



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

June 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. Presentation: Mrs. Lauren Massie, Director of Adult Education
Mrs. Windy Murphy, Business, Industry & Manufacturing
Coordinator
4. Minutes of May 22, 2018 Board of Education Meeting
5. Hearing of the public (agenda items)
6. Superintendent's Recommendations
 - A. Personnel
 1. To approve the following classified contract

Two-Year Limited Contract
Tyler Adams Custodian
 2. To approve the following as substitute cafeteria workers, on an as needed basis for the 2018-2019 school year, at the rate of \$10.60 per hour

Mary Ann Bethel
Mary Bebout

Cafeteria Substitutes, continued

Pamela Hall
Sandy Houck
Marsha Paul

3. To approve the following as substitute Boulevard Receptionist, on an as needed basis, for the 2018-2019 school year, at the rate of \$14.00 per hour

Mary Ann Bethel
Sandy Houck

4. To approve the following as substitute Administrative Assistant, on an as needed basis, for the 2018-2019 school year, at the rate of \$14.00 per hour

Mary Bebout
Sue Burnett

5. To approve Harold (Gene) Richardson as substitute Custodian, on an as needed basis, for the 2018-2019 school year, effective July 16, 2018, at the rate of \$14.00 per hour, not to exceed 28 hours per week

6. To approve the following as Event Supervisors, on an as needed basis for the 2018-2019 school year, at the rate of \$18.00 per hour

Laura Atherton
Ken Fehrman
Matt Frischen
Kris Hall
Brian Wilfong

7. To employ Shelly Blubaugh as part-time EMIS Coordinator, on an as needed basis for the 2018-2019 school year, at the rate of \$20.00 per hour

8. To approve Maison Evans to be paid a stipend of \$100.00 per day for one (1) day to provide instruction at Summer Manufacturing Camp

9. To approve Steve Strelecky as a C-TEC van driver from June 23-31, 2018

10. To approve Steve Strelecky as a C-TEC van driver for the 2018-2019 school year

11. To approve the following personnel for supplemental positions at the rate of \$2,400.00 for the 2018-2019 school year

Kris Hall	Teacher Mentor
Adam Wallick	Teacher Mentor

12. To approve a \$2,000.00 stipend for the 2018-2019 school year for the following personnel

Mark Baker	Custodial Lead, 2 nd shift
Paul Stickdorn	Custodial Lead, 3 rd shift

13. To approve a one-year additional duty contract for Heather Salva, Social Studies Instructor, as co-chair of the Professional Development Committee in the amount of \$500.00 for the 2018-2019 school year

14. To approve the following Adult Education Center's part-time personnel, on an as needed basis, for the 2018-2019 school year

Adult Basic and Literacy Education

Allen Schwartz	\$20.00 per hour
Brooklyn Bowers	\$20.00 per hour
Cassie Spain	\$20.00 per hour
Evelyn Hauck	\$20.00 per hour
Gillian Lobkowitz	\$20.00 per hour
Joanne Stout	\$20.00 per hour
Tamara Claggett	\$20.00 per hour
Zachary Snider	\$20.00 per hour
Matthew Darrah	\$20.00 per hour
Manuel Martinez	\$20.00 per hour
Christopher Ramsey	\$20.00 per hour
Samuel Swisher *	\$20.00 per hour

Adult Basic and Literacy Education – Professional Development

Allen Schwartz	\$20.00 per hour
Brooklyn Bowers	\$20.00 per hour
Cassie Spain	\$20.00 per hour
Christopher Ramsey	\$20.00 per hour
Evelyn Hauck	\$20.00 per hour

Adult Basic and Literacy, continued

Gillian Lobkowicz	\$20.00 per hour
Joanne Stout	\$20.00 per hour
Manuel Martinez	\$20.00 per hour
Monica Martinez	\$20.00 per hour
Tamara Claggett	\$20.00 per hour
Zachary Snider	\$20.00 per hour
Matthew Darrah	\$20.00 per hour
Samuel Swisher *	\$20.00 per hour

Adult Basic and Literacy Education-Probation

Christopher Ramsey	\$20.00 per hour
--------------------	------------------

Adult Basic and Literacy Education – OMJ

Allen Schwartz	\$28.00 per hour
Joanne Stout	\$28.00 per hour

Adult Basic and Literacy Education ESOL Instructors

Gillian Lobkowicz	\$20.00 per hour
Manuel Martinez	\$20.00 per hour
Monica Martinez	\$20.00 per hour
Tamara Claggett	\$20.00 per hour
Zachary Snider	\$20.00 per hour

Adult ESOL Customized Instruction-KDC

Tammy Claggett	\$28.00 per hour
----------------	------------------

Adult Basic and Literacy Education – Tech Coordinator

Zachary Snider	\$20.00 per hour
----------------	------------------

Adult Basic and Literacy Education-Support

Christopher Ramsey	\$20.00 per hour
--------------------	------------------

Administrative Assistants

June Nash	\$15.00 per hour
June Nicodemus	\$14.00 per hour
Kathleen Roderick	\$18.00 per hour
Laura Atherton	\$14.00 per hour
Lori Swihart	\$16.00 per hour
Pam Hoffman	\$16.00 per hour

Ariel

Dave McNabb	\$27.00 per hour
Dennis Rine	\$25.00 per hour
Jack Ransom	\$25.00 per hour
Jeff Jones	\$30.00 per hour
John Mazzone	\$30.00 per hour
Larry Crothers	\$25.00 per hour
Lori Mazzone	\$28.00 per hour
Lyle Hager	\$25.00 per hour
Ron Simpson	\$20.00 per hour

Ariel- Night-Time Premium

Dennis Rine	\$28.00 per hour
Leo Collins	\$28.00 per hour

Customized Business and Industrial Training- Instructors

Donald Beers	\$25.00 per hour
Fred Hartman	\$25.00 per hour
Jack Ransom	\$23.00 per hour
John Daugherty	\$25.00 per hour
Karey Broseus	\$23.00 per hour
Leo Collins	\$25.00 per hour
Lyle Hager	\$25.00 per hour
Mark Bishop	\$23.00 per hour
Mark Bruns	\$25.00 per hour
Michael Black	\$25.00 per hour
Micheal Giffen	\$25.00 per hour
Ron Simpson	\$20.00 per hour
Ryan Haught	\$25.00 per hour
Tim Severt	\$20.00 per hour

Customized Business and Industrial Training- Owens Corning

Larry Dysart *	\$35.80 per hour
Doug Keener *	\$35.80 per hour
Brett Wilkins *	\$35.80 per hour
Brian Feaster *	\$35.80 per hour

Building Supervisors

Jack Ransom	\$18.00 per hour
Laura Atherton	\$18.00 per hour

Building Supervisors, continued

Lori Swihart	\$18.00 per hour
Ron Simpson	\$18.00 per hour
Sheila Wood	\$18.00 per hour
Tony Haas	\$18.00 per hour

Career Planning & Placement

June Nash	\$15.00 per hour
Lori Mazzone	\$28.00 per hour
Pam Hall	\$14.00 per hour
Sheila Wood	\$20.00 per hour

Career Planning & Placement - Counselors

Dan Donegan *	\$23.00 per hour
Jim Davis	\$23.00 per hour

Career Enhancement Instructors

Amparo Betancourt-Saladino	\$18.00 per hour
Erika Ballard	\$22.00 per hour
Everett McKee	\$18.00 per hour
Joyce Powell	\$18.00 per hour
Karey Broseus	\$23.00 per hour
Loren Brosie	\$18.00 per hour

Cosmetology

Diann Caudill	\$17.50 per hour
Shelby Cannon	\$20.00 per hour
Erika Ballard	\$22.00 per hour
Jacqueline Ownby	\$20.00 per hour

Edge

Zack Snider	\$25.00 per hour
-------------	------------------

Full-Time Programs

Janet Fletcher	\$22.00 per hour
Sheila Thompson	\$28.00 per hour

General CNC Machining

David Abel	\$25.00 per hour
Ron Simpson	\$20.00 per hour

General CNC, continued

William Newsom \$25.00 per hour

Heavy Truck Instructor

David McNabb \$23.00 per hour

Heavy Equipment Instructor

John White \$28.00 per hour

Leo Collins \$28.00 per hour

Heating, Ventilation, and Air Conditioning (HVAC)

Jack Ransom \$23.00 per hour

Jeff Nelson \$23.00 per hour

John Daugherty \$25.00 per hour

Heating, Ventilation, and Air Conditioning (HVAC) –Employability

Sheila Thompson \$28.00 per hour

Healthcare-Pharmacy Technician

Paul Gaulke \$20.00 per hour

Healthcare-Medical Coding

Debra Graham \$23.00 per hour

Kyna McKempson \$21.00 per hour

Marie Shuttleworth \$21.00 per hour

Nancy Lang \$22.00 per hour

Healthcare – STNA Classroom

Diann Caudill \$18.00 per hour

Janice McNealy \$18.00 per hour

June Nicodemus \$18.00 per hour

Kari Vradenburg \$22.00 per hour

Lisa Pierce-Burger \$26.00 per hour

Melissa Scott \$21.00 per hour

Patricia Goslin \$23.00 per hour

Shirley Crabtree \$23.00 per hour

Healthcare – STNA Clinical

Diann Caudill \$19.00 per hour

Janice McNealy \$18.00 per hour

Healthcare-STNA Clinical, continued

June Nicodemus	\$18.00 per hour
Kari Vradenburg	\$23.00 per hour
Lisa Pierce-Burger	\$26.00 per hour
Melissa Scott	\$22.00 per hour
Patricia Goslin	\$23.00 per hour
Shirley Crabtree	\$23.00 per hour
Patricia Goslin	\$23.00 per hour

Healthcare – STNA Administrative

Anthony Burger	\$20.00 per hour
Ginger Wortman	\$23.00 per hour

Healthcare – STNA Instructor/Coordinator

Lisa Pierce-Burger	\$26.00 per hour
--------------------	------------------

Licensed Massage Therapist

Anthony Burger	\$20.00 per hour
Carolyn Carter	\$20.00 per hour
Jackie Sullivan	\$18.00 per hour
Melissa Scott	\$21.00 per hour
Michelle Englehart *	\$20.00 per hour
Paige McCorkle	\$26.00 per hour
Trisha Davis	\$17.00 per hour

Licensed Massage Therapist- Instructor/Coordinator

Paige McCorkle	\$26.00 per hour
----------------	------------------

Multicraft Maintenance

David Buena	\$25.00 per hour
Don Beers	\$25.00 per hour
Fred Hartman	\$25.00 per hour
Jack Ransom	\$25.00 per hour
Jeff Jardell	\$25.00 per hour
Jeff Nelson	\$23.00 per hour
John Daugherty	\$25.00 per hour
Karey Broseus	\$23.00 per hour
Leo Collins	\$25.00 per hour
Lyle Hager	\$25.00 per hour
Mark Bishop	\$23.00 per hour

Multicraft Maintenance, continued

Mark Bruns	\$25.00 per hour
Michael Black	\$25.00 per hour
Nathanial Bryant	\$20.00 per hour
Ron Simpson	\$20.00 per hour
Ryan Haught	\$25.00 per hour
Steve Strelecky	\$25.00 per hour
Tim Severt	\$23.00 per hour

Network Technician

Jarrod Herbert	\$20.00 per hour
Mark Vukovic	\$23.50 per hour
Ryan Johnson	\$25.00 per hour
Shawn Decker	\$22.00 per hour

Office Technology-Medical Office Specialist

Adrienne Fleetwood	\$20.00 per hour
Anthony Burger	\$20.00 per hour
Diann Caudill	\$18.00 per hour
June Nicodemus	\$18.00 per hour
Kyna McKempson	\$20.00 per hour
Melissa Scott	\$21.00 per hour
Michelle Englehart *	\$20.00 per hour
Sheila Wood	\$20.00 per hour

Power Lineman Training

David Seel	\$30.00 per hour
Donald Tackett	\$30.00 per hour

Public Safety-EMT

Alan Ashcraft	\$21.00 per hour
Andy Baughman	\$21.00 per hour
Anita Stickle	\$21.00 per hour
Bruce Gottfried	\$21.00 per hour
Chad Deal	\$21.00 per hour
Christopher Ferris	\$21.00 per hour
Christopher Redd	\$21.00 per hour
David McBride	\$21.00 per hour
David Vermaaten	\$21.00 per hour
Earl Miller	\$27.00 per hour

Public Safety-EMT, continued

Eric Burgess	\$21.00 per hour
Ginger Wortman	\$23.00 per hour
Harold Williams	\$21.00 per hour
Heath Kempton	\$21.00 per hour
Jan Boring	\$21.00 per hour
John Antol	\$21.00 per hour
Lewis Bailey	\$21.00 per hour
Lindsey Matheny	\$21.00 per hour
Michael Bailey	\$21.00 per hour
Samantha Simpson	\$21.00 per hour
Theodore McNamara	\$21.00 per hour
Thomas Bowman	\$21.00 per hour
Todd Magers	\$21.00 per hour
Warren McCord	\$21.00 per hour

Public Safety- EMT FMS

Alan Ashcraft	\$21.00 per hour
Andy Baughman	\$21.00 per hour
Anita Stickle	\$21.00 per hour
Bruce Gottfried	\$21.00 per hour
Chad Deal	\$21.00 per hour
Christopher Ferris	\$21.00 per hour
Christopher Redd	\$21.00 per hour
David McBride	\$21.00 per hour
David Vermaaten	\$21.00 per hour
Earl Miller	\$27.00 per hour
Eric Burgess	\$21.00 per hour
Ginger Wortman	\$23.00 per hour
Harold Williams	\$21.00 per hour
Heath Kempton	\$21.00 per hour
Jan Boring	\$21.00 per hour
John Antol	\$21.00 per hour
Lewis Bailey	\$21.00 per hour
Lindsey Matheny	\$21.00 per hour
Michael Bailey	\$21.00 per hour
Paul Dubeck	\$21.00 per hour
Samantha Simpson	\$11.00 per hour
Theodore McNamara	\$21.00 per hour
Todd Magers	\$21.00 per hour

Public Safety- EMT FMS, continued

Warren McCord \$21.00 per hour

Public Safety – EMT Refresher & Paramedic Refresher

Anita Stickle \$21.00 per hour
Bruce Gottfried \$21.00 per hour
Chad Deal \$21.00 per hour
Christopher Ferris \$21.00 per hour
David McBride \$21.00 per hour EMT Refresher only
David Vermaaten \$21.00 per hour
Dirk Futral \$21.00 per hour
Earl Miller \$27.00 per hour
Eric Burgess \$21.00 per hour
Ginger Wortman \$23.00 per hour
Harold Williams \$21.00 per hour
Heath Kempton \$21.00 per hour
Jan Boring \$21.00 per hour
Jan Futral \$21.00 per hour
John Antol \$21.00 per hour
Lindsey Matheny \$21.00 per hour
Samantha Simpson \$21.00 per hour
Theodore McNamara \$21.00 per hour
Todd Magers \$21.00 per hour

Public Safety – EMT Assistant

Christopher Redd \$20.00 per hour
Dirk Futral \$13.00 per hour
Harold Williams \$20.00 per hour
Jan Futral \$14.00 per hour

Public Safety -Fire 1 & 2

Adam Gottfried \$21.00 per hour
Alan Ashcraft \$21.00 per hour
Andy Baughman \$21.00 per hour
Bradley Hill \$21.00 per hour
Brian Hoffman \$21.00 per hour
Bruce Gottfried \$21.00 per hour
Chad Deal \$21.00 per hour
Christopher Ferris \$21.00 per hour

Public Safety-Fire 1 & 2, continued

David Blair	\$21.00 per hour
David McBride	\$21.00 per hour
David Vermaaten	\$21.00 per hour
Dirk Futral	\$21.00 per hour
Douglass Brown	\$21.00 per hour
Earl Miller	\$27.00 per hour
Ginger Wortman	\$23.00 per hour
Greg Ecleberry	\$21.00 per hour
Harold Williams	\$21.00 per hour
Heath Kempton	\$21.00 per hour
James Glover	\$21.00 per hour
James Mickey	\$21.00 per hour
John Antol	\$21.00 per hour
Joshua Harrison	\$21.00 per hour
Lewis Bailey	\$21.00 per hour
Mark Dixon	\$21.00 per hour
Mark Huggins	\$21.00 per hour
Michael Bailey	\$21.00 per hour
Mitchel Stanley	\$21.00 per hour
Pamela Price	\$21.00 per hour
Paul Dubeck	\$21.00 per hour
Scott Baker	\$21.00 per hour
Terry Hughes	\$21.00 per hour
Thomas Bowman	\$21.00 per hour
Thomas O'Brien	\$21.00 per hour
Todd Magers	\$21.00 per hour
Todd Smith	\$21.00 per hour

Public Safety – Fire FMS

Adam Gottfried	\$21.00 per hour
Alan Ashcraft	\$21.00 per hour
Andy Baughman	\$21.00 per hour
Bradley Hill	\$21.00 per hour
Brian Hoffman	\$21.00 per hour
Bruce Gottfried	\$21.00 per hour
Christopher Ferris	\$21.00 per hour
David Blair	\$21.00 per hour
David McBride	\$21.00 per hour
David Vermaaten	\$21.00 per hour

Public Saefety-Fire EMS, continued

Dirk Futral	\$21.00 per hour
Douglass Brown	\$21.00 per hour
Earl Miller	\$27.00 per hour
Ginger Wortman	\$23.00 per hour
Greg Ecleberry	\$21.00 per hour
Harold Williams	\$21.00 per hour
Harold Williams	\$21.00 per hour
Heath Kempton	\$21.00 per hour
James Glover	\$21.00 per hour
James Mickey	\$21.00 per hour
John Antol	\$21.00 per hour
Joshua Harrison	\$21.00 per hour
Lewis Bailey	\$21.00 per hour
Mark Huggins	\$21.00 per hour
Michael Bailey	\$21.00 per hour
Pamela Price	\$21.00 per hour
Paul Dubeck	\$21.00 per hour
Scott Baker	\$21.00 per hour
Terry Hughes	\$21.00 per hour
Thomas Bowman	\$21.00 per hour
Thomas O'Brien	\$21.00 per hour
Todd Magers	\$21.00 per hour
Todd Smith	\$21.00 per hour
Tristan Shoults	\$21.00 per hour

Public Safety- FMS Assistant

Anthony Haas	\$14.00 per hour
Bruce Gottfried	\$23.00 per hour
David McBride	\$21.00 per hour
Earl Miller	\$27.00 per hour
Ginger Wortman	\$23.00 per hour
Laura Droke	\$13.00 per hour

Public Safety- CPR

Anthony Haas	\$21.00 per hour
Bruce Gottfried	\$21.00 per hour
Chad Deal	\$21.00 per hour
Sheila Thompson	\$21.00 per hour
Sheila Wood	\$21.00 per hour

Public Safety-CPR Customized

Bruce Gottfried	\$24.00 per hour
Chad Deal	\$24.00 per hour
Sheila Thompson	\$24.00 per hour
Shelia Wood	\$24.00 per hour
Anthony Haas	\$24.00 per hour

Public Safety- CPR FMS

Anthony Haas	\$21.00 per hour
--------------	------------------

Public Safety- Customized

Adam Gottfried	\$24.00 per hour
Alan Ashcraft	\$24.00 per hour
Andy Baughman	\$24.00 per hour
Anita Stickle	\$24.00 per hour
Anthony Haas	\$24.00 per hour
Bradley Hill	\$24.00 per hour
Brian Hoffman	\$24.00 per hour
Bruce Gottfried	\$24.00 per hour
Christopher Ferris	\$24.00 per hour
Christopher Redd	\$24.00 per hour
David Blair	\$24.00 per hour
David McBride	\$24.00 per hour
David Vermaaten	\$24.00 per hour
Dirk Futral	\$24.00 per hour
Douglass Brown	\$24.00 per hour
Earl Miller	\$27.00 per hour
Eric Burgess	\$24.00 per hour
Ginger Wortman	\$23.00 per hour
Greg Ecleberry	\$24.00 per hour
Harold Williams	\$24.00 per hour
Heath Kempton	\$24.00 per hour
James Glover	\$24.00 per hour
James Mickey	\$24.00 per hour
Jan Boring	\$24.00 per hour
Jan Futral	\$24.00 per hour
John Antol	\$24.00 per hour
Joshua Harrison	\$24.00 per hour
Lewis Bailey	\$24.00 per hour
Lindsey Matheny	\$24.00 per hour

Public Safety-Customized, continued

Mark Huggins	\$24.00 per hour
Michael Bailey	\$24.00 per hour
Pamela Price	\$24.00 per hour
Paul DuBeck	\$24.00 per hour
Samantha Simpson	\$24.00 per hour
Scott Baker	\$24.00 per hour
Terry Hughes	\$24.00 per hour
Theodore McNamara	\$24.00 per hour
Thomas Bowman	\$24.00 per hour
Thomas Bowman	\$24.00 per hour
Thomas O'Brien	\$24.00 per hour
Todd Magers	\$24.00 per hour
Todd Smith	\$24.00 per hour
Tristan Shoults	\$24.00 per hour
Warren McCord	\$24.00 per hour

Public Safety Assistant

Anthony Haas	\$14.00 per hour
Gerald McDaniel	\$13.00 per hour
June Nash	\$15.00 per hour
Laura Droke	\$13.00 per hour
Shelia Wood	\$20.00 per hour

Public Safety Instructor/Coordinator

Earl Miller	\$27.00 per hour
-------------	------------------

Public Safety-Welding

Anthony Haas	\$18.00 per hour
--------------	------------------

Registered Medical Assisting

Adrienne Fleetwood	\$20.00 per hour
Anthony Burger	\$20.00 per hour
Diann Caudill	\$18.00 per hour
June Nicodemus	\$18.00 per hour
Melissa Scott	\$21.00 per hour
Michelle Englehart *	\$20.00 per hour
Patricia Goslin	\$23.00 per hour
Robin Giblin	\$20.00 per hour

Registered Medical Assisting-Instructor/Coordinator

Laura Droke \$22.00 per hour- New Rate

Structural and Pipe Welding/Fabrication

Brian Broseus	\$25.00 per hour
Jack Ransom	\$23.00 per hour
Jeff Jardell	\$23.00 per hour
John Daugherty	\$25.00 per hour
Karey Broseus	\$23.00 per hour
Mark Bishop	\$23.00 per hour
Mark Bruns	\$25.00 per hour
Michael Black	\$25.00 per hour
Ron Simpson	\$20.00 per hour
Steve Strelecky	\$23.00 per hour
Tim Severt	\$23.00 per hour
Don Beers	\$25.00 per hour
Nathanial Bryant	\$20.00 per hour
Lyle Hager	\$25.00 per hour

*pending background check

15. To approve Kris Hall as an instructor to instruct CPR classes to C-TEC staff members for the 2018-2019 school year at the rate of \$18.00 per hour
- B. To approve the revised job title and job description of Adult Education Financial Aid Coordinator to Financial Aid Officer
- C. To approve the Adult Education Student Catalog July-December, 2018
- D. To approve the Satellite Center's fees for the 2018-2019 school year
- E. To approve the Secondary Center's fees for the 2018-2019 school year
- F. To approve 2018-2019 Secondary Center Student Activity Calendar
- G. To approve the 2018-2019 C-TEC Employee Handbook
- H. To approve the external group rental rates for the 2018-2019 school year, effective July 1, 2018

- I. To approve Julie Wolfe as an unpaid intern in the Secondary Center Guidance Department as a pilot for the 2018-2019 school year, pending background check
- J. To approve the purchase of copiers from MT Business in the amount of \$46,276.24 (this includes the purchase of the machines, 5 year annual maintenance and training)
- K. To hold the first read of the C-TEC Emergency Operations Plan
- L. To hold the first read of the following Board Policy

2271 College Credit Plus Program

- M. Informational: In compliance with Ohio Revised Code 3313.814, Public Law 111-296 and the Healthy, Hunger-Free Kids Act of 2010, the Current Cafeteria Standards and Updates have been submitted to the Board of Education
- N. Informational: In compliance with Ohio Revised Code 3313.66 and Board Policy 5517.01, C-TEC Secondary Education Center submits the following report:

There were a total of 8 reported incidences of bullying, harassment, and intimidation, with 0 being substantiated, as of June 8, 2018

7. Treasurer's Recommendations

- A. To approve the financial reports for May 2018
- B. To approve the FY18 Final Appropriation Resolution 2018-03 (to be finalized prior to the Board Meeting)
- C. To approve the FY19 Temporary Appropriation Resolution 2018-04 (to be finalized prior to the Board Meeting)
- D. To authorize the Treasurer to make the following transfers (amounts to be finalized prior to the Board Meeting)

From 001 0000 General Fund to 012 0000 Adult Education \$

From 001 0000 General Fund to 009 0000 Uniform School Supplies \$

- E. To authorize the Treasurer to make the following year-end advances and subsequent return advances when funds are available (amounts to be finalized prior to the Board Meeting)

From 001 0000 General Funds to 019 9000 Wellness \$

- F. To approve the following Purpose Statement & Budgets for the 2018-2019 school year

Architectural and Engineering Design
Automotive Collision Repair
Automotive Technologies
Clinical Care
Construction Technology
Cosmetology
Criminal Justice
Culinary Arts/The Bistro – Tip Fund
Dental Assisting
Diesel Power Equip. Mechanic
Digital Design and Interactive Media
Educators Rising
Electrical Trades
Family, Career and Community Leaders of America (FCCLA)
Firefighting/EMS/SkillsUSA
Health Occupations Students of America (HOSA)
Medical Assisting
National Technical Honor Society
Physical Therapy/Exercise Science
Positive Achievement in Career Education (PACE)
Social Studies
Student Assistance Fund
Student Council
Welding & Metal Fabrication

- 8. Request Executive Session to consider the employment and compensation of public employees
- 9. Hearing of the public (non-agenda items)
- 10. Board Members' Comments

Page 19
Agenda – C-TEC Board of Education
June 26, 2018

11. Superintendent's Comments

12. Treasurer's Comments

Adjournment: Next Meeting July 24, 2018



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

May 22, 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. Minutes of April 24, 2018 Board of Education Meeting
4. Hearing of the public (agenda items)
5. Superintendent's Recommendations
 - A. Personnel
 1. To accept the resignation of Kay Holton, Media Center Specialist, for the purpose of retirement, effective May 31, 2018
 2. To Employ Ashley Bauer as Career Connections Instructor at Utica Middle School, Class IV, Step 7 on the Teacher Salary Schedule, one (1) year limited contract, at the annual rate of \$52,540.00 for the 2018-2019 school year, pending background check
 3. To employ Eileen Hudson as Administrative Assistant, Step 15 on the Administrative Assistant I Salary Schedule for 210 days, at the annual rate of \$35,220.23 for the 2018-2019 school year

4. To approve the following administrative contracts

One-Year Limited Contract

Ryan Haught	HVAC Instructor/Coordinator
Tommy Pullem	Machine Assembly Instructor/Coordinator
Aaron Stewart	Adult Education Coordinator

Two-Year Limited Contract

Kyle Fulton	CNC/Ariel Instructor/Coordinator
Alyssa Johnston	Career Development Coordinator
Lauren Massie	Director of Adult Education
Mike McNicol	Assistant Director
Michelle Miller	Office Technology Instructor/Coordinator
Windy Murphy	Business, Industry & Mfg. Coordinator
Jennifer Rehm	Dean of Students

Three-Year Limited Contract

Thomas Gamertsfelder	School Improvement Coordinator
Michelle Snow	Director of Secondary Center
Brian Wilfong	Marketing & Recruitment Coordinator

Five-Year Limited Contract

Erna Holland	Healthcare/Public Safety Services Coordinator
Stephanie Priestnal	Director of District Services

5. To approve the following licensed personnel contracts

One-Year Limited Contract

Kristan Blackledge	Career Connections
Chad Lees	Automotive Collision Repair
Rommey Stiteler	Science

Two-Year Limited Contract

Maison Evans	Architecture & Engineering Design
Dale Fife	Engineering & Science Technology
Taylor Gingery	Career Connections
Ryan Johnston	Information Technology
Jared Lucas	Social Studies

Three-Year Limited Contract

Michael Carnahan	Culinary Arts II
Candace Collins	Criminal Justice
Nick Hancock	Gateway to STEM
Gillian Hopson	Intervention Specialist
Darren Kennedy	Digital Design & Interactive Media
Melanie Lamb-Lee	English
Jamie Reynolds	Intervention Specialist
Heather Salva	Social Studies

Five-Year Limited Contract

Jim Boorn	Automotive Technologies
Bev Chopin	Teaching Careers
Chad Deal	Firefighting/EMS
Jennifer Glover	Intervention Specialist
Kim Hood	Intervention Specialist

6. To approve the following classified contracts

One-Year Limited Contract

Jim Bishop	Building Operator
------------	-------------------

Two-Year Limited Contract

Lynn Penrose	Custodian
Casey Woods	Building Operator

Continuing

Don Orr	IT Technology Assistant
---------	-------------------------

7. To approve the following Secondary Center part-time personnel for the 2018-2019 school year

<u>Employee</u>	<u>Position</u>	<u>Rate</u>	<u>Average Hours</u>
Tessa Hughes	Aide: Cosmetology	salary schedule	25 hours/week
Barb Wolfe	Aide: Preschool	salary schedule	27.5 hours/week
Destiny Needles	Aide: Restaurant	salary schedule	28 hours/week
Patricia Burnett	Boulevard Receptionist	\$14.00/hour	27.5 hours/week
Jennifer Merrill	Building Monitor	\$13.00/hour	27.5 hours/week
Laura Moore	Building Monitor	\$13.00/hour	27.5 hours/week
Eydie Koski	Cafeteria Worker	salary schedule	28 hours/week

Secondary Center Part-time, continued

Kyra Schumaker	Cafeteria Worker	salary schedule	28 hours/week
Dale Buckland	FACTS Tutor	\$20.00/hour	25 hours/week
Elizabeth Betts	FACTS Tutor	\$20.00/hour	25 hours/week
Ann Thum	FACTS Tutor	\$20.00/hour	25 hours/week
Jennifer Wilkes	FACTS Tutor	\$20.00/hour	25 hours/week
Linda Thornton	Free & Reduced Lunch Coordinator	salary schedule	28 hours/week
Jessica Romine	Kitchen Manager	salary schedule	28 hours/week
Gayle Cronin	Saturday School Supervisor *	\$18.00/hour	4 hours/week
Matt Darrah	Saturday School Supervisor *	\$18.00/hour	4 hours/week
Heather Salva	Saturday School Supervisor *	\$18.00/hour	4 hours/week
Vicki Reed	School-to-Work	\$25.00/hour	25-29 hours/week
Laura Atherton	Wednesday School Supervisor *	\$18.00/hour	1 hour/week
Matt Darrah	Wednesday School	\$18.00/hour	1 hour/week

*This is a shared position on an as needed basis

8. To approve the following personnel for supplemental positions at the rate of \$2,400.00 for the 2018-2019 school year

Andrea Scott	English Department Head
Bev Chopin	Educators Rising Advisor (shared position)
Andrea Dickerson	Educators Rising Advisor (shared position)
Jessica Karr	FCCLA Advisor
Laura Atherton	HOSA Local Advisor
Chad Deal	HOSA Local Advisor
Keri Vradenburg	HOSA Local Advisor
Laura Atherton	Math Department Head
Scott Karr	National Technical Honor Society Advisor
Nicholas Hancock	Middle School Robotics Competition Advisor
Matt Darrah	Science Department Head
Steve Strelecky	SkillsUSA Advisor
Julie Ulery	SkillsUSA Advisor
Heather Salva	Social Studies Department Head
Scott Karr	Student Activity Advisor: Student Council

Supplemental, continued

Jared Lucas	Student Activity Advisor: Student Council
Andrea Scott	Student Activity Advisor: Student Council
Bev Chopin	Teacher Mentor – Lead

9. To approve the following as substitute teachers, on an as needed basis, for the 2018-2019 school year at the rate of \$95.00 per day

David Abel	Career Tech/Precision Mach.
Rebecca Friesz	Academics
David Geiger	Career-Tech/Automotive
Marcia Henne	Academics
Cherie Holland	Academics
Kimberly McCartney	Academics
Edna Ridenbaugh	Academics
Dan Toderan	Academics/Vocational Education
Barbara Weigner	Academics
James Wiblin	Vocational Education
Julie Wolfe	Academics/Vocational Education

10. To approve Jennifer Merrill as substitute Administrative Assistant, on an as needed basis, for the 2017-2018 school year at the rate of \$14.00 per hour
11. To approve Dale Fife, Engineering and Science Technologies Instructor to be paid a stipend of \$100.00 per day for attending CNC Mill Training June 18 – 20, 2018 at Vincennes University in Vincennes, IN. Expenses, travel and lodging to be paid according to C-TEC Board Policy
12. To employ Kyra Schumaker as part-time Custodian, June 4 through August 10, 2018, on an as needed basis, at the rate of \$14.00 per hour, not to exceed 28 hours per week
13. To amend the April recommendation of Eydie Koski as part-time Custodian, June 4 through August 10, 2018, on an as needed basis, at the rate of \$14.00 per hour, not to exceed 28 hours per week
14. To approve a one-year additional duty contract for Jessica Karr for additional duties as assigned outside of the school day in the amount of \$2,200.00 for the 2018-2019 school year

15. To approve the following teachers to be paid, at their per diem rate, additional days beyond the 184 day contract, to align C-TEC's calendar to the Associate School's calendar; payment will occur in June, 2019

Donald Carducci, Pre-Engineering (Licking Heights)	1 day
Bev Chopin, Teaching Professions (Licking Heights)	1 day
Shawn Decker, Information Technology (Northridge)	1 day
Dale Fife, Engineering & Science Technology (Watkins)	3 days
Taylor Gingery, Career Connections (Licking Heights)	1 day
Ryan Johnston, Information Technology (Granville)	1 day
Jennifer Kinsley, Visual Communication (Granville)	1 day
Stefanie Stanton, Business (Granville)	1 day

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

Administrative Assistant June Nicodemus	\$14.00 per hour
Aspire – Instructor-OMJ Allen Schwartz	\$28.00 per hour
Career Planning & Placement-Counselor Dan Donegan *	\$23.00 per hour
Multicraft Maintenance-Instructor Ryan Haught	\$25.00 per hour

*pending background check

- B. To approve the 2018-2019 Satellite Center Student Handbook (with an additional change from the first read)
- C. To approve the 2018-2019 Secondary Center Student Handbook (with an additional change from the first read)
- D. To approve the Secondary Center's textbook list for the 2018-2019 school year
- E. To hold the first read of the 2018-2019 C-TEC Employee Handbook

- F. To approve Culinary Arts students to be paid the current minimum wage for catering events held outside of the school day for the 2018-2019 school year
- G. To approve the SkillsUSA out of state field trip to Louisville, KY June 25-29, 2018. The students will be competing in the SkillsUSA National Leadership Conference; the trip will be paid for by fundraisers, student activity funds, and students/parents
- H. To approve C-TEC Board of Education support of \$200.00 per student for the following students from SkillsUSA student organization who will be attending the National Leadership Conference in Louisville, KY June 25-29, 2018

Student	Home School	Competition
Mason Grady	Utica	Automated MFG
Hunter Shumaker	Licking Valley	Carpentry
Sam Sowers	Heath	Automated MFG
Mark Starner	Licking Valley	Automated MFG

- I. To approve the creation of a Career Readiness Course
- J. To approve the creation of a Business Operations and 21st Century Skills Course
- K. To approve a one year contract with Frontline – AESOP to provide substitute fulfillment for the 2018-2019 school year at the cost of \$3,000.00
- L. To approve a three (3) year contract with ACE Digital Academy, as the on-line provider for C-TEC effective July 1, 2018 (this replaces the one (1) year contract approved in April thus eliminating the annual fee)
- M. To commend and thank the following Digital Design & Interactive Media students for their hard work and professionalism as unpaid interns for C-TEC's Public Relations & Marketing Department

Alexandra Robertson (Granville)
Ashley Wireman (Licking Valley)

N. To approve the following Board Policies

- 4121 Criminal History Record Check
- 4162 Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions
- 7530 Lending of Board-Owned Equipment
- 7530.02 Staff Use of Personal Communication Devices
- 7542 Access to District Technology Resources and/or Information Resources From Personal Communication Devices
- 8400 School Safety

6. Treasurer's Recommendations

- A. To approve the financial reports for April 2018
- B. To approve the revised Five-Year Forecast for the FY18 May Submission
- C. To approve the revision of the HOSA Purpose Statement & Budget
- D. To offer student accident insurance through Student Protective Agency (Guarantee Trust Life Insurance Company) for the 2018-2019 school year at the following cost:

School Time Plan \$37.00
Twenty-four Hour Plan \$91.00

- E. To approve a lease agreement between C-TEC and Rebecca Hensley to maintain the grounds not currently being mowed
- F. To approve the renewal premium for liability, fleet, and property insurance through Southwestern Ohio Educational Purchasing Council at the rate of \$42,957.00 for the 2018-2019 school year
- G. To approve the LACA Service Agreement in the amount of \$43,940.87, from July 1, 2018 to June 30, 2018

H. To approve the following Then and Now purchase order

76625 Belfore USA Group \$3,764.51

Page 9
Agenda – C-TEC Board of Education
May 22, 2018

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

Adjournment: Next Meeting June 26, 2018



Board of Education Minutes

Newark, Ohio

May 22, 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 May 22, 2018.

The meeting was called to order at 5:34 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

18:023

Mr. Forest Yocum moved and Dr. Jennifer Cornman seconded the approval of the Board of Education meeting minutes of April 24, 2018

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

The President advised the motion carried

18:024

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

A. Personnel

1. To accept the resignation of Kay Holton, Media Center Specialist, for the purpose of retirement, effective May 31, 2018
2. To Employ Ashley Bauer as Career Connections Instructor at Utica Middle School, Class IV, Step 7 on the Teacher Salary Schedule, one (1) year limited contract, at the annual rate of \$52,540.00 for the 2018-2019 school year, pending background check
3. To employ Eileen Hudson as Administrative Assistant, Step 15 on the Administrative Assistant I Salary Schedule for 210 days, at the annual rate of \$35,220.23 for the 2018-2019 school year

4. To approve the following administrative contracts

One-Year Limited Contract

Ryan Haught	HVAC Instructor/Coordinator
Tommy Pullem	Machine Assembly Instructor/Coordinator
Aaron Stewart	Adult Education Coordinator

Two-Year Limited Contract

Kyle Fulton	CNC/Ariel Instructor/Coordinator
Alyssa Johnston	Career Development Coordinator
Lauren Massie	Director of Adult Education
Mike McNicol	Assistant Director
Michelle Miller	Office Technology Instructor/Coordinator
Windy Murphy	Business, Industry & Mfg. Coordinator
Jennifer Rehm	Dean of Students

Three-Year Limited Contract

Thomas Gamertsfelder	School Improvement Coordinator
Michelle Snow	Director of Secondary Center
Brian Wilfong	Marketing & Recruitment Coordinator

Five-Year Limited Contract

Erna Holland	Healthcare/Public Safety Services Coordinator
Stephanie Priestnal	Director of District Services

5. To approve the following licensed personnel contracts

One-Year Limited Contract

Kristan Blackledge	Career Connections
Chad Lees	Automotive Collision Repair
Rommey Stiteler	Science

Two-Year Limited Contract

Maison Evans	Architecture & Engineering Design
Dale Fife	Engineering & Science Technology
Taylor Gingery	Career Connections
Ryan Johnston	Information Technology
Jared Lucas	Social Studies

Three-Year Limited Contract

Michael Carnahan	Culinary Arts II
Candace Collins	Criminal Justice
Nick Hancock	Gateway to STEM
Gillian Hopson	Intervention Specialist
Darren Kennedy	Digital Design & Interactive Media
Melanie Lamb-Lee	English
Jamie Reynolds	Intervention Specialist
Heather Salva	Social Studies

Five-Year Limited Contract

Jim Boorn	Automotive Technologies
Bev Chopin	Teaching Careers
Chad Deal	Firefighting/EMS
Jennifer Glover	Intervention Specialist
Kim Hood	Intervention Specialist

6. To approve the following classified contracts

One-Year Limited Contract

Jim Bishop	Building Operator
------------	-------------------

Two-Year Limited Contract

Lynn Penrose	Custodian
Casey Woods	Building Operator

Continuing

Don Orr	IT Technology Assistant
---------	-------------------------

7. To approve the following Secondary Center part-time personnel for the 2018-2019 school year

<u>Employee</u>	<u>Position</u>	<u>Rate</u>	<u>Average Hours</u>
Tessa Hughes	Aide: Cosmetology	salary schedule	25 hours/week
Barb Wolfe	Aide: Preschool	salary schedule	27.5 hours/week
Destiny Needles	Aide: Restaurant	salary schedule	28 hours/week
Patricia Burnett	Boulevard Receptionist	\$14.00/hour	27.5 hours/week
Jennifer Merrill	Building Monitor	\$13.00/hour	27.5 hours/week
Laura Moore	Building Monitor	\$13.00/hour	27.5 hours/week
Eydie Koski	Cafeteria Worker	salary schedule	28 hours/week
Kyra Schumaker	Cafeteria Worker	salary schedule	28 hours/week
Dale Buckland	FACTS Tutor	\$20.00/hour	25 hours/week
Elizabeth Betts	FACTS Tutor	\$20.00/hour	25 hours/week

Secondary Center Part-time, continued

Ann Thum	FACTS Tutor	\$20.00/hour	25 hours/week
Jennifer Wilkes	FACTS Tutor	\$20.00/hour	25 hours/week
Linda Thornton	Free & Reduced Lunch Coordinator	salary schedule	28 hours/week
Jessica Romine	Kitchen Manager	salary schedule	28 hours/week
Gayle Cronin	Saturday School Supervisor *	\$18.00/hour	4 hours/week
Matt Darrah	Saturday School Supervisor *	\$18.00/hour	4 hours/week
Heather Salva	Saturday School Supervisor *	\$18.00/hour	4 hours/week
Vicki Reed	School-to-Work	\$25.00/hour	25-29 hours/week
Laura Atherton	Wednesday School Supervisor *	\$18.00/hour	1 hour/week
Matt Darrah	Wednesday School	\$18.00/hour	1 hour/week

*This is a shared position on an as needed basis

8. To approve the following personnel for supplemental positions at the rate of \$2,400.00 for the 2018-2019 school year

Andrea Scott	English Department Head
Bev Chopin	Educators Rising Advisor (shared position)
Andrea Dickerson	Educators Rising Advisor (shared position)
Jessica Karr	FCCLA Advisor
Laura Atherton	HOSA Local Advisor
Chad Deal	HOSA Local Advisor
Keri Vradenburg	HOSA Local Advisor
Laura Atherton	Math Department Head
Scott Karr	National Technical Honor Society Advisor
Nicholas Hancock	Middle School Robotics Competition Advisor
Matt Darrah	Science Department Head
Steve Strelecky	SkillsUSA Advisor
Julie Ulery	SkillsUSA Advisor
Heather Salva	Social Studies Department Head
Scott Karr	Student Activity Advisor: Student Council
Jared Lucas	Student Activity Advisor: Student Council
Andrea Scott	Student Activity Advisor: Student Council
Bev Chopin	Teacher Mentor – Lead

9. To approve the following as substitute teachers, on an as needed basis, for the 2018-2019 school year at the rate of \$95.00 per day

David Abel	Career Tech/Precision Mach.
Rebecca Friesz	Academics
David Geiger	Career-Tech/Automotive
Marcia Henne	Academics
Cherie Holland	Academics
Kimberly McCartney	Academics
Edna Ridenbaugh	Academics
Dan Toderan	Academics/Vocational Education
Barbara Weigner	Academics
James Wiblin	Vocational Education
Julie Wolfe	Academics/Vocational Education

10. To approve Jennifer Merrill as substitute Administrative Assistant, on an as needed basis, for the 2017-2018 school year at the rate of \$14.00 per hour

11. To approve Dale Fife, Engineering and Science Technologies Instructor to be paid a stipend of \$100.00 per day for attending CNC Mill Training June 18 – 20, 2018 at Vincennes University in Vincennes, IN. Expenses, travel and lodging to be paid according to C-TEC Board Policy

12. To employ Kyra Schumaker as part-time Custodian, June 4 through August 10, 2018, on an as needed basis, at the rate of \$14.00 per hour, not to exceed 28 hours per week

13. To amend the April recommendation of Eydie Koski as part-time Custodian, June 4 through August 10, 2018, on an as needed basis, at the rate of \$14.00 per hour, not to exceed 28 hours per week

14. To approve the following teachers to be paid, at their per diem rate, additional days beyond the 184 day contract, to align C-TEC's calendar to the Associate School's calendar; payment will occur in June, 2019

Donald Carducci, Pre-Engineering (Licking Heights)	1 day
Bev Chopin, Teaching Professions (Licking Heights)	1 day
Shawn Decker, Information Technology (Northridge)	1 day
Dale Fife, Engineering & Science Technology (Watkins)	3 days
Taylor Gingery, Career Connections (Licking Heights)	1 day
Ryan Johnston, Information Technology (Granville)	1 day
Jennifer Kinsley, Visual Communication (Granville)	1 day
Stefanie Stanton, Business (Granville)	1 day

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

Administrative Assistant June Nicodemus	\$14.00 per hour
Aspire – Instructor-OMJ Allen Schwartz	\$28.00 per hour
Career Planning & Placement-Counselor Dan Donegan *	\$23.00 per hour
Multicraft Maintenance-Instructor Ryan Haught	\$25.00 per hour

*pending background check

- B. To approve the 2018-2019 Satellite Center Student Handbook (with an additional change from the first read)
- C. To approve the 2018-2019 Secondary Center Student Handbook (with an additional change from the first read)
- D. To approve the Secondary Center's textbook list for the 2018-2019 school year
- E. To hold the first read of the 2018-2019 C-TEC Employee Handbook
- F. To approve Culinary Arts students to be paid the current minimum wage for catering events held outside of the school day for the 2018-2019 school year
- G. To approve the SkillsUSA out of state field trip to Louisville, KY June 25-29, 2018. The students will be competing in the SkillsUSA National Leadership Conference; the trip will be paid for by fundraisers, student activity funds, and students/parents
- H. To approve C-TEC Board of Education support of \$200.00 per student for the following students from SkillsUSA student organization who will be attending the National Leadership Conference in Louisville, KY June 25-29, 2018

Student	Home School	Competition
Mason Grady	Utica	Automated MFG
Hunter Shumaker	Licking Valley	Carpentry

SkillsUSA, continued

Sam Sowers	Heath	Automated MFG
Mark Starner	Licking Valley	Automated MFG

- I. To approve the creation of a Career Readiness Course
- J. To approve the creation of a Business Operations and 21st Century Skills Course
- K. To approve a one year contract with Frontline – AESOP to provide substitute fulfillment for the 2018-2019 school year at the cost of \$3,000.00
- L. To approve a three (3) year contract with ACE Digital Academy, as the on-line provider for C-TEC effective July 1, 2018 (this replaces the one (1) year contract approved in April thus eliminating the annual fee)
- M. To commend and thank the following Digital Design & Interactive Media students for their hard work and professionalism as unpaid interns for C-TEC's Public Relations & Marketing Department

Alexandra Robertson (Granville)
Ashley Wireman (Licking Valley)

- N. To approve the following Board Policies

4121	Criminal History Record Check
4162	Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions
7530	Lending of Board-Owned Equipment
7530.02	Staff Use of Personal Communication Devices
7542	Access to District Technology Resources and/or Information Resources From Personal Communication Devices
8400	School Safety

- O. To approve Ryan Johnston, Information Technology Instructor, to attend Advanced Placement Computer Science Training for the 2018-2019 school year, to be held June 25-29, 2018 in Charlotte, NC, registration, travel and expenses will be paid for by the Granville Exempted Village School District (this replaces the entire March recommendation)

- P. To approve the following instructors to develop a course of study for Career Readiness for the 2018-2019 school year

Howard Hill	\$300.00
Jared Lucas	\$300.00
Heather Salva	\$300.00

- Q. To approve the following instructor to develop a course of study for Business Operations and 21st Century Skills

Maison Evans	\$900.00
--------------	----------

- R. To approve the following instructors to receive payment (to be billed to outside vendors) for catering events that take place outside of the regular work day, at the rate of \$20.00 per hour, for the 2018-2019 school year

Michael Carnahan
Jessica Karr

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

18:025

Mr. Forest Yocum moved and Mr. Freddie Latella seconded the approval of the Treasurer's Recommendations

- A. To approve the financial reports for April 2018
- B. To approve the revised Five-Year Forecast for the FY18 May Submission
- C. To approve the revision of the HOSA Purpose Statement & Budget
- D. To offer student accident insurance through Student Protective Agency (Guarantee Trust Life Insurance Company) for the 2018-2019 school year at the following cost:

School Time Plan	\$37.00
Twenty-four Hour Plan	\$91.00

- E. To approve a lease agreement between C-TEC and Rebecca Hensley to maintain the grounds not currently being mowed

- F. To approve the renewal premium for liability, fleet, and property insurance through Southwestern Ohio Educational Purchasing Council at the rate of \$42,957.00 for the 2018-2019 school year
 - G. To approve the LACA Service Agreement in the amount of \$43,940.87, from July 1, 2018 to June 30, 2018
 - H. To approve the following Then and Now purchase order
- | | | |
|-------|-------------------|------------|
| 76625 | Belfore USA Group | \$3,764.51 |
|-------|-------------------|------------|
- I. To approve the revision of the Medical Assisting Purpose Statement and Budget

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

18:026

Mr. Forest Yocum moved and Mrs. Jennifer McDonald seconded the motion that the meeting be adjourned

YEA: YOCUM, MCDONALD, CARR, CLARK, CORNMAN, LATELLA, and NICCUM
President advised the meeting be adjourned at 6:18 p.m.

President

Treasurer/CFO



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

April 24, 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. Presentation: Ms. Michelle Snow, Director of Secondary Center &
Mrs. Alyssa Johnston, Career Development Coordinator
4. Minutes of March 20, 2018 Board of Education Meeting
5. Hearing of the public (agenda items)
6. Superintendent's Recommendations
 - A. Personnel
 1. To accept the resignation of Ellen Izor Adult Education ASPIRE teacher for the purpose of retirement, effective April 26, 2018
 2. To approve Eydie Koski as part-time Custodian, during the summer months, on an as needed basis, at the rate of \$14.00 per hour not to exceed 28 hours per week

3. To approve the following C-TEC van drivers for the 2018-2019 school year

David Able	Substitute van driver, as needed	\$11.77 per hour
Dave Geiger	Substitute van driver, as needed	\$11.77 per hour
Sean Kern		
Greg King		
Bruce Piper		
Stephanie Priestnal		

4. 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

5. To approve the following extended service contracts for the 2018-2019 school year

Tina Hummel, FACTS Coordinator	5 days
Michelle McNeely, School Counselor	10 days
Ryan Wheeler, School Counselor	10 days

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

Ariel – Instructor	
Fred Hartman	\$25.00 per hour
Customized Business Training – Instructor	
Ryan Haught	\$25.00 per hour
Public Safety – CPR Customized Instructor	
Mark Dixon *	\$23.00 per hour
Mitchel Stanley *	\$23.00 per hour
Public Safety – CPR Instructor	
Mark Dixon *	\$20.00 per hour
Mitchel Stanley *	\$20.00 per hour

Adult Education part-time, continued

Public Safety – Customized – Instructor

Mark Dixon *	\$23.00 per hour
Tristan Shoults *	\$23.00 per hour
Mitchel Stanley *	\$23.00 per hour

Public Safety – EMT Instructor

Mark Dixon *	\$20.00 per hour
Mitchel Stanley *	\$20.00 per hour

Public Safety – EMT/FMS – Instructor

Mark Dixon *	\$20.00 per hour
Mitchel Stanley *	\$20.00 per hour

Public Safety – Fire 1 Instructor

Tristan Shoults *	\$20.00 per hour
-------------------	------------------

Public Safety – Fire 2 Instructor

Tristan Shoults *	\$20.00 per hour
-------------------	------------------

Public Safety – Fire/FMS – Instructor

Tristan Shoults *	\$20.00 per hour
-------------------	------------------

7. To approve the compensation of Anthony Haas, Public Safety Assistant, at the rate of \$13.50 per hour retroactively from July 1, 2016 to June 30, 2018
- B. To approve a contract with the Newark Division of Police, Licking County, for the purpose of retaining a School Resource Officer, not to exceed the amount of \$45,000.00, for the 2018-2019 school year
- C. To commend all Administrative and Support Staff for Administrative Professionals' Week, April 23 through April 27, 2018
- D. To commend the C-TEC Teaching Staff for National Teacher Appreciation Week, May 7 through May 11, 2018

- E. To commend the following C-TEC Staff who have served the District for ten (10), twenty (20), and thirty (30) years

Ten Years

Thomas Gamertsfelder, School Improvement Coordinator
Steve Gentil, Mathematics Instructor

Twenty Years

James Boorn, Automotive Technologies Instructor
Tina Hummel, FACTS Coordinator

Thirty Years

Kay Holton, Library Media Specialist

- F. To approve a name change for the following program:

Building Trades to Construction Technology

- G. To hold the first reading of the Secondary Center Student Handbook for the 2018-2019 school year
- H. To approve the Satellite Center's textbook list for the 2018-2019 school year
- I. To hold the first reading of the Satellite Center Student Handbook for the 2018-2019 school year
- J. To approve ACE Digital Academy as the on-line provider for C-TEC at an annual fee of \$1,000.00 per year for the 2018-2019 school year
- K. To hold the first read of the following Board Policies

4121	Criminal History Record Check
4162	Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions
7530	Lending of Board-Owned Equipment
7530.02	Staff Use of Personal Communication Devices
7542	Access to District Technology Resources and/or Information Resources From Personal Communication Devices
8400	School Safety

L. Donations

Mr. Mike Wolf
Wolf Meats
1625 W. Mound Street
Columbus, OH 43223
Steel and aluminum to be used by the Welding & Metal Fabrication program

Mr. Robert Neff, Inc.
1955 James Pkwy
Heath, OH 43056
2007 International CF-500 Truck and 2009 Mack CXU-613 Truck

Anthony Judd
MPW Industrial Services
9711 Lancaster Road, SE
Hebron, OH 43025
Cisco devices: ASA 5510, SG300, CAT3560g PO, and 2960g to be used by the
Technology Department and the Adult Education Net Tech program

7. Treasurer's Recommendations

- A. To approve the financial reports for March 2018
- B. To approve an amendment to the lease agreement between C-TEC and Licking Memorial Health Systems for the Wellness Center
- C. To approve the Social Studies Purpose Statement & Budget
- D. To approve revisions to the following Purpose Statement & Budgets

Automotive Collision Repair
Automotive Technology
FCCLA
Medical Assisting

- 8. Hearing of the public (non-agenda items)
- 9. Board Members' Comments

10. Superintendent's Comments

11. Treasurer's Comments

Adjournment: Next Meeting May 22, 2018



**Board of Education Minutes
Newark, Ohio**

April 24, 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 April 24, 2018.

The meeting was called to order at 5:35 p.m. The following Board Members were present at roll call: Mr. Tim Carr, Mr. Matthew Clark, Mr. Freddie Latella, Mr. Forest Yocum and Ms. Bev Niccum

Dr. Jennifer Cornman entered the meeting at 5:36 p.m.

18:015

Dr. Jennifer Cornman moved and Mr. Matthew Clark seconded the approval of the Board of Education meeting minutes of March 20, 2018

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

18:016

Dr. Jennifer Cornman moved and Mr. Freddie Latella seconded the approval of the Superintendent's Recommendations

A. Personnel

1. To accept the resignation of Ellen Izor Adult Education ASPIRE teacher for the purpose of retirement, effective April 26, 2018
2. To approve Eydie Koski as part-time Custodian, during the summer months, on an as needed basis, at the rate of \$14.00 per hour not to exceed 28 hours per week
3. To approve the following C-TEC van drivers for the 2018-2019 school year

David Able	Substitute van driver, as needed	\$11.77 per hour
Dave Geiger	Substitute van driver, as needed	\$11.77 per hour
Sean Kern		

Van Drivers, continued

Greg King
Bruce Piper
Stephanie Priestnal

4. 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

5. To approve the following extended service contracts for the 2018-2019 school year

Tina Hummel, FACTS Coordinator	5 days
Michelle McNeely, School Counselor	10 days
Ryan Wheeler, School Counselor	10 days

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

Ariel – Instructor	
Fred Hartman	\$25.00 per hour

Customized Business Training – Instructor	
Ryan Haught	\$25.00 per hour

Public Safety – CPR Customized Instructor	
Mark Dixon *	\$23.00 per hour
Mitchel Stanley *	\$23.00 per hour

Public Safety – CPR Instructor	
Mark Dixon *	\$20.00 per hour
Mitchel Stanley *	\$20.00 per hour

Public Safety – Customized – Instructor	
Mark Dixon *	\$23.00 per hour
Tristan Shoults *	\$23.00 per hour
Mitchel Stanley *	\$23.00 per hour

Adult Education part-time, continued

Public Safety – EMT Instructor

Mark Dixon * \$20.00 per hour

Mitchel Stanley * \$20.00 per hour

Public Safety – EMT/FMS – Instructor

Mark Dixon * \$20.00 per hour

Mitchel Stanley * \$20.00 per hour

Public Safety – Fire 1 Instructor

Tristan Shoults * \$20.00 per hour

Public Safety – Fire 2 Instructor

Tristan Shoults * \$20.00 per hour

Public Safety – Fire/FMS – Instructor

Tristan Shoults * \$20.00 per hour

7. To approve the compensation of Anthony Haas, Public Safety Assistant, at the rate of \$13.50 per hour retroactively from July 1, 2016 to June 30, 2018
8. To accept the resignation of Christine Westbrook, Adult Education Financial Aid Coordinator, for the purpose of retirement, effective August 31, 2018
9. To employ Donald Carducci as Pre-Engineering Instructor at Licking Heights Middle School, Class V, Step 8 on the Teacher Salary Schedule, one (1) year limited contract, at the annual rate of \$57,615.00, for the 2018-2019 school year, pending background check
10. To employ Tyler Adams as Custodian, Step 3 of the Custodian Salary Schedule, one (1) year limited contract, at the annual rate of \$35,826.00, prorated for the remainder of the contract year, through June 30, 2018, pending background check
11. To employ Stefanie Stanton as Business Instructor at Granville High School, Class I, Step 6 on the Teacher Salary Schedule, one (1) year limited contract, at the rate of \$43,845.00 for the 2018-2019 school year, pending background check
12. To approve Matt Darrah, Math 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

13. To approve the following extended service contracts for the 2018-2019 school year

Bruce Piper, ITEC Job Training Coordinator 5 days

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

18:017

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

- B. To approve a contract with the Newark Division of Police, Licking County, for the purpose of retaining a School Resource Officer, not to exceed the amount of \$45,000.00, for the 2018-2019 school year
- C. To commend all Administrative and Support Staff for Administrative Professionals' Week, April 23 through April 27, 2018
- D. To commend the C-TEC Teaching Staff for National Teacher Appreciation Week, May 7 through May 11, 2018
- E. To commend the following C-TEC Staff who have served the District for ten (10), twenty (20), and thirty (30) years

Ten Years

Thomas Gamertsfelder, School Improvement Coordinator
Steve Gentil, Mathematics Instructor

Twenty Years

James Boorn, Automotive Technologies Instructor
Tina Hummel, FACTS Coordinator

Thirty Years

Kay Holton, Library Media Specialist

- F. To approve a name change for the following program:

Building Trades to Construction Technology

- G. To hold the first reading of the Secondary Center Student Handbook for the 2018-2019 school year

- H. To approve the Satellite Center’s textbook list for the 2018-2019 school year
- I. To hold the first reading of the Satellite Center Student Handbook for the 2018-2019 school year
- J. To approve ACE Digital Academy as the on-line provider for C-TEC at an annual fee of \$1,000.00 per year for the 2018-2019 school year
- K. To hold the first read of the following Board Policies

- 4121 Criminal History Record Check
- 4162 Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions
- 7530 Lending of Board-Owned Equipment
- 7530.02 Staff Use of Personal Communication Devices
- 7542 Access to District Technology Resources and/or Information Resources From Personal Communication Devices
- 8400 School Safety

L. Donations

Mr. Mike Wolf
Wolf Meats
1625 W. Mound Street
Columbus, OH 43223
Steel and aluminum to be used by the Welding & Metal Fabrication program

Mr. Robert Neff, Inc.
1955 James Pkwy
Heath, OH 43056
2007 International CF-500 Truck and 2009 Mack CXU-613 Truck

Anthony Judd
MPW Industrial Services
9711 Lancaster Road, SE
Hebron, OH 43025
Cisco devices: ASA 5510, SG300, CAT3560g PO, and 2960g to be used by the Technology Department and the Adult Education Net Tech program

- M. To approve the Educators Rising out of state field trip to Orlando, FL June 21-24, 2018. The students will be competing in the EdRising National Leadership Conference; the trip will be paid for by fundraisers, student activity funds, and students/parents

- N. To approve the C-TEC Board of Education support of \$200.00 per student for the following student from Educators Rising student organization who will be attending the National Leadership and Skills Conference in Orlando, FL June 21-24, 2018

<u>Student</u>	<u>Home School</u>	<u>Competition</u>
Kenna Holt	Watkins Memorial	Impromptu Teaching

- O. To approve the HOSA out of state field trip to Dallas, TX June 27-30, 2018. The students will be competing in the HOSA National Leadership Conference; the trip will be paid for by fundraisers, student activity funds, and students/parents
- P. To approve the C-TEC Board of Education support of \$200.00 per student for the following students from HOSA student organization who will be attending the National Leadership Conference in Dallas, TX June 27-30, 2018

<u>Student</u>	<u>Home School</u>	<u>Competition</u>
Tyler Baer	Northridge	EMT
Brandon Bynorth	Watkins	EMT
Eowyn Frail	Granville	CERT
Daniel Hect	Granville	CERT
Noah Jorge	Licking Heights	EMT
Haley Knoefel	Utica	Medical Assisting
Austin McLellan	Newark	EMT

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

18:018

Dr. Jennifer Cornman moved and Mr. Forest Yocum seconded the approval of the Treasurer's Recommendations

- A. To approve the financial reports for March 2018
- B. To approve an amendment to the lease agreement between C-TEC and Licking Memorial Health Systems for the Wellness Center
- C. To approve the Social Studies Purpose Statement & Budget

D. To approve revisions to the following Purpose Statement & Budgets

Automotive Collision Repair
Automotive Technology
FCCLA
Medical Assisting

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

18:019

Mr. Matthew Clark moved and Mr. Forest Yocum seconded the motion to approve the rate of \$8.60 per credit hour for full time Adult Education programs and the ability modify the cost per hour for part time Adult Education programs

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

18:020

Dr. Jennifer Cornman moved and Mr. Tim Carr seconded the motion to enter into executive session to discuss security matters

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

The Board Members entered into Executive Session at 6:20 p.m.

The Board Members returned to Regular Session at 6:44 p.m.

18:021

Mr. Tim Carr moved and Mr. Matthew Clark seconded the motion to approve supplemental legal services through Mullen Coughlin, LLC and through Subashi and Wildermuth

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

18:022

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

YEA: CORNMAN, YOCUM, CARR, CLARK, LATELLA, and NICCUM
President advised the meeting be adjourned at 6:45 p.m.

President

Treasurer/CFO



**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

Page 4
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



Board of Education Minutes

Newark, Ohio

March 20, 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 March 20, 2018.

The meeting was called to order at 5:35 p.m. The following Board Members were present at roll call: Mr. Tim Carr, Mr. Matthew Clark, Dr. Jennifer Cornman, Mrs. Jennifer McDonald, Mr. Forest Yocum, and Ms. Bev Niccum

Mr. Freddie Latella entered the meeting at 5:37 p.m.

18:011

Dr. Jennifer Cornman moved and Mr. Freddie Latella seconded the approval of the Board of Education meeting minutes of February 26, 2018

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

18:012

Mr. Forest Yocum moved and Mr. Tim Carr seconded the approval of the 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

Adult Education part-time, continued

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

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

18:013

Mr. Matthew Clark moved and Mr. Freddie Latella seconded the approval of the 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

Page 4
Minutes – C-TEC Board of Education
March 20, 2018

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

18:014

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

YEA: CORNMAN, YOCUM, CARR, CLARK, LATELLA, MCDONALD, and NICCUM
President advised the meeting be adjourned at 6:23 p.m.

President

Treasurer/CFO



**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 Nicodeumus *	\$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

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 *	\$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
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

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

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. 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
------------------	------------------

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

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 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