

**MINUTES OF THE REGULAR MEETING
CUYAHOGA VALLEY CAREER CENTER
BOARD OF EDUCATION
Thursday, April 18, 2013 – 6:30 p.m.**

The meeting was called to order with the Pledge of Allegiance to the flag.

The board observed a moment of silence to honor of the victims of the Boston Marathon bombing.

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
Nordonia Hills, North Royalton, Revere, Twinsburg

COMMITTEE REPORTS

- ★ Buildings and Grounds – Betty Klingenberg, Chairperson
- ★ Business and Finance – Dr. Stephen Kenzig, Chairperson
- ★ Legislative – Dr. Stephen Kenzig, Legislative Liaison

SUPERINTENDENT'S REPORT

- ★ Recognition of Dan Hughes – *Plain Dealer* Crystal Apple Award
- ★ Recognition of Students: BPA, DECA, FCCLA, Cosmetology
- ★ Upcoming Student Activities
 - Dental Pinning & Capping - Thursday, May 2, 2013 (7:00 p.m.)*
 - Outstanding Student Reception – Thursday, May 9, 2013 (5:30 p.m.)*
 - Senior Recognition Ceremony at CVCC – Thursday, May 9, 2013 (7:00 p.m.)*
 - Teaching Professions Student Recognition – Monday, May 13, 2013 (7:00 p.m.)*
 - Public Health & Safety Graduation, Tuesday, May 14, 2013 (7:00 p.m.)*
 - Cosmetology Ceremony – Wednesday, May 15, 2013 (6:00 p.m.)*
 - Health Careers Pinning – Thursday, May 16, 2013 (7:00 p.m.)*
 - Adult Education EMT Basic Spring 2013 Class Graduates – Thursday, May 30, 2013 (6:30 p.m.)*
 - School of Nursing Graduation at CVCC – Thursday, June 13, 2013 (7:00 p.m.)*
 - School of Nursing Candlelighting at CVCC – Thursday, June 20, 2013 (7:00 p.m.)*
- ★ CVCC's Newsflash

TREASURER'S REPORT

- ★ Tax Collection Settlement

The board took a short break to greet and congratulate CVCC students and their parents.

Mrs. Kitson left the meeting at 7:30 p.m.

Moved by Mrs. Klingenberg and seconded by Mr. Kelley, approved the minutes of the regular meeting of March 28, 2013 as presented.

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

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

RESOLUTION NO. 2013-29 ROUTINE BUSINESS

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

Resolution No. 29(1) Financial Report

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

Resolution No. 29(2) Revised Revenue Estimates FY13

Adopted Revised Revenue Estimates: Adopted the revised revenue estimates as presented for fiscal year 2013. (Exhibit 1)

Resolution No. 29(3) Revised Permanent Appropriations FY13

Adopted Revised Appropriations: Adopted the revised appropriation resolution as presented for fiscal year 2013. (Exhibit 2)

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

RESOLUTION NO. 2013-30 NEW BUSINESS

Moved by Mrs. Klingenberg and seconded by Dr. Kenzig, 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:

ADMINISTRATIVE/SUPPORT

Resolution No. 30(1) Non-Renewal

Non-Renewal Administrative/Support Contracts: Non-renewed administrative/support contracts at the end of the 2012-13 contract year. (Exhibit 3)

Resolution No. 30(2) Reemployment

Reemploy Administrative/Support Personnel: Reemployed administrative/support personnel, per the *Administrative, Support, and Classified Exempt Employees' Compensation and Fringe Benefit Policy*, for the contract length and index step as indicated. (Exhibit 4)

Resolution No. 30(3) Supplemental Contract

Supplemental Contract for Kitchen Coordinator Services: Per Resolution #2012-82 approved a supplemental contract for Kim Morton for Kitchen Coordinator services as outlined in the Partnership Affiliation Agreement between the Cuyahoga Valley Career Center and Cuyahoga Community College. Cost of this supplemental contract is paid by Cuyahoga Community College.

Resolution No. 30(4) Position Elimination

Position Elimination: Authorized eliminating the position of Career Development Supervisor, effective July 1, 2013.

Resolution No. 30(5) Reduction in Force – Non-Renewal

Reduction in Force: Authorized non-renewing the contract of William Novak, Career Development Supervisor, as a result of the elimination of said position, effective July 1, 2013.

Resolution No. 30(6) Position Reduction

Full-Time to Part-Time Adult Education Health Careers Coordinator Position: Authorized reducing a full-time Adult Education Health Careers Coordinator position to a part-time Adult Education Health Careers Coordinator position, effective August 1, 2013.

Resolution No. 30(7) Employment

Employed Part-Time Adult Education Health Careers Teacher/Coordinator: Authorized the employment of Karen Schroedel as a part-time Adult Education Health Careers Coordinator on a one-year, part-time limited contract, for up to 1,200 hours per year (plus applicable holidays) as Teacher/Coordinator, Step 7, effective August 1, 2013.

CERTIFICATED

Resolution No. 30(8) Contract Non-Renewals

Non-Renewal of Contracts: Non-renewed the following certificated contracts at the end of the 2012-13 contract year. (Exhibits 5a, 5b, 5c & 5d)

Resolution No. 30(9) Contract Non-Renewals

Non-Renewal of Teacher Extended Service/Supplemental Contracts: Non-renewed extended service/supplemental contracts at the end of the 2012-13 contract year. (Exhibit 6)

Resolution No. 30(10) Reemployment

Teacher Contracts – 2013-14 School Year: Reemployed, per salary schedule and contingent upon certification and enrollment, the following instructors for the 2013-14 school year, as assigned. (Exhibit 7)

Resolution No. 30(11) Contract Approvals

Teacher Extended Service/Supplemental Contracts: Approved extended service and supplemental contracts for the 2013-14 school year, contingent upon certification and enrollment, as assigned. (Exhibit 8)

Resolution No. 30(12) Adult Education Instructors' List 2013-14

Adult Education Instructors' List - 2013-14 School Year: Approved the 2013-14 part-time Adult Education Instructors' List, effective July 1, 2013 through June 30, 2014, as assigned and approved. (Exhibit 9)

Resolution No. 30(13) High School Substitute Teachers' List 2013-14

High School Substitute Teachers' List – 2013-14 School Year: Approved the 2013-14 High School Substitute Teachers' List as assigned and approved. (Exhibit 10)

Resolution No. 30(14) Extended Supervisory/Coordination Time

Extended Supervisory/Coordination Time for Automotive Instructor(s): Authorized extended supervisory/coordination time not to exceed 3 days for Joseph Lamatrice summer 2013, for AYES related work payable by time sheet and consistent with Article 12, Section C "Internships" of the negotiated agreement.

Resolution No. 30(15) Supplemental Contract

Supplemental Contract for Student Counseling Services: Approved a supplemental contract for student counseling services for the Adult Education Department performed outside of normal working hours, at a rate of \$22 per hour, as needed, for Bernadette Bodnar. Funds to support this service are paid from the Adult Education Carl D. Perkins grant allocation. Contract effective for the 2013-14 school year.

Resolution No. 30(16) Retirement

Retirement: Approved the retirement of Raymond Koslo, Technology Coordinator, effective at the end of the day on May 31, 2013.

Resolution No. 30(17) Reduction in Force

Reduction in Force: Authorized a reduction in force and suspension of the continuing contract of Matthew Hamsher based on Article 25, Section B "Reduction in Force due to Elimination of Program" (per Resolution #2012-98), effective July 1, 2013.

Resolution No. 30(18) Retirement

Retirement: Approved the retirement of Joseph Vogel, Legal Technology Instructor, effective at the end of the day on June 30, 2013.

Resolution No. 30(19) Employment

Part-Time Legal Technology Instructor: Authorized the hiring of a part-time Legal Technology Instructor (TBA) to replace the full-time Legal Technology Instructor for the 2013-14 school year.

CLASSIFIED

Resolution No. 30(20) Non-Renewals

Non-Renewal – Classified Contracts: Approved the non-renewal of classified contracts at the end of the 2012-13 contract year. **(Exhibit 11)**

Resolution No. 30(21) Classified Contracts

Classified Contracts: Reemployed and/or affirmed classified personnel, per schedule and as assigned. Unless otherwise noted, all exempted employees will be provided the benefits as outlined in the *Administrative, Support, and Classified Exempt Employees' Compensation and Fringe Benefit Policy* and all OAPSE employees will be provided the benefits as outlined in the OAPSE Local 597 Agreement. **(Exhibits 12a & 12b)**

Resolution No. 30(22) Classified Substitutes' List 2013-14

Classified Substitutes' List – 2013-14 School Year: Approved the Classified Substitutes' List for the 2013-14 school year. **(Exhibit 13)**

Resolution No. 30(23) Full-Time to Part-Time Reduction

Full-Time to Part-Time Adult Education Administrative Assistant II Position: Authorized reducing a full-time Adult Education Administrative Assistant II position to a part-time Adult Education Administrative Assistant II position, due to lack of funds, effective July 1, 2013.

Resolution No. 30(24) Contract Suspension/Reduction of Hours

Suspension of Contract/Reduction of Hours: Approved the partial suspension of the continuing contract for Christine Anders, from 260 days to 1,250 hours per year, due to lack of funds, effective July 1, 2013.

Resolution No. 30(25) Position Elimination

Position Elimination: Authorized eliminating the position of Computer Technician (2) due to lack of funds, effective July 1, 2013.

Resolution No. 30(26) Position Elimination

Position Elimination: Authorized eliminating the position of Network Specialist (1) due to lack of funds, effective July 1, 2013.

Resolution No. 30(27) Reduction in Force – Contract Suspension

Reduction in Force: Suspended the continuing contracts of the following as a result of the elimination of said positions due to lack of funds, effective July 1, 2013:

Michael Francisco, Computer Technician
Charles Mix, Computer Technician
Robert Kozak, Network Specialist

CAREER DEVELOPMENT

Resolution No. 30(28) Reduction In Force – Contract Suspensions

Reduction in Force: Authorized the reduction in force and suspension of the continuing contacts of 6 part-time Career Specialists, effective July 1, 2013, as listed below:

Patricia Butler	Debra Monaco
Kathleen Dombrowski	Leticia O'Dell
Jill Larson	Lisa Sommer

Resolution No. 30(29) Full-Time to Part-Time Reduction

Full-Time to Part-Time Career Specialist Position: Authorized reducing a full-time Career Specialist position (2) to a part-time Career Specialist position (2).

Resolution No. 30(30) Contract Suspension/Reduction of Hours

Suspension of Contract/Reduction of Hours: Approved the partial suspension of continuing contracts for Michele West and Gretchen Weber, Career Specialists, from 185 days to 888 hours per year, effective July 1, 2013.

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

RESOLUTION NO. 2013-31 NEW BUSINESS (Continued)

Moved by Mr. Kelley and seconded by Mrs. Hower, accepted all of the following routine items, as recommended by the Superintendent. Handled as one motion.

Resolution No. 31(1) Donations

Donations: Accepted donations per Resolution #1976-167. **(Exhibit 14)**

Resolution No. 31(2) Inventory Items Disposal

Disposal of Inventory Items: Approved the disposal of varied inventory items as listed on Exhibit 15.

Resolution No. 31(3) Student Fees

Student Fees for 2013-14 School Year: Accepted Cuyahoga Valley Career Center's student fee structure for the 2013-14 school year. **(Exhibit 16)**

Resolution No. 31(4) Waiver Days

Application for District/Building Waiver Days: Approved the application for up to four (4) district building waiver days for professional development related to continuous improvement goals for the 2013-14 school year.

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

OTHER BUSINESS

RESOLUTION NO. 2013-32 TECHNOLOGY PLAN UPDATE

Moved by Mr. Kelley and seconded by Mrs. Mack, approved the CVCC Technology Plan Update as recommended by the Superintendent, Business Manager and Business and Finance Committee. **(Exhibit 17)**

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

RESOLUTION NO. 2013-33 OVERNIGHT STUDENT COMPETITION

Moved by Mrs. Klingenberg and seconded by Mrs. Laski, approved a student overnight trip for National HOSA Competition for Ryan Derekh, senior Dental Assisting student and his instructor Lisa Theodore. Competition will take place in Nashville, Tennessee, June 26 through 30, 2013. 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. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

RESOLUTION NO. 2013-34 OVERNIGHT STUDENT COMPETITION

Moved by Mrs. Dolezal and seconded by Dr. Kenzig, approved a student overnight trip for State SkillsUSA Competition for a Machine Technology student and Richard Parrott Machine Technology Instructor. Competition will take place at Sinclair Community College in Dayton, OH, April 19 and 20, 2013. 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. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

RESOLUTION NO. 2013-35 OUT-OF-STATE STUDENT FIELD TRIP

Moved by Mrs. Klingenberg and seconded by Mrs. Hower, approved a student overnight trip for 6 students, instructor Bill Delgado and a parent chaperone (TBD) to the Integrated Print Forum at the Printing Industry Headquarters in Pittsburgh, Pennsylvania, May 14 and 15, 2013. Student lodging and food will be paid for by the participants and student registration will be paid by Industry Organizations. Cuyahoga Valley Career Center will pay Mr. Delgado 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. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

RESOLUTION NO. 2013-36 MEMORANDUM OF UNDERSTANDING - OAPSE

Moved by Dr. Kenzig and seconded by Mr. Kelley, approved the "Memorandum of Understanding" between Cuyahoga Valley Career Center Board of Education and the Ohio Association of Public School Employees AFSCME/AFL-CIO, Local 597, effective July 1, 2013, as recommended by the Business Manager and Superintendent. **(Exhibit 18)**

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

RESOLUTION NO. 2013-37 ISSI CONTRACT

Moved by Mrs. Klingenberg and seconded by Mrs. Dolezal, authorized an additional contract to ISSI in the annual amount of up to \$7,000.00 for the service of remotely monitoring the school district's servers. The additional contract is for the 2013-14 and 2014-15 fiscal years.

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

Moved by Mr. Shebeck at 7:46 p.m. and seconded by Dr. Kenzig to recess to executive session:

1. For the purpose of discussing the "employment, promotion, or compensation of a public employee."
2. 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. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck
Noes: None. **Motion Carried**

When the board reconvened regular session at 8:32 p.m, the following board members answered roll call: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Klingenberg, Mrs. Laski, Mrs. Mack, and Mr. Shebeck. Mrs. Kitson was absent.

RESOLUTION NO. 2013-38 CONTRACT WITH OAPSE

Moved by Dr. Kenzig and seconded by Mrs. Klingenberg, approved the three-year contract with the Ohio Association of Public School Employees (OAPSE) as presented to the Board and recommended by the Superintendent and administrative bargaining team. Said contract extends from July 1, 2012 through June 30, 2015.

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

RESOLUTION NO. 2013-39 CLINICAL AGREEMENT WITH ATHENIAN ASSISTED LIVING CENTER

Moved by Mrs. Laski and seconded by Mrs. Dolezal, approved the contract between Cuyahoga Valley Career Center School of Nursing and their clinical partner Athenian Assisted Living Center for the period from March 2013 through December 31, 2015. **(Exhibit 19)**

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

RESOLUTION NO. 2013-40 RESOLUTION 2012-93 AMENDMENT

Moved by Mrs. Klingenberg and seconded by Dr. Kenzig, authorized the amendment of Resolution 2012-93 "Administrative, Support and Classified Exempt Policy Revisions" to include changes to the insurance section of the policy. **(Exhibit 20)**

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

Moved by Mr. Shebeck and seconded by Mrs. Klingenberg, adjourned the regular meeting of April 18, 2013 at 8:40 p.m.

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

APPROVED: _____

ATTESTED: _____

DATE: _____