



**Auburn Vocational Board of Education
Agenda
May 3, 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. Senior Ceremony ~ May 25, 2016 at 12:15 pm
Lakeland Community College, Athletic Fitness Center
- B. ABLE Recognition Ceremony ~ June 23, 2016 at 6:30 pm
Auburn Career Center, Presentation Center
- C. Teachers Last Day ~ May 27, 2016

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 Update
Meeting May 10, 2016 @ 4:00 pm

Item #11 Curriculum Committee Report – Combined with Recruitment

Item #12 Finance Committee Report – Mrs. Sherry Williamson

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 March 31, 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 Five-Year Forecast

It is my recommendation that the board approve the FY2016-2020 Five-Year Forecast. The forecast and assumptions were previewed by the Finance Committee electronically and they are believed to represent the most probable scenario for the forecast period. Raises have not been assumed for the FY15 and beyond but longevity steps have been assumed. Changes in the Foundation funding have been forecasted based on estimates received from ODE. Finally, the Five-Year Facility Plan is not included due to lack of funding. It is possible that projects may be assumed as debt is paid down and the Forecast may be revised when such decisions are made. (See Attachment Item #14)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #15 Approve Permanent Improvement Levy Resolution

It is my recommendation that the Board approve the resolution submitting the question of an additional tax levy for the purpose of improving and equipping school district buildings and facilities and clearing, improving and equipping their sites by, among other things, repairing roofs, replacing windows, installing HVAC equipment, providing insulation, replacing and improving driveways and parking lots, and acquiring technology and program equipment to the electors of the Auburn Vocational School District, pursuant to section 5705.21 of the revised code. (See Attachment Item #15)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Superintendent's Agenda

Item#16 Policies Modifications: Final Reading

I 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: Emailed)

Section	Title	Revised/New Policy
Administration 1130	Conflict of Interest	Revised
Administration 1422	Non Discrimination & Equal Employment Opportunity	Revised
Administration 1623	Section 504/ADA Prohibition Against Disability Discrimination in Employment	Revised
Administration 1630.01	FMLA Leave	Revised
Bylaws 0130	Technical Corrections	New Bylaw
Bylaws 0160	Executive Session	Revised
Classified Staff 4113	Conflict of Interest	Revised
Classified Staff 4122	Non Discrimination & Equal Employment Opportunity	Revised
Classified Staff 4123	Section 504/ADA Prohibition Against Disability Discrimination in Employment	Revised
Classified Staff 4430.01	FMLA Leave	Revised
Finances 6110	Grant Funds	Revised
Finances 6111	Internal Controls	New Policy
Finances 6112	Cash Management of Grants	New Policy
Finances 6114	Cost Principles – Spending Federal Funds	New Policy
Finances 6116	Time and Effort Reporting	New Policy
Finances 6144	Investments	Revised
Finances 6325	Procurement – Federal Grants/Funds	New Policy
Finances 6550	Travel Payment & Reimbursement	Revised
Finances 6800	System of Accounting	New Policy
Operations 8210	School Calendar	Revised
Operations 8325	Receiving Legal Documents	New Policy
Operations 8400	School Safety	Revised
Operations 8420	Emergency Situations at Schools	Revised

Section	Title	Revised/New Policy
Operations 8452	Automated External Defibrillators (AED)	Revised
Operations 8500	Food Services	Revised
Operations 8510	Wellness	Revised
Operations 8540	Vending Machines	Revised
Professional Staff 3113	Conflict of Interest	Revised
Professional Staff 3122	Non Discrimination & Equal Employment Opportunity	Revised
Professional Staff 3123	Section 504/ADA Prohibition Against Disability Discrimination in Employment	Revised
Professional Staff 3430.01	FMLA Leave	Revised
Program 2210	Curriculum Development	Revised
Program 2260	Nondiscrimination & Access to Equal Educational Opportunity	Revised
Program 2260.01	Section 504/ADA Prohibition Against Disability Discrimination in Employment	Revised
Program 2430	District-Sponsored Clubs & Activities	Revised
Program 2452	Disclosure of Security Policy & Crime Statistics (Clery Act)	New Policy
Program 2460.03	Independent Educational Evaluations	New Policy
Program 2461	Recording of District Meetings Involving Students and/or Parents	Revised
Program 2510	Adoption of Textbooks	Revised
Program 2520	Selection of Instructional Materials & Equipment	Revised
Property 7300	Disposition of Real Property/Personal Property	Revised
Property 7310	Disposition of Surplus Property	Revised
Property 7450	Property Inventory	Revised
Property 7540.02	District Web Page	Revised
Property 7540.03	Student Education Technology Acceptable Use & Safety	Revised
Property 7540.04	Staff Education Technology Acceptable Use & Safety	Revised
Students 5113	Admission of Students Enrolling Through Open Enrollment	Revised
Students 5330.02	Procurement & Use of Epinephrine Auto Injectors in Emergency Situations	New Policy
Students 5330.03	Procurement & Use of Asthma Inhalers in Emergency Situations	New Policy
Students 5336	Care of Students with Diabetes	New Policy
Students 5517.02	Sexual Violence	New Policy
Students 5830	Student Fund Raising	Revised

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #17 Human Resources

A. Approve Extended Days

It is my recommendation that the following certified employees will be employed for additional days.

Staff Name	Position	# of Days	Amount
Justine Malvicino	Cosmetology Instructor	6 Days	\$1,764.42
Brandi Holland	Cosmetology Instructor	6 Days	\$2,355.48

B. Approve Resignation

It is my recommendation that the Board approve the resignation from Mrs. Kay Low, ABLE/GED instructor, effective date June 30, 2016.

C. Approve Unlicensed Continuing Contract* (Correction)

Staff Name	Title	Salary	Daily Rate	Contract Days
Dawn Bubonic	Marketing/Public Relations	\$46,197.96	\$210.00	220
John Dicks	Systems Engineer	\$80,323.69	\$308.94	260
Kelley Golinar	EMIS Coordinator	\$49,148.55	\$204.79	240
Tim Marek	Senior Systems Engineer	\$104,889.89	\$403.42	260

D. Approve Family Medical Leave and Extended Leave

It is my recommendation that the Board approve Family Medical Leave & Extended Leave for Mrs. Natasha Humar, Tech Lit Instructor. Based on the collective bargaining agreement article 16.5.5., Mrs. Humar will be on FMLA starting April 26, 2016 and returning August 12, 2016 (16-17 School Year).

It is my recommendation that the Board approve Family Medical Leave & Extended Leave for Mrs. Judy Falcone, Guidance Counselor. Based on the collective bargaining agreement article 16.5.5., Mrs. Falcone will be on FMLA starting May 6, 2016 and returning for the 2016-2017 School Year.

E. Approve Student Internship

It is my recommendation that the Board approve Mr. Mark Christopherson, a student internship for the 2016 summer, in the amount of \$8.98 an hour.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #18 Approve Quote for Carpet for Raleigh Place Construction House

It is my recommendation that the Board approve the quote for the carpet for the Raleigh Place construction house from Carpet and Flooring Mill Outlet, Inc. of Willoughby, Ohio in the amount of \$3,740.00. There were two additional quotes one from Rakes Carpet One Floor and Home in Madison, Ohio and another from Location Carpet Company Inc., of Painesville, Ohio.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #19 Other

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #20 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 #21 Adjourn

Motion _____

Second _____

Vote: Pass _____ Fail _____

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