

January 9, 2020

ASHTABULA COUNTY TECHNICAL & CAREER CENTER BOARD OF EDUCATION

Mrs. Elly presided over the Budget Hearing to review the Fiscal Year 2021 Budget at 6:20 p.m.

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The Board appointed Mr. Hill President Pro-Temp.

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The meeting of the Ashtabula County Technical & Career Center Board of Education was called to order by President Pro-Temp Mr. Hill on Thursday, January 9, 2020, at 6:30 p.m. in The Board room in "B" building of A-Tech.

Present: Debra Barrickman, Steve Candela, Sally Fisher, William Hill, Michael Kennedy, Harlan Waid, Supt. Brockway, Treasurer Elly, several administrators, and Dan Whitmire.

Absent: Barbara Klingensmith

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The meeting was opened with the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

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It was moved by Mr. Candela and seconded by Dr. Barrickman that The Board approve the resignation of Mr. Brashear.

MR. BRASHEAR RESIGNATION

Mr. Candela commented that he hates to see him go, he was a thorough guy. He will be missed.

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

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Sally Fisher was administered her Oath as the new Geneva Area City Schools Board Representative.

SALLY FISHER OATH

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Mr. Candela nominated Mr. Hill for President and Dr. Waid seconded the nomination. It was moved by Mr. Candela and seconded by Dr. Waid that nominations for President be closed

MR. HILL ELECTED PRESIDENT

and the Chair cast a unanimous ballot. Mr. Hill called for a vote on the office of President, with Mr. Hill being the only nomination.

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: William Hill

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: Candela, yes; Fisher, yes; Hill, yes; Kennedy, 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 President of The Board of Education for the calendar year.

The Oath of Office for President was read and signed by Mr. Hill.

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

MR. KENNEDY
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 Kennedy

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: Fisher, yes; Hill, yes; Kennedy, Abstain; Waid, yes; Barrickman, 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 Vice-President of The Board of Education for the calendar year.

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

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It was moved by Dr. Barrickman 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: Hill, yes; Kennedy, yes; Waid, yes; Barrickman, yes; Candela, yes; Fisher, yes. Motion carried.

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

FINANCIAL REPORTS

Premier Savings Deposits
None

Premier Savings Withdrawals
None

<u>Huntington MMAX Deposits</u>	
12/31/19 December MMAX Interest Added to Investments:	\$3,065.56
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:	1.4%
December Interest Earned from Huntington MMAX:	\$3,065.56

Huntington Activity Account Interest Earned for December: \$1.10

Total All Funds Invested as of 12/31/19: \$6,970,242.10

Interest Earned FTD as of 12/31/19: \$46,860.94

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

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

BILLS

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

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It was moved by Mr. Candela and seconded by Ms. Fisher that The Board approve the attached Budget for fiscal year 2021 as presented.

**2021
BUDGET**

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

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It was moved by Dr. Barrickman and seconded by Mr. Candela 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 2020. This does not include advances in June against the second half Real Estate Settlement.

**TREASURER
TO REQUEST
ADVANCES
FROM
AUDITOR**

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

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It was moved by Mr. Candela and seconded by Dr. Barrickman that The Board approve the following new fund:

NEW FUND

BWC Safety Intervention Grant 499-9020

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

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

PERSONNEL

1. The following be issued a contract as substitute in the area listed on an as needed as scheduled basis for the 2019-2020 school year in accordance with the non-bargaining salary schedule, pending satisfactory criminal records background check and proper certification, in accordance with ORC 3319.083:

Richard Darby	Custodian
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2. That Derrick Krzys be issued a part-time contract as EMT/Fire Coordinator from January 9, 2020 to June 30, 2020, on an as needed as scheduled basis set by the Superintendent, in accordance with ORC 3319.11(1) and 3319.11(e).

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

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It was moved by Dr. Barrickman and seconded by Mr. Candela 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:

Tanya Heeren	From Class IV, Step 20 to Class V, Step 20
Nicholas Leavitt	From Technology Support Specialist II to I

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

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

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

Automotive Technology	January 10, 2020	Parma, OH
Horticulture & Landscaping	January 17, 2020	Wooster, OH
Health Care Academy	January 24, 2020	Erie, PA
Precision Machining	February 5, 2020	Twinsburg, OH

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

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

DONATIONS

- Ann Marrison has donated \$1,000.00 to the Lester C. Marrison Scholarship Fund.
- ACJVSEAL donated \$150.00 to the Holiday Service Project.
- A-Tech Staff donated \$875.00 to the Holiday Service Project.

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

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It was moved by Mr. Candela and seconded by Dr. Barrickman 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/NOCCOG for the Youth Opportunities Program:

YO!
WORKSITE
AGREEMENT

- RTS Companies Inc.
- Samaritan House

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

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It was moved by Dr. Waid and seconded by Mr. Candela that The Board approve the offering of breakfast to students in the morning with the costs ranging from \$1.75 for full price, .30 for the reduced price and free to qualifying students.

BREAKFAST
PRICES

Barrickman asked if we have been doing this all year. Dr. Brockway answered no, with the new wellness funds we started offering breakfast after the first of the year. We have 105 students

taking advantage. With the wellness funds no students will be paying for breakfast. Barrickman asked if it will be next year too. Dr. Brockway answered for sure next year, and it is in next biennium budget as well.

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

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It was moved by Dr. Waid and seconded by Mr. Candela 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. It is the Superintendent's recommendation that since the aggregate valued amount of these items is below \$2,000 that The Board authorizes the removal of said items from the District's inventory and authorizes the Superintendent to dispose of or cannibalize said items.

INVENTORY

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

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

**MEETING TIME
AND DATES SET**

The Board voted to set the 2020 regular board meeting dates for each month at 6:00 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: 6:00 p.m.

Dates:	February 17	August 17
	March 16	September 21
	April 20	October 19
	May 18	November 16
	June 29	December 21
	July 20	January 14, 2021

(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.)

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

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

**SERVICE FUND
ESTABLISHED**

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

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.

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

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

**ROBERT'S RULES
OF ORDER**

The Board voted to Establish Robert's Rules of Order, Revised, as the parliamentary authority governing The Board of Education.

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

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It was moved by Mr. Candela and seconded by Ms. Fisher that The Board approve the following item: **PAYMENT PROCEDURES**

The Board adopted the following resolution regarding payment procedures:

Resolution

THEREFORE 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.

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

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It was moved by Dr. Barrickman and seconded by Mr. Candela that The Board approve the following item: **INVESTMENT OF SURPLUS FUNDS**

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.

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

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It was moved by Mr. Candela and seconded by Dr. Waid that The Board approve the following item: **EMPLOYMENT OF PERSONNEL & EXTENSION**

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

**OF CONTRACTS
BETWEEN
BOARD
MEETINGS**

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.

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

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It was moved by Mr. Candela and seconded by Dr. Barrickman that The Board approved the following item:

**ACCEPTANCE OF
RESIGNATIONS**

The Board adopted the following resolution regarding the 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.

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

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It was moved by Mr. Candela and seconded by Ms. Fisher that The Board approved the following item:

**DESIGNATION OF
PURCHASING
AGENT,
PROCUREMENT
REP. &
ADMINISTRATOR
OF
GOVERNMENT
SURPLUS**

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

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It was moved by Dr. Waid and seconded by Mr. Kennedy that Mrs. Klingensmith be appointed as the Legislative Liaison for 2020.

**KLINGENSMITH
LEGISLATIVE
LIAISON**

Motion tabled due to absence of Mrs. Klingensmith

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

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Dr. Waid nominated Mr. Candela for Student Achievement Liaison, Mr. Kennedy seconded it. It was moved by Dr. Waid and seconded by Mr. Kennedy that Mr. Candela be appointed as the Student Achievement Liaison for 2020.

**CANDELA
STUDENT
ACHEIVEMENT
LIAISON**

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

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It was moved by Mr. Candela and seconded by Ms. Fisher that The Board Authorize the Superintendent to Enter into a Service

**ELL SERVICE
AGREEMENT**

Agreement with Grand Valley Local School District to offer ELL Services (pending approval by their respective Board of Education) from January 1, 2020 to June 30, 2020.

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

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It was moved by Mr. Kennedy and seconded by Mr. Candela 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 2020 in accordance with Board Policies and Senate Bill 187.

PROFESSIONAL DEVELOPMENT

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

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2020 Census – Scott Wludyga has been involved.
An event is coming up on the 15th @ 6 p.m. Scott gave a presentation of what’s going on with the Census Committee.

SUPT’S REPORT

SkillsUSA - Paul Brockett gave a presentation.

- Saturday, February 29, 2020
- 30 contestants – top 3 advance to state.
- 19 schools in our region
- Award ceremony in Cafeteria
- Over 100 students competing that day

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It was moved by Mr. Candela and seconded by Ms. Fisher that the meeting be adjourned at 7:18 p.m. with the next regular meeting to be held on Monday, February 17, 2020 beginning at 6:00 p.m. in The Board Room.

ADJOURNMENT

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

President

Treasurer