



**Auburn Vocational Board of Education  
Agenda  
June 7, 2016  
7:00 pm**

**Item #1 Roll Call**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Mrs. Jean Brush   | <input type="checkbox"/> Mr. Ken Klima       | <input type="checkbox"/> Mr. Erik Walter   |
| <input type="checkbox"/> Dr. Susan Culotta | <input type="checkbox"/> Dr. Brian Kolkowski | <input type="checkbox"/> Mrs. Kelly Wanyek |
| <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. Paul Stefanko   |  |

**Item #2 Pledge of Allegiance**

**Item #3 Approve Agenda**

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #4 Approve Minutes of Last Meeting**

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #5 Public Participation**

## **Item #6 Administrative Reports**

- a) Student Harassment Report, Mr. Jeff Slavkovsky
- b) High School Ceremony
- c) Scholarship Awards for 2015-2016 School Year
- d) Auction of 8339 Raleigh Place, Concord Twp., OH 44077 ~ June 8, 2016 @11:00 am
- e) Auburn Board of Education tour 8339 Raleigh Place following Board meeting
- f) ABLE Recognition Ceremony ~ June 23, 2016 at 6:30 pm  
Auburn Career Center, Presentation Center

**Item #7 Facilities Committee Report – Ms. Maggie Lynch**

**Item #8 Student Achievement Report – Mrs. Jean Brush**

**Item #9 Legislative Report – Mrs. Mary Javins**

**Item #10 Recruitment Subcommittee Report–Enrollment Report Update**

**Item #11 Curriculum Committee Report – Combined with Recruitment**

**Item #12 Finance Committee Report – No Report**

## **TREASURER’S AGENDA**

### **Item #13 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, 2016 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, Bank Reconciliation, and Investment Report. (See Attachments Item#13)

**No Action Required.**

**Item#14 Approve Healthcare Premiums**

It is recommended the board approve the healthcare Premium rates for 2016-2017 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 #14)

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #15 Approve for Unanticipated Transfers and Adjustment of Appropriations**

Amend the Certificate of Estimated Resources and adjust appropriations, as needed on June 30, 2016, and transfer to any other fund as necessary in order to avoid an operating deficit on June 30, 2016.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item#16 Approve Temporary Appropriations FY 16-17**

Approve Temporary Appropriations for FY17 at 85% of the FY16 expenditures. The Permanent Appropriations will be presented to the board for approval at the September, 2016 regular board meeting.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #17 Approve Removal of Inventory**

It is my recommendation that the Board of Education approve the removal of inventory on the following items. These items are out-dated, broken and unable to be fixed. The HP laptops were recycled through Highland Computer Systems. These are the following tag numbers being removed from inventory: 12013, 12011, 12012, 12009, 12019, 12024, 12016, 12025, 12015, 12018, 12023, 12007, 12020, 12010, 12014 and 12027.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

## Item #18 Approve Bid for Cleaning Services

It is my recommendation the board approve the contract for the cleaning services from GCA Service Group of Cleveland, Ohio. Contract to start July 1, 2016 through June 30, 2020, total contract bid will be in the amount of \$779,482.63. (See Attachment Item #18)

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

# Superintendent's Agenda

## Item #19 Human Resources

### *A. Approve Adult Workforce Education Staff for 2015-2016*

It is my recommendation that the Board employ the following staff for the 2015-2016 school year.

Ken Johnson	Adult Welding Instructor	\$30.00/hourly
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### *B. Approve Adult Workforce Education Staff for 2016-2017*

It is my recommendation that the Board employ the following staff for the 2016-2017 school year.

Ken Johnson	Adult Welding Instructor	\$30.00/hourly
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### *C. Approve Unpaid Medical Leave*

It is my recommendation that the Board approve unpaid medical leave for Mrs. Cindy Johnson from May 25, 2016 to May 27, 2016.

### *D. Approve Resignations*

It is my recommendation that the Board approve the resignation from Ms. Lisa Tassone, Kitchen Helper, effective May 31, 2016.

It is my recommendation that the Board approve the resignation from Ms. Veronica Hido, School Receptionist, effective May 31, 2016.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

## **Item # 20 Approve Extended Work Days 2015-2016 School Year**

It is my recommendation that the Board of Education approve not to exceed a twenty-four (24) day extended work day for Mrs. Michelle Rodewald for the 2015-2016 school year ending July 31, 2016. Daily rate of \$305.17 equals a total amount of \$8,737.56.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

## **Item #21 Approve Resolution Adopting a Calamity Day Alternative Make-up Plan by Auburn Vocational School District Board of Education for the 2016-2017 School Year**

WHEREAS, Auburn Vocational School District Board of Education desires that students have learning opportunities even when schools are closed for any of the reasons specified in Section 3313.482 of the Ohio Revised Code; and

WHEREAS, Section 3313.482 authorized a board of education to file an annual plan with the Ohio Department of Education by August 1 of each year to provide online learning opportunities for students in lieu of attendance on such days of closure;

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED that the Auburn Vocational School District Board of Education hereby approves the following plan and authorizes its filing with the Ohio Department of Education.

### **PLAN FOR ALTERNATIVE MAKE-UP OF CALAMITY DAYS**

Pursuant to Ohio Revised Code Section 3313.482, the Board of Education of the Auburn Vocational School District hereby authorizes the following plan to allow students of the district to access and complete classroom lessons in order to fulfill up to a maximum of the number of hours that are the equivalent of three school days because of the closing of schools for any of the reasons specified in section 3313.482.

1. This plan is submitted, pursuant to approval of the board of education, prior to August 1.
2. This plan includes the written consent of the teacher's employee representative as designated under division (B) of Section 4117.04. Such consent is on file in the official file of the board of education and is hereby incorporated into this plan as if specifically rewritten.
3. Not later than November 1 of the 2016-2017 school year, each classroom teacher shall develop a sufficient number of lessons for each course taught by that teacher with such lessons requiring, in the judgment of the teacher, an amount of time equal to or greater than the number of hours that are the equivalent of three school days in such teacher's class.
4. The teacher shall designate the order in which the lessons are to be posted on the district's web portal (*Blackboard*) or web site.
5. Teachers will update or replace such lessons as necessary throughout the school year based on the instructional progress of students.

6. As soon as practicable after an announced school closure authorized under section 3313.482, the appropriate administrator may direct staff to make the designated lessons available on the district's portal or site. Each lesson shall be posted for each course that was scheduled to meet on the day of the school closing.
7. Each student enrolled in a course for which a lesson is posted shall be granted a two-week period from the date of posting to complete the lesson. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided.
8. Students without access to a computer shall be permitted to complete the posted lessons at school after the reopening of school. Students utilizing this option will be granted two weeks from the date of reopening to complete such lessons. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided. The district will provide access to district computers before, during, or after the school day (provided that the equipment is available and accessible at those times) or may provide a substantially similar paper lesson in order for students to complete the assignments.
9. The board of education hereby authorizes "blizzard bags," which are paper copies of the lessons posted online. Teachers shall prepare paper copies approximating the content of the online lessons and shall update such paper copies when updating any of the online lessons. "Blizzard Bags" shall be distributed to all students by not later than December 1 of the school year or such other date as may be selected by the Superintendent. Students shall submit completed lessons to the teachers assigning such lessons not later than two weeks after the date of the school closing for which the "blizzard bag" lessons are assigned.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #22 Approve Community Reinvestment Area Tax Incentives**

It is my recommendation that the Board approve the community reinvestment area tax incentives submitted by County of Geauga and P & G Capital. These are Community Reinvestment Area (CRA) tax abatement requests for proposed new construction projects in the Burton Storage. See Attachment Item #22)

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #23 Approve CISCO Support Quote**

It is my recommendation that the Board of Education approve the 14month CISCO maintenance quote for coverage starting May 15, 2016 through June 30, 2017 in the amount of \$20,212.67. This cost would cover software application support and upgrades for all cisco switches, routers, access points, wireless controller, phone system and virtual infrastructure, as well as minor and major updates for our licensed feature set. This infrastructure hosts shared resources such as networking & wireless access, phone systems, email, citrix and file sharing with Auburn Career Center, iStem, Lake County Educational Service Center, LEAF and ABLE. As well as a variety of specialty applications dedicated to Auburn Career Centers high school and adult programs.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #24 Approve Textbook & Workbook for Sports Medicine, Allied Healthcare, Patient Care Technician and Emergency Medical Services**

It is my recommendation that the Board approve Medical Terminology, 3<sup>rd</sup> Edition textbook and Medical Terminology for the Healthcare Professions, 8<sup>th</sup> Edition workbook for the sports medicine, Allied Healthcare, Patient Care Technician and Emergency Medical Services programs. (See Attachment #24)

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #25 Approve Textbook for Business Management Technician**

It is my recommendation that the Board approve Century 21 Accounting textbook for the accounting portion of the Business Management Technician program. (See Attachment #25)

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #26 Approve Textbook for Allied Healthcare and Patient Care Technician**

It is my recommendation that the Board approve the textbook Basics of the US Health Care System for the Allied Healthcare and Patient Care Technician programs. (See Attachment #26)

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #27 Approve Contracted Service Agreement with LEAF**

It is my recommendation that the Board of Education approve the LEAF Contracted Services Agreement for the 2016-2017 school year. This organization provides services that assist student and families in college searches for obtaining financial aid and do not charge the client fees. It also tracks students through post-secondary. The cost of an advisor in the school for this school year will be \$48/hour. It is estimated the district will utilize 135 hours at total cost of \$6,480.00. (See Attachment Item #27)

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #28 Other**

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #29 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. Erik Walter

\_\_\_ Dr. Susan Culotta

\_\_\_ Dr. Brian Kolkowski

\_\_\_ Mrs. Kelly Wanyek

\_\_\_ Mrs. Mary Javins

\_\_\_ Mr. Roger Miller

\_\_\_ Mrs. Mary Wheeler

\_\_\_ Mr. Geoffrey Kent

\_\_\_ Mr. Paul Stefanko

Motion \_\_\_\_\_

Time In: \_\_\_\_\_

Second \_\_\_\_\_

Time Out: \_\_\_\_\_



**Item #30 Adjourn**

Motion \_\_\_\_\_

Second \_\_\_\_\_

Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

*Please Notice Enclosures: Attachments  
Agenda and Attachments are on Blackboard*

**Next Board Meeting:  
June 28, 2016 @ 7:00 pm**