

**CUYAHOGA VALLEY CAREER CENTER
BOARD OF EDUCATION
Regular Board Meeting – 5:30 p.m.
Thursday, May 23, 2013**

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

IV. MOTION TO RECESS TO EXECUTIVE SESSION

For the purpose of discussing the “employment, promotion, or compensation of a public employee.”

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

V. CALL TO ORDER FOLLOWING EXECUTIVE SESSION

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

Resolution # Re-employ the Superintendent: Re-employ Celena Roebuck as Superintendent of the Cuyahoga Valley Career Center for a new term commencing _____ and ending _____. 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.

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

VI. PRESIDENT’S REPORT

Associate School Districts’ Report
Brecksville-Broadview Heights, Cuyahoga Heights, Garfield Heights, Independence

VII. SUPERINTENDENT’S REPORT

★ Student Recognition (SkillsUSA, HOSA, Future Educators of America, DECA Diamonds, OSBA “Benjamin Saves the Book” Project)

- ★ Recognition of Ray Koslo, Technology Coordinator – Retirement
- ★ Recognition of Gloria Harris-Willis, Career Assessment Specialist – Retirement
- ★ Recognition of Joseph Vogel – Retirement
- ★ Recognition of Ronald Barnosky - Retirement
- ★ News Flash
- ★ Resolution of Authorization to Fill Vacancies

Resolution # Authorize Superintendent to Fill Vacancies: During the months of June, July and August the Board authorizes the Superintendent to hire replacement staff for known and forthcoming vacancies. Said hires will be confirmed at the July or August Board meetings.

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

NOTE TO OUR GUESTS: At the conclusion of the Superintendent’s Report, the Board will take 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 are welcome to leave after the break.

VIII. TREASURER’S REPORT
Five-Year Forecast

IX. COMMITTEE REPORTS

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

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

<u>Bylaw 0160</u>	<u>Bylaw Title</u>
0165.02	Special Meetings
<u>Policy #</u>	<u>Policy Title</u>
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

X. APPROVAL OF MINUTES

- ★ Regular Meeting of April 18, 2013 (**Exhibit 1**)

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

XI. COMMENTS FROM THE PUBLIC

The Board values and encourages public comment on educational issues.

Anyone having an interest in actions of the Board may participate during the open forum portion of the meeting. If possible, please identify yourself, prior to the meeting, to the Board President or Superintendent. Should your comments include a question, it may not be possible to provide you with the information you request at the meeting.

The speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints about school personnel or other persons at a public session. Other channels provide for Board consideration of complaints involving individuals.

Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if and when appropriate.

Each statement made by a participant shall be limited to five (5) minutes duration.

XII. FINANCES

Resolution # Routine Items recommended (may be handled as one motion). Moved to accept all of the following routine financial items, as recommended by the Treasurer.

Treasurer's Report: Acceptance of the Financial Report for the month of April 2013. (**Exhibit 2**)

Five Year Forecast: Approve the five year forecast prepared in accordance with House Bill 412 as recommended by the Treasurer. (**Exhibit 3**)

Liability, Property and Fleet Insurance: Approve 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: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

XIII. NEW BUSINESS

- A. Resolution # Personnel Items Recommended: Accept 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 may be handled as one motion:

ADMINISTRATIVE/SUPPORT

Information Technology Coordinator: Approve creation of the position of Information Technology Coordinator for 185 days per year. This is a support position created to reorganize the current responsibilities of the Technology Coordinator.

CERTIFICATED

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

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, approve 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**

Amend Resolution #2013-15 (2) Professional Growth/Out-of-State Trips: Approve 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.

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

Replacement: Approve the replacement of an Auto Body Instructor.

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

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

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

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

Replacement: Approve the replacement of a Mathematics Instructor.

Employment: Per resolution #2013-30 (17) employ 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.

Employment: Per resolution #2013-26 (4) employ 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.

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, approve up to 5 days of summer work for a maximum of 6 hours per day, up to 30 hours, per contract provisions. **(Exhibit 4)**

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
Kelli Buccini

Ron Zybura
Dan Hughes

CLASSIFIED

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

CAREER DEVELOPMENT

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

Replacement: Authorize 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

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

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

XIII. NEW BUSINESS (Continued)

- B. Resolution # Routine Items Recommended (may be handled as one motion). Moved to accept all of the following routine items, as recommended by the Superintendent.

Donations: Accept donations per Resolution #1976-167. **(Exhibit 5)**

Disposal of Inventory Items: Approve the disposal of varied inventory items as listed on **Exhibit 6**.

Renewal Agreement with North Coast Educational Media Center: Approve 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 7)**

Off-Site Campus Training: Approve 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.

2013-14 High School Student and Parent Handbook: Approve the CVCC Student and Parent Handbook for the 2013-14 school year. **(Exhibit 8)**

(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.")

CVCC Adult Education Handbooks for Career Development Programs: Approve 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.")

Schedule of Room Rental Charges: Approve revision of "Schedule of Room Rental Charges" as listed on **Exhibit 9**.

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

XIV. OTHER BUSINESS

- A. Out-of-District Travel: Approve 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: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

XV. MOTION TO RECESS TO EXECUTIVE SESSION

For the purpose of “preparing for, conducting, or reviewing negotiations or bargaining sessions with employees.”

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

XVI. CALL TO ORDER FOLLOWING EXECUTIVE SESSION

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

XVII. ADJOURN

ROLL CALL: Mrs. Dolezal _____ Mrs. Hower _____ Mr. Kelley _____
Dr. Kenzig _____ Mrs. Kitson _____ Mrs. Klingenberg _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Shebeck _____

NEXT MEETINGS:

WORK SESSION

THURSDAY, JUNE 13 2013 - 6:00 p.m.

REGULAR MEETING

THURSDAY, JUNE 27, 2013 - 6:30 p.m.