

July 16, 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, July 16, 2018, at 6:17 p.m. in the board room in "B" building of A-Tech.

Present: Ed Brashear, Steve Candela, William Hill, Michael Kennedy, Barbara Klingensmith, Supt. Brockway, Treasurer Elly, Paul Brockett and Lenny Klingensmith.

Absent: Christine Seuffert and Harlan Waid

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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 Mr. Hill that the Board enter into executive session to discuss the evaluation, employment and compensation of personnel at 6:20 p.m.

INTO EXECUTIVE SESSION

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

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The Board returned to regular session at 6:45 p.m. by common agreement after discussing personnel matters.

RETURN FROM EXECUTIVE SESSION

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It was moved by Mr. Hill and seconded by Mr. Candela that the minutes of the regular June 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; Brashear, yes. Motion carried.

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

FINANCIAL REPORTS

Premier Savings Deposits

None

Premier Savings Withdrawals

None

Huntington MMAX Deposits

06/30/18 June MMAX Interest Added to Investments \$3,212.74

Other Investments

06/13/18 CD Redeemed @ 1.08% \$350,000.00

06/13/18 CD Invested @ 2.8% \$249,000.00

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

Average Interest Rate for 6/1 – 6/14/18 from Huntington MMAX: 1.4%
 Average Interest Rate for 6/15 – 6/30/18 from Huntington MMAX: 1.7%
 June Interest Earned from Huntington MMAX: \$3,212.74

Huntington Activity Account Interest Earned for June: \$.97
 Total All Funds Invested as of 06/30/18 \$6,899,878.99
 Interest Earned FTD as of 06/30/18 \$63,976.05

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

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

BILLS

ROLL CALL: Kennedy, yes; Klingensmith, 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 Board approve the following new funds:

NEW FUNDS

Adult Full Service Center FY2019	413-9019
ONenet Connectivity FY2019	451-9019
Aspire Grant FY2019	501-9519
VEPD Secondary Grant FY2019	524-9194
VEPD Adult Grant FY2019	524-9196

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

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Mrs. Elly updated the Board on the June financials with a new report.

OTHER - MONTHLY FINANCIAL REPORT

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Dr. Brockway reviewed the personnel items with the Board.

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

PERSONNEL ITEMS - RESIGNATIONS

1. Accept the resignation due to retirement of Jeff Law, ABLE/Aspire Instructor effective July 31, 2018.
2. Accept the resignation of Erika Picasso, Aspire Translator with Ashtabula Area City Schools effective July 16, 2018.

ROLL CALL: 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. Hill that the Board approve the following personnel items.

PERSONNEL ITEMS – EMPLOYMENT

1. Issue the following Workforce Development personnel contracts for 2018-2019 school year, 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):

		<u>Not to Exceed</u>
Bryan Dobos	WFD Evening Coordinator	as needed
Kim Hess	Cosmetology Substitute	as needed
Tracy Sprague	Cosmetology Substitute	as needed
Mary Beth Wantz	Cosmetology Substitute	as needed
Scott Basen	Assessment	120 hours
Tom Boos	Industrial Maintenance Instructor	260 hours
Joseph Chiacchiero	Guidance Counselor	100 hours

Alyssa Lampela	BOS/MAA Instructor	300 hours
Trisha O'Donnell	BOS/MAA Instructor	300 hours
Shara Parkomaki	BOS/MAA Instructor	300 hours
Lori Slimmer	CPCT/MAA Instructor	170 hours
Ramona Timonere	Cake Decorating Instructor	60 hours

- Issue the following Workforce Development contract for 2018-2019 school year, on an as needed as scheduled basis by the Superintendent not to exceed the hours listed, at \$22.00 per hour pending proper certification, satisfactory criminal records background check and sufficient student enrollment, in accordance with ORC 3319.11(1) and 3319.11(e):

Thomas Steele Coordinator 700 hours

- Issue Nancene Seese a Workforce Development contract as Financial Aid Specialist for 2018-2019 school year on an as needed, as scheduled basis by the Superintendent, not to exceed 120 hours at her daily hourly rate.
- Issue Erika Picasso a full-time contract as Spanish Interpreter Specialist from August 16, 2018 to May 29, 2019, on an as needed as scheduled basis, up to and not to exceed 185 days, 8 hours a day at \$17.50 per hour with Ashtabula Area City Schools, pending educational aide certification and in accordance with ORC 3319.083 and availability of funding. All costs paid by Ashtabula Area City Schools.
- Issue Erika Picasso a supplemental contract as Spanish Interpreter Specialist with Ashtabula Area City Schools for the 2018-2019 school year not to exceed 14 days or 112 hours at a rate of \$17.50, and in accordance with ORC 3319.11(1) and 3319.11(e).
- Issue Brad Skippon a supplemental contract as ELL Specialist with Ashtabula Area City Schools for the 2018-2019 school year not to exceed 14 days or 112 hours at a rate of \$21.00, and in accordance with ORC 3319.11(1) and 3319.11(e).
- Issue the following contract as Youth Club Coordinator for the 2018-2019 school year as per the negotiated agreement, and in accordance with O.R.C. 3319.11(1) and 3319.11(e):

Christina Sisk FCCLA Advisor

ROLL CALL: Candela, yes; Hill, yes; Kennedy, yes; Klingensmith, yes; Brashear, 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 items:

**PERSONNEL
ITEMS - RIF**

1. Reduce Bryan Dobos, Architecture & Engineering Design Instructor due to lack of enrollment per Article IX – Reduction In Force of the Teachers Negotiated Agreement.
2. Reduce Kevin Orvos, Masonry & Hardscape Construction Instructor due to lack of enrollment per Article IX – Reduction In Force of the Teachers Negotiated Agreement.

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

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

**PERSONNEL
ITEMS -
EMPLOYMENT**

1. Issue Kevin Orvos a one-year limited contract for 2018-2019 school year to instruct the Masonry & Hardscape Construction program half of the school day and instruct the Construction & Building Maintenance program the second half of the school day, in accordance with the adopted salary schedule and pending proper certification.
2. Issue Bryan Dobos a one-year limited contract for 2018-2019 school year to instruct the Architecture & Engineering Design program one half of the school day and work as Workforce Development Specialist the other half of the school day, in accordance with the adopted salary schedule and pending proper certification.
3. Issue Rosanne Gosselin a one-year, 183 day limited contract for the 2018-2019 school year as Librarian/Media Specialist at Class I, Step 0 beginning August 17, 2018 to June 3, 2019 pending verification of work experience, proper certification and satisfactory criminal records background check and in accordance with the teachers negotiated agreement and in accordance with the adopted salary schedule.

4. Issue Lynn Leary a two-year 224 day limited contract as WFD Administrative Secretary beginning July 1, 2018 at Step 5 of the Administrative Secretary classification.
5. Issue Heather Clark a one-year 260/261 day limited contract as Fiscal Accountant beginning July 30, 2018 and adopt the Fiscal Accountant salary schedule attached, and place her at Step 5, pending satisfactory criminal records background check.

Mr. Candela asked about the new position in the Treasurer's Office. Dr. Brockway explained the change in the title.

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

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Mrs. Klingensmith noted that the Board did evaluations on the Superintendent and Treasurer and both were very good.

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It was moved by Mr. Candela and seconded by Mr. Hill 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.

**ITEMS TO BE
REMOVED
FROM
INVENTORY**

<u>TAG NUMBER</u>	<u>DESCRIPTION</u>
07102	Cincinnati Bickford Radial Drill Press
07091	Clausing Colchester 17" Engine Lathe
02560	Cub Cadet Tank Zero Turn Lawn Mower
961827	60 x 36 Developing Sink
05637	Plate Camera – Repomaster 1600 AGFA

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

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It was moved by Mr. Candela and seconded by Mr. Hill that the Board authorize the Superintendent to enter into a lease/rental agreement for classroom/office space for the Youth Opportunities program at the following site. Beginning July 1, 2018 to September 30, 2018. Pending approval of the contracts and availability of funding:

**LEASE
AGREEMENT
FOR YO!**

Conneaut Human Resources Center

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

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It was moved by Mr. Candela and seconded by Mr. Kennedy that the Board authorize the Superintendent to enter into a contract with FA Solutions, LLC for Financial Aid Services and Support August 1, 2018 to July 31, 2019.

**FA
SOLUTIONS
CONTRACT**

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

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It was moved by Mr. Candela and seconded by Mr. Hill that the Board approve the milk and bakery quotes for the 2018-2019 school year and award Dean Dairy Products the milk and dairy products bid and Nickles Bakery the bakery products bid.

**MILK & DAIRY
QUOTES**

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

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It was moved by Mr. Candela and seconded by Mr. Brashear that the Board approve the 2018-2019 lunch and milk prices as follows: the student lunch price of \$3.25; the reduced lunch price of \$.40; and the milk price of \$.50 per ½ pint.

**LUNCH & MILK
PRICES SET**

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

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It was moved by Mr. Brashear and seconded by Mr. Hill that that Board approve the attached 2018-2019 Student Fees list.

**STUDENT
FEES LIST**

ROLL CALL: Klingensmith, 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 the Board approve and adopt the attached 2018-2019 Student/Parent Handbook. The handbook was available at the meeting as there are a few changes that have been made from the previous handbook. A handout was provided to show these changes.

**STUDENT/PARENT
HANDBOOK**

Mrs. Klingensmith asked if the handouts given were the only changes to the handbooks? Dr. Brockway said yes that everything else stayed the same.

ROLL CALL: 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 and adopt the attached 2018-2019 LPN and RN Student Handbooks. The handbooks were available at the meeting. A handout was provided to show all changes made.

**LPN & RN
STUDENT
HANDBOOK**

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

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Mrs. Klingensmith requested that the August 20, 2018 meeting time be changed from 6:30 p.m. to 6:00 p.m. to go into executive session to discuss the evaluation, employment and compensation of personnel.

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It was moved by Mr. Hill and seconded by Mr. Candela that the Board change the August 20, 2018 meeting time from 6:30 p.m. to 6:00 p.m.

**AUGUST
MEETING
TIME
CHANGED**

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

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Dr. Brockway spoke to the Board about A-Tech Information Day that is scheduled for August 5th. He said a small kickoff for the 50th year celebration will start at 1:00 p.m. with new students scheduled to be here from 1:00 to 3:00 and returning students from 2:00 to 4:00. He said Media One will broadcast from A-Tech and we will have keychains and some other giveaways. He said we want to promote the 50th year celebration and the school.

**SUPT'S
REPORT**

Invitations for the LPN & RN graduation ceremony were given to the Board.

Dr. Brockway gave the Board a handout on the 2018 Summer School showing the first and second session numbers.

Dr. Brockway reported that Vision Conference 2018 will be held in San Antonio, TX this year from November 28th thru December 1st.

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It was moved by Mr. Brashear and seconded by Mr. Hill that the meeting be adjourned at 7:04 p.m. with the next regular meeting to be held on Monday, August 20, 2018, beginning at 6:00 p.m. in the board room.

ADJOURNMENT

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

President

Treasurer