



**CUYAHOGA VALLEY
CAREER CENTER**

Cuyahoga Valley Career Center

**December 2019 Board Meeting
December 12, 2019, 6:30 pm - 8:00 pm
Conference Room A**

MINUTES

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Cuyahoga Valley Career Center Board

December 2019 Board Meeting

Thursday, December 12, 2019, 6:30 pm - 8:00 pm

Conference Room A

In Attendance

Anita Juby; Christine Kitson; Claudia Hower; Gary Suchocki;
Jacquelyn Arendt; James Virost; Mark Curtis; Russ Fortlage

Not In Attendance

James Gilbride

Cuyahoga Valley Career Center prepares youth and adults to enter, compete, advance, and lead in an ever changing world of work, college, and careers.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda item.

I. Call to Order

Mr. Suchocki called the meeting to order at 6:30 p.m.

II. Pledge of Allegiance

III. Roll Call:

Mrs. Arendt_____ Mr. Curtis_____ Mr. Fortlage_____ Mr. Gilbride_____ Mrs.
Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr.
Virost_____

IV. PRESIDENT'S REPORT

*** New Staff Members | New Positions**

- * Joseph McNamee, Electrical Systems Instructor
- * Kimberly Heller, Education Aide
- * Stephen Jaramillo, Education Aide
- * Tina Klik, Administrative Assistant to Business Manager
- * Dignity Ruebensaal, Administrative Assistant to Adult Education
- * Terri Lynn Brosseau, Adult Education Coordinator
- * Daniel Hunter, Adult Education Instructor
- * Tharon Eulinberg, Adult Education Instructor
- * Maria Gammieri, Administrative Assistant to Job Placement

NOTE TO OUR GUESTS: Thank you for being here and supporting our school. We will take a short break to greet and welcome our new staff members. Those not interested in remaining for the business portion of the Board meeting are welcome to leave.

*** Proposed Board Meeting Dates for 2020**

- February 27, 2020
- March 26, 2020
- April 30, 2020
- May 28, 2020
- June 18, 2020 (Special Meeting)
- June 25, 2020
- July: no meeting scheduled
- August 27, 2020
- September 24, 2020
- October 29, 2020 (All Boards' Dinner)
- November 5, 2020 (Special Board Meeting)
- December 10, 2020
- January 7, 2021 (Organizational and Regular Meetings)
- January 21, 2021 (Special Board Meeting)

*** Reminder:**

- Organizational Meeting - January 9, 2020 (5:30 p.m.)
- Regular Meeting - January 9, 2020
- Special Meeting - January 23, 2020

March 26, 2020 meeting date changed to March 19, 2020.

A. Resolution #2019-12 37 Elect President Pro-Tempore:

Approve election of Jacquelyn Arendt to serve as president Pro-Tempore to preside over the January 9, 2020 Organizational Meeting of the Board of Education, until the Board President for 2020 has been determined, as recommended by the Board of Education.

Mrs. Arendt nominated.

Moved by Mrs. Hower; Seconded by Mrs. Kitson.

Mr. Virost nominated.

Moved by Mr. Curtis; Seconded by Mr. Suchocki.

For Mrs. Arendt:

Mrs. Hower, Mrs. Juby, Mrs. Kitson, Mrs. Arendt

For Mr. Virost:

Mr. Curtis, Mr. Fortlage, Mr. Suchocki, Mr. Virost

Mr. Virost withdrew his acceptance of nomination.

Call for unanimous vote for Mrs. Arendt as President Pro-Tempore

- ROLL CALL: Mr. Curtis_____ Mr. Fortlage_____ Mr. Gilbride_____ Mrs. Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr. Virost_____ Mrs. Arendt_____

Move: Claudia Hower Second: Christine Kitson Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage

V. SUPERINTENDENT'S REPORT

- * Board Appreciation
- * News Flash

VI. BOARD COMMENTS

VII. COMMITTEE REPORTS

- * Buildings & Grounds Committee, Mark Curtis, Chairperson: 5:00 p.m. on December 12, 2019 in Conference Room B
- * Business & Finance Committee, Jim Virost, Chairperson: 5:30 p.m. on December 12, 2019 in Conference Room B
- * Legislative Liaison, Mark Curtis, Chairperson

VIII. APPROVAL OF MINUTES

Regular Meeting of October 24, 2019

- ROLL CALL: Mr. Fortlage_____ Mr. Gilbride_____ Mrs. Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr. Virost_____ Mrs. Arendt_____ Mr. Curtis_____

Move: Claudia Hower Second: Jacquelyn Arendt Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Anita Juby

IX. APPROVAL OF MINUTES

Special Meeting of November 7, 2019

- ROLL CALL: Mr. Gilbride_____ Mrs. Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr. Virost_____ Mrs. Arendt_____ Mr. Curtis_____ Mr. Fortlage_____

Move: Claudia Hower Second: Mark Curtis Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Anita Juby

X. APPROVAL OF MINUTES

Special Meeting of December 4, 2019

- ROLL CALL: Mrs. Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr. Virost_____ Mrs. Arendt_____ Mr. Curtis_____ Mr. Fortlage_____ Mr. Gilbride_____

Move: Claudia Hower Second: Jacquelyn Arendt Status:

Yes: Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Anita Juby

Abstain: Mark Curtis, Russ Fortlage

XI. COMMENTS FROM THE PUBLIC

The Board values and encourages public comment on education 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).

Move 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 October 2019.

- Five Year Forecast:

Acceptance of the Five Year Forecast.

- ROLL CALL: Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr. Virost_____ Mrs. Arendt_____ Mr. Curtis_____ Mr. Fortlage_____ Mr. Gilbride_____ Mrs. Hower_____

Move: Mark Curtis Second: Claudia Hower Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Anita Juby

XIII. NEW BUSINESS - Personnel

Resolution #2019-12 38 Personnel Items Recommended (may be handled as one motion).

Move 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.

A. ADMINISTRATIVE, SUPPORT, & CLASSIFIED EXEMPT

- Amend Resolution #2019-6 23 (4):

Amend Resolution #2019-6 23 (4) from Community Liaison to Business Liaison and from 260 days to 220 days.

2019-12 38 (1)

- Employment:

Per Resolution # , approve the employment of Gina Mutch as Business Liaison, effective November 1, 2019 through June 30, 2022, on a three-year, limited contract for 220 days annual, at Liaison, Step 4 per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

2019-12 38 (2)

- Replacement:

Authorize the replacement of a Career Specialist due to the movement of Gina Mutch to Business Liaison.

2019-12 38 (3)

- New Position:

Authorize the creation of an additional Career Specialist position.

2019-12 38 (4)

B. CERTIFICATED

- Adult Education Instructors' List 2019-20 School Year:

Approve the addition of Angela Shaw to the part-time Adult Education Instructors' List for the 2019-20 school year.

2019-12 38 (5)

- High School Substitutes' List 2019-20 School Year:

Approve the addition of Nancy Muscatello to the High School Substitutes' List for the 2019-20 school year.

2019-12 38 (6)

- 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, approve 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.

* Connie Mangan to attend One Day University, February 22, 2020 in Cleveland, OH

* Melissa Munro to attend SREB Summer Conference, July 7-10, 2020 in New Orleans, LA

* Stacey McNamara to attend SREB Summer Conference, July 7-10, 2020 in New Orleans, LA

2019-12 38 (7)

- Employment:

Authorize the Superintendent to employ Long-Term Substitutes for Certified positions when certificate/license, state boards, or other circumstances require an industry-trained professional to deliver instruction. The employment will be at Step 0-A of the Teacher Salary Schedule, be considered when the leave is greater than 10 days, and not extend beyond the current school year.

2019-12 38 (8)

C. CLASSIFIED

- Resignation/Retirement:

Approve the resignation of Ganna Khristenko, Part-time Administrative Assistant to the School of Nursing, effective November 14, 2019.

2019-12 38 (9)

- Replacement:

Approve the replacement of a Part-time Administrative Assistant to the School of Nursing.

2019-12 38 (10)

- Classified Substitutes' List for 2019-20 School Year:

Approve Aaron Sharpe to the Classified Substitutes' List for the 2019-20 School Year.

2019-12 38 (11)

- Work Approval:

Approve Educational Aides to attend Professional Development on January 17, 2020 up to 7.5 hours.

2019-12 38 (12)

- Student Employment:

Approve the employment of Peter Janka to perform information technology services on an as needed basis at a rate of \$8.55 per hour for the 2019-20 school year.

2019-12 38 (13)

- ROLL CALL: Mrs. Kitson _____ Mr. Suchocki _____ Mr. Virost _____ Mrs. Arendt _____ Mr. Curtis _____ Mr. Fortlage _____ Mr. Gilbride _____ Mrs. Hower _____ Mrs. Juby _____

Move: Jacquelyn Arendt Second: Claudia Hower Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Anita Juby

XIV. NEW BUSINESS - Non-personnel

Resolution #1219-12 39 Non-personnel Items Recommended (may be handled as one motion).

Move to accept all of the following items, as recommended by the Superintendent.

- Disposal of Inventory items:

Approve the disposal of varied inventory items as listed.

2019-12 39 (1)

- Donations:

Accept donations as per resolution #1976-167.

2019-12 39 (2)

- Professional Meeting Days:

Approve Gina Mutch, Business Liaison, to attend the National ACTE Policy Seminar in Washington, D.C. March 29-April 1, 2020. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by the Superintendent, dependent upon world events.

2019-12 39 (3)

- Professional Meeting Days:

Approve Jacquelyn Arendt, Board of Education Member, to attend the National School Boards Association Advocacy Institute in Washington, DC January 31-February 4, 2020. Travel expenses to be shared with North Royalton City School District, 50/50, not to exceed \$800.00, and in accordance with CVCC Board Policy and Administrative Guidelines.

2019-12 39 (4)

- Instruction:

Approve the following EMS professionals to deliver instruction in the Fire & EMS Academy:

- * Pat Corrigan
- * John Padley
- * Scott Altshuler
- * Beatrice Gomez
- * Lara Cox
- * Jamie Brown
- * Steve Westcott

2019-12 39 (5)

- Approve Instructor Cost:

Approve Instructor Cost from Cuyahoga Community College to provide certified instructors for the Fire & EMS Academy. Not to exceed \$6,859.98.

2019-12 39 (6)

- ROLL CALL: Mr. Suchocki _____ Mr. Virost _____ Mrs. Arendt _____ Mr. Curtis _____ Mr. Fortlage _____ Mr. Gilbride _____ Mrs. Hower _____ Mrs. Juby _____ Mrs. Kitson _____

Move: Claudia Hower Second: Christine Kitson Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Russ Fortlage, Anita Juby

Abstain: Jacquelyn Arendt

XV. MOTION TO GO TO EXECUTIVE SESSION (Board will reconvene after Executive Session; no action will be taken.)

To "discuss matters required to be kept confidential by state or federal law."

- ROLL CALL: Mr. Virost_____ Mrs. Arendt_____ Mr. Curtis_____ Mr. Fortlage_____ Mr. Gilbride_____ Mrs. Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____

7:36 p.m.

Move: Russ Fortlage Second: Claudia Hower Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Anita Juby

XVI. CALL TO ORDER FOLLOWING EXECUTIVE SESSION

- ROLL CALL: Mrs. Arendt_____ Mr. Curtis_____ Mr. Fortlage_____ Mr. Gilbride_____ Mrs. Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr. Virost_____

Move: Jacquelyn Arendt Second: Mark Curtis Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Anita Juby

XVII. ADJOURN

7:48 p.m.

- ROLL CALL: Mr. Curtis_____ Mr. Fortlage_____ Mr. Gilbride_____ Mrs. Hower_____ Mrs. Juby_____ Mrs. Kitson_____ Mr. Suchocki_____ Mr. Virost_____ Mrs. Arendt_____

Move: Russ Fortlage Second: Anita Juby Status: Passed

Yes: Mark Curtis, Christine Kitson, James Virost, Claudia Hower, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Anita Juby

Next meetings:

* Organizational Board Meeting: Thursday, January 9, 2020 at 5:30 p.m. in Conference Room A

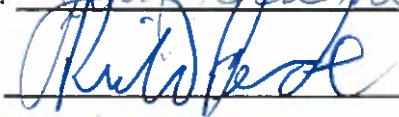
* Regular Meeting: Thursday, January 9, 2020 at the conclusion of the Organizational Meeting in Conference Room A

* Special Board Meeting: Thursday, January 23, 2020 at 6:30 p.m. in Conference Room 670

*APPROVED: _____



*ATTESTED: _____



*DATE: 1-9-2020

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