

At this time the board took a short break to greet and congratulate Cuyahoga Valley Career Center Treasurer Joy Clickenger on her forthcoming retirement. Those people not interested in remaining for the business portion of the Board meeting were welcomed to leave after the break.

COMMITTEE REPORTS

★ Policy, Kathleen Mack, Chairperson

Conduct the first reading of the following policies: (no Board action required)

Bylaws/Policies

0118	Philosophy of the Board
0140	Membership
0165.1	Regular Meetings
0165.2	Special Meetings
1220	Employment of the Superintendent
1520	Employment of Administrators
1630.01/3430.01/4430.01	FMLA Leave
1662/3362/4362	Anti-Harassment
2271	Postsecondary Enrollment Programs
2430	District-Sponsored Clubs and Activities
3120	Employment of Professional Staff
3220.03	Evaluation of Teachers
5513	Care of School Property
5517	Anti-Harassment
5517.01	Bullying and Other Forms of Aggressive Behavior
8210	School Calendar
8390	Animals on District Property
8462	Student Abuse and Neglect
8510	Wellness
9160	Public Attendance at School Events
9700	Relations with Special Interest Groups

Moved by Mrs. Hower and seconded by Mrs. Kitson, approved the minutes of the Regular Meeting of October 24, 2013, and the Special Meeting of November 7, 2013 as presented.

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

During the open forum portion of the meeting there were no comments from the audience.

RESOLUTION NO. 2013-82 ROUTINE ITEMS

Moved by Dr. Kenzig and second by Mr. Kelley, accepted the following routine financial item(s), as recommended by the Treasurer and handled as one motion.

Resolution No. 82(1) Financial Report

October 2013 Financial Report: Accepted the Financial Report for the month of October 2013 as presented.

Resolution No. 82(2) Contract Renewal

OSBA Legal Assistance Fund: Approved renewal of a contract with the OSBA for the Legal Assistance Fund from 1/1/14 to 12/31/14.

Resolution No. 82(3) Treasurer's Bond

Treasurer's Bond: Approved bonding in the amount of \$50,000 for the Treasurer effective the length of the Treasurer's contract.

Resolution No. 82(4) Return of Advances

Return of Advances: Authorized a return of Advances to the General Fund 001 from the following:

461-9013	High Schools That Work	\$ 400.00
524-9013	Carl Perkins - Secondary	\$81,724.07
524-9023	Carl Perkins - Adult	\$39,116.20
590-9013	Title II	\$ 330.71
599-9023	Café Technology	\$ 40.00
599-9013	PCSP Grant	\$40,000.00
022-9006	Section 125	\$ 5,000.00

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

RESOLUTION NO. 2013-83 NEW BUSINESS

Moved by Mrs. Klingenberg and seconded by Mrs. Kitson, 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.

ADMINISTRATIVE SUPPORT

Resolution No. 83(1) Superintendent Re-Employment

Re-employed Dr. Celena Roebuck as Superintendent of the Cuyahoga Valley Career Center for a three (3) year term commencing August 1, 2014 and ending July 31, 2017. Steve Shebeck, Board President, shall sign on behalf of the Board of Education, the Superintendent's contract, which shall not contain any increase in salary or fringe benefits.

CERTIFICATED

Resolution No. 83(2) Addition

Adult Education Instructors' List - 2013-14 School Year: Approved the addition of the following to the part-time Adult Education Instructors' List for the 2013-14 school year.

Joanne Sponsell	Nursing
Laurel Tombazzi	Personal Interest

Resolution No. 83(3) Professional Growth Days/Out of State Trips

Professional Growth Days/Out of State Trips: In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approved the following staff person(s) 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>
Rick Pinkava	2		W.O.W. (Work On Work) Saturdays, Columbus, January 11 and February 8, 2014

*Denotes Out-of-State Trip

Resolution No. 83(4) Resignation

Resignation: Accepted the resignation of James Parise, Career Based Intervention (CBI) Instructor, effective January 16, 2014.

Resolution No. 83(5) Replacement

Replacement: Authorized the replacement of a Career Based Intervention Instructor.

Resolution No. 83(6) Supplemental Contract

Supplemental Contract: Authorized issuing a partial-year supplemental workload contract to Todd Nicodemus, Math Instructor, effective January 20, 2014, for the remainder of the 2013-14 school year, with payment amount prorated to 50% in accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers.

Resolution No. 83(7) Sick Leave Donation

Donation of Certified Staff Sick Leave: Accepted the Superintendent's recommendation to waive restrictions as applicable to sick leave for Julie Jakubczak described in Article 33, "Sick Leave," Section D of the Agreement between the Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers as follows:

- Waive the 30 consecutive day absence requirement

CLASSIFIED

Resolution No. 83(8) Resignation

Resignation: Accepted the resignation of Kathleen Kocik, Cashier, effective November 29, 2013.

Resolution No. 83(9) Replacement

Replacement: Authorized a replacement for a Cashier.

CAREER DEVELOPMENT

Resolution No. 83(10) Resignation/Retirement

Resignation/Retirement: Accepted the resignation/retirement of Rebecca Brehmer, Career Specialist, effective February 1, 2014.

Resolution No. 83(11) Replacement

Replacement: Authorized rescinding the suspension of the continuing contract of Debra Monaco (#2013-30 [28]) and recalling her, effective February 3, 2014, for the 2013-14 school year for 888 hours (prorated to 408 hours) plus applicable holidays at Career Specialist Step 2, per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Policy.

Resolution No. 83(12) Summer Camp Counselor Rates

Summer Camp Counselor Rates: Approved the Summer Camp Counselor rates for 2014 as follows: **Year 1** - \$1,000.00; **Year 2** - \$1,030.00; **Year 3** - \$1,061.00; **Year 4** - \$1,093.00; **Year 5+** - \$1,126.00. Summer camps are funded with the revenue collected from student registration fees less any grants or donations. All camps are subject to enrollments.

Resolution No. 83(13) Supplemental Contracts

Supplemental/Consulting Contract – Development of Summer Camps: Approved supplemental/consulting contracts not to exceed \$200 per camp for development of 2014 Summer Camps as needed.

Resolution No. 83(14) Summer Camp Registration Fees

Registration Fees – Summer Camps: Approved registration fees as follows for Summer Camps:

Member District Student	\$195.00
Non-Member District Student	\$205.00

These fees will be used to offset the costs of the Summer Camps.

Resolution No. 83(15) Summer Camps' Registration Fee Reductions

Reduction of Registration Fee – Summer Camps: Approved reduction of Summer Camp registration fee by \$25 for qualifying students who register by March 28, 2014.

Resolution No. 83(16) Volunteers

Summer Camp Student Volunteers: Approved up to three (3) student junior or senior year volunteers per week per camp subject to counselor criteria and approval. Volunteers may be CVCC students or CVCC district high school students requiring volunteer credit hours from their school.

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

RESOLUTION NO. 2013-84: NEW BUSINESS (Continued)

Moved by Dr. Kenzig and seconded by Mrs. Dolezal, accepted all of the following routine items, as recommended by the Superintendent and handled as one motion.

Resolution No. 84(1) Donations

Donations: Accepted donations as per Resolution #1976-167. **(Exhibit 1)**

Resolution No. 84(2) Inventory Item(s) Disposal

Disposal of Inventory Items: Approved the disposal of varied inventory items as listed on Exhibit 2.

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

OTHER BUSINESS

RESOLUTION NO. 2013-85 OUT-OF-STATE FIELD TRIP

Moved by Mr. Kelley and seconded by Mrs. Klingenberg, approved an out-of-state trip by Ross Niinisto, Computer Aided Design Instructor, and Junior and Senior CAD students to Mill Run and Chalk Hill, Pennsylvania, to visit the Falling Water and Kentuck Knob, Frank Lloyd Wright designed homes, on April 10, 2014. Instructor's expenses for the trip will be paid through student activity. Trip subject to cancellation by Superintendent dependent upon world events. **(Exhibit 3)**

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

RESOLUTION NO. 2013-86 OVERNIGHT STUDENT PROSTART COMPETITION

Moved by Dr. Kenzig and seconded by Mrs. Hower, approved student overnight trip for the State ProStart Competition for the Culinary Arts Management Team and instructor Barbara Hummer. Competition will take place in Columbus, Ohio, February 9 through 10, 2014. Cuyahoga Valley Career Center will pay expenses associated with the trip as per board policy. Trip subject to cancellation by the Superintendent dependent upon world events.

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

RESOLUTION NO. 2013-87 OUT-OF-STATE TRIP

Moved by Dr. Kenzig and seconded by Mrs. Hower, Per Resolution #2013-70 approved an out-of-state trip by Penny Haser, Transition Coordinator, to act as chaperone and accompany Dental Assisting students to the Chicago Mid-Winter Dental Convention in Chicago, IL, February 20 through 22, 2014. Instructor expenses to be paid in accordance with CVCC Board policy.

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

RESOLUTION NO. 2013-88 PHYSICIANS MEDICAL TRANSPORT TEAM AGREEMENT

Moved by Mrs. Klingenberg and seconded by Mrs. Kitson, approved an agreement with the Physicians Medical Transport Team, whereby the Ambulance Company will provide clinical education to the Adult Education students in the EMT Program/Public Safety Program by allowing the students to "ride along" on any reported medical emergencies. **(Exhibit 4)**

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

RESOLUTION NO. 2013-89 SOUTHERN HILLS HEALTH & REHAB CENTER AGREEMENT

Moved by Mr. Kelley and seconded by Dr. Kenzig, approved the contractual agreement between Cuyahoga Valley Career Center and Southern Hills Health and Rehab Center as a clinical site for Practical Nursing students. The agreement is effective December 2013 through December 2015. **(Exhibit 5)**

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

Moved by Mr. Shebeck and seconded by Dr. Kenzig, recessed to executive session at 8:03 p.m.
1.) For the purpose of discussing the "employment, promotion, or compensation of a public employee."
2.) For the purpose of "conferences with the board's attorney to discuss matters which are the subject of pending or imminent court action."

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

When the board reconvened regular session at 9:00 p.m., the following members answered roll call: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson, Mrs. Klingenberg, Mrs. Mack and Mr. Shebeck. Mrs. Laski was absent.

RESOLUTION NO. 2013-90 EMPLOYMENT OF TREASURER

Moved by Dr. Kenzig and seconded by Mrs. Kitson, authorize issuing a contract to Paul Smith, Business Manager, to become the Treasurer of Cuyahoga Valley Career Center while suspending his Business Manager contract, effective January 1, 2014, through July 31, 2016, in compliance with the terms and conditions set forth in said contract.

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

RESOLUTION NO. 2013-91 ASSIGNING POWERS AND DUTIES OF BUSINESS MANAGER TO TREASURER

Moved by Mrs. Mack and seconded by Mrs. Klingenberg:

WHEREAS, the Cuyahoga Valley Career Center Board of Education ("Board of Education") has appointed, Paul Smith, Treasurer of the Board of Education; and,

WHEREAS, Mr. Smith has vacated the position of Business Manager and his contract as Business Manager has been suspended; and,

WHEREAS, the Board of Education has not appointed a person to fill the position of Business Manager but instead wishes to assign the Business Manager duties to the Treasurer as permitted by Revised Code Section 3319.031,

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Education hereby assigns all powers and duties of a business manager as specified in section 3319.04 of the Revised Code to the Treasurer to the full extent permitted by law, including Revised Code Section 3319.031.

2. Pursuant to Revised Code Section 3319.031, the Treasurer shall not have the authority to make recommendations to appoint or discharge non-educational employees, except as provided under section 3313.31 of the Revised Code and instead the district superintendent shall be responsible for making recommendations, subject to confirmation by the board, for the appointment or discharge of non-educational employees.

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

Moved by Mrs. Klingenberg and seconded by Dr. Kenzig, adjourned the regular meeting of December 5, 2013 at 9:01 p.m.

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

APPROVED: _____

ATTESTED: _____

DATE: _____