

ASHTABULA COUNTY TECHNICAL & CAREER CENTER BOARD OF EDUCATION

Mrs. Elly presided over the Budget Hearing to review the Fiscal Year 2023 Budget at 10:00 a.m.

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Debra Barrickman was administered her Oath as the new Ashtabula City Schools Representative.

DEBRA
BARRICKMAN
OATH

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The Board appointed Mr. Kennedy 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 Kennedy on Monday, January 24, 2022, at 10:00 a.m. in room 104 of the Dr. Jerome R. Brockway Administrative Complex.

Present: Debra Barrickman, Sally Fisher, Michael Kennedy, Gus Saikaly, Christine Seuffert, Harlan Waid, Supt. Wludyga, Treasurer Elly, Jessica Cotton

Absent: Barbara Klingensmith

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The meeting was opened with the Pledge of Allegiance.

PLEDGE OF
ALLEGIANCE

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

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

ROLL CALL: Seuffert, yes; Waid, yes; Barrickman, yes;
Fisher, yes; Kennedy, abstain; Saikaly, 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. Kennedy.

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

MRS.
KLINGENSMITH
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: 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 Vice-President of the Board of Education for the calendar year with the results as follows:

ROLL CALL: Waid, yes; Barrickman, yes; Fisher, yes;
Kennedy, yes; Saikaly, yes; Seuffert, 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.

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It was moved by Mr. Saikaly and seconded by Ms. Seuffert 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: Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes. Motion carried.

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It was moved by Dr. Barrickman and seconded by Ms. Fisher 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

12/31/21 December MMAX Interest Added to Investments \$44.04

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: .02%

December Interest Earned from Huntington MMAX: \$44.04

Total All Funds Invested as of 12/31/21: \$5,985,862.78

Interest Earned FTD as of 12/31/21: \$11,099.25

ROLL CALL: Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes. Motion carried.

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It was moved by Ms. Seuffert and seconded by Mr. Saikaly that bills for December be approved. Vouchers were presented to Board members for their review.

BILLS

ROLL CALL: Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes. Motion carried.

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It was moved by Mr. Saikaly and seconded by Dr. Barrickman that the Board approve the Budget for fiscal year 2023 as presented.

**2023 TAX
BUDGET**

ROLL CALL: Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes. Motion carried.

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It was moved by Ms. Seuffert and seconded by Dr. Waid that the Board approve joining the Ohio School Boards Association at an annual membership fee of 3,428.00. These are legal expenditures in accordance with ORC 3313.171 and 3313.87. It is recommended the Board authorize the Treasurer to pay these fees.

**OSBA
MEMBERSHIP**

ROLL CALL: Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes. Motion carried.

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It was moved by Dr. Barrickman and seconded by Ms. Fisher that the Board Approve the OSBA Legal Assistance Fund membership at an annual fee of \$250.00 for calendar year 2022. This is a legal expenditure in accordance with ORC 3313.171. It is recommended the Board authorize the Treasurer to pay this annual fee.

**OSBA
LEGAL FUND**

ROLL CALL: Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes. Motion carried.

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It was moved by Ms. Seuffert and seconded by Dr. Waid 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 2022. This does not include advances in June against the second half Real Estate Settlement.

ADVANCES

ROLL CALL: Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes. Motion carried.

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It was moved by Mr. Saikaly and seconded by Dr. Barrickman that the Board accept the following:

RESIGNATIONS

1. The resignation of Nicholas Leavitt, Technology Support Specialist I, effective December 31, 2021 to accept the Information Systems & Technology Manager position.
2. The resignation of Nancy Moseley, yO! Life Skills Coach, effective January 2, 2022 to accept the GED Navigator position.
3. The resignation of Shanon Pierce, yO! Life Skills Coach, effective January 2, 2022 to accept the yO! Program Coordinator position.
4. The resignation of Paige Hayford, Part-Time yO! Job Monitor, effective January 2, 2022 to accept the Full-Time yO! Life Skills Coach position.

ROLL CALL: Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes. Motion carried.

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It was moved by Ms. Fisher and seconded by Mr. Saikaly that the Board accept the following:

EMPLOYMENT

1. That Nicholas Leavitt be issued a full-time one-year prorated limited contract beginning January 1, 2022 through June 30, 2022 and adopt the Information Systems & Technology Manager salary schedule attached, and place him at Step 1 in accordance with ORC 3391.083.
2. That Nancy Moseley be issued a full-time contract for the Youth Opportunities Program as GED Career Navigator for the remainder of the 2021-2022 School Year beginning January 3, 2022 through June 30, 2022, at \$21.00 per hour, pending sufficient student enrollment and funding, in accordance with ORC 3319.11(1) and 3319.11(e).
3. That Shanon Pierce be issued a full-time contract for the Youth Opportunities Program as Program Coordinator for the remainder of the 2021-2022 School Year beginning January 3, 2022 through June 30, 2022, at \$18.50 per hour, pending sufficient student enrollment and funding, in accordance with ORC 3319.11(1) and 3319.11(e).
4. That Paige Hayford be issued a full-time contract for the Youth Opportunities Program as “yO!” Life Skills Coach beginning January 3, 2022 to June 30, 2022 at \$15.45 per hour pending sufficient student enrollment and funding, in accordance with ORC 3319.11(1) and 3319.11(e).

5. That Jose Cruz-Garcia be issued a full-time contract for the Youth Opportunities Program as “yO!” Life Skills Coach Aide beginning January 3, 2022 to June 30, 2022 at \$13.00 per hour, pending proper certification, satisfactory criminal records background check and sufficient student enrollment and funding, in accordance with ORC 3319.11(1) and 3319.11(e).
6. That Emily Lipps be issued a full-time contract for the Youth Opportunities Program as “yO!” Administrative Assistant beginning January 6, 2022 to June 30, 2022 at \$11.00 per hour, pending proper certification, satisfactory criminal records background check and sufficient student enrollment and funding, in accordance with ORC 3319.11(1) and 3319.11(e).
7. That Brianna Bradley be issued a full-time contract for Youth Opportunities as “yO!” Life Skills Coach beginning January 18, 2022 to June 30, 2022 at \$15.45 per hour, pending proper certification, satisfactory criminal records background check and sufficient student enrollment and funding, in accordance with ORC 3319.11(1) and 3319.11(e). (Enclosed)
8. That the following Workforce Development personnel be issued a contract for 2021-2022, on an as needed as scheduled basis by the Superintendent, at the rate listed below pending proper certification and sufficient student enrollment and satisfactory criminal records background check in accordance with ORC 3319.11(1) and 3319.11(e):

Patricia Loomis Manicuring Instructor \$21.00/hour

ROLL CALL: Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes. Motion carried.

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It was moved by Ms. Seuffert and seconded by Ms. Fisher that the Board approved the following out-of-county/state field trips.

**OUT OF COUNTY/
STATE FIELD TRIP**

- a. Precision Machining II January 20, 2022 Euclid, OH
- b. Electricity II February 22, 2022 Mentor, OH

ROLL CALL: Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes. Motion carried.

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It was moved by Dr. Waid and seconded by Ms. Fisher that the Board accept the following donations. Letters of appreciation will be forwarded.

DONATIONS

1. Ann Marrison has donated \$1,000.00 to the Lester C. Marrison Scholarship Fund.
2. The 3M Company donated a variety of items to the Automotive Collision Technology program for student training.
3. Fenton Manufacturing donated \$500.00 for student training in Precision Machining & Manufacturing for the Robobot contest.
4. The Tourist Book Club donated \$310.00 to the Youth Opportunities program.
5. Farmers Insurance donated a 2009 Toyota Camry to the Automotive Collision Technology program for student training.

ROLL CALL: Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes. Motion carried.

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It was moved by Mr. Saikaly and seconded by Dr. Barrickman 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: Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes. Motion carried.

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It was moved by Ms. Seuffert and seconded by Ms. Fisher that the Board approve the Williamsfield Area Soccer Program's (WASP) request for Welding students to repair the soccer goals.

**PROGRAM/
STUDENT
JOB SITES**

ROLL CALL: Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes. Motion carried.

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

ESTABLISH MEETINGS

The Board voted to set the 2022 regular board meeting dates for each month at 10:00 a.m. in Room 104 of the Dr. Jerome R. Brockway Administrative Complex.

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:	Room 104 of the Dr. Jerome R. Brockway Administrative Complex.	
Time:	10:00 p.m.	
Dates:	February 21	August 15
	March 21	September 19
	April 18	October 17
	May 16	November 21
	June 29	December 19
	July 18	January 12, 2023

(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: Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes. Motion carried.

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It was moved by Ms. Seuffert and seconded by Dr. Waid that the Board adopt 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.

ROLL CALL: Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes. Motion carried.

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It was moved by Ms. Fisher and seconded by Dr. Barrickman that the Board Establish Robert's Rules of Order, Revised, as the parliamentary authority governing the Board of Education.

**ROBERT'S RULES
OF ORDER**

ROLL CALL: Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes. Motion carried.

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It was moved by Mr. Saikaly and seconded by Ms. Seuffert that the Board adopt 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.

ROLL CALL: Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes. Motion carried.

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It was moved by Dr. Barrickman and seconded by Dr. Waid that the Board adopt 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.

ROLL CALL: Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes.
Motion carried.

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It was moved by Dr. Waid and seconded by Mr. Saikaly that the Board adopt the following resolution for Employment of Personnel and Extension of Contracts:

**EMPLOYMENT
OF PERSONNEL
&
EXTENSION 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: Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes. Motion carried.

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It was moved by Mr. Saikaly and seconded by Ms. Seuffert that the Board adopt the following resolution regarding the 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.

ROLL CALL: Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes. Motion carried.

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It was moved by Dr. Barrickman and seconded by Dr. Waid that the Board adopt 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: Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes. Motion carried.

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It was moved by Dr. Waid and seconded by Mr. Kennedy that Dr. Barrickman be appointed as the Legislative Liaison for 2022.

BARRICKMAN LEGISLATIVE LIAISON

ROLL CALL: Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes. Motion carried.

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Ms. Seuffert nominated Ms. Seuffert for Student Achievement Liaison and Mr. Saikaly seconded the nomination. It was moved by Ms. Seuffert and seconded by Mr. Saikaly Ms. Seuffert be appointed as the Student Achievement Liaison for 2022.

SEUFFERT
ACHEIVEMENT
LIAISON

ROLL CALL: Seuffert, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes. Motion carried.

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It was moved by Ms. Seuffert and seconded by Dr. Barrickman that the Board Appoint Treasurer Lindsey Elly as designee for public records Training.

RECORDS
RETENTION

ROLL CALL: Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes. Motion carried.

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Dr. Barrickman went over the legislative report with the Board.

LEGISLATIVE
REPORT

Dr. Waid added information on HB110, Charitable OH and The Imagination Library.

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1. Superintendent Goals

Mr. Wludyga updated the Board on the status of his current goals.

SUPT'S
REPORT

2. SkillsUSA Regional

Maplewood Career Center is not hosting regionals due to COVID. Some of our students will be participating virtually.

3. Aspire/yO! Update

A handout was provided. Enrollment in the Aspire program has increased from last year's numbers. Some Amish go through the Aspire program, but overall not many.

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It was moved by Ms. Fisher and seconded by Mr. Saikaly that the meeting be adjourned at 11:06 a.m. with the next Regular Meeting to be

ADJOURNMENT

January 24, 2022

held on Monday, February 21, 2022, beginning at 10:00 a.m. in room 104 of the Dr. Jerome R. Brockway Administrative Complex.

ROLL CALL: Fisher, yes; Kennedy, yes; Saikaly, yes; Seuffert, yes; Waid, yes; Barrickman, yes. Motion carried.

President

Treasurer