

# Auburn Career Center



## Auburn Vocational Board of Education Regular Board Meeting Agenda August 6, 2024 6:30 pm

### Item #1 Roll Call

___ Mr. Todd Albright	___ Ms. Neysa Gaskins	___ Mr. Roger Miller
___ Ms. Jean Brush	___ Mr. Thomas Hach	___ Mr. Barb Rayburn
___ Mr. Kenneth Cahill	___ Mr. Geoffrey Kent	___ Ms. Mary Wheeler
___ Dr. Susan Culotta ___ Ms. Sherry Maruschak		

### Item #2 Pledge of Allegiance

### Item #3 Approve Agenda

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### Item #4 Approve Minutes of the June 27, 2024 Regular Meeting

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **Item #5     Administrative Report(s)**

- Staff In Service Days - August 13th & 14th
- Opening of School Year for Students - Thursday, August 15th
- Awards - SkillsUSA & FCCLA

## **Item #6     Facilities - Update**

## **Item #7     Public Participation**

# **TREASURER’S AGENDA**

## **Item #8     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 June 30, 2024 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, Bank Reconciliation, and Investment Report. *(Attachment #8)*

**NO ACTION REQUIRED.**

## **Item #9     Approve Transfers**

It is my recommendation that the Board approve the following transfers from the General Fund effective August 6, 2024.

<b>Fund</b>	<b>Amount</b>	<b>Purpose</b>
Public School Support	\$50,000.00	Student trips for local, state & national competitions.
Employee Benefits Self Insurance	\$26,397.41	Healthcare Deductible

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #10 Approve Change Funds**

It is my recommendation that the Board approve the change funds for the 2024-2025 school year total of \$137.00.

Attendance/Main Office	\$80.00
Lunchroom	\$57.00
<b>Total</b>	<b>\$137.00</b>

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #11 Approve Donation(s)**

It is my recommendation to approve the following donation:

Donation from the Auburn Education Foundation in the amount of \$4,000.00 for student competition travel.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **SUPERINTENDENT'S AGENDA**

### **Item #12 Human Resources**

It is my recommendation to approve the following Resolution to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (Attachment Item #12)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #13 Approve 3-year Contract for Director of Career Development & Enrollment**

It is my recommendation that the Board of Education approve Mr. Matthew Bryan for a 3-year, 200-day administrator's contract for a salary of \$70,060 effective August 1, 2024.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #14 Resolution to Abolish Vacant Position - Reduction in Staff**

It is my recommendation that the Board of Education approve the following resolution for the Reduction in Staff:

WHEREAS the Auburn Vocational School District Board of Education ("Board") adopted Board Policy 3131 ("Reduction in Staff") pursuant to R.C. 3319.17 ("Reduction in Number of Teachers").

WHEREAS, Board Policy 3131, R.C. 3319.17, Article XIV of the Master Agreement between the Board and the Career and Technical Association ("Master Agreement"), and applicable laws permit the Board to proceed in achieving a reduction in staff by abolishing positions – in whole and/or part – in accordance with the recommendation of the Superintendent for due and/or just cause including, but not limited to, financial reasons.

WHEREAS, Board Policy 3131, R.C. 3319.17, Article XIV of the Master Agreement, and applicable laws permit the Board to proceed in achieving a reduction in staff by suspending employment contracts – in whole and/or part – in accordance with the recommendation of the Superintendent for due and/or just cause including, but not limited to, financial reasons, after giving preference first, within each applicable teaching field (teaching employees) and/or pay classification (non teaching employees) affected, to employees on continuing contracts.

WHEREAS, pursuant to Board Policy 3131, R.C. 3319.17, Article XIV of the Master Agreement, and applicable laws, the Superintendent recommends that the Board proceed in achieving a reduction in staff by both (1) abolishing the following vacant position in whole by one hundred percent (100%) for due and just cause, including financial reasons, after giving preference first, within each applicable teaching field affected, to employees on continuing contracts, effective June 30, 2024:

**One (1) 1.0 FTE Career Development Position – in whole by one hundred percent (100%)**

WHEREAS the notice requirements of R.C. 121.22, R.C. 3313.16, and applicable laws were complied with for this board meeting of August 6, 2024.

WHEREAS all formal action of the Board concerning and relating to the adoption of the instant resolution were taken in an open meeting of the Board and all deliberations of the Board that resulted in such formal action were in meetings open to the public in compliance with the law.

NOW THEREFORE BE IT RESOLVED THAT, pursuant to Board Policy 3131, R.C. 3319.17, Article XIV of the Master Agreement, and applicable laws, the Board accepts the recommendation of the Superintendent and hereby achieves a reduction in staff by both (1) abolishing the following vacant position in whole by one hundred percent (100%) for due and just cause, including financial reasons, after giving preference first, within each applicable teaching field affected, to employees on continuing contracts, effective August 6, 2024:

**One (1) 1.0 FTE Career Development Position – in whole by one hundred percent (100%)**

NOW THEREFORE BE IT FURTHER RESOLVED THAT, this resolution shall be in full force and effect from and immediately upon its adoption by the Board.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #15 Approve Resolution to Establish Requirements for Substitute Teachers Pursuant to Ohio Revised Code 3319.0812(B)**

WHEREAS, the Auburn Career Center Governing Board of Education (“Board of Education”) has experienced difficulty in prior school years in obtaining substitute teachers amidst the labor shortage; and

WHEREAS, pursuant to changes implemented through House Bill 33 (135th General Assembly), the Board of Education is permitted to establish its own education requirements for individuals to serve as substitute teachers at Auburn; and

WHEREAS, under state law, the Board may utilize a substitute teacher who does not have a post-secondary degree, provided that they meet the Board's education requirements, are of good moral character, have completed a background check, and have obtained substitute teacher license issued by the State Board of Education; and

WHEREAS, the Board of Education desires to implement its modified education requirements for substitute teachers in accordance with the law effective with the start of the 2024-2025 school year and moving forward into subsequent school years as a measure to help ensure the availability of a sufficient number of substitute teachers.

NOW THEREFORE, be it resolved by the Auburn Career Center Governing Board of Education as follows:

### SECTION I

Pursuant to Ohio Revised Code 3319.0812(B), the Board of Education authorizes the employment of substitute teachers who do not hold post-secondary degrees, as is otherwise required pursuant to Ohio law and regulations, including Ohio Revised Code Sections 3319.102, 3319.226 and 3319.30, Ohio Administrative Code Section 3301-23-44, and/or Board Policy, beginning in the 2024-2025 school year and continuing into subsequent school years.

In addition to fulfilling the educational requirements adopted by the Board of Education, an individual must be of good moral character and must have completed all required criminal background checks, as well as obtained a valid license issued by the State Board of Education to serve as a substitute teacher in the District.

### SECTION II

It is found and determined that all formal action of this Board concerning or related to the adoption of this Resolution was adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #16 Approve Part-Time Salary Schedule**

It is my recommendation that the Board approve the part-time salary schedule for the 2024-2025 school year. *(Attachment Item #16)*

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #17 Approve School Resource Officer**

It is my recommendation that the Board approve Deputy Michael Reed as the school resource officer for Auburn Career Center. The agreement between the Lake County Sheriff's Officer and Auburn Career Center for the 2024-2025 school year would remain. Auburn's portion for the upcoming school year will be \$107,000.00. *(Attachment #17)*

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #18 Approve Board Policies**

It is my recommendation the Board of Education approve the resolution Pursuant to Bylaw 0131, the Auburn Vocational School District Board of Education hereby adopts the revised policies as presented to the Board by the Superintendent and Treasurer at this regular meeting. The Superintendent and Treasurer are directed to advise NEOLA to immediately update the policies pursuant to the instant resolution. *(Attachment #18)*

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #19 Approve High School Student Handbook for 2024-2025 School Year**

It is my recommendation that the Board of Education approve the High School Student Handbook for the 2024-2025 school year (*Attachment #19*)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #20 Approve High School Teacher Handbook for 2024-2025 School Year**

It is my recommendation that the Board of Education approve the High School Teacher Handbook for the 2024-2025 school year (*Attachment #20*)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #21 Approve 2024-2025 School Year School Crisis Plan**

It is my recommendation that the Board of Education approve the school crisis plan for the 2024-2025 school year. The plan consists of directory updates. (*Attachment #21*)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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



## **Item #22 Approval of Consent Agenda**

Approve that Item #23 A-D to be approved as a consent motion.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **Item #23 Consent Agenda: Contracts/Affiliation Agreements**

Resolution to approve the following contracts and affiliation agreements:

- A. Training Agreement between Lake County Board of Developmental Disabilities and Auburn Career Center (Attachment #23a)*
- B. Training Agreement between Mentor-on-the-Lake Police Department and Auburn Career Center. (Attachment #23b)*
- C. Master Agreement between UPMC and Auburn Career Center (Attachment #23c)*
- D. Contract for Services with the ESC of the Western Reserve (Attachment#23d)*

A consent agenda provides for a more efficient use of time. Any Board member can remove a Consent Agenda item to be discussed and voted on individually.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **Item #24 Executive Session**

Motion for the Auburn Vocational School District Board of Education ("Board") to recess into executive session pursuant to R.C. 121.22(G)(3) for the following purpose: the dismissal, discipline or complaint of a public employee or official. Upon conclusion of this executive session, the Board President shall gavel the Board back into open session at this location. All matters discussed in this executive session are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the precessings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

\_\_\_ Mr. Todd Albright      \_\_\_ Ms. Neysa Gaskins      \_\_\_ Mr. Roger Miller  
\_\_\_ Ms. Jean Brush      \_\_\_ Mr. Thomas Hach      \_\_\_ Mr. Barb Rayburn  
\_\_\_ Mr. Kenneth Cahill      \_\_\_ Mr. Geoffrey Kent      \_\_\_ Ms. Mary Wheeler  
\_\_\_ Dr. Susan Culotta \_\_\_ Ms. Sherry Maruschak

Motion \_\_\_\_\_

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

Second \_\_\_\_\_

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

### **Item #25   Other**

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #26   Adjourn**

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

*Please Notice Enclosures: Attachments*  
**Regular Board Meeting**  
**Tuesday, September 3, 2024 @ 6:30 pm**