



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

March 21, 2019

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
4. Minutes of February 26, 2019 Board of Education Meeting
5. Hearing of the public (agenda items)
6. Superintendent's Recommendations
 - A. Personnel
 1. To accept the resignation of Timothy Jacobs, Math Instructor, effective June 30, 2019
 2. To accept the resignation of Ronald Hill, Adult Education Massage Therapy Instructor, effective February 21, 2019
 3. To employ James R. Davis as Math Instructor, Class II, Step 6 on the Teacher Salary Schedule, one (1) year limited contract, at the annual rate of \$46,940.00 for the 2019-2020 school year, pending background check
 4. To approve the following Adult Education Center's part-time personnel, on an as needed basis, for the 2018-2019 school year

AE Part-time

Ariel – Instructor Rodney Huhn *	\$25.00 per hour
Customized Business & Industry Training Rodney Huhn *	\$25.00 per hour
General & CNC Machining – Instructor Rodney Huhn *	\$25.00 per hour
Licensed Massage Therapy – (A & P Instructor) Anthony DeAngelo *	\$20.00 per hour
Multicraft Maintenance – Instructor Rodney Huhn *	\$25.00 per hour
Office Technology – Instructor Kelly Bierkortte *	\$21.00 per hour
Public Safety – Customized Training Instructor Jaime Jones *	\$24.00 per hour
Public Safety – Fire 1 & 2 Instructor Jaime Jones *	\$21.00 per hour
Public Safety – FMS Fire Instructor Jaime Jones *	\$21.00 per hour
Registered Medical Assistant – Instructor Anthony DeAngelo *	\$20.00 per hour
Structural Pipe & Feb Welding Instructor Rodney Huhn *	\$25.00 per hour

*pending background check

- B. To close the Visual Design and Imaging Satellite Program located at Granville High School, effective June 2019

- C. To approve a contract with the Newark Division of Police, Licking County, for the purpose of Prom Security on April 6, 2019
- D. To approve a contract with the Newark Division of Police, Licking County, for the purpose of Honors Ceremony Security on May 24, 2019
- E. 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

Jason Crumbley	Culinary Arts 1 (Utica)
Kenneth Franken	Culinary Arts 1 (Watkins Memorial)
Holley Lane	Culinary Arts 1 (Licking Valley)
Alexis Lyon	Culinary Arts 1 (Northridge)
Jonathon McComas	Culinary Arts 1 (Granville)
Andrew Stanley	Culinary Arts 1 (Watkins Memorial)
Tyler Stuhr	Culinary Arts 1 (Licking Valley)
Chef Jessica Karr	Culinary Arts Instructor
Eydie Koski	Cook
Jessica Romine	Head Cook
Linda Thornton	Free & Reduced Lunch Coordinator

F. Donation

AlphaLink Communications
Karla Carson
1496 West Main Street
Newark, OH 43055
\$500.00 - Women in IT Scholarship Fund

Sally Beauty Supplies
Jessica Luthi-Green
959-A Hebron Road
Heath, OH 43056
Hair color and Developer (quantity: 20) to be used by AE Cosmetology program

7. Treasurer/CFO's Recommendations

- A. To approve the financial reports for February 2019

B. To approve the following Then and Now Purchase Order

78630	Bricker & Eckler	\$7,750.14
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8. Hearing of the public (non-agenda items)
9. Board Members' Comments
10. Superintendent's Comments
11. Treasurer's Comments
12. Request Executive Session to consider the employment of a public employee with possible action to follow

Adjournment: Next Meeting April 23, 2019



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

February 26, 2019

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: Joyce L. Malainy/Collective Bargaining Agreement
4. Presentation: Mrs. Stephanie Priestnal, Director of District Services
5. Minutes of January 9, 2019 Board of Education Regular and Organizational Meetings
6. Hearing of the public (agenda items)
7. Superintendent's Recommendations
 - A. To approve the C-TEC TEA Collective Bargaining Agreement for a period of three (3) years, effective July 1, 2019
 - B. Personnel
 1. To accept the resignation of Thomas A. Pullem, Machine Assembly Instructor/Coordinator, effective January 28, 2019
 2. To accept the resignation of Pamela S. Hoffman, Adult Education Welcome Center, effective May 31, 2019

3. To accept the resignation for the purpose of retirement, of Jennifer Kinsley, Visual Design & Imaging Instructor, effective May 31, 2019
4. To approve Megan Bilger as substitute Cafeteria Worker, on an as needed basis, for the 2018-2019 school year at the rate of \$10.60 per hour, pending background check
5. To approve Tracie Claggett as substitute teacher, on an as needed basis, for the 2018-2019 school year at the rate of \$95.00 per day, pending licensure and background checks
6. To approve the following Adult Education Center's part-time personnel, on an as needed basis, for the 2018-2019 school year

Career Enhancement Instructor	
Tessann Peyton	\$18.00 per hour
Zack Snider	\$20.00 per hour
Customized Training Instructor	
James O'Donnell *	\$20.00 per hour
Licensed Massage Therapy (A & P Instructor)	
Tracie Claggett *	\$20.00 per hour
Multicraft Maintenance Instructor	
James O'Donnell *	\$20.00 per hour
OSU Instructor	
James O'Donnell *	\$25.00 per hour
Public Safety - Customized Training Instructor	
Duane Price *	\$24.00 per hour
Public Safety – Fire 1 & 2 Instructor	
Duane Price *	\$21.00 per hour
Public Safety – FMS Fire Instructor	
Duane Price *	\$21.00 per hour

Adult Education part-time, continued

Registered Medical Assistant Instructor

Tracie Claggett *

\$20.00 per hour

April Fulton *

\$18.00 per hour

Structural Pipe & Fab Welding Instructor

James O'Donnell *

\$20.00 per hour

*pending background check

- C. To approve the Pre-Engineering Program, to be housed at Johnstown Middle School, beginning the 2019-2020 school year
- D. To approve the Health Science Program to be housed at Licking Heights High School, beginning the 2019-2020 school year
- E. Donations

Ericka Haines

Administrative Specialist II

Licking County Board of DD

195 Union Street, Suite B2

Newark, OH 43055

8 LED Nail Lamps to be used by Cosmetology programs

Teresa R. Robertson

7732 Worley Drive

Blacklick, OH 43004

2009 Chevrolet HHR – to be used by the Auto Technology program

8. Treasurer's Recommendations

- A. To approve the financial reports for January 2019
- B. To approve revisions to the following Purpose Statement & Budgets

Construction Technology

Welding & Metal Fabrication

C. To approve the following Then and Now purchase

78554	Fifth Third	\$9,293.00
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D. To approve Resolution 2019-01 Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Then to the County Auditor

9. Hearing of the public (non-agenda items)
10. Board Members' Comments
11. Superintendent's Comments
12. Treasurer's Comments
13. Request Executive Session to consider the employment of a public employee and to consider the compensation of public employees, with possible Board action to follow

Adjournment: Next Meeting March 21, 2019

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

JANUARY 9, 2019

5:30 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 9, 2019

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 session in the Board of Education Conference Room at 222 Price Road, Newark, Ohio on January 9, 2019.

The meeting was called to order at 5:37 p.m. The following Board Members were present at roll call: Mr. Tim Carr, Mr. Matthew Clark, Dr. Jennifer Cornman, Mr. Freddie Latella, Mr. Forest Yocum and Ms. Bev Niccum

19:001

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

Since only one candidate was nominated, Ms. Niccum declared that Ms. Bev Niccum was elected to the office of President

19:002

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

Mr. Forest Yocum nominated Dr. Jennifer Cornman

Upon no further nominations Ms. Niccum closed nominations

Since only one candidate was nominated, Ms. Niccum declared that Dr. Jennifer Cornman was elected to the office of Vice President

19:003

Mr. Freddie Latella moved and Dr. Jennifer Cornman seconded the approval of items 5-20

5. Appoint Ohio School Boards Association Legislative Liaison – Forest Yocum
6. Appoint Ohio School Boards Association Legislative Liaison Alternate – 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 of fourth Tuesday of each month at 5:30 p.m. as the regular Board Meeting date to take place at 222 Price Road Newark, OH 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/CFO

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/CFO to invest inactive monies

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

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

19:004

Mr. Tim Carr moved and Mr. Matthew Clark seconded the motion that the meeting be adjourned

YEA: CARR, CLARK, CORNMAN, LATELLA, YOCUM, and NICCUM
President advised the meeting be adjourned at 5:42 p.m.

President

Treasurer/CFO



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

January 9, 2019

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 December 19, 2018 Board of Education Meeting
4. Hearing of the public (agenda items)
5. Superintendent's Recommendations

A. Personnel

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

Customized Training – Owens Corning
Jeff Curtis * \$35.80 per hour

Public Safety – Customized Training Instructor
Mark Bradford \$24.00 per hour

Public Safety – EMT Instructor
Mark Bradford \$21.00 per hour

Public Safety – Fire 1 & 2 Instructor
Mark Bradford \$21.00 per hour

Adult Education, continued

Public Safety – FMS EMT Instructor
Mark Bradford \$21.00 per hour

Public Safety FMS Fire Instructor
Mark Bradford \$21.00 per hour

*pending background check

6. Treasurer's Recommendations

A. To approve the financial reports for December 2018

B. To approve the following Then and Now Purchases

78243	Schoolcraft Publishing	\$12,984.02
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7. Hearing of the public (non-agenda items)

8. Board Members' Comments

10. Superintendent's Comments

11. Treasurer's Comments

12. Request for an Executive Session to consider the employment of a public employee

Adjournment: Next Meeting February 26, 2019



Board of Education Minutes

Newark, Ohio

January 9, 2019

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 9, 2019.

The meeting was called to order at 5:43 p.m. The following Board Members were present at roll call: Mr. Tim Carr, Mr. Matthew Clark, Dr. Jennifer Cornman, Mr. Freddie Latella, Mr. Forest Yocum and Ms. Bev Niccum

19:005

Mr. Matthew Clark moved and Dr. Jennifer Cornman seconded the approval of the Board of Education meeting minutes of December 19, 2018

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

The President advised the motion carried

19:006

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

A. Personnel

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

Customized Training – Owens Corning Jeff Curtis *	\$35.80 per hour
Public Safety – Customized Training Instructor Mark Bradford	\$24.00 per hour
Public Safety – EMT Instructor Mark Bradford	\$21.00 per hour
Public Safety – Fire 1 & 2 Instructor Mark Bradford	\$21.00 per hour

Adult Education, continued

Public Safety – FMS EMT Instructor
Mark Bradford \$21.00 per hour

Public Safety FMS Fire Instructor
Mark Bradford \$21.00 per hour

*pending background check

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

19:007

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

- A. To approve the financial reports for December 2018
- B. To approve the following Then and Now Purchases

78243	Schoolcraft Publishing	\$12,984.02
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YEA: CORNMAN, YOCUM, CARR, CLARK, LATELLA, and NICCUM
The President advised the motion carried

19:008

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

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

The Board Members entered into Executive Session at 5:50 p.m.

The Board Members returned to Regular Session at 6:05 p.m.

19:009

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

YEA: YOCUM, CORNMAN, CARR, CLARK, LATELLA, and NICCUM
President advised the meeting be adjourned at 6:05 p.m.

President

Treasurer/CFO