

**MINUTES OF THE REGULAR MEETING
CUYAHOGA VALLEY CAREER CENTER
BOARD OF EDUCATION
Thursday, May 23, 2013 – 5:30 p.m.**

The meeting was called to order at 5:37 pm with the Pledge of Allegiance to the flag.

The following members answered roll call: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson, Mrs. Klingenberg, Mrs. Laski, Mrs. Mack and Mr. Shebeck.

Moved by Mr. Shebeck and seconded by Mrs. Klingenberg, the board recessed to executive session at 5:38 pm for the purpose of discussing the “employment, promotion, or compensation of a public employee.”

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson,
Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

When the board reconvened regular session at 6:42 pm the following members answered roll call: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson, Mrs. Klingenberg, Mrs. Laski, Mrs. Mack and Mr. Shebeck.

PRESIDENT’S REPORT

Associate School Districts’ Report

Brecksville-Broadview Heights, Cuyahoga Heights, Garfield Heights, Independence

SUPERINTENDENT’S REPORT

- ★ Student Recognition (SkillsUSA, HOSA, Future Educators of America, DECA Diamonds, OSBA “Benjamin Saves the Book” Project); Mike Hall, Principal
- ★ Recognition of Ray Koslo, Technology Coordinator – Retirement; Paul Smith, Business Manager
- ★ Recognition of Gloria Harris-Willis, Career Assessment Specialist – Retirement; Mary Barnes, Assistant Principal
- ★ Recognition of Joseph Vogel – Retirement; Kathy Grubb, Assistant Principal
- ★ Recognition of Ronald Barnosky – Retirement; Al Marcinek, Assistant Principal
- ★ News Flash
- ★ Resolution of Authorization to Fill Vacancies

RESOLUTION NO. 2013-41 AUTHORIZE SUPERINTENDENT TO FILL VACANCIES

Moved by Mrs. Klingenberg and seconded by Dr. Kenzig, authorized the Superintendent to hire replacement staff for known and forthcoming vacancies during the months of June, July and August. Said hires will be confirmed at the July or August Board meetings.

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson,
Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

At the conclusion of the Superintendent's Report, the Board took a short break to greet and congratulate the students, their parents and staff members. Those people not interested in remaining for the business portion of the Board meeting were welcomed to leave after the break.

TREASURER'S REPORT

- ★ Five-Year Forecast

COMMITTEE REPORTS

- ★ Policy – Kathleen Mack, Chairperson
- ★ Legislative – Dr. Stephen Kenzig, Legislative Liaison
- ★ Records Retention – Joy Clickenger, Treasurer

Policies: Conducted the first reading of the following bylaws/policies (no Board action required):

Bylaw 0160
0165.02

Bylaw Title
Special Meetings

Policy #

Policy Title

1520	Employment of Administrators
1530	Evaluation of Principals and Other Administrators
2270	Religion in the Curriculum
3131	Reduction in Staff
3220.03	Evaluation of Teachers
5515.01	Safe Operation of Motorized Utility Vehicles by Students
5630.01	Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion
6107	Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures
7530.02	Staff Use of Personal Communication Devices

Moved by Mrs. Hower and seconded by Mrs. Kitson, approved the minutes of the regular meeting of April 18, 2013 as presented.

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson, Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

During the open forum portion of the meeting the following members of the audience spoke:
David Tryon, Brecksville Broadview Heights
Ken Synek, Independence

RESOLUTION NO. 2013-42 ROUTINE BUSINESS

Moved by Mrs. Mack and seconded by Mr. Kelley, accepted all of the following routine financial items, as recommended by the Treasurer. (Handled as one motion)

Resolution No. 42(1) Financial Report

April Financial Report: Accepted the Financial Report for the month of April 2013.

Resolution No. 42(2) Five Year Forecast

Five Year Forecast: Approved the five year forecast prepared in accordance with House Bill 412 as recommended by the Treasurer. **(Exhibit 1)**

Resolution No. 42(3) Insurance Coverage Approvals

Liability, Property and Fleet Insurance: Approved the purchase of liability, property and fleet insurance for the period July 1, 2013 through June 30, 2014, coverage through Trident/Argonaut Insurance Company.

Liability:

General Liability Coverage	\$1 Million per occurrence, \$3 Million aggregate
Sexual Abuse/Molestation	\$1 Million per occurrence
Errors and Omission	\$1 Million per occurrence, \$3 Million aggregate
	Claims Made basis to 2/1/02

Property:

Blanket Building and Contents	Value \$49,314,000, deductible \$1,000
Inland Marine	\$500 deductible
EDP	\$500 deductible
Equipment Breakdown	\$1,000 deductible

Fleet:

	\$1 Million combined single limit
	\$500 deductible for collision
	\$250 deductible for other than collision
Garage Keepers	\$100,000 each accident, \$100,000 aggregate
Uninsured Motorist	\$1 Million
Medical Payments	\$5,000

Excess Liability:

\$5 Million in addition to each line of coverage

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson,
Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

RESOLUTION NO. 2013-43 NEW BUSINESS

Moved by Dr. Kenzig and seconded by Mrs. Klingenberg, accepted all of the following administrative, certified and classified personnel recommendations, conditioned on statutes of the state as revised and consolidated into general provisions, titles, chapters and sections including all bills passed and filed contained in the Ohio Revised Code, as recommended by the Superintendent.

The following personnel items were handled as one motion:

CERTIFICATED

Resolution No. 43(1) Addition

High School Substitute Teachers' List – 2013-14 School Year: Approved Michele West and Jeffrey Belcik to the 2013-14 High School Substitute Teachers' List as assigned and approved.

Resolution No. 43(2) Professional Growth Days/Out of State Trips

Professional Growth Days/Out of State Trips: In accordance with Article 12 of the Agreement between the District and the Cuyahoga Valley Federation of Teachers, approved staff persons for professional growth days and/or out of state trips. Professional growth days are granted outside of the normal working day.

<u>Staff Member</u>	<u>Professional Growth Days</u>	<u>Professional Meeting Days</u>	<u>Activity</u>
Joan Schentur	1		Health Informatics Training, Columbus OH, June 6, 2013
Josephine Everhart	1		Resident Educator Training, ESC of Cuyahoga County, June 7, 2013
Ron Zybura	1		Resident Educator Training, ESC of Cuyahoga County, June 7, 2013
Todd Nicodemus	1		Health Informatics Training, Columbus, OH, June 11, 2013
Sheri Zakarowsky	1		Health Informatics Training, Columbus, OH, June 12, 2013
Ross Niinisto	2		Cleveland State University STEM Education Summer Conference, Mayfield Hts., OH, June 18-19, 2013
Bernadette Bodnar	2		Special Education Autism Conference, Cleveland, OH, June 19-20, 2013

***Denotes Out-of-State Trip**

Resolution No. 43(3) Amendment to Resolution 2013-15(2)

Amend Resolution #2013-15(2) Professional Growth/Out-of-State Trips: Approved amending Resolution #2013-15(2) "Professional Growth/Out-of-State Trips" for Charles Russo by changing the date and venue for Ohio Teacher Evaluation System Training (OTES) from June 11-12, 2013 in Elyria, Ohio, to June 26-28, 2013 in Valley View, Ohio.

Resolution No. 43(4) Retirement

Retirement: Approved the retirement of Ronald Barnosky, Auto Body Instructor, effective at the end of the day on June 30, 2013.

Resolution No. 43(5) Replacement

Replacement: Approved the replacement of an Auto Body Instructor.

Resolution No. 43(6) Retirement

Retirement: Approved the retirement of Gloria Harris-Willis, Career Assessment Specialist, effective at the end of the day on May 31, 2013.

Resolution No. 43(7) Resignation

Resignation: Accepted the resignation of James Bergmann, Heating and Air Conditioning Instructor, effective at the end of the day on May 7, 2013.

Resolution No. 43(8) Replacement

Replacement: Approved the replacement of a Heating and Air Conditioning Instructor.

Resolution No. 43(9) Resignation

Resignation: Accepted the resignation of Angela Nonno, Mathematics Instructor, effective at the end of the day on June 30, 2013.

Resolution No. 43(10) Replacement

Replacement: Approved the replacement of a Mathematics Instructor.

Resolution No. 43(11) Employment

Employment: Per Resolution #2013-30(17) employed Matt Hamsher as half-time Legal Technology Instructor effective August 19, 2013, for the 2013-14 school year with continuing contract status at Step 16H.

Resolution No. 43(12) Employment

Employment: Per Resolution #2013-26(4) employed Paul Yuravak as Construction Trades Instructor effective August 19, 2013, for the 2013-14 school year, on a one-year limited contract at Step 9A per the agreement between the Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers.

Also, approve an extended time contract for up to 5 days at base per diem rate. This extended time contract is for the initial year only and must be worked prior to the start of the 2013-14 school year.

Resolution No. 43(13) Summer Work

Summer Work for Teachers: In accordance with Article 12, "Additional Compensation" of the agreement between the Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approved up to 5 days of summer work for a maximum of 6 hours per day, up to 30 hours, per contract provisions. **(Exhibit 2)**

Resolution No. 43(14) Saturday Detentions

Saturday Detentions: The following personnel are approved to supervise the pre-scheduled Saturday Detention during the 2013-2014 school year at the rate of \$50 per session:

Bernadette Bodnar

Ron Zyburra

Kelli Buccini

Dan Hughes

CLASSIFIED

Resolution No. 43(15) Student Seasonal Employment

Student Seasonal Employment: Approved the employment of Bonita Romero at \$8.25 per hour (second year) student worker for seasonal maintenance duties.

CAREER DEVELOPMENT

Resolution No. 43(16) Resignation

Resignation: Accepted the resignation of Richard Masino, Career Specialist, effective at the end of the day on June 30, 2013.

Resolution No. 43(17) Replacement

Replacement: Authorized rescinding the suspension of the continuing contract of Leticia O'Dell (#2013-30 [28]) and recalling her, effective July 1, 2013, for the 2013-14 school year for 888 hours plus applicable holidays at Career Specialist, Step 5+, per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Policy

Resolution No. 43(18)

Summer Camp Counselor: Authorized replacing Chris Stricklett with Adam Purdy for Tool Time Camp, contingent on enrollment, per approved Summer Camp Counselor rates.

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson,
Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

RESOLUTION NO. 2013-44 NEW BUSINESS (Continued)

Moved by Mrs. Klingenberg and seconded by Mrs. Dolezal accepted all of the following routine items, as recommended by the Superintendent. (Handled as one motion)

Resolution No. 44(1) Donations

Donations: Accepted the following donations per Resolution #1976-167:

<u>NAME</u>	<u>PROGRAM</u>	<u>ITEM(S)</u>
Heinen's 4540 Richmond Rd. Warrensville Heights, OH 44128	Perfect Attendance Awards Sponsorship	\$204, ABC Donation Program
Mr. Warren Slater 4306 West 62 nd Street Cleveland, OH 44144	Power Equipment Technology	Husqvarna Riding Mower Model LT1238 Serial # 020501C002061
James O'Connor 3514 Muriel Ave. Cleveland, OH 44109-3129	KidsWind Project Electrical & Alternative Energy Systems	\$250
Electronic Document Systems Foundation 1845 Precinct Line Rd., Suite 212 Hurst, TX 76054	Ohio Graphics Education & Training Initiative O.G.E.T.I.	\$450
Akron Club of Printing House Craftsmen	Ohio Graphics Education & Training Initiative O.G.E.T.I.	\$375

Resolution No. 44(2) Disposal of Inventory Items

Disposal of Inventory Items: Approved the disposal of varied inventory items as listed on Exhibit 3.

Resolution No. 44(3) Agreement Renewal

Renew Agreement with North Coast Educational Media Center: Approved renewal of membership in the North Coast Educational Media Center for the 2013-14 school year, in the amount of \$775 as recommended by the Superintendent. **(Exhibit 4)**

Resolution No. 44(4) Off-Site Campus Training

Off-Site Campus Training: Approved the off-site campus training agreements and/or renewal agreements between CVCC (for Hotels and Resorts Program) and the Holiday Inn in Independence and Regina Health Care in Richfield; (for Sales and Service) and the Days Inn in Richfield, Heinen's in Brecksville, Imagine It Technologies in Independence, Regina Health Care in Richfield, Burlington Coat Factory in Macedonia, Jennings Center for Older Adults in Garfield Heights, Summit Point in Macedonia and Fastenal in Valley View; (Transition-to-Work) and the Cuyahoga County Animal Shelter in Valley View, the Winking Lizard in Macedonia, Elmcroft Nursing Home in Sagamore Hills, All Travel Agency in Brecksville, St. Joseph Byzantine Church in Brecksville, Chippewa Senior Complex in Brecksville, Central Bark Doggy Daycare in Broadview Heights and Naturally Smart Labs in Brecksville for the 2013-14 school year.

Resolution No. 44(5) 2013-14 High School Student and Parent Handbook

2013-14 High School Student and Parent Handbook: Approved the CVCC Student and Parent Handbook for the 2013-14 school year. **(Exhibit 5)**

(Student and parent handbook available for review in its entirety online at www.cvccworks.edu drop down list "Documents and Forms," High School, on "Board of Education," drop down list "Bylaws and Policies.")

Resolution No. 44(6) Adult Education Handbook

CVCC Adult Education Handbooks for Career Development Programs: Approved the revisions to CVCC Adult Education Handbooks for Career Development Programs as follows: Nursing, Health Careers, EMT, and HVAC.

(Student handbook available for review in its entirety online at www.cvccworks.edu drop down list "Adult Education, Student Resources, Student Handbooks," on "Board of Education," drop down list "Bylaws and Policies.")

Resolution No. 44(7) Room Rental Rates

Schedule of Room Rental Charges: Approved revision of "Schedule of Room Rental Charges" as listed on **Exhibit 6**.

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson, Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

OTHER BUSINESS

RESOLUTION NO. 2013-45 OUT-OF-DISTRICT TRAVEL

Moved by Dr. Kenzig and seconded by Mrs. Kitson, approved Joseph Dannemiller, Executive Director, to attend 2013 All-Ohio Career-Technical and Adult Education Conference in Columbus, Ohio in his capacity as President of the Ohio Association for Career and Technical Education, July 30 through August 2, 2013. Registration and room accommodation expenses will be paid by OACTE.

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson,
Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

Moved by Mr. Shebeck and seconded by Dr. Kenzig, recessed to executive session at 8:15 pm for the purpose of "preparing for, conducting, or reviewing negotiations or bargaining sessions with employees."

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson,
Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

When the board reconvened regular session at 9:15 pm the following members answered roll call: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson, Mrs. Klingenberg, Mrs. Laski, Mrs. Mack and Mr. Shebeck.

Moved by Dr. Kenzig and seconded by Mrs. Klingenberg, adjourned the regular meeting of May 23, 2013 at 9:15 pm.

Roll Call: Ayes: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson,
Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

APPROVED: _____

ATTESTED: _____

DATE: _____