

**MINUTES OF THE REGULAR MEETING
CUYAHOGA VALLEY CAREER CENTER
BOARD OF EDUCATION
Thursday, June 27, 2013 – 6:30 p.m.**

The meeting was called to order at 6:30 p.m. 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, and Mr. Shebeck. Mrs. Mack was absent.

Moved by Mrs. Klingenberg at 6:38 p.m. and seconded by Mr. Kelley, recessed to executive session 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, and Mr. Shebeck
Noes: None. **Motion Carried**

When the Board reconvened regular session at 7:35 p.m., the following members answered roll call: Mrs. Dolezal, Mrs. Hower, Mr. Kelley, Dr. Kenzig, Mrs. Kitson, Mrs. Klingenberg, Mrs. Laski, and Mr. Shebeck. Mrs. Mack was absent.

RESOLUTION NO. 2013-46 CVFT NEGOTIATED AGREEMENT

Moved by Dr. Kenzig and seconded by Mrs. Klingenberg, approved the three-year contract with the Cuyahoga Valley Federation of Teachers (CVFT) 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. Kitson,
Mrs. Klingenberg, Mrs. Laski, and Mr. Shebeck
Noes: None. **Motion Carried**

PRESIDENT'S REPORT

- ★ Summer Board Meeting Schedule
- ★ Associate School Districts' Report:
North Royalton, Revere, Twinsburg

SUPERINTENDENT'S REPORT

- ★ Cuyahoga Valley Federation of Teachers President, Richard Parrott spoke on behalf of CVFT
- ★ Practical Nursing Ceremonies – Full-time and Part-time Students – Liz Walton
- ★ Summer Camps – Bill Novak
- ★ CVCC Newsflash

TREASURER'S REPORT

- ★ Recap of Year End Reports

COMMITTEE REPORTS

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

Moved by Mr. Kelley and seconded by Mrs. Laski, approved the minutes of the regular meeting of May 23, 2013 and the work session of June 13, 2013 as presented by the Treasurer.

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

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

RESOLUTION NO. 2013-47 ROUTINE BUSINESS

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

Resolution No. 47(1) Financial Report

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

Resolution No. 47(2) Five-Year Forecast

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

Resolution No. 47(3) Transfers and Advances

Transfers and Advances to Various Funds: Authorized the Treasurer to make transfers and advances as listed:

Advances from General Fund (001) to:

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	<u>\$5,000.00</u>
TOTAL	\$166,610.98

Transfers from General Fund (001) to:

006 Food Service	\$0.00
009 Uniform School Supplies	\$20,000.00
012 Adult Education	\$225,000.00
200-960A Student Leadership	<u>\$65,000.00</u>
TOTAL	\$310,000.00

Resolution No. 47(4) Revenue Estimates FY2013

Revenue Estimates for 2012-13: Adopted the revenue estimates as presented for 2012-13 year. **(Exhibit 2)**

Resolution No. 47(5) Appropriations FY2013

Appropriations Modifications: Adopted the revised appropriation resolution as presented for fiscal year 2013. **(Exhibit 3)**

Resolution No. 47(6) FY2014 Temporary Appropriations & Revenue Estimates
Temporary Appropriations and Revenue Estimates 2013-14 Fiscal Year: Adopted the following temporary appropriations and revenue estimates for the 2013-14 year. **(Exhibit 4)**

Resolution No. 47(7) Purchasing Program Renewal
State of Ohio Cooperative Purchasing Program: Approved renewal of CVCC's membership in the State of Ohio Cooperative Purchasing Program effective July 1, 2013 through June 30, 2014, with an administrative fee not to exceed \$100.

Resolution No. 47(8) OSC Membership Payment
Ohio Schools' Council Annual Membership for 2013-14: Approved payment of the Ohio Schools' Council annual membership fee in the amount not to exceed \$350 effective July 1, 2013 through June 30, 2014.

Resolution No. 47(9) Purchasing Program Participation Renewal
Ohio Schools' Council Cooperative Purchasing Program – 2013-14: Approved renewal of participation in the Ohio Schools' Council Cooperative Purchasing Program, effective July 1, 2013 through June 30, 2013 at the rate of \$400.

Resolution No. 47(10) Service Agreement
North Coast Council (NCC) Service Agreement: Approved the Service Agreement between the North Coast Council (NCC) and the Cuyahoga Valley Career Center (CVCC) for A-Site NCC student and financial computer services, effective July 1, 2013 and ending June 30, 2014, as recommended by the Business Manager and the Superintendent. **(Exhibit 5)**

Resolution No. 47(11) Program Participation
CompManagement Inc.: Approved participation in the Ohio Association of School Business Officials' (OASBO) and Ohio School Board Association's (OSBA) Bureau of Workers' Compensation group-rating plan administered by CompManagement.

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

RESOLUTION NO. 2013-48 NEW BUSINESS

Moved by Mrs. Dolezal 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.

The following personnel items were handled as one motion:

ADMINISTRATIVE/SUPPORT

Resolution No. 48(1) ISO Audit and Certification
Out-of-State ISO Audit and Certification: Approved Richard Haines' travel to Cleveland, Dallas, Atlanta, Monterey, Mexico, and other out of town locations to complete ISO audit and certification processes for businesses with out-of-state locations per contractual agreement. All travel expenses will be paid by the businesses.

CERTIFICATED

Resolution No. 48(2) Addition

Addition – Adult Education Instructors: Approved the addition of Patricia Butler and Karen Mosley to the part-time Adult Education Instructors' List for the 2013-14 school year.

Resolution No. 48(3) Employment

Employment: Per Resolution #2013-43(5) employed Efrain Soto as Auto Body Instructor effective August 19, 2013, for the 2013-14 school year, on a one-year limited contract at Step 10A (plus workload pay) per the agreement between the Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers.

Also, approved 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. 48(4) Employment

Employment: Per Resolution #2013-43(8) employed Matthew Schoeffler as HVAC Technology Instructor effective August 19, 2013, for the 2013-14 school year, on a one-year limited contract at Step 5A per the agreement between the Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers.

Also, approved 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. 48(5) Employment

Employment: Per Resolution #2013-43(10) employed Lauren Visnick as Mathematics Instructor effective August 19, 2013, for the 2013-14 school year, on a one-year limited contract at Step 7E per the agreement between the Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers.

Also, approved 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. 48(6) Supplemental Contracts

Supplemental Contract for Green Team Teaching Staff Members: Approved a supplemental contract for the following teaching staff members of the Green Team for the 2013-14 school year in the amount of \$200: Pete Theodore and John Spano

Resolution No. 48(7) Re-Employment

Re-employment – Health Careers Assistant: Approved the employment of Mary Hrouda as the Health Careers Assistant for 2013-14 school year. This position is part-time up to 20 hours a week beginning September 3, 2013 and ending May 30, 2014 at \$25 per hour.

Resolution No. 48(8) 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>
Joe Lamatrice	2		2013 Ohio Technical College Instructor Update, Columbus, OH, July 10-12, 2013
Melissa Munro	1		ODE Standards Revision Committee, Columbus, OH, July 11, 2013
Bill Delgado	4		*Printing Industry Teacher Update, Sewickley, PA, July 14-19, 2013 (All expenses paid by Industry except meals and mileage.)
Bill Delgado		5	*PrintED and IGAEA Conference, University of Wisconsin, Madison, WI, July 21-25, 2013 (GAERF to cover one half of registration)
Sherry Maier	3		OTES Training, Columbus, OH July 23-25, 2013
Jerry Koenig	2		Instructor Update Seminar, University of Northwestern Ohio, July 24-26, 2013
Josie Everhart	2		OATFACS (A division of ACTE) State Meeting, Columbus, OH, August 5-7, 2013
Bill Delgado		3	*PIA Teacher Conference, Chicago, IL, September 7-9, 2013 (All expenses paid by Industry except meals.)

* Denotes out-of-state trip

Resolution No. 48(9) Resolution Amendment

Amend Resolution #2013-43(2) Professional Growth/Out-of-State Trips: Approved amending Resolution #2013-43(2) "Professional Growth/Out-of-State Trips" by changing the date of the activity from June 7, 2013 to June 27, 2013 for Josephine Everhart and Ron Zybura.

CLASSIFIED

Resolution No. 48(10) Student Employment

Student Employment: Approved the employment of Justin Williams as student cafeteria workers for the 2013-14 school year at a rate of \$8.00 per hour.

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

RESOLUTION NO. 2013-49 NEW BUSINESS (Continued)

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

Resolution No. 49(1) Donations

Donations: Accepted donations as listed per Resolution #1976-167.

<u>NAME</u>	<u>PROGRAM</u>	<u>ITEM(S)</u>
Pulsar Controls 5000 Rockside Rd. Independence, OH 44131	Adult Education	(5) Unitronics HMI's; (5) I/O Units
Independence Middle School 6 th Grade Class Attn: Greg Sluka	CVCC Staff I-Movement Pay it Forward Day	Tray of Desserts and Bottled Water

Resolution No. 49(2) Inventory Items Disposal

Disposal of Inventory Items: Approved the disposal of varied inventory items as listed:

<u>PROGRAM/AREA</u>	<u>ITEM(S)</u>
Power Equipment Tech.	BACR Engine Analyzer, Tag #3304 Log Splitter, Tag #9926
Dental Assisting	(27) Outdated Textbooks Diversified Health Occupations 5 th Edition Effective Dental Assisting 7 th Edition Modern Dental Assisting 7 th Edition Delmar's Dental Assisting 2 nd Edition Modern Dental Assisting 8 th Edition Dental Assisting A Comprehensive Approach 3 rd Edition (3) Autoclaves; Porter SES 2000E – Tag #3008; Porter SES 2000 – Tag #9820; Pelton & Crane – Tag #3005 (1) Ultrasonic Cleaner, Patterson PA4 – Tag #3004

Resolution No. 49(3) Cafeteria Prices

Cafeteria Prices: Approved cafeteria lunch prices for the 2013-14 school year. Type A lunch prices will be \$3.00 for students and \$3.50 for adults; reduced price lunch will be \$.40. The prices for a la carte items and catering prices are to be determined by the Business Manager.

Resolution No. 49(4) SMART Consortium Renewal

SMART Consortium: Approved renewal of membership in the SMART Consortium for the 2013-14 school year at a cost of \$2,000.

Resolution No. 49(5) Legal Assistance Hotline Renewal

Renewal of Superintendent's Legal Assistance Hotline: Approved renewal of CVCC membership in the Legal Assistance Hotline for up to 10 hours. The length of the contract will be 12 months beginning July 1, 2013 through June 30, 2014.

Resolution No. 49(6) NSPRA/Ohio Membership Renewal

Renewal of Membership – NSPRA/Ohio: Approved renewal of institutional membership dues for NSPRA/Ohio for one year beginning August 1, 2013 through July 31, 2014 in the amount of \$175.

Resolution No. 49(7) Policies Adoption

Policies: Conducted the second reading and adoption of policies reviewed and recommended by the Policy Committee, and as presented at the May 23, 2013 Board of Education Meeting as recommended by the Superintendent and Executive Director.

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

Resolution No. 49(8) 2013-14 Faculty Handbook

2013-14 CVCC High School Faculty Handbook: Approved the CVCC High School Faculty Handbook for 2013-14. **(Exhibit 6)**

(High School Faculty Handbook available for review in its entirety online at - drop down list "Documents and Forms," High School, Handbook. Policy and Administrative Guidelines can be viewed online also. Click on "Board of Education," drop down list "Bylaws and Policies.")

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

OTHER BUSINESS

RESOLUTION NO. 2013-50 SENATE BILL 165 COMPLIANCE

Moved by Mr. Kelley and seconded by Mrs. Klingenberg, approved compliance with SB 165 requirements for local end-of-course examinations in American History and American Government, which requires the State Board of Education to incorporate into the state social studies standards, for grades 4 to 12 academic content regarding the original texts of the Declaration of Independence, Northwest Ordinance, U.S. Constitution, and Ohio Constitution by July 1, 2013, and further requires the State Board to revise the state model curricula and achievement assessments in social studies to include the new academic content.

Furthermore, specifies that a valid educator license in social studies is sufficient to teach the additional American history and American government content required by the bill.

Be it further resolved that the Superintendent is hereby directed to take any and all steps necessary to implement this resolution so that the required interim end-of-course examinations will be in place for utilization during the 2013-14 school year.

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

RESOLUTION NO. 2013-51 CONSULTANT SERVICES

Moved by Dr. Kenzig and seconded by Mrs. Dolezal, approved a consultant contract with Diversity Initiatives from September 2013 through May 2014 to provide consultation services in relation to diversity subjects at Cuyahoga Valley Career Center at a cost of up to \$8,250.

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

RESOLUTION NO. 2013-52 OUT-OF-DISTRICT SKILLSUSA NATIONAL COMPETITION

Moved by Mrs. Laski and seconded by Mrs. Hower, approved an out-of-district SkillsUSA national competition by Bill Delgado, Graphic Imaging Technology Instructor, and 3 students to Kansas City, Missouri, June 23 through 29, 2013. Instructor and student expenses to be paid in accordance with CVCC Board policy. Trip subject to cancellation by Superintendent dependent upon world events.

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

RESOLUTION NO. 2013-53 OUT-OF-STATE TRIP

Moved by Mrs. Klingenberg and seconded by Mrs. Kitson, approved an out-of-state trip by Joseph Dannemiller, Executive Director, to meet with representatives of the Ohio Congressional Delegation in Washington, D. C., June 19 & 20, 2013, in his capacity as President of the Ohio Association of Career and Technical Education. There is no cost to the district.

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

RESOLUTION NO. 2013-54 STUDENT TRAVEL

Moved by Mrs. Hower and seconded by Mr. Kelley, approved Elizabeth Davis, Engineering Technology student, for travel from June 2013 through June 2014 to fulfill duties as the SkillsUSA President for the State of Ohio. All expenses associated with travel will be paid for by the State of Ohio SkillsUSA.

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

RESOLUTION NO. 2013-55 COUNCIL ON OCCUPATIONAL EDUCATION WORKSHOP

Moved by Mr. Kelley and seconded by Mrs. Klingenberg, approved Liz Walton, Adult Education Director, to attend a Council on Occupational Education (COE) workshop in Parkersburg, West Virginia, July 22 and 23, 2013. This training is to prepare for the documentation of our records and data for the new COE accreditation. Workshop is partially funded by Carl D Perkins Adult Education Grant FY14.

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

RESOLUTION NO. 2013-56 OIL AND GAS WELL LOCATION

Moved by Dr. Kenzig and seconded by Mrs. Kitson, in accordance with the original Gas and Oil Lease approved by the Cuyahoga Valley Career Center Board of Education on December 3, 2009, (Resolution #2009-90) location 3 is approved as proposed, north of the auxiliary north parking lot.

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

RESOLUTION NO. 2013-57 ROOF BIDS

Moved by Dr. Kenzig and seconded by Mrs. Kitson, accepted and approved the bid by Master Renovations, Inc. in the amount of \$14,309.00 to repair and maintain the roof, and reject all other bids. **(Exhibit 7)**

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

Moved by Dr. Kenzig and seconded by Mrs. Dolezal, adjourned the regular board meeting of June 27, 2013 at 7:43 p.m.

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

APPROVED: _____

ATTESTED: _____

DATE: _____