



**CAREER AND TECHNOLOGY EDUCATION CENTERS OF LICKING COUNTY
BOARD OF EDUCATION MEETING AGENDA**

March 20, 2018

5:30 p.m.

Visitors are welcome to our Board Meeting. You may address the Board during the public comments portion of the agenda action items. This means you are permitted to make comments on items that appear on the agenda during the first public comments portion of the agenda and you are permitted to make comments on non-agenda items during the second public comments portion of the agenda. In order to permit the fair and orderly expression of such comments, your comments will be limited to no more than five minutes. The total public comment time permitted on a single issue will be twenty minutes. Before and after the meeting you may furnish the Board with a written synopsis of your remarks and any supporting information.

1. Roll Call
2. Pledge of Allegiance
3. Request for an Executive Session to discuss and consider matters required to be kept confidential by federal law or regulations, or state statutes, with possible action to follow (tentative)
4. Presentation: Mrs. Lauren Massie, Director of Adult Education
5. Minutes of February 26, 2018 Board of Education Meeting
6. Hearing of the public (agenda items)
7. Superintendent's Recommendations
 - A. To approve the Teaching Professions Program, to be housed at Licking Heights High School, beginning the 2018-2019 school year
 - B. Personnel
 1. To accept the resignation of Harold E. (Gene) Richardson, Custodian, for the purpose of retirement, effective May 15, 2018

- 2. To employ Kyra Schumaker as Cafeteria Worker, Step 0 on the Cafeteria Worker Salary Schedule, for the 2017-2018 school year at the rate of \$10.82 per hour, not to exceed 28 hours per week
- 3. To approve the following instructor to develop a course of study for Advanced Placement Computer Science Principles

Ryan Johnston \$900.00

- 4. To approve Ryan Johnston, Information Technology Instructor, to attend Advanced Placement Computer Science Training for the 2018-2019 school year, to be held June 18 – 22, 2018 at Florida A&M University in Tallahassee, Florida, to be paid at the daily work-service rate of \$100.00 per day, with travel and expenses to be paid by the Granville Exempted Village School District
- 5. To approve the assignment and transfer of the following instructors into the following positions beginning the 2018-2019 school year

Kristan Blackledge – Pre-Engineering at Heath Middle School
 Beverly Chopin – Teaching Professions at Licking Heights High School
 Nicholas Hancock – Pre-Engineering at Licking Valley Middle School

- 6. To approve the following Adult Education Center's part-time personnel, on an as needed basis, for the 2017-2018 school year

Healthcare – Medical Coding Kyna McKempson *	\$21.00 per hour
Healthcare – STNA Class Melissa Scott *	\$21.00 per hour
Healthcare – STNA Clinical Melissa Scott *	\$22.00 per hour
Massage Therapy Melissa Scott *	\$21.00 per hour

Adult Education part-time, continued

Medical Assistant Melissa Scott *	\$21.00 per hour
Office Technology – Medical Office Specialist Kyna McKempson *	\$21.00 per hour
Melissa Scott *	\$21.00 per hour
Shelia Wood	\$20.00 per hour

*pending background check

C. To approve an Adult Education Course Tuition Discount for C-TEC Employees

D. To commend and thank the following Culinary Arts students and staff for showing professionalism, pride and dedication preparing the Coughlin “You Made a Difference” Award Dinner

Laura Gray	Culinary Arts I (Licking Valley)
Daisy Hurst	Culinary Arts I (Newark)
Amber Moran	Culinary Arts I (Lakewood)
Alyssa Smith	Culinary Arts I (Licking Heights)
Branson Umensetter	Culinary Arts II (Newark)
Chef Jessica Karr	Culinary Arts I Instructor
Eydie Koski	Cook
Jessica Romine	Head Cook
Linda Thornton	Free & Reduced Lunch Coordinator

E. To approve the following Board Policy

0150 Organization

8. Treasurer's Recommendations

A. To approve the financial reports for February 2018

B. To approve amended Appropriation Resolution 2018-02

C. To approve the Licking Area Computer Association service provider contract internet agreement, at the annual rate of \$28,548.00. This service agreement shall be for the period beginning July 1, 2018 and ending June 30, 2023

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Agenda – C-TEC Board of Education
March 20, 2018

9. Hearing of the public (non-agenda items)
10. Board Members' Comments
10. Superintendent's Comments
11. Treasurer's Comments

Adjournment: Next Meeting April 24, 2018



**CAREER AND TECHNOLOGY EDUCATION CENTERS OF LICKING COUNTY
BOARD OF EDUCATION MEETING AGENDA**

February 26, 2018

5:30 p.m.

Visitors are welcome to our Board Meeting. You may address the Board during the public comments portion of the agenda action items. This means you are permitted to make comments on items that appear on the agenda during the first public comments portion of the agenda and you are permitted to make comments on non-agenda items during the second public comments portion of the agenda. In order to permit the fair and orderly expression of such comments, your comments will be limited to no more than five minutes. The total public comment time permitted on a single issue will be twenty minutes. Before and after the meeting you may furnish the Board with a written synopsis of your remarks and any supporting information.

1. Roll Call
2. Pledge of Allegiance
3. Request for an Executive Session to discuss matters required to be kept confidential by federal law or regulations, or state statutes, with possible action to follow (tentative)
4. Presentation: Mrs. Stephanie Priestnal, Director of District Services
5. Minutes of January 11, 2018 Regular and Organizational Board of Education Meetings
6. Hearing of the public (agenda items)
7. Superintendent's Recommendations
 - A. Personnel
 1. To accept the resignation of Sheila Hoy, Cafeteria Worker, effective March 2, 2018
 2. To employ Noah Cooksey as Adult Education CNC Machining and Ariel Corporation Instructor/Coordinator, Step 0 on the Instructor/Coordinator Salary Schedule, seventeen (17) month contract from March 1, 2018-July 31, 2019, at the annual rate of \$57,181.00, pending background check

3. To approve Charles Hill, Intervention Specialist, to provide tutoring services for students on an as needed basis, at the rate of \$25.00 per hour for 5 hours per week for the 2017-2018 school year
4. To approve Andrea Scott, English Instructor, to provide tutoring services for students on an as needed basis, at the rate of \$25.00 per hour for 5 hours per week, for the 2017-2018 school year
5. To approve Julie Wolfe as substitute teacher, on an as needed basis, for the 2017-2018 school year at the rate of \$95.00 per day, pending background check
6. To approve the Adult Education Center’s part-time personnel, on an as needed basis, for the 2017-2018 school year

Aspire

Brooklin Bowers * \$19.00 per hour

CP&P – Instructor

Lori Mazzone \$28.00 per hour

Healthcare – STNA

June Nicodemus * \$18.00 per hour

Massage Therapy

Tricia Davis * \$17.00 per hour

Jackie Sullivan * \$18.00 per hour

Medical Assistant

Patricia Goslin \$23.00 per hour

June Nicodemus * \$18.00 per hour

Office Technology – Medical Specialist

Diann Caudill \$18.00 per hour

June Nicodemus * \$20.00 per hour

Public Safety – Administrative

Neil (Bruce) Gottfried \$23.00 per hour

David McBride * \$20.00 per hour

Public Safety – Customized Training

David McBride * \$23.00 per hour

Adult Education part-time, continued

Public Safety – EMT	
David McBride *	\$20.00 per hour
Public Safety – EMT FMS (High School)	
David McBride *	\$20.00 per hour
Public Safety – Fire EMS (High School)	
David McBride *	\$20.00 per hour
Public Safety – FMS (High School) Administrative	
Neil (Bruce) Gottfried	\$23.00 per hour
David McBride *	\$20.00 per hour

- B. To approve an out-of-state field trip to Asheville, North Carolina for Architectural & Engineering Design students on April 26 and April 27, 2018. The trip will be paid for by fundraisers, class funds and student/parent personal funds
- C. To approve the Business Program, to be housed at Granville High School, beginning the 2018-2019 school year, contingent upon funding agreement
- D. To approve the Pre-Engineering Program, to be housed at Licking Valley Middle School, beginning the 2018-2019 school year
- E. To approve the Pre-Engineering Program, to be housed at Licking Heights Middle School, beginning the 2018-2019 school year
- F. To hold the first read of the following Board Policy

0150 Organization

- G. Donations
Mr. Scott Cox
8300 Creekstone Lane
Blacklick, OH 43004
1998 Ford Explorer to be used by the Automotive Technicians Program

Rotary Club of Newark Ohio
PO Box 145
Newark, OH 43058-0145
\$1,000.00 for the CareerXpress Junior Conference Keynote Speaker

Donations, continued

John Fisher
Licking County Job & Family Services
74 S. 2nd Street
Newark, OH 43055
Up to \$11,500.00 for CareerExpress Junior Conference student lunches

8. Treasurer's Recommendations

- A. To approve the financial reports for January 2018
- B. To approve Resolution 2018-01 Accepting Amount and Rates as determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor
- C. To approve a lease agreement with Licking Memorial Health Systems to utilize the C-TEC Greenhouse as well as a mutually agreed upon portion of outdoor greenspace adjacent to the Greenhouse at the rate of \$125.00 per month, effective March 1, 2018 through February 28, 2019 subject to one (1) year automatic renewals
- D. To approve revisions to the following Purpose Statement & Budgets

Adult Cosmetology
Diesel Power Equipment Mechanics
SkillsUSA

- 9. Hearing of the public (non-agenda items)
- 10. Board Members' Comments
- 11. Superintendent's Comments
- 12. Treasurer's Comments
- 13. Request for an Executive Session to consider the employment of a public employee

Adjournment: Next Meeting March 20, 2018



Board of Education Minutes

Newark, Ohio

February 26, 2018

The audio recording, resolutions passed, any attachments, and the following constitute an accurate record of the C-TEC Board of Education Proceedings at the above dated meeting as determined by the Treasurer/CFO.

The Career and Technology Education Centers of Licking County, Board of Education, met in a regular session in the Board of Education Conference Room at 222 Price Road, Newark, Ohio on February 26, 2018.

The meeting was called to order at 5:32 p.m. The following Board Members were present at roll call: Mr. Tim Carr, Mr. Matthew Clark, Dr. Jennifer Cornman, Mr. Freddie Latella, Mrs. Jennifer McDonald, Mr. Forest Yocum and Ms. Bev Niccum

18:005

Dr. Jennifer Cornman moved and Mr. Matthew Clark seconded the approval of the Board of Education Regular and Organizational meeting minutes of January 11, 2018

YEA: CORNMAN, CLARK, CARR, LATELLA, MCDONALD, YOCUM, and NICCUM

The President advised the motion carried

18:006

Mr. Forest Yocum moved and Mrs. Jennifer McDonald seconded the approval of the Superintendent's Recommendations

A. Personnel

1. To accept the resignation of Sheila Hoy, Cafeteria Worker, effective March 2, 2018
2. To employ Noah Cooksey as Adult Education CNC Machining and Ariel Corporation Instructor/Coordinator, Step 0 on the Instructor/Coordinator Salary Schedule, seventeen (17) month contract from March 1, 2018-July 31, 2019, at the annual rate of \$57,181.00, pending background check
3. To approve Charles Hill, Intervention Specialist, to provide tutoring services for students on an as needed basis, at the rate of \$25.00 per hour for 5 hours per week for the 2017-2018 school year

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5. To approve Julie Wolfe as substitute teacher, on an as needed basis, for the 2017-2018 school year at the rate of \$95.00 per day, pending background check
6. To approve the Adult Education Center's part-time personnel, on an as needed basis, for the 2017-2018 school year

Aspire Brooklin Bowers *	\$19.00 per hour
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Massage Therapy Tricia Davis *	\$17.00 per hour
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Medical Assistant Patricia Goslin	\$23.00 per hour
June Nicodemus *	\$18.00 per hour
Office Technology – Medical Specialist Diann Caudill	\$18.00 per hour
June Nicodemus *	\$18.00 per hour
Public Safety – Administrative Neil (Bruce) Gottfried	\$23.00 per hour
David McBride *	\$20.00 per hour
Public Safety – Customized Training David McBride *	\$23.00 per hour

Adult Education part-time, continued

Public Safety – EMT David McBride *	\$20.00 per hour
Public Safety – EMT FMS (High School) David McBride *	\$20.00 per hour
Public Safety – Fire EMS (High School) David McBride *	\$20.00 per hour
Public Safety – FMS (High School) Administrative Neil (Bruce) Gottfried	\$23.00 per hour
David McBride *	\$20.00 per hour

*pending background check

YEA: YOCUM, MCDONALD, CARR, CORNMAN, CLARK, LATELLA, and NICCUM
The President advised the motion carried

18:007

Mr. Tim Carr moved and Dr. Jennifer Cornman seconded the approval of the Superintendent's Recommendations

- B. To approve an out-of-state field trip to Asheville, North Carolina for Architectural & Engineering Design students on April 26 and April 27, 2018. The trip will be paid for by fundraisers, class funds and student/parent personal funds
- C. To approve the Business Program, to be housed at Granville High School, beginning the 2018-2019 school year, contingent upon funding agreement
- D. To approve the Pre-Engineering Program, to be housed at Licking Valley Middle School, beginning the 2018-2019 school year
- E. To approve the Pre-Engineering Program, to be housed at Licking Heights Middle School, beginning the 2018-2019 school year
- F. To hold the first read of the following Board Policy

0150 Organization

G. Donations

Mr. Scott Cox
8300 Creekstone Lane
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1998 Ford Explorer to be used by the Automotive Technicians Program

Rotary Club of Newark Ohio
PO Box 145
Newark, OH 43058-0145
\$1,000.00 for the CareerXpress Junior Conference Keynote Speaker

John Fisher
Licking County Job & Family Services
74 S. 2nd Street
Newark, OH 43055
Up to \$11,500.00 for CareerExpress Junior Conference student lunches

YEA: CARR, CORNMAN, CLARK, LATELLA, MCDONALD, YOCUM, and NICCUM
The President advised the motion carried

18:008

Mr. Matthew Clark moved and Mr. Freddie Latella seconded the approval of the Treasurer's Recommendations

- A. To approve the financial reports for January 2018
- B. To approve Resolution 2018-01 Accepting Amount and Rates as determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor
- C. To approve a lease agreement with Licking Memorial Health Systems to utilize the C-TEC Greenhouse as well as a mutually agreed upon portion of outdoor greenspace adjacent to the Greenhouse at the rate of \$125.00 per month, effective March 1, 2018 through February 28, 2019 subject to one (1) year automatic renewals
- D. To approve revisions to the following Purpose Statement & Budgets
Adult Cosmetology
Diesel Power Equipment Mechanics
SkillsUSA

YEA: CLARK, LATELLA, CARR, CORNMAN, MCDONALD, YOCUM and NICCUM
The President advised the motion carried

18:009

Dr. Jennifer Cornman moved and Mr. Tim Carr seconded the motion to enter into Executive Session to consider the employment of a public employee

YEA: CORNMAN, CARR, CLARK, LATELLA, MCDONALD, YOCUM and NICCUM
The President advised the motion carried

The Board Members entered into Executive Session at 6:08 p.m.

The Board Members returned to Regular Session at 6:30 p.m.

18:010

Mr. Forest Yocum moved and Dr. Jennifer Cornman seconded the motion that the meeting be adjourned

YEA: YOCUM, CORNMAN, CARR, CLARK, LATELLA, MCDONALD, and NICCUM
President advised the meeting be adjourned at 6:30 p.m.

President

Treasurer/CFO

AGENDA
CAREER AND TECHNOLOGY EDUCATION CENTERS OF LICKING COUNTY
BOARD OF EDUCATION
ORGANIZATIONAL MEETING
JANUARY 11, 2018
5:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Election of Officers
 - A. President
 - B. Vice President
5. Appoint Ohio School Boards Association Legislative Liaison
6. Appoint Ohio School Boards Association Legislative Liaison Alternate
7. Appoint Ohio School Boards Association Student Achievement Liaison
8. Appointment of Bricker and Eckler as legal consultants, as needed
9. Designation of The Advocate as official newspaper for notification
10. Designation of day, place, and time for regular Board Meetings, which shall be held at least once every two months
11. Appoint Joyce L. Malainy, Ed.D., C-TEC Superintendent, as Purchasing Agent
12. Appoint Joyce L. Malainy, Ed.D., C-TEC Superintendent, as Federal Administrator
13. Request for authorization of the Superintendent to employ personnel, as needed, pending Board approval at its next regular meeting
14. Request for authorization of the Superintendent, on behalf of the Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

15. Request for authorization of the Superintendent to make application for appropriate local, state, and/or federal funds and grants
16. Request to authorize \$5,000.00 for Board Service Fund
17. Request to Authorize the Following Petty Cash Funds:
 - \$ 200.00 for Treasurer
18. Request to authorize the following change funds:
 - \$ 50.00 Adult Education Office
 - \$150.00 Bistro
 - \$400.00 Cafeteria
 - \$100.00 Cosmetology Lab
 - \$ 50.00 Maintenance Department
 - \$100.00 Student Fees
 - \$150.00 Treasurer's Office
19. Request for authorization of the Treasurer to invest inactive monies
20. Request for authorization of the Treasurer to approve bills for payment
21. Adjournment



Board of Education Minutes

Newark, Ohio

January 11, 2018

The audio recording, resolutions passed, any attachments, and the following constitute an accurate record of the C-TEC Board of Education Proceedings at the above dated meeting as determined by the Treasurer/CFO.

The Career and Technology Education Centers of Licking County, Board of Education, met in an organizational meeting in the Board of Education Conference Room at 222 Price Road, Newark, Ohio on January 11, 2018.

The meeting was called to order at 5:03 p.m.

Ms. Bev Niccum was administered the Oath of Office by Benjamin R. Streby, Treasurer/CFO prior to the meeting.

The following Board Members were present at roll call: Mr. Tim Carr, Mr. Matthew Clark, Dr. Jennifer Cornman, Mr. Freddie Latella, Mrs. Jennifer McDonald, Mr. Forest Yocum and Ms. Bev Niccum

18:001

Ms. Niccum opened the floor for nominations for the office of President

Dr. Jennifer Cornman nominated Ms. Bev Niccum

Upon no further nominations Ms. Niccum closed nominations and a vote was taken

YEA: CORNMAN, CARR, CLARK, LATELLA, MCDONALD, and YOCUM

ABSTAIN: NICCUM

Ms. Niccum confirmed that Ms. Bev Niccum was elected to the office of President

18:002

Ms. Niccum opened the floor for nominations for the office of Vice President

Mr. Freddie Latella nominated Dr. Jennifer Cornman

Upon no further nominations President Niccum closed nominations and a vote was taken

YEA: LATELLA, CARR, CLARK, CORNMAN, MCDONALD, YOCUM, and NICCUM
The President confirmed that Dr. Jennifer Cornman was elected to the office of Vice President

18:003

Mr. Matthew Clark moved and Mrs. Jennifer McDonald seconded the approval of items 5-20

5. Appoint Ohio School Boards Association Delegate and Legislative Liaison, Mr. Forest Yocum
6. Appoint Ohio School Boards Association Delegate and Legislative Liaison Alternate, Mr. Freddie Latella
7. Appoint Ohio School Boards Association Student Achievement Liaison, Matthew Clark
8. Appointment of Bricker and Eckler as legal consultants, as needed
9. Designation of The Advocate as official newspaper for notification
10. Designation the fourth Tuesday of each month at 5:30 p.m., as the regular Board Meeting date to take place at 222 Price Road, Newark, Ohio 43055, for the maximum number of meetings, per board policy
11. Appoint Joyce L. Malainy, Ed.D., C-TEC Superintendent, as Purchasing Agent
12. Appoint Joyce L. Malainy, Ed.D., C-TEC Superintendent, as Federal Administrator
13. Request for authorization of the Superintendent to employ personnel, as needed, pending Board approval at its next regular meeting
14. Request for authorization of the Superintendent, on behalf of the Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.
15. Request for authorization of the Superintendent to make application for appropriate local, state, and/or federal funds and grants
16. Request to authorize \$5,000.00 for Board Service Fund

17. Request to Authorize the Following Petty Cash Funds:

\$ 200.00 for Treasurer

18. Request to authorize the following change funds:

\$ 50.00 Adult Education Office

\$150.00 Bistro

\$400.00 Cafeteria

\$100.00 Cosmetology Lab

\$ 50.00 Maintenance Department

\$100.00 Student Fees

\$150.00 Treasurer's Office

19. Request for authorization of the Treasurer to invest inactive monies

20. Request for authorization of the Treasurer to approve bills for payment

YEA: CLARK, MCDONALD, CARR, CORNMAN, LATELLA, YOCUM, and NICCUM
The President advised the motion carried

18:004

Dr. Jennifer Cornman moved and Mr. Tim Carr seconded the motion that the meeting be adjourned

YEA: CORNMAN, CARR, CLARK, LATELLA, MCDONALD, YOCUM, and NICCUM
The President advised the Organizational Meeting be adjourned at 5:09 p.m.

President

Treasurer/CFO



CAREER AND TECHNOLOGY EDUCATION CENTERS OF LICKING COUNTY
BOARD OF EDUCATION MEETING AGENDA

January 11, 2018

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1. Roll Call
2. Pledge of Allegiance
3. Minutes of December 19, 2017 Board of Education Meeting
4. Hearing of the public (agenda items)
5. Superintendent’s Recommendations

A. Personnel

1. To accept the resignation of Mary Bebout, Administrative Assistant, for the purpose of retirement, effective March 23, 2018
2. To approve the Adult Education Center’s part-time personnel, on an as needed basis, for the 2017-2018 school year

General & CNC Machining

David Abel	\$25.00 per hour
Noah Cooksey *	\$25.00 per hour

Healthcare – STNA & Medical Coding

Anthony Burger *	\$20.00 per hour
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Massage Therapy Anthony Burger *	\$20.00 per hour
Medical Assistant Anthony Burger *	\$20.00 per hour
Public Safety Anthony Burger *	\$20.00 per hour

* pending background check

B. To approve the following Board Policy

5200 Attendance

6. Treasurer's Recommendations

A. To approve the financial reports for December 2017

7. Hearing of the public (non-agenda items)

8. Board Members' Comments

10. Superintendent's Comments

11. Treasurer's Comments

Adjournment: Next Meeting: TBD



Board of Education Minutes

Newark, Ohio

January 11, 2018

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The Career and Technology Education Centers of Licking County, Board of Education, met in a regular session in the Board of Education Conference Room at 222 Price Road, Newark, Ohio on January 11, 2018.

The meeting was called to order at 5:09 p.m. The following Board Members were present at roll call: Mr. Tim Carr, Mr. Matthew Clark, Dr. Jennifer Cornman, Mr. Freddie Latella, Mrs. Jennifer McDonald, Mr. Forest Yocum and Ms. Bev Niccum

18:005

Mrs. Jennifer McDonald moved and Mr. Matthew Clark seconded the approval of the Board of Education meeting minutes of December 19, 2017

YEA: MCDONALD, CLARK, CARR, CORNMAN, YOCUM, and NICCUM

ABSTAIN: LATELLA

The President advised the motion carried

18:006

Mr. Forest Yocum moved and Dr. Jennifer Cornman seconded the approval of the Superintendent’s Recommendations

A. Personnel

1. To accept the resignation of Mary Bebout, Administrative Assistant, for the purpose of retirement, effective March 23, 2018
2. To approve the Adult Education Center’s part-time personnel, on an as needed basis, for the 2017-2018 school year

General & CNC Machining

David Abel \$25.00 per hour

Noah Cooksey * \$25.00 per hour

Healthcare – STNA & Medical Coding

Anthony Burger * \$20.00 per hour

Massage Therapy Anthony Burger *	\$20.00 per hour
Medical Assistant Anthony Burger *	\$20.00 per hour
Public Safety Anthony Burger *	\$20.00 per hour

* pending background check

B. To approve the following Board Policy

5200 Attendance

C. To approve a revision to the 2017-2018 school calendar

D. To rescind approval of the lease/purchase agreement between C-TEC and Cardiac Science Capital for three (3) new Automatic External Defibrillator (AED) machines

YEA: YOCUM, CORNMAN, CARR, CLARK, LATELLA, MCDONALD, and NICCUM
The President advised the motion carried

18:007

Mr. Tim Carr moved and Mr. Matthew Clark seconded the approval of the Treasurer's Recommendations

A. To approve the financial reports for December 2017

YEA: CARR, CLARK, CORNMAN, LATELLA, MCDONALD, YOCUM and NICCUM
The President advised the motion carried

18:008

Dr. Jennifer Cornman moved and Mrs. Jennifer McDonald seconded the motion that the meeting be adjourned

YEA: CORNMAN, MCDONALD, CARR, CLARK, LATELLA, YOCUM, and NICCUM
President advised the meeting be adjourned at 5:31 p.m.

President

Treasurer/CFO