

**MINUTES OF THE REGULAR MEETING
CUYAHOGA VALLEY CAREER CENTER
BOARD OF EDUCATION**

Thursday, December 11, 2014 – 6:30 p.m.

The meeting was called to order at 6:37 p.m. with the Pledge of Allegiance to the flag.

The following members answered roll call: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost.

The President reported on the following:

Board President Heidi Dolezal gave a recap of the OSBA Capital Conference held in Columbus, Ohio, November 9 through 12, 2014.

The following work sessions and board meeting dates for 2015 were presented to the Board for consideration:

- ★ Tentative Work Sessions for 2015
January 29, 2015 June 11, 2015 October 22, 2015
- ★ Tentative Board Meeting Dates for 2015
February 26, 2015 June 25, 2015 November 5, 2015 (Combined BOE Dinner)
March 26, 2015 July 23, 2015 December 10, 2015
April 23, 2015 August 27, 2015 January 14, 2016
May 21, 2015 September 24, 2015
- ★ Organizational Meeting – January 15, 2015 (Orientation for New Board Members at 4:00 p.m. and returning Board Members at 5:45 p.m.) (January 16, 2015 CVCC tours for new members)

Moved by Mr. Mahnic, Jr. and seconded by Mrs. Hower to approve the election of James Virost to serve as president Pro-Tempore to preside over the January 15, 2015 Organizational Meeting of the Board of Education, until the Board President for 2015 has been determined, as recommended by the Board of Education.

The Superintendent reported on the following:

The Board Members were recognized for their dedicated service with a small gift.

Mike Jelus, Maintenance Department Supervisor, was recognized in absentia for his coming retirement effective December 31, 2014.

Brian Wagner, President of CCG Energies Systems, gave a reconciliation report on HB 264.

Diane Ellis, Health Careers Instructor, gave a report on Internationalization High School Career Tech Education Programs in Ohio. This was in conjunction with program taken at Kent State University.

Ray Koslo gave a presentation on an alternative shared file conversion system for the Board to access.

The Board also recognized Benjamin Puskas of Brecksville-Broadview Heights to have achieved the status of Eagle Scout. Benjamin is a student in the Sales and Service Program.

Committee reports were given by Christine Kitson, Chairperson of the Policy Committee; Steve Shebeck, Chairperson of the Building and Grounds Committee; and Frank Mahnic, Jr., Legislative Liaison.

The Board conducted the first reading of the following policies:

Bylaws/Policies

<u>Policy #</u>	<u>Policy Title</u>
1530	Evaluation of Principals and Other Administrators
2210	Curriculum Development
2510	Adoption of Textbooks
2520	Selection of Instructional Materials and Equipment
3220.03	Evaluation of Teachers
5330	Use of Medications
5336	Care of Students with Diabetes
5830	Student Fund-Raising
6144	Investments
6417	Purchasing
7540.02	District Web Page
7540.03	Student Education Technology Acceptable Use and Safety
7540.04	Staff Education Technology Acceptable Use and Safety
8325	Receiving Legal Documents
8330	Student Records
8400	School Safety
8500	Food Services (Approval required by Federal Law for Federal Nutritional Guidelines) -- 8500A
8510	Wellness
8540	Vending Machines
8550	Competitive Food Sales
8660	Incidental Transportation of Students by Private Vehicle

Moved by Mr. Shebeck and seconded by Mrs. Mack to approve the minutes of the regular meeting of December 11, 2014.

Roll Call: Ayes: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost
Noes: None. **Motion Carried**

RESOLUTION NO. 2014-69 ROUTINE ITEMS

Moved by Mr. Curtis and seconded by Mrs. Hower to accept the following routine financial items as recommended by the Treasurer and handled as one motion.

Resolution No. 69 (1) Financial Report

Treasurer's Report: Accepted the Financial Report for the month of November 2014.

Resolution No. 69 (2) OSBA Legal Assistance Fund

OSBA Legal Assistance Fund: Approved renewal of a contract with the OSBA for the Legal Assistance Fund from 1/1/15 to 12/31/15.

RESOLUTION NO. 2014-70

Moved by Mr. Shebeck and seconded by Mrs. Kitson to 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.

ADMINISTRATIVE/SUPPORT

Resolution No. 70 (1): Replacement

Replacement: Authorized the replacement of an Assistant Principal.

Resolution No. 70 (2): Mid-term Evaluation

Mid-term Evaluation: Acknowledged the mid-term assessment of the Superintendent and Treasurer by the Board of Education.

CERTIFICATED

Resolution No. 70 (3): Replacement

Replacement: Authorized the replacement of a Culinary Arts Instructor.

Resolution No. 70 (4): Replacement

Replacement: Authorized the replacement of a Hotel and Resorts Instructor.

Resolution No. 70 (5): Replacement

Replacement: Authorized the replacement of a VoSE Instructor.

Resolution No. 70 (6) Replacement

Replacement: Authorized the replacement of a Graphic Imaging Technology Instructor.

Resolution No. 70 (7) Replacement

Replacement: Authorized the replacement of a Health Careers Instructor.

Resolution No. 70 (8) High School Substitute Teachers' List

High School Substitute Teachers' List – 2014-15 School Year: Approved Victoria Cross-Cireddu to the High School Substitute Teachers' List for the 2014-15 school year.

CAREER DEVELOPMENT**Resolution No. 70 (9) Summer Camp Counselor Rates**

Summer Camp Counselor Rates: Approved the Summer Camp Counselor rates for 2015 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. 70 (10) Summer Camp Counselors

Summer Camp Counselors: Approved employment of Summer Camp Counselors for individuals listed for 2015, contingent on enrollment, per approved Summer Camp Counselor Rates.

Exhibit 3 - 2015 Summer Camps

Weeks of: June 8-11, 2015, June 15-18, 2015, and June 22-25, 2015

Camp	Week(s) Offered	# Counselors/ Week (contingent on enrollment)	Counselor Names
Dental, Health Careers & PHS <i>(Crime Solvers)</i>	2	2	Kevin Mauser (Polaris) Mary Ellen Mauser (BBH MS)
Digital Design/Graphic Imagine <i>(Picture This!)</i>	2	2	Melissa Munro (CVCC) Paulette Colantone (Revere)
Construction Trades <i>(Tool Time)</i>	2	2	Paul Yuravak (CVCC) Mike Foor (Independence)
Cosmetology <i>(Beautiful You)</i>	1, 2, and 3	2	Tina DeSantis (CVCC) weeks 1-3 Marilyn Mormile (CVCC) weeks 1 & 2 Laura DeSantis (John Carroll University) week 3
Culinary <i>(Chef for a Week)</i>	1 and 2	2	April Sherick (Garfield Hts.) TBD
Media Technology <i>(Movie Makers)</i>	1 and 3	2	Bernie VanTilburg (CVCC) Jeff Cunningham (Garfield Hts) week 1 Todd Goodman (BBH HS) week 3
Media Technology <i>(Rock Star)</i>	2	2	Bernie VanTilburg (CVCC) Jeff Cunningham (Garfield Hts)
Programming & Software	1 and 3	2	Cheryl McConnell (Children's

RESOLUTION NO. 2014-71

Moved by Mrs. Laski and seconded by Mr. Curtis to accept all of the following routine items, as recommended by the Superintendent.

Resolution No. 71 (1) Donations

Donations: Accepted donations as per resolution #1976-167. **(Exhibit 4)**

Resolution No. 71 (2) Disposal of Inventory Items

Disposal of Inventory Items: Approved the disposal of varied inventory items as listed on **Exhibit 5.**

Resolution No. 71 (3) Out-of-District/Overnight Trip

Out-of District/Overnight Trip: Approved an out-of-district/overnight field trip by Barb Hummer, Culinary Arts Instructor, and Culinary Arts students to Columbus, Ohio, to attend the ProStart Management Competition from January 24 to January 26, 2015. Instructor's expenses to be paid in accordance with CVCC Board policy. Student expenses for the trip will be paid through student activity. Trip subject to cancellation by Superintendent dependent upon world events.

Roll Call: Ayes: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost
Noes: None. **Motion Carried**

OTHER BUSINESS

RESOLUTION NO. 2014-72

Agreement with Middlefield Care Center: Moved by Mr. Shebeck and seconded by Mrs. Kitson to authorize Cuyahoga Valley Career Center Adult Education Nursing Program entering into an affiliation agreement with Middlefield Care Center to provide clinical experience for student practical nurses from December 2014 through December 2016. Contract provisions are listed in **Exhibit 6.**

Roll Call: Ayes: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost
Noes: None. **Motion Carried**

Moved by Mr. Curtis and seconded by Mrs. Hower to recess the Regular Meeting and go into Executive Session at 8:01 p.m. to discuss the "employment, promotion, or compensation of a public employee"

Roll Call: Ayes: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost
Noes: None. Motion Carried

The Board reconvened the Regular Meeting following Executive Session at 9:06 p.m. The following Board members answered roll call: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost.

Roll Call: Ayes: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost
Noes: None. Motion Carried

Moved by Mr. Shebeck and seconded by Mrs. Mack to adjourn the Regular Meeting of December 11, 2014 at 9:07 p.m.

Roll Call: Ayes: Mr. Curtis, Mrs. Dolezal, Mrs. Hower, Mrs. Kitson, Mrs. Laski, Mrs. Mack, Mr. Mahnic, Jr., Mr. Shebeck and Mr. Virost
Noes: None. Motion Carried

APPROVED: Kathleen Mack

ATTESTED: [Signature]

DATE: 1/15/15

DONATIONS –December 2014

NAME	PROGRAM	ITEM(S)
Bath Township Fire Department 3864 W. Bath Rd. Akron, OH 44333	Public Health & Safety	(3) 1 ½" Akron Brass Turbo Jet Nozzles (1) Siamese Appliance (1) 2 ½" x 2 ½" Gated Wye (1) Water Thief Appliance (1) Set of Spanner (1) Pic Ax (1) Spalari Tool (1) Hose Clamp (1) Storz Adapter (3) Sections of 4" Hose (13) Sections of 1 ¾" hose
Creative Designs & Impressions 26405 Broadway Ave. Oakwood Village, OH 44148	Graphic Communications	(20) Pre-Meshed Screen Printing Screens
Fairlawn Area Chamber of Commerce	Career Development	\$100
Mr. Stephen Ondrus 5060 Arch St. Maple Hts., OH 44137	Auto Technology	2003 Subaru SW VIN JFIGG29683G810359

*Removal of Equipment from Inventory
December 2014*

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Program/Area

Item

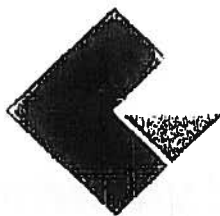
Technology

Voice Mail Server
Ser. # 100104
Tag #9231

Auto Technology

Television and Cart
Tag # 4368

Note – All useable equipment will be offered to associate districts prior to being discarded as scrap.



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CUYAHOGA VALLEY CAREER CENTER

Serving the school districts of: Brecksville-Broadview Heights • Cuyahoga Heights • Garfield Heights • Independence • Nordonia Hills • North Royalton • Revere • Twinsburg

CONTRACTUAL AGREEMENT BETWEEN THE SCHOOL OF NURSING AT CUYAHOGA VALLEY CAREER CENTER AND MIDDLEFIELD CARE CENTER DECEMBER 2014 – DECEMBER 2016

- I. Middlefield Care Center agrees to:
- A. Accept a maximum of four (4) adult students from December through June for OB experience.
 - B. Specific dates to be confirmed by office designee
 - C. Hours will be 8:00 - 3:00 pm, Sunday through Saturday (the student may leave at 3:00) (hours consistent with office hours and clinical scheduled hours).
 - D. Middlefield Care Center and Supervisor of Nursing Program/designee will plan the student experience.
 - E. **The focus of this student learning experience will be:**
 - 1. **Observe the assessment of a woman in labor, a postpartum woman and neonate**
 - F. Comply with the Rules and Regulations consistent with OBN guidelines in an observational capacity.
 - G. Complete the appropriate evaluation form on each student.
- II. A. Provide an opportunity for a preceptor experience consistent with the OBN Rules and Regulations, accepting 2 enrollees under OBN preceptor rules (attached), if available, and if requested by Cuyahoga Valley Career Center School of Nursing.
- B. Exact number of adult enrollees to be determined at a later date.
 - C. This internship experience typically occurs in December through June.
 - D. Faculty available on call during internship/preceptor opportunity.
 - E. Director (designee) may visit at any time during this clinical opportunity.
- III. The School of Nursing at Cuyahoga Valley Career Center (CVCC) agrees to:
- A. Send student on dates mutually agreed upon during each educational term.
 - B. Provide a listing of students at least two weeks before planned clinical experience.
 - C. Notify Middlefield Care Center if there is a change in the planned schedule.
 - D. Work closely with Middlefield Care Center in selection of student's learning experiences.
 - E. All enrollees have been drug screened and fingerprinted prior to planned clinical experience. Documentation remains in the school files and may be reviewed on the premises by authorized officials.
- III. It is mutually agreed that:
- A. The facility will be duly notified if for any reason students will be unable to attend on a specific date or will be absent due to illness.
 - B. Each student is responsible to notify the facility and The School of Nursing at CVCC at least 1/2 hour before assigned duty time if unable to report.
 - C. Students will wear the complete uniform of the school while in the facility, unless directed otherwise by clinical faculty. This applies to dress, shoes, hosiery, jewelry and hair (See Student Handbook).
 - D. Each enrollee is covered by a \$2,000,000/\$5,000,000 liability insurance policy in compliance with Ohio Board of Nursing regulations.
 - E. While at the facility, the students will not be considered as employees or agents of the facility; therefore, they will be ineligible for remuneration and will not be covered by the facilities social security, unemployment compensation, workers' compensation, malpractice insurance coverage, or any other benefits except as set forth herein.

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- F. Indemnify and hold harmless the facility, its shareholders, officers, trustees, employees, and agents from any and all liability, claims and damages, including but not limited to attorney fees and costs arising out of or related to the students' actions or activities.
- G. Incidents resulting in personal injury are to be recorded abiding by facility requirements. A copy is to be provided to the "potentially injured" student who is to release said report to The School of Nursing at CVCC before the next clinical day.
- H. Emergency treatment may be offered if appropriate; however, student is responsible for cost of medical-surgical and follow up care.
- I. Student behavior while representing The School of Nursing at CVCC and gaining experience in the facility must be in keeping with expected behaviors of the facility and the Student Handbook and consistent with 4723-5-12, Section 1-23 of the Ohio Administration Code.
- J. Each adult enrollee has signed a confidentiality agreement and is cognizant of HIPAA regulations – documentation of same is maintained in the permanent file of each enrollee (attached).

This agreement will continue in effect until canceled by either party and in the event either party desires to cancel said agreement, written notices of each intent shall be served upon the other party at least six (6) months prior to said cancellation date. This agreement shall be revised at any time during its duration.

J. Fisher *RN/DON* *11-26-14*
 Jaime A Fisher, RN/DON
 Middlefield Care Center
 Date

 Superintendent
 Cuyahoga Valley Career Center
 Date

E. Walter *12/1/14*
 Director of Adult Education
 Cuyahoga Valley Career Center
 Date

Michelle Williams *12/1/14*
 Supervisor
 The School of Nursing at
 Cuyahoga Valley Career Center
 Date

