The Robert S. Morrison Foundation donated their second pledge of \$19,500.00 to the Drug Free Clubs of America program.
3. ACJVSEAL donated \$150.00 to the Holiday Service Project.
4. Cheryl Bornino donated \$100.00 to the Holiday Service Project.
5. Brian Kimmel donated \$300.00 to the Holiday Service Project.

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

\* \* \* \*

It was moved by Mr. Hill and seconded by Mrs. Klingensmith that the Board approve the following field trips:

**OUT-OF-COUNTY/STATE FIELD TRIPS**

- a. FFA District 3 Competitions  
February 12, 2019 Smithville, OH

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

\* \* \* \*

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

**YO! WORKSITE AGREEMENT**

Ash/Craft Industries  
Greg Sweet Chevrolet Buick  
Kingsville Public Library

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

\* \* \* \*

It was moved by Mr. Hill and seconded by Mr. Brashear that the Board approve the policies contained in the second reading including: College Credit Plus Program; Gifted Education and Identification; Employment of Substitute Educational Aides; Criminal History Record Check; Drug and Alcohol Testing of CDL License Holders and Other Employees who Perform Safety Sensitive Functions; Electronic Equipment; Personal Communication Devices; Attendance; Use of Medications; Drug Prevention; Amenities for Participants at Meetings

**2<sup>nd</sup> READING OF POLICIES**

and/or Other Occasions; Recognition; Disposition of Real Property/Personal Property; Student Technology Acceptable Use and Safety; Staff Technology Acceptable Use and Safety; District-Issued Staff E-Mail Account; District-Issued Student E-Mail Account and Bus Driver Certification.

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

\* \* \* \*

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

**MEETING TIME AND DATES SET**

- 1. The Board voted to set the 2019 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.

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 18	August 19
March 18	September 16
April 15	October 21
May 20	November 18
June 27	December 16
July 15	January 9, 2020

(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.

**ROBERT'S RULES  
OF ORDER**

4. The Board adopted the following resolution regarding payment procedures:

**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:

**INVESTMENT  
OF SURPLUS  
FUNDS**

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.

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

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

Resolution

Authorization for the Board President and Treasurer to extend

contracts between Board meetings at the recommendation of the Superintendent; and

**MEETINGS**

**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.

- 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.

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

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

\* \* \* \*

It was moved by Mr. Hill and seconded by Mrs. Klingensmith that Dr. Barrickman be appointed as the Legislative Liaison for 2019.

**BARRICKMAN**  
**LEGISLATIVE**  
**LIAISON**

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

\* \* \* \*

It was moved by Mr. Hill and seconded by Mr. Brashear that Mrs. Klingensmith be appointed as the Student Achievement Liaison for 2019.

**KLINGENSMITH**  
**STUDENT**  
**ACHIEVEMENT**  
**LIAISON**

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

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It was moved by Mr. Hill and seconded by Dr. Barrickman that the Board enter into a Food Bank agreement with the Country Neighbor Program, Inc. in partnership with the Cleveland Foodbank, Inc. and America's Second Harvest for the purpose of creating a food pantry for A-Tech and to Execute the Agency Release Form with said agencies.

**FOOD BANK**  
**AGREEMENT**

Mrs. Klingensmith explained in detail what the food bank is all about: setting up a new Food Bank at A-Tech and a hot meal site at Youth Opportunities in Ashtabula.

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

\* \* \* \*

It was moved by Mr. Hill and seconded by Dr. Waid 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 2019 in accordance with Board Policies and Senate Bill 187.

**PROFESSIONAL  
DEVELOPMENT**

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

\* \* \* \*

Mr. Brockett spoke about “STOPit” smart app that was purchased in December. STOPit is a way for students to report any concerns anonymously. Mr. Brockett showed an example of one and how the app works.

**SUPT’S  
REPORT**

Dr. Brockway stated that it was put in place because some parents say we should know about it, but the students never let us know. It’s a way to eliminate bullying anonymously.

Mr. Brockett reported to date about 35 anonymous messages have been received. The first week there were a couple of hoax messages, they have since stopped. Those users can also be blocked if need be. We are getting this information out to parents and community members. Mr. Brockett stated that we are doing everything we can to make it a safe environment.

Dr. Brockway asked the cost of the app, Mr. Brockett answered about \$500.

Mr. Brockett stated that no one else in the county is using this.

Mr. Whipple discussed the administrative area- allows us to document and keep a database of these things.

Mr. Brockett reported that we are looking at a piece of technology where if in a lockdown drill, if someone couldn’t get to their office phone they could go onto their cell phone and pull up and hit a panic button- whether a fire, fight, etc., then can issue a PA announcement or send a message to all teachers using the app. Teachers can go through a class roster and mark kids safe. Also, a backbone where it can communicate with staff individually- can also set up subs. Part of a package we already have.

\* \* \* \*

January 10, 2019

It was moved by Mr. Hill and seconded by Mr. Brashear that the meeting be adjourned at 6:55 p.m. with the next regular meeting to be held on Monday, February 18, 2019 beginning at 6:30 p.m. in the board room.

**ADJOURNMENT**

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

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President

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Treasurer