

**CAREER CENTER
BOARD OF EDUCATION
ORGANIZATIONAL MEETING
Thursday, January 15, 2015**

6:30p.m. – Budget Hearing

BUDGET HEARING

- A. OPEN BUDGET HEARING (James Virost, President Pro-tempore, declares Hearing open.)
- B. DECLARE BUDGET HEARING CLOSED (James Virost, President Pro-tempore, declares Hearing closed.)

AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. WELCOME AND OATH OF OFFICE

Three Year Term

Kathleen Mack
Brecksville-Broadview Heights

Lynne Laski
Independence

North Royalton

Claudia Hower
Revere

OATH OF OFFICE: I _____ do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as Board Member in and for the said Cuyahoga Valley Career Center, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

IV. ELECTION OF PRESIDENT (President Pro-tempore presiding.)

A. Open nominations for President

Moved by _____ to nominate (1) _____
(2) _____

B. Close nominations for President

Moved by _____ to close nominations

Second _____

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

C. Election of Board President

_____ as President

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

OATH OF OFFICE: I _____ do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as President of the Board in and for the said Cuyahoga Valley Career Center, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

V. ELECTION OF VICE-PRESIDENT (Newly elected President presiding.)

A. Open nominations for Vice-President

Moved by _____ to nominate (1) _____
(2) _____

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B. Close nominations for Vice-President

Moved by _____ to close nominations

Second _____

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
 Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
 Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

C. Election of Board Vice President of Board of Education

_____ as Vice President

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
 Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
 Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

OATH OF OFFICE: I _____ do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as Vice President of the Board in and for the said Cuyahoga Valley Career Center, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

VI. Resolution # A Resolution Fixing the Time and Place of Meetings of the Cuyahoga Valley Career Center Board of Education: BE IT RESOLVED that the Cuyahoga Valley Career Center Board of Education shall hold its meetings on the following **Thursdays**:

FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV*	DEC	JAN**
26	26	23	21	25	23	27	24		5	10	14

**Combined BOE dinner*

***Organizational Meeting – January 14, 2016*

Work Session Meetings:

January 29 or February 5, 2015
 6:00 p.m.

June 11, 2015
 6:00 p.m.

October 22, 2015
 6:00 p.m.

Regular meetings will begin at 6:30 p.m. (unless otherwise noted) in Conference Room A of the Cuyahoga Valley Career Center located at 8001 Brecksville Road, Brecksville, Ohio.

Note: Unless otherwise noted, the Ad Hoc Committees' time and place will always precede the Regular Meeting of the Board at 6:00 p.m. Work session meetings will begin as noted above in Conference Room A.

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
 Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
 Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

- VII. Resolution # A Resolution Establishing A Service Fund: WHEREAS, Revised Code 3315.15 provides for the setting aside from the General Fund a sum not to exceed two dollars (\$2.00) for each child enrolled or twenty thousand dollars (\$20,000) whichever is greater, such sum of money to be known as the "Service Fund" to be used in paying expenses of members of the Board actually incurred in the performance of their duties or of their official representatives when sent out of the school district, now

THEREFORE, BE IT RESOLVED that the Board of Education of the Cuyahoga Valley Career Center does hereby establish a Service Fund, such fund to be set aside as an account within the General Fund, in accordance to the provisions of ORC 3315.15.

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

VIII. ORGANIZATIONAL BUSINESS

(Items A. through S. may be handled as one motion.)

- A. Resolution # General Counsel: Authorize the Cuyahoga Valley Career Center to retain as general counsel the law firm of Fisher and Phillips LLP.
- B. Resolution # CVCC Ad Hoc Committees: Approve Committees of Board Members, who shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board, and act in an advisory capacity, but shall not take action on behalf of the Board; committees shall consist of no more than four (4) members; members shall be appointed by the President; each Board Committee shall be convened by a Chairperson who shall report for the Committee; as approved by the Board of Education, and recommended by the Superintendent.
- C. Resolution # Dispense with Reading of Board Minutes: Authorize that the reading of the Board Minutes be dispensed with, as these are e-mailed in advance of Board Meetings.
- D. Resolution # Board Participation in Meetings: Authorize to continue Board Member participation in regional, state, and national meetings, directed toward achieving the Board's goals and objectives. Members of the Board of Education are encouraged to be actively involved in these areas. The Superintendent is expected to provide information and to assist members of the Board of Education in the pursuance of this District Goal, as recommended by the Board of Education.

- E. Resolution # Local, Regional, State, and National Organization Participation: Approve the continuing District participation in local, regional, state, and national organizations which support the goals and purposes of the Cuyahoga Valley Career Center consistent with appropriation levels and in keeping with the Purchasing Policy of the District.
- F. Resolution # A Resolution for Fiscal Procedures: WHEREAS, in order to provide for the prompt transactions of fiscal affairs for 2015, it is necessary that authority be granted to the fiscal officer to proceed with related functions in this regard, now

THEREFORE BE IT RESOLVED by the Board of Education of the Cuyahoga Valley Career Center that the Treasurer be authorized to perform the following functions during 2015:

1. Invest funds, whenever practical as permitted by law, either in short-term or long-term investments, and to give a report to the Board each month;
2. Provide payments to employees for salaries and expenses, and to suppliers for goods and services within appropriations; and
3. Use a facsimile signature.

BE IT FURTHER RESOLVED that the Superintendent and Treasurer do internal appropriation transfers and/or transfers to other funds, as well as cash advances whenever necessary under provisions of the purchasing and other financial policies of the District.

- G. Resolution # Conference Arrangements for Board of Education: Approve attendance for the Board President at the OSBA Presidents Workshop, expenses for the Board President and Vice President to attend Capital Conference, as well as all applicable Board Members per CVCC policy.
- H. Resolution # Prevailing Wage Coordinator: Pursuant to the requirements of Chapter 4115 of the Ohio Revised Code, it is recommended that Mr. Paul Smith, Treasurer, (Business Manager) [or the Superintendent's designee] be designated as the school district's Prevailing Wage Coordinator for 2015.
- I. Resolution # Board's Suspension Hearing Officer: It is recommended that Mr. Paul Smith, Treasurer, (Business Manager) [or the Superintendent's designee] Mr. Michael Hall, Principal, and Joseph Dannemiller, Executive Director, be designated as the school district's Board's Suspension Hearing Officers for 2015.

- J. Resolution # Title IX Coordinator: Per the requirements of Title IX, the administration recommends the appointment of Mr. Paul Smith, Treasurer, (Business Manager) [or the Superintendent's designee] as the Title IX Coordinator for the Cuyahoga Valley Career Center for 2015.
- K. Resolution # AHERA and Safety Coordinator: Pursuant to the requirements of Public Law 101-236, it is recommended that Mr. Paul Smith, Treasurer, (Business Manager) [or the Superintendent's designee] be designated as the school district AHERA and Safety Coordinator for 2015.
- L. Resolution # Title VI Coordinator: Per the requirements of Title VI, the administration recommends the appointment of Mr. Paul Smith, Treasurer, (Business Manager) [or the Superintendent's designee] as the Title VI Coordinator for Cuyahoga Valley Career Center for 2015.
- M. Resolution # Section 504 of the Rehabilitation Act of 1973/ADA: Per the requirements of Section 504/ADA, the administration recommends the appointment of Mr. Paul Smith, Treasurer, (Business Manager) [or the Superintendent's designee] as the Section 504/ADA Coordinator for the Cuyahoga Valley Career Center for 2015.
- N. Resolution # Participation in State and Federal Grants: Approve Cuyahoga Valley's participation in all state and federal programs and grants requiring Board approval including, but not limited to, Title II-A, Carl D. Perkins, High Schools That Work, Federal Pell and Direct Loans.
- O. Resolution # Drug Free Compliance Officer: It is recommended that the Superintendent Dr. Celena Roebuck shall be designated Compliance Officer and shall establish whatever programs and procedures are necessary to meet the federal certification requirements but which also comply or do not interfere with collectively-bargained agreements (Drug-Free Workplace Policy #3122.01/page 1 of 1 – Professional Staff), as recommended by the Superintendent.
- P. Resolution # Expulsion Hearing Officer: It is recommended that the Executive Director Joseph Dannemiller (or the Superintendent's designee) be designated as the Cuyahoga Valley Career Center's Expulsion Hearing Officer for 2015.
- Q. Resolution # Appeal Hearing Officer: It is recommended that the Superintendent Dr. Celena Roebuck (or the Superintendent's designee) be designated as the Cuyahoga Valley Career Center's Appeal Hearing Officer for 2015.

- R. Resolution # Superintendent to Accept Resignations: It is recommended that the Superintendent Dr. Celena Roebuck accept resignations which have been submitted by employees during times when this Board is not in session. Upon approval by this Board, such resignations shall be deemed irrevocable after the Superintendent's acceptance.

The authorization provided by this resolution shall (remain in effect until withdrawn by formal action of this Board) commence on January 1, 2015 and remain in effect through January 15, 2016.

- S. Resolution # Superintendent to Make Offers of Employment: It is recommended to authorize Superintendent Dr. Celena Roebuck, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to approval by this Board; provided however, that upon approval by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

The authorization provided by this resolution shall (remain in effect until withdrawn by formal action of this Board) commence on January 1, 2015 and remain in effect through January 15, 2016.

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

IX. ADJOURN

ROLL CALL: North Royalton Member _____ Mrs. Kitson _____ Mrs. Hower _____
Mr. Mahnic, Jr. _____ Mr. Virost _____ Mrs. Laski _____
Mrs. Mack _____ Mr. Shebeck _____ Mr. Curtis _____

NEXT MEETING(S)
REGULAR MEETING
WORK SESSION

THURSDAY, JANUARY 15, 2015
THURSDAY, JANUARY 29, 2015
OR THURSDAY, FEBRUARY 5, 2015