



**Auburn Vocational Board of Education
Agenda
April 5, 2016
7:00 pm**

Item #1 Roll Call

___ 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

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 Report

- a) Student Organization Results (See Attachment Item #6A)
- b) Values in Action Presentation – Michelle Rodewald
- c) PBIS Presentation – Jeff Slavkovsky and Stacy Allen

Item #7 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 #8 Facilities Committee Report - *Meeting April 21, 2016 @ 4:00 PM*

Item #9 Student Achievement Report

Item #10 Legislative Report

Item #11 Recruitment Subcommittee Report – Ms. Maggie Lynch

Item #12 Curriculum Committee Report – Combined with Recruitment

Item #13 Finance Committee Report - *Meeting April 19, 2016 @ 4:30 PM*

Treasurer's Agenda

Item#14 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 February 29, 2016 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, Bank Reconciliation, and Investment Report. (See Attachments Item#14)

No Action Required.

Item#15 Approve Donations

It is my recommendation that the Board of Education approve the following donation from Premier Paint of Eastlake, Ohio of the following materials paint, reducers, activators, sand paper, bondo spreaders, gloves, masking tape, primer and mixing cups estimated amount of \$1,847.78 in supplies for the Skills USA competition of the Automotive Collision Repair program.

It is my recommendation that the Board of Education approve the following donation from Raymond Builders Supply Inc. of Geneva, Ohio of red brick (common) for the Construction Technology program.

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, 2016. The Basic Financial Statements are to be presented in conformity with Generally Accepted Accounting Principles (GAAP). This firm fee amount will be \$8,000 per year, which is a difference of \$1,200 from last year's financial services from Lennon and Company.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #17 Approve Sheakley Workers' Compensation Group Retrospective Rating Program

It is my recommendation that the Board approve Sheakley Workers' Compensation group retrospective rating program for the January 1, 2017 to December 31, 2017 rate year. (See Attachment Item #17)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #18 Approve Permanent Improvement Levy Resolution

It is my recommendation that the Board approve the resolution declaring it necessary for a .25 mill permanent improvement tax levy and request the Lake County Auditor to certify the total current tax valuation of the school district and the dollar amount of revenue that would be generated by that levy. (Attachment will be sent out on a separate cover)

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.

Thomas Roseum	Facilities Maintenance Instructor	\$30.00
Jeffrey Buehner	Firefighter Instructor	\$30.00

B. Approve the Employment of Teachers/Staff for 2016-2017

It is my recommendation that the Board of Education employ the following teachers/staff for the 2016-2017 school year. Salaries are based on the current school year hire.

Limited Teacher Contracts				
Salary includes step increase per CATA				
<i>Instructor Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Amy Ryan	Culinary Arts Instructor	\$58,609.00	\$316.81	185
Angela Nelson	Business Management Tech Instructor	\$62,603.00	\$338.40	185
Barbara Gordon	Enrollment Specialists	\$58,505.00	\$316.25	185

Limited Teacher Contracts				
Salary includes step increase per CATA				
<i>Instructor Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Barbara Rausch	Intervention Specialists	\$67,352.00	\$364.07	185
Brandi Holland	Cosmetology Instructor	\$72,628.00	\$392.59	185
Charles Torre	Automotive Collision Repair Tech. Instr.	\$80,631.00	\$435.85	185
Christine Tredent	Patient Care Technician Instructor	\$69,993.00	\$378.34	185
Dan Agardi	Maintenance & Environmental Services	\$71,211.00	\$384.93	185
Darrin Spondike	Computer Networking Instructor	\$58,505.00	\$316.25	185
David Richards	Landscape Horticulture Instructor	\$77,896.00	\$421.06	185
Dorothy Bentley	Intervention Specialists	\$72,872.00	\$393.91	185
Gregg Evans	Intervention Specialists	\$62,863.00	\$339.80	185
Jane Metrisin	Teaching Professions Pathway Instr.	\$69,391.00	\$375.09	185
Jared Rogge	Welding Instructor	\$45,064.00	\$243.59	185
Justine Malvicino	Cosmetology Instructor	\$56,455.00	\$305.17	185
Laura Ciszewski	Information Support & Services Instr.	\$63,207.00	\$341.66	185
Mary Stief	Career Development	\$57,044.00	\$308.35	185
Mark Todd	Electronic Engineering Prep Instr.	\$70,393.00	\$380.51	185
Michelle Rodewald	Business Partnership Coordinator	\$69,596.00	\$376.19	185
Robert A. Hill	Construction Instructor	\$80,631.00	\$435.85	185
Robin Nunes	On-line English Instructor	\$67,352.00	\$364.07	185
Salman Pirzada	Architecture Project Management Instr.	\$73,917.00	\$399.56	185
Stacy Allen	Alternative Studies	\$74,090.00	\$400.49	185
Stephanie Wiencek	Intervention Specialists	\$54,163.00	\$292.78	185
Terry Colescott	Advanced Manufacturing Instructor	\$71,551.00	\$386.55	185
Thomas Welk	Automotive Technology Instructor	\$64,653.00	\$349.48	185
Wayne Reed, Jr.	Heating, Ventilation & Air Conditioning Instructor	\$72,628.00	\$392.59	185

Continue

Limited Teacher Contract Part Time				
Salary includes step increase per CATA				
<i>Instructor Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Natasha Humar	Literacy Instructor	\$27,392.50	\$148.07	185 ½ Days

Continuing Teacher Contracts Salary includes step increase per CATA				
<i>Instructor Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
John Blauch	Emergency Medical Services Instructor	\$82,217.00	\$444.42	185
Dan Crail	High School Counselor	\$57,044.00	\$308.35	185
Beth Cueni	Information Technology Instructor (MA)	\$80,935.00	\$437.49	185
Judith Falcone	High School Counselor	\$87,288.00	\$471.83	185
Jason Gardner	Internet Programming/Development Instr.	\$79,654.00	\$430.57	185
Ginny Gontero	Sports Medicine Instructor	\$76,180.00	\$411.79	185
Margaret Hecht	On-line English	\$77,230.00	\$417.46	185
Suzanne Holmen	VOSE Coordinator	\$85,686.00	\$463.17	185
Rodney Kozar	Interactive Multimedia Technology Instr.	\$83,874.00	\$453.38	185
Sue Lefler	Allied Health Technology Instructor	\$82,201.00	\$444.33	185

Classified Non-Teaching Continuing Contract				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Carol Szoka	Administrative Assistant – High School Office	\$53,685.84	\$206.48	260
Diane Buchs	Administrative Assistant – High School Office	\$52,813.82	\$203.13	260
Laura Kamis	Administrative Assistant – Adult Workforce	\$41,419.54	\$159.31	260
Leslie Machuta	Administrative Assistant – Student Services	\$41,177.49	\$187.17	220
Michael Franko	Maintenance	\$48,873.65	\$187.98	260
Richard Gamber	Maintenance	\$47,161.49	\$181.39	260
Veronica Hido	Receptionist	\$26,775.13	\$102.98	260
Wendy Lauer	Administrative Assistant- Facilities/Testing	\$43,027.24	\$165.49	260

Continuing Teacher Aide Contract				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Cindy Johnson	Culinary Arts Teacher Assistant	\$27,177.15	\$193.37	195
Phillip Stropkey	Construction Teacher Assistant	\$22,672.65	\$116.27	195

Teacher Aide Contract Two Year Contract 2015-2017				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Jessica Szoka	Landscape Horticulture Assistant	\$21,171.15	\$108.57	195

Classified Contract Two Year Contract 2015-2017				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Dominic DePasquale	Maintenance - Evening	\$35,911.95	\$138.12	260

Classified Non-Teaching Part Time Hourly Hire			
<i>Staff Name</i>	<i>Title</i>	<i>Hourly Rate</i>	<i>Contract Days</i>
Cindy Coin	Receptionist - Evening	\$18.75	260
Kathryn Neill	Kitchen Helper	\$15.31	195
Judy Osmond	Kitchen Helper	\$15.06	195
Lisa Tassone	Kitchen Helper	\$13.57	195
Diane Tvergyak	Kitchen Helper	\$15.31	195
Rexene Madl	Administrative Assistant - ABLE/GED	\$17.83	As Scheduled

Adult Workforce Education - Limited Teacher Contract				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Mary Ann Kerwood	Academics/ABLE	\$84,511.32	\$352.13	240
Sandra Ranck	PN Coordinator	\$86,588.35	\$333.03	260
Lucinda Yoo	PN Faculty	\$57,148.32	\$259.77	220

Adult Workforce Education - Continuing Contract				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Jennifer Reese	Career Resources Coordinator	\$83,554.92	\$379.80	220

Classified Non-Teaching Continuing Contract				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Carrie McVicker	Administrative Assistant-Accounts Payable	\$52,813.82	\$203.13	260
Eileen Hauser	Administrative Assistant-Payroll	\$49,467.49	\$190.26	260
Lori Smith	Executive Administrative Assistant/HR	\$61,335.58	\$235.90	260
Shelley Barto	Financial Aid Specialist	\$40,612.31	\$156.20	260

Classified Non-Teaching Contract Two Year Contract 2015-2017				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Victoria Bryant	Assistant to the Treasurer	\$44,660.00	\$171.77	260

Classified Non-Teaching Contract Two Year Contract 2016-2018				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Karolyn Johnson	Payroll Clerk (ESC)	\$37,392.86	\$143.82	260

Classified Non-Teaching Contract Two Year Contract 2016-2018				
<i>Staff Name</i>	<i>Title</i>	<i>Hourly Rate</i>	<i>Contract Days</i>	
Ellen Cochran	Accounts Payable (ESC)	\$17.59	260	

Professional Unlicensed Contract Two Year Contract 2016-2018				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
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

Professional Unlicensed Continuing Contract				
<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Joseph Atwell	Maintenance Supervisor	\$66,259.57	\$254.84	260
Brenda Carraher	Cafeteria Manager	\$46,208.21	\$236.97	195

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #20 Approve Resignation

It is my recommendation that the Board approve the resignation from Ms. Marcy Trew as the Director of Adult Workforce Education, effective July 31, 2016. (See Attachment Item #20)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#21 Approve Program Instructor's Extra Time

It is my recommendation that the Board of Education approve the following instructors extra time.

<i>Instructor Name</i>	<i>Program</i>	<i>Amount</i>	<i>Topic Covered/Purpose</i>
Jared Rogge	Welding	\$133.56	Incoming Student Interviews
Christine Tredent	Patient Care Technician	\$104.60	Incoming Student Interviews
Justine Malvicino	Cosmetology	\$178.54	Incoming Student Interviews
David Richards	Horticulture Landscape	\$6,831.08	Poinsettia Planting, Landscape Challenge, Home & Garden Show and Great Lakes Mall Event
Christine LaMarca	Mathematics	\$110.48	Skills USA
Sue Lefler	Allied Health Technology	\$269.79	Incoming Student Interviews
Ginny Gontero	Sports Medicine Instructor	\$242.59	Incoming Student Interviews

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #22 Approve Students Paid Internship

It is my recommendation that the Board of Education approve the following students paid internship for the 2015-2016 school year. Effective April 5, 2016.

<i>Student Name</i>	<i>Student Program</i>	<i>Internship/Mentoring</i>	<i>Amount</i>
Gabriel Wilson	Information Support & Services Program	Fab Lab (D. Stark – Supervisor)	\$8.98
Parker Strong	Computer Networking	Systems Engineer (J. Dicks – Supervisor)	\$8.98

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #23 Approve Extended Work Days 2016-2017 School Year

It is my recommendation that the Board of Education approve the extended work day for the beginning of the 2016-2017 school year for Mrs. Judy Falcone and Mr. Dan Crail, Guidance Counselors. The extended days being requested would be August 9, 10 and 11, 2016.

It is my recommendation that the Board of Education approve a seven (7) day extended work day for the 2016-2017 school year for Mr. Dave Richards, for the purpose of poinsettia planting.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item # 24 Approve Extended Work Days 2015-2016 School Year

It is my recommendation that the Board of Education approve a thirty (30) day extended work day for Mrs. Barbara Gordon for the 2015-2016 school year ending July 31, 2016. Daily rate of \$305.17 equals a total amount of \$9,155.10.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #25 Approve 2016-2017 High School Calendar

It is my recommendation that the Board of Education approve the 2016-2017 High School Calendar. (see Attachment #25)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#26 Policies Modifications: First/Second 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
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

Section	Title	Revised/New Policy
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

No Action Required.

Item #28 Approve Quote for Counter Tops for Raleigh Place, Concord Twp. OH

It is my recommendation that the Board approve the quote of granite countertops from Sims-Lohman of Broadview Hts., Ohio in the amount of \$6,919.00. Two other quotes were received from Active Plumbing Supply Company, of Painesville, Ohio and Concord Granite & Stone, of Concord, Ohio. A quote was received for Formica countertops from Richard Blauvelt of Painesville, Ohio. (See Attachment Item #28)

Motion _____

Second _____

Vote: Pass _____ Fail _____

**Item#29 Approve Resolution for Sale of Auburn House 8339 Raleigh Place,
Concord Twp., OH 44077**

It is the recommendation of the Superintendent that the Board of Education approve the following resolution.

Whereas, the house on Raleigh Drive is completed and the law requires a 30-day notice to be published prior to “sale at public auction” (ORC 3313.41), and

Whereas, the minimum bid is established at \$290,000.00 for the house, and the house has not sold at auction but only twice during the past eight years;

Therefore, be it resolved the Board of Education directs the Treasurer and the Superintendent to enter into contract with Mr. Thomas Seaman, Keller Williams, Real Estate Auctioneer of Peppertown, Ohio; if the Auburn house is not sold at auction for minimum bid or above, and the house to be listed.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #30 Other

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #31 Adjourn

Motion _____

Second _____

Vote: Pass _____ Fail _____

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