



**CUYAHOGA VALLEY
CAREER CENTER**

**Cuyahoga Valley Career Center
Board
June 2017 Board Meeting
June 22, 2017, 6:30 pm - 8:00 pm
Conference Room A**

MINUTES

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Cuyahoga Valley Career Center
Board
June 2017 Board Meeting
Thursday, June 22, 2017, 6:30 pm - 8:00 pm
Conference Room A

In Attendance

Christine Kitson; Claudia Hower; Gary Suchocki; James
Gilbride; James Virost; Lynne Laski; Russ Wells

Not In Attendance

Kathleen Mack; Mark Curtis

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

I. Call to Order

Vice President Mrs. Kitson called the meeting to order at 6:38 PM.

II. Pledge of Allegiance

III. Roll Call

Mr. Curtis____ Mr. Gilbride____ Mrs. Hower____ Mrs. Kitson____ Mrs.
Laski____ Mrs. Mack____ Mr. Suchocki____ Mr. Virost____ Mr.
Wells____

IV. PRESIDENT'S REPORT

* Superintendent Announcement

V. SUPERINTENDENT'S REPORT

- * Summer Camps
- * Building and Facility Rental Report
- * Maintenance/Transportation Agreement with Brecksville-Broadview Heights School District
- * Bullying/Harassment Report, 2nd Semester
- * News Flash

VI. COMMITTEE REPORTS

- * Building and Grounds, Russ Wells, Chairperson: 4:30 PM, June 22, 2017
- * Legislative Liaison, Mark Curtis, Chairperson

VII. APPROVAL OF MINUTES

- * Regular Meeting of May 25, 2017
- * Special Board Meeting of May 30, 2017
- * Special Meeting of June 15, 2017

Move: Lynne Laski Second: Russ Wells Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells, Claudia Hower, James Gilbride, Gary Suchocki

- ROLL CALL: Mr. Gilbride _____ Mrs. Hower _____ Mrs. Kitson _____
Mrs. Laski _____ Mrs. Mack _____ Mr. Suchocki _____ Mr. Virost _____
Mr. Wells _____ Mr. Curtis _____

Move: Lynne Laski Second: Russ Wells Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells, Claudia Hower, James Gilbride, Gary Suchocki

VIII. 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.

IX. FINANCES

Resolution #2017-6 28 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 May 2017.

2017-6 28 (1)

- Advance of Funds:

Authorize the advance of funds in the amount of \$7,000.00 from Fund 001 (General) to Fund 009 (Uniform School Supplies).

2017-6 28 (2)

- Approve Appropriation Modification:

Approve the following Appropriation Modifications:

Fund 001: Decrease from \$14,269,697.33 to \$14,201,697.33

Fund 018: Increase from \$17,175.62 to \$17,675.62

Fund 019: Increase from \$202.81 to \$2,952.81

2017-6 28 (3)

- Approve Revised FY17 Appropriations:

Approve the revised appropriation resolution as presented for fiscal year 2017.

2017-6 28 (4)

- Approve FY18 Appropriations:

Approve the following appropriations for the 2017-18 year.

2017-6 28 (5)

- ROLL CALL: Mrs. Hower____ Mrs. Kitson____ Mrs. Laski____
Mrs. Mack____ Mr. Suchocki____ Mr. Virost____ Mr. Wells____
Mr. Curtis____ Mr. Gilbride____

Move: Gary Suchocki Second: Russ Wells Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells, Claudia Hower, James Gilbride, Gary Suchocki

X. NEW BUSINESS - Personnel

Resolution #2017-6 29 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:

A. CERTIFICATED

- Adult Education Instructors' List 2017-18 School Year:

Approve the addition of Kitty Still to the part-time Adult Education Instructors' List for the 2017-18 school year.

2017-6 29 (1)

- Approve Teachers as Resident Educators:

Approve the following teachers for payment as Resident Educators for the 2016-17 school year: Kim Morton, Laurie Robusto, Patrick Rubensaal, Matt Schoeffler, Victoria Vachon, and Erik Ward.

2017-6 29 (2)

- Supplemental Contract for Green Team Teaching Staff Members:

Approve a supplemental contract for the following teaching staff members of the Green Team for the 2017-18 school year in the amount of \$200.

Pete Theodore John Spano

2017-6 29 (3)

- 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.

2017-6 29 (4)

B. CLASSIFIED

- Retirement:

Approve the retirement of Sandra Soroka, Payroll/Treasurer's Assistant, effective September 30, 2017.

2017-6 29 (5)

- Employment:

Per resolution #2017-4 21 (25), approve the employment of Peter France as Educational Aide, effective August 23, 2017 through June 30, 2018, on a one year, limited contract for 180 days, at Educational Aide, Step 2, \$16.28 per hour per the agreement between the Cuyahoga Valley Career Center Board of Education

and the Ohio Association of Public School Employees (OAPSE).

2017-6 29 (6)

- Student Employment:

Approve the employment of the following students to perform summer maintenance/custodial and IT services on an as needed basis at a rate of \$8.15 per hour.

- * Justin McCrary
- * Kyle Bettiskey
- * Tyree Haugabrook
- * Adam Karpowicz

2017-6 29 (7)

- ROLL CALL: Mrs. Kitson____ Mrs. Laski____ Mrs. Mack____ Mr. Suchocki____ Mr. Virost____ Mr. Wells____ Mr. Curtis____ Mr. Gilbride____ Mrs. Hower____

Move: Claudia Hower Second: Gary Suchocki Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells, Claudia Hower, James Gilbride, Gary Suchocki

XI. NEW BUSINESS - Non-personnel

Resolution #2017-6 30 Other Items Recommended (may be handled as one motion).

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

- Disposal of Inventory Items:

Approve the disposal of varied inventory items as listed.

2017-6 30 (1)

- Donations:

Accept donations per Resolution #1976-167 as listed:

2017-6 30 (2)

- Adult, Tuition, Community School Students Enrolled in High School Programs:

Approve the adult, tuition, and community school students for enrollment in high school programs as listed.

2017-6 30 (3)

- CVCC Adult Education Handbooks for Career Development

Programs:

Approve the revisions to CVCC Adult Education Handbooks for Career Development Programs as follows: Cosmetology, Health Careers, EMT, Industrial Careers, and Nursing.

2017-6 30 (4)

• Policies:

Conduct the second reading and adoption of policies reviewed and recommended by the Policy Committee, and as presented at the May 25, 2017, Board of Education Meeting as recommended by the Superintendent and Executive Director.

Policy # & Topic:

0142 Membership
2461 Recording of District Meetings Involving Student and/or Parents
2623 Student Assessment and Academic Intervention Services
3120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities
3217 Weapons
3220 Standard-Based Teacher Evaluation
4217 Weapons
5111.01 Homeless Students
5111.03 Children and Youth in Foster Care
5200 Attendance
5460 Graduation Requirements
5610 Removal, Suspension, Expulsion, and Permanent Exclusion of Students
5630.01 Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion
6320 Purchases
6325 Procurement-Federal Grants/Funds
6423 Use of Credit Cards
7217 Weapons
8210 School Calendar
8300 Continuity of Organizational Operations Plan
8305 Information Security
8310 Public Records
8320 Personnel Files
8330 Student Records
8340 Letters of Reference
8452 Automated External Defibrillators (AED)

8500 Food Services

8510 Wellness

2017-6 30 (5)

- Cisco Academy and Training:

Approve the Local Cisco Academy Agreement for the period beginning July 1, 2017 and ending June 30, 2018, and a \$3,500 payment to Cuyahoga Community College to provide training.

2017-6 30 (6)

- Liability, Property and Fleet Insurance:

Approve the purchase of liability, property and fleet insurance from Wright Specialty/Catlin Insurance Company for the period beginning July 1, 2017 and ending June 30, 2018.

Liability:

Deductible: \$2,500

General Liability Coverage: \$1 Million per occurrence, \$2 Million aggregate

Sexual Misconduct: \$1 Million per occurrence

Errors and Omission: \$1 Million per occurrence

Blanket Employee Bond Forgery/Computer Fraud - Limit \$500,000

Property:

Blanket Building and Contents: Value \$60,284,884, deductible \$1,000

Inland Marine: \$500 deductible

EDP/AV/Music/Misc. Equip: \$500 deductible

Boiler & Machinery: \$1,000 deductible

Fleet:

\$1 Million combined single limit

\$500 deductible for 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

Annual Premium: \$35,987

2017-6 30 (7)

- Approve Agreement with Cuyahoga County Board of Health:

Approve agreement to authorize the Cuyahoga County Board of Health to utilize our facility for mass clinics required to conduct disease prevention and control activities. This agreement will remain in effect for a continuing period of time and can be terminated upon 30 days written notice.

2017-6 30 (8)

- Workforce Development Loan Program:

Approve Cuyahoga Valley Career Center's Adult Education Program to participate in the Ohio Workforce Development Loan Program.

2017-6 30 (9)

- ROLL CALL: Mrs. Laski____ Mrs. Mack____ Mr. Suchocki____
Mr. Virost____ Mr. Wells____ Mr. Curtis____ Mr. Gilbride____
Mrs. Hower____ Mrs. Kitson____

Move: Claudia Hower Second: James Gilbride Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells, Claudia Hower, James Gilbride, Gary Suchocki

XII. NEW BUSINESS - Other

- Resignation:

Resolution #2017-6 31 Approve the resignation of Russel Wells, CVCC Board of Education member representing North Royalton, effective July 1, 2017.

- ROLL CALL: Mrs. Mack____ Mr. Suchocki____ Mr. Virost____
Mr. Wells____ Mr. Curtis____ Mr. Gilbride____ Mrs. Hower____
Mrs. Kitson____ Mrs. Laski____

Move: James Gilbride Second: Gary Suchocki Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells, Claudia Hower, James Gilbride, Gary Suchocki

XIII. MOTION TO GO TO EXECUTIVE SESSION:

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

7:46 PM

- ROLL CALL: Mr. Suchocki____ Mr. Virost____ Mr. Wells____ Mr.
Curtis____ Mr. Gilbride____ Mrs. Hower____ Mrs. Kitson____

Mrs. Laski _____ Mrs. Mack _____

Move: Gary Suchocki Second: Lynne Laski Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells,
Claudia Hower, James Gilbride, Gary Suchocki

XIV. CALL TO ORDER FOLLOWING EXECUTIVE SESSION:

8:38 PM

- ROLL CALL: Mr. Virost _____ Mr. Wells _____ Mr. Curtis _____ Mr. Gilbride _____ Mrs. Hower _____ Mrs. Kitson _____ Mrs. Laski _____ Mrs. Mack _____ Mr. Suchoki _____

Move: Lynne Laski Second: James Gilbride Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells,
Claudia Hower, James Gilbride, Gary Suchocki

XV. ADJOURN

Meeting adjourned at 8:39 PM.

- ROLL CALL: Mr. Wells _____ Mr. Curtis _____ Mr. Gilbride _____ Mrs. Hower _____ Mrs. Kitson _____ Mrs. Laski _____ Mrs. Mack _____ Mr. Suchoki _____ Mr. Virost _____

Move: Gary Suchocki Second: Lynne Laski Status: Passed

Yes: Christine Kitson, Lynne Laski, James Virost, Russ Wells,
Claudia Hower, James Gilbride, Gary Suchocki

- Next Board of Education Meeting:
 - * Special Board of Education Meeting - Saturday, July 29, 9:00 AM -12:00 PM, ESC of Cuyahoga County
 - * Regular Board of Education Meeting - Thursday, August 24, 2017 at 6:30 PM.

*APPROVED: Kathleen Mack

*ATTESTED: [Signature]

*DATE: 8-24-17