



**Auburn Vocational Board of Education
Agenda
June 6, 2017
7:00 pm**

Item #1 Roll Call

- | | | |
|--|--|--|
| <input type="checkbox"/> Mrs. Jean Brush | <input type="checkbox"/> Mr. Ken Klima | <input type="checkbox"/> Mr. Paul Stefanko |
| <input type="checkbox"/> Dr. Susan Culotta | <input type="checkbox"/> Dr. Brian Kolkowski | <input type="checkbox"/> Mr. Erik Walter |
| <input type="checkbox"/> Mrs. Mary Javins | <input type="checkbox"/> Mr. Roger Miller | <input type="checkbox"/> Mrs. Mary Wheeler |
| <input type="checkbox"/> Mr. Geoffrey Kent | <input type="checkbox"/> Mr. Terry Sedivy | |

Item #2 Pledge of Allegiance

Item #3 Approve Agenda

Motion _____

Second _____

Vote: Pass _____ Fail _____

**Item #4 Approve Minutes of Regular Board Meeting on May 2, 2017 and
Special Board Meeting on May 22, 2017**

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #5 Public Participation

Item #6 Administrative Reports

- ABLE Recognition Ceremony ~ June 22, 2017 at 6:30 pm
Auburn Career Center, Presentation Center
- Student Harassment Report, Mr. Jeff Slavkovsky
- 2016-2017 Student Organization State Results
- Auction of 7070 Auburn Road, Concord Twp., OH 44077 ~ June 15, 2017 @ 1:00 pm
- Auburn Board of Education tour 7070 Auburn Road following Board meeting

Item #7 Facilities Committee Report – Mrs. Sherry Williamson

Item #8 Student Achievement Report – Mrs. Jean Brush

Item #9 Legislative Report – Mrs. Mary Javins

Item #10 Recruitment/Curriculum Subcommittee Report–No Report

Item #11 Finance Committee Report – No Report

Treasurer’s Agenda

Item #12 Render Financial Reports

ORC 3313.29-The treasurer shall render a statement to the Board and to the superintendent of the school district, monthly, or more often if required, showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, the balances remaining in each appropriation, and the assets and liabilities of the school district. The financial statements for the period ending April 30, 2017 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, Bank Reconciliation, and Investment Report. (See Attachments Item#12)

No Action Required.

Item#13 Approve Healthcare Premiums

It is recommended the board approve the healthcare Premium rates for 2017-2018 as approved by the Lake County School Healthcare Consortium and outlined in the Lake County Schools Council Health Care Benefit program spreadsheet. Employees not on Standard Plan 2 pay the difference (See Attachment Item #13)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #14 Approve for Unanticipated Transfers and Adjustment of Appropriations

Amend the Certificate of Estimated Resources and adjust appropriations, as needed on June 30, 2017, and transfer to any other fund as necessary in order to avoid an operating deficit on June 30, 2017.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#15 Approve Temporary Appropriations FY 17-18

Approve Temporary Appropriations for FY18 at 85% of the FY17 expenditures. The Permanent Appropriations will be presented to the board for approval at the September 2017 regular board meeting.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #16 Approve Financial Services

It is my recommendation that the Board approve the engagement of Plattenburg certified public accountants to compile the required Basic Financial Statements for the fiscal year end June 30, 2017. The Basic Financial Statements are to be presented in conformity with Generally Accepted Accounting Principles (GAAP). This firm fee amount will be \$8,500- \$9,000 per year plus out-of-pocket costs.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Superintendent's Agenda

Item #17 Approve High School Principal

It is my recommendation that the Board of Education approve Mrs. Dee Stark-Kurtz as the Principal for the 2017-2018 school year. Mrs. Stark-Kurtz will be on a 220 contract, at the amount of \$_____.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #18 Approve High School Staffing 2017-2018

It is my recommendation that the Board of Education approve Ms. Sarah Noble as the School Counselor for the 2017-2018 school year. Ms. Noble will be placed on step 0, column 7 in the amount of \$45,845.00.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #19 Approve Extended Work Days 2017-2018 School Year

It is my recommendation that the Board of Education approve the extended workdays for the following staff for the 2017-2018 school year:

Sarah Noble, School Counselor up to 3 days

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #20 Approve Adult Workforce Education Personnel

It is my recommendation that the Board of Education employ the following teachers/staff for the 2016/2017 school year.

Louise Vadasz PN Faculty \$30.00/hourly

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #21 Approve Resolution to Abolish Administrative Positions and Suspend Administrative Contracts

BOARD RESOLUTION TO ABOLISH R.C. 3319.02 ADMINISTRATIVE POSITIONS AND SUSPEND R.C. 3319.02 ADMINISTRATIVE CONTRACTS

WHEREAS, the Auburn Joint Vocational School District Board of Education (“Board”) adopted Board Policy 1540 (“Suspension of Administrative Contracts”) pursuant to R.C. 3319.171 (“Administrative Personnel Suspension Policy”) with input from the Superintendent and all assistant superintendents, principals, assistant principals, and other administrators employed by the Board under R.C. 3319.02 (“Assistant Superintendents and Other Administrators”) administrative contracts.

WHEREAS, Board Policy 1540 and R.C. 3319.171 permits the Board to proceed in achieving a reduction in the administrative staff by abolishing R.C. 3319.02 administrative positions and suspending R.C. 3319.02 administrative contracts in accordance with the recommendation of Superintendent Brian Bontempo (“Superintendent”).

WHEREAS, Board Policy 1540 and R.C. 3319.171 permits the Board to proceed in achieving a reduction in the administrative staff by abolishing R.C. 3319.02 administrative positions and suspending R.C. 3319.02 administrative contracts in accordance with best interest of the Auburn Joint Vocational School District, which is the primary factor in achieving a reduction in the administrative staff, given that R.C. 3319.02 administrative positions are not interchangeable.

WHEREAS, Board Policy 1540 and R.C. 3319.171 permits the Board to achieve a reduction in the administrative staff by abolishing R.C. 3319.02 administrative positions and suspending R.C. 3319.02 administrative contracts due to financial conditions affecting the Auburn Joint Vocational School District and the reorganization and consolidation of administrative functions.

WHEREAS, pursuant to Board Policy 1540 and R.C. 3319.171, written notice was issued to Tim Marek on April 19, 2017, that the Superintendent intended to recommend that the Board abolish the R.C. 3319.02 administrative position of **Senior System Engineer** and suspend Tim Marek’s R.C. 3319.02 administrative contract, effective July 31, 2017, at this June 6, 2017 regularly-scheduled Board meeting.

WHEREAS, pursuant to Board Policy 1540 and R.C. 3319.171, written notice was issued to Dee Stark on April 19, 2017, that the Superintendent intended to recommend that the Board abolish the R.C. 3319.02 administrative position of **Assistant Principal** and suspend Dee Stark-Kurtz’s R.C. 3319.02 administrative contract, effective July 31, 2017, at this June 6, 2017 regularly-scheduled Board meeting.

WHEREAS, pursuant to Board Policy 1540 and R.C. 3319.171, the Superintendent has recommended and is recommending that it is the best interest of the Auburn Joint Vocational School District for the Board to achieve a reduction in the administrative staff and given that R.C. 3319.02 administrative positions are not interchangeable – at this June 6, 2017 regularly-scheduled Board meeting – by **abolishing the following R.C. 3319.02 administrative positions**, effective **July 31, 2017**, due to financial conditions affecting the Auburn Joint Vocational School District and the reorganization and consolidation of administrative functions:

1. Senior System Engineer, and
2. Assistant Principal.

WHEREAS, pursuant to Board Policy 1540 and R.C. 3319.171, the Superintendent has recommended and is recommending that it is the best interest of the Auburn Joint Vocational School District for the Board to

achieve a reduction in the administrative staff and given that R.C. 3319.02 administrative positions are not interchangeable – at this June 6, 2017 regularly-scheduled Board meeting – by **suspending the following R.C. 3319.02 administrative contracts**, effective **July 31, 2017**, due to financial conditions affecting the Auburn Joint Vocational School District and the reorganization and consolidation of administrative functions:

1. Tim Marek (Senior System Engineer), and
2. Dee Stark-Kurtz (Assistant Principal).

NOW THEREFORE BE IT RESOLVED, that pursuant to Board Policy 1540 and R.C. 3319.171, the Board (1) hereby accepts the Superintendent’s abolishment recommendations, (2) hereby determines that it is the best interest of the Auburn Joint Vocational School District for the Board to achieve a reduction in the administrative staff, (3) hereby determines that R.C. 3319.02 administrative positions are not interchangeable, and (4) hereby **abolishes the following R.C. 3319.02 administrative positions**, effective **July 31, 2017**, due to financial conditions affecting the Auburn Joint Vocational School District and the reorganization and consolidation of administrative functions:

1. Senior System Engineer, and
2. Assistant Principal.

NOW THEREFORE BE IT FURTHER RESOLVED, that pursuant to Board Policy 1540 and R.C. 3319.171, the Board (1) hereby accepts the Superintendent’s suspension recommendations, (2) hereby determines that it is the best interest of the Auburn Joint Vocational School District for the Board to achieve a reduction in the administrative staff, (3) hereby determines that R.C. 3319.02 administrative positions are not interchangeable, and (4) hereby **suspends the following R.C. 3319.02 administrative contracts**, effective **July 31, 2017**, due to financial conditions affecting the Auburn Joint Vocational School District and the reorganization and consolidation of administrative functions:

1. Tim Marek (Senior System Engineer), and
2. Dee Stark-Kurtz (Assistant Principal).

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #22 Approve Information Support & Services Textbook

It is the recommendation that the Board of Education approve the following textbook as part of the Information Support & Services program.

Gaddis, Tony. *Gaddis C## 4th Edition, 2017 ICTC1010 Custom Text*. Fourth ed. Boston, MA: A Pearson Education Company. 2017. Print

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #23 Approve Allied Health Technology Pharmacy Tech Books

It is the recommendation that the Board of Education approve the following textbooks & workbook as part of the Architecture Project Management program.

Textbook

Neumiller, Joshua J., Bobbie Steelman, Karen Davis, Elaine Beale, James Mizner, Jr., and Julie Beccarelli. *Pharmacy Technician Principles and Practices*. 4th ed. St. Louis: Elsevier, 2012. Print.

Workbook/Manual

Neumiller, Joshua J., Bobbie Steelman, Karen Davis, Elaine Beale, James Mizner, Jr., and Julie Beccarelli. *Pharmacy Technician Principles and Practices Workbook and Lab Manual*. 4th ed. St. Louis: Elsevier, 2012. Print.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #24 Approve Architecture Project Management Textbooks & Workbook

It is the recommendation that the Board of Education approve the following textbooks & workbook as part of the Architecture Project Management program.

Textbook

Madsen, David A. *Civil Drafting Technology*. S.l.: Pearson, 2017. Print.

Workbook

Madsen, David A. *Civil Drafting Technology*. S.l.: Pearson, 2017. Print.

Textbook

Stine, Daniel John. *Commercial Design Using Autodesk Revit 2018*. S.l.: SDC PUBNS, 2017. Print.

Textbook

Hansen, Aaron. *Interior Design Using Autodesk Revit 2018*. S.l.: SDC PUBNS, 2017. Print.

Textbook

Nelson, Joe. *Primavera P6 for Contractors: A Training Guide*. Second ed. Baton Rouge: Dalrymple, 2012. Print.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #25 Approve Business Management Technology Textbook

It is the recommendation that the Board of Education approve the following textbook as part of the Business Management Technology program.

Shaffer, Ann, and Katherine Pinard. *New Perspectives Microsoft Office 365: Office 2016*. Boston, MA: Cengage Learning, 2017. Print.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #26 Approve Customized Training Agreement

It is my recommendation that the Board of Education approve the customized training agreement between Auburn Vocational School District and Charter Steel. The Adult Workforce Department will provide 56 hours of State of Ohio Emergency Medical Responder customized training.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #27 Approve Landscaping Quote

It is my recommendation that the Board of Education approve the Landscaping quote from Landstyles, Inc., located in Painesville, Ohio in the amount of \$15,611.00. Additional companies were contacted, however, only one other quote that was submitted was from Yardmaster Inc. of Painesville, Ohio. (See Attachment Item #27)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #28 Policy: First and Second Reading

It is my recommend that the Board of Education make the following policy modifications to the Auburn Vocational Board of Education Policy Manual. Original policy can be reviewed by visiting the Board Policy website at www.neola.com/auburnjvs-oh and clicking on the policy number. (Attachments Item #28: Emailed)

Section	Title	Revised/New Policy/Delete
Operations 8510	Wellness	Revised

NO ACTION REQUIRED

Item #29 Policies: Final Reading

It is my recommend that the Board of Education make the following policy modifications to the Auburn Vocational Board of Education Policy Manual. Original policy can be reviewed by visiting the Board Policy website at www.neola.com/auburnjvs-oh and clicking on the policy number. (Attachments Item #29: Emailed)

Section	Title	Revised/New Policy/Delete
Operations 8500	Food Services	Revised
Bylaws 0142	Qualifications and Terms of Office	Revised
Operations 8310	Public Records	Revised
Finances 6700	Fair Labor Standards Act (FLSA)	Revised
Finances 6325	Procurement – Federal Grants/Funds	Revised
Finances 6320	Purchases	Revised
Finances 6423	Use of Credit Cards	Revised

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #30 Approve Severance Pay Policy Final Reading

It is my recommendation that the board of education approve the final reading for the severance pay policy.

SEVERANCE PAY

Pursuant to R.C. 124.39(C), the Board provides more severance benefits than those set forth in R.C. 124.39(B). Specifically, it is the current policy and practice of the Board that a Board employee covered under either R.C. 124.38 or R.C. 3319.141 who qualifies and accepts retirement benefits under STRS/SERS shall qualify for a one-time severance payment. This payment shall be equal to the daily rate of pay, at the time of retirement, times twenty-five percent (25%) of the accumulated unused sick leave up to three hundred (300) days. The severance payment shall be twenty-five percent (25%) of three hundred (300) days to a maximum of seventy-five (75) days times the calculated daily rate.

Severance pay shall be based upon the employee's rate of pay at the time of retirement and eliminates the employee's entire sick leave accrual upon payment.

For purposes of this policy, "retirement" means service retirement under the State Teachers Retirement System or School Employees Retirement System and does not include disability retirement.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #31 Other

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #32 Executive Session

- a) Pursuant to Ohio Revised Code Section 121.22(G) (1), I hereby recommend that the Board make a motion to adjourn to executive session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individual unless such person requests a public hearing.
- b) Pursuant to Ohio Revised Code Section 121.22 (G)(2), I hereby recommend that the Board make a motion to adjourn to executive session to consider the purchase of property or the sale of property, if premature disclosure of information would give an unfair competitive bargaining advantage to a person whose private interest is adverse to the general public interest.
- c) Pursuant to Ohio Revised Code Section 121.22(G)(3), I hereby recommend that the Board make a motion to adjourn to executive session to meet with Board Legal Counsel to discuss disputes involving the Board and/or the School District that are the subject of pending or imminent court action.

___ Mrs. Jean Brush

___ Mr. Ken Klima

___ Mr. Paul Stefanko

___ Dr. Susan Culotta

___ Dr. Brian Kolkowski

___ Mr. Erik Walter

___ Mrs. Mary Javins

___ Mr. Roger Miller

___ Mrs. Mary Wheeler

___ Mr. Geoffrey Kent

___ Mr. Terry Sedivy

Motion _____

Time In: _____

Second _____

Time Out: _____

Item #33 Adjourn

Motion _____

Second _____

Vote: Pass _____ Fail _____

Please Notice Enclosures: Attachments

**Regular Board Meeting
June 27, 2017 @ 7:00 pm**