

January 12, 2023

ASHTABULA COUNTY TECHNICAL & CAREER CENTER BOARD OF EDUCATION

Mrs. Elly presided over the Budget Hearing to review the Fiscal Year 2024 Budget at 10:00 a.m.

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Michael Kennedy was administered his Oath as the new Conneaut Area **OATH OF OFFICE**
City Schools Representative.

Barbara Klingensmith and Harlan Waid were administered their Oaths as
the new Ashtabula County Educational Service Center Representatives.

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Mrs. Klingensmith was appointed 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 Klingensmith on Thursday, January 12, 2023, at 10:10 a.m. in room
104 of the “Dr. Jerome R. Brockway Administrative Complex”.

Present: Debra Barrickman, Sally Fisher, Michael Kennedy, Barbara
Klingensmith, William Niemi, Gus Saikaly, Harlan Waid,
Supt. Wludyga, Treasurer Elly,

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The meeting was opened with the Pledge of Allegiance.

**PLEDGE OF
ALLEGIANCE**

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Dr. Waid nominated Mrs. Klingensmith for President and Mr. Kennedy
seconded the nomination. It was moved by Dr. Waid and seconded
by Mr. Kennedy 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. Kennedy 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: Kennedy, yes; Klingensmith, yes; Niemi, yes; Saikaly, yes; Waid, yes; Barrickman, yes; Fisher, 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.

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Mr. Saikaly nominated Dr. Barrickman for Vice-President and Mr. Niemi seconded the nomination. It was moved by Mr. Saikaly and seconded by Mr. Niemi 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 Dr. Barrickman being the only nomination.

DR. BARRICKMAN
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: Debra Barrickman

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: Klingensmith, yes; Niemi, yes; Saikaly, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, 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 Dr. Barrickman and seconded by Mr. Niemi 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: Niemi, yes; Saikaly, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes; Klingensmith, yes. Motion carried.

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It was moved by Ms. Fisher and seconded by Mr. Kennedy 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

12/31/2022 December MMAX Interest Added to Investments 4,872.89

Average Interest Rate for December from Huntington Premier Savings: .3%

December Interest Earned from Premier Savings: \$573.31

Average Interest Rate for December from Huntington MMAX: 2.2%

December Interest Earned from Huntington MMAX: \$4,872.89

Total All Funds Invested as of 12/31/2022: \$6,250,798.46

Interest Earned FTD as of 12/31/2022: \$33,602.67

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

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

BILLS

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

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It was moved by Mr. Saikaly and seconded by Ms. Fisher that the Board approve the Budget for fiscal year 2024 as presented.

FY 2024
BUDGET

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

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It was moved by Dr. Barrickman 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 2023. This does not include advances in June against the second half Real Estate Settlement.

REQUEST
ADVANCES

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

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Mr. Elly informed the Board of the completion of the FY22 Audit with no findings and a clean unqualified opinion from the State Auditors.

FY22 AUDIT

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It was moved by Dr. Waid and seconded by Mr. Niemi that the Board accept the following:

RESIGNATIONS

1. That the Board accept the resignation of Jenna Call, EMRP & Hybrid Aspire Outreach Manager, effective January 13, 2023 to accept the Special Grants Manager position.
2. That the Board accept the resignation of Victoria Wood, Adult Cosmetology Instructor, effective February 28, 2023.

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

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

EMPLOYMENT

1. That the Board issue Adam Paul a one-year limited contract beginning February 21, 2023 through June 30, 2023, as probationary period will end at Step 0 in accordance with the Teamsters' Negotiated Agreement.
2. That Jenna Call be issued a full-time contract as Special Grants Manager beginning January 16, 2023 through June 30, 2023, at \$21.50 per hour, pending sufficient student enrollment and funding, in accordance with ORC 3319.11(1) and 3319.11(e).
3. That Cletus Turner be issued a part-time contract as yO! Personal Growth Advisor beginning January 3, 2023 through June 30, 2023, on an as needed as scheduled basis at \$16.50 per hour in accordance with ORC 3319.11(1) and 3319.11(e).
4. That the following be issued part-time contracts as Aspire Instructors for 2022-2023, on an as needed as scheduled basis at \$21.00 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):

Brianna Greco
Sheila Martin

5. That the following Workforce Development personnel be issued contracts for 2022-2023, on an as needed as scheduled basis by the Superintendent, at the rate listed below pending proper certification and satisfactory criminal records background check in accordance with ORC 3319.11(1) and 3319.11(e):

Sheila Martin Phlebotomy Instructor \$21.00/hour

Mr. Wludyga commented that Patty Hayes came in yesterday and declined the position due to a family issue.

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

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It was moved by Mr. Saikaly and seconded by Dr. Waid that the Board approved the following out-of-county/state field trips.

**OUT OF COUNTY/
STATE FIELD TRIP**

- a) SkillsUSA Regionals - February 25, 2023 - Ravenna, OH
- b) Automotive Technology II - February 27, 2023 - Cleveland, OH
- c) Automotive Collision Technology II - February 27, 2023 - Cleveland, OH
- d) Horticulture - February, 27, 2023 - Canton, OH

Mr. Niemi commented that it is great for the students to be able to go out and have these experiences.

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

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

DONATIONS

- 1. Ann Marrison donated \$1,000.00 to the Lester C. Marrison Scholarship Fund.
- 2. Apple American Group donated \$45.70 to the Youth Opportunities Program.
- 3. The following companies have donated cash/services for student training in Precision Machining & Manufacturing for the Robobot contest:
 - a) Austinburg Machine, Inc. \$250.00
 - b) Penco Tool \$1,000.00
 - c) Wecall, Inc. \$750.00

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

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It was moved by Dr. Waid and seconded by Ms. Fisher that the Board enter into an agreement to provide work experience for Youth Opportunities/TANF program students.

yO! WORKSITE AGREEMENTS

- A & W Rootbeer
- Ace Auto
- America's Best Value Inn
- Ashtabula Arts Center
- Ashtabula County Animal Protective League
- Ashtabula County District Library

Becker's
Cedars Motel
Conneaut Human Resource Center
Conneaut Wastewater
Goodwill Industries
Grand Valley Public Library
Hampton Inn
Healthy Vibes - Ashtabula
Healthy Vibes - Conneaut
Henderson Library
Jefferson Community Recreation Center
Kelly's Gardens
La Casa De Frida
Luigi Pizza
Malcolm Douglas, Attorney at Law
Orlando Brothers Golden Dawn
Rae-Ann Geneva Skilled Nursing
Salvation Army
Sarah's on 11th
Spiderweb
YMCA

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

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

**ESTABLISH
MEETINGS**

The Board voted to set the 2023 regular board meeting dates for each month at 10:00 a.m. in the Board Room of Building B.

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 of Building B

Time: 10:00 a.m.

Dates: February 27 August 21
March 20 September 18
April 17 October 16
May 15 November 20
June 29 December 18
July 17 January 11, 2024

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

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

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It was moved by Mr. Kennedy and seconded by Ms. Fisher 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: Kennedy, yes; Klingensmith, yes; Niemi, yes; Saikaly, 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 the Board adopt the following resolutions:

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.

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.

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.

Resolution

**PAYMENT
PROCEDURES,
INVESTMENT
OF SURPLUS
FUNDS,
EMPLOYMENT
OF PERSONNEL
& EXTENSION OF
CONTRACTS
BETWEEN
BOARD MEETINGS
ACCEPTANCE OF
RESIGNATIONS,
DESIGNATION
OF PURCHASING
AGENT,
PROCUREMENT
REPRESENTATIVE
&
ADMINISTRATOR
OF
GOVERNMENT
SURPLUS**

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.

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: Klingensmith, yes; Niemi, yes; Saikaly, yes; Waid, yes; Barrickman, yes; Fisher, yes; Kennedy, yes. Motion carried.

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It was moved by Mr. Kennedy and seconded by Mr. Saikaly that Dr. Waid be appointed as the Legislative Liaison for 2023.

WAID
LEGISLATIVE
LIAISON

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

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Mr. Saikaly nominated Mr. Niemi for Student Achievement Liaison and Ms. Fisher seconded the nomination. It was moved by Mr. Saikaly and seconded by Ms. Fisher Mr. Niemi be appointed as the Student Achievement Liaison for 2023.

NIEMI
ACHEIVEMENT
LIAISON

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

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It was moved by Dr. Waid and seconded by Mr. Niemi 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; Klingensmith, yes; Niemi, yes;
Saikaly, yes. Motion carried.

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The Board had the first reading of the new, revised, and replacement policies.

**1st READING
OF POLICY**

Dr. Waid suggested changing “this district” to “A-Tech”.

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1. Adult Workforce Development Update
Mr. Wludyga provided shared a handout.

**SUPT’S
REPORT**

2. COSSBA Conference
Mr. Wludyga provided a handout.

Mrs. Klingensmith and Dr. Barrickman would be interested in attending and will let Mr. Wludyga know.

3. Mr. Wludyga informed the Board that the TIF agreement brought before the Board last month has changed.

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It was moved by Ms. Fisher and seconded by Mr. Niemi that the meeting be adjourned at 10:54 a.m. with the next Regular Meeting to be held on Monday, February 27, 2023, beginning at 10:00 a.m. in the Board Room of Building B.

ADJOURNMENT

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

President

Treasurer