

# Auburn Career Center



## Auburn Vocational Board of Education Regular Board Meeting Agenda January 11, 2024 6:35 pm

### Item #1 Roll Call

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

### Item #2 Pledge of Allegiance

### Item #3 Approve Agenda

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### Item #4 Approve Minutes of the December 5, 2023 Regular Meeting

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

- Item #5 Administrative Report(s)**
- Board Appreciation Month
  - Semi-Annual Harassment Report

**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 November 30, 2023 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 Tax Budget for FY 2024-2025**

It is my recommendation that the board approve the Tax Budget for FY 2024-2025. The tax budget includes estimates for tax collection for Lake, Geauga and Trumbull counties. The Lake County Auditor has provided a summary form of budget resulting from amendments to the ORC related to tax budgets. (*Attachment #9*)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #10 Approve Donations**

It is my recommendation that the Board of Education approve the following donation: Monetary donation of \$100.00 from Leroy Garden Club. This donation will benefit the Horticulture Science Program.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **SUPERINTENDENT'S AGENDA**

### **Item #11 Human Resources**

Resolution to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (*Attachment #11*)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #12 Approve Addendum to Administrative Contract for the Adult Trades Coordinator**

It is my recommendation that the Board of Education approve the following addendum to Kelly Bean's Adult Trades Coordinator Administrative Contract:

**WHEREAS**, the Board of Education of the Auburn Career Center (hereinafter the "Board") and Kelly Bean (hereinafter the "Employee") are parties to an employment contract entered into on October 3<sup>rd</sup>, 2023 and effective from **September 25, 2023** through **July 31, 2024**; and

**WHEREAS**, the Board and the Employee mutually agree to amend the employment contract in accordance with the addendum attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Auburn Career Center as follows:

#### **SECTION I**

The Addendum to the employment contract between Kelly Bean and the Auburn Career Center Governing Board of Education, attached hereto as Exhibit A, is hereby approved. The Employee shall be employed as a full-time Administrator in accordance with the terms and conditions included in the Addendum and all remaining terms of his Board-adopted employment contract.

**SECTION II**

The President of this Board is hereby authorized to execute the Addendum attached hereto as (*Attachment Item #12.*)

**SECTION III**

It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were 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 #13 Approve Adult Workforce Public Safety Program Handbooks 2024**

It is my recommendation that the Board approve the following handbooks for the Public Safety programs for the 2024 school year. (*Attachment #13: Emailed*)

- Emergency Medical Technician
- Firefighter 1 & 2
- Fire Inspector
- EKG Technician
- Anatomy & Physiology
- Paramedic
- High School Compact Emergency Medical Technician/Firefighter 1 & 2
- Public Safety Academy
- Instructor Program
- Live Fire Instructor Program

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #14 Approve Adult Workforce Student Handbook**

It is my recommendation that the Board approve the following Student Handbook for the Adult Workforce. *(Attachment Item #14: Emailed)*

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #15 Approve Adult Workforce Employee Handbook**

It is my recommendation that the Board approve the following Employee Handbook for the Adult Workforce. *(Attachment Item#15: Emailed)*

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #16 Approval of Consent Agenda**

Approve that Item #17 A-F to be approved as a consent motion.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #17 Consent Agenda: Contracts/Affiliation Agreements**

Resolution to approve the following contracts and affiliation agreements:

- A. *Training Provider Agreement with Lake County JFS (Attachment #17a)*
- B. *Training Agreement with Perry Joint Fire District (Attachment #17b)*
- C. *Public Safety Affiliation Agreement SY23-24 (Attachment #17c)*
  - a. *Mentor-on-the-Lake Fire Department*
- D. *Updated Business Partnerships Affiliation Agreements SY23-24 (Attachment #17d)*
- E. *Contractor Agreement for Ohio Means Jobs Geauga County Employment Services (Attachment #17e)*
- F. *Training Agreement with Great Lakes Cheese(17f)*

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 #18 Approve High School Online Delivery Instruction Plan (R.C. 3313.482)**

It is my recommendation that the Board approve the following Online Delivery Instruction Plan for SY23-24. (Attachment Item#18)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #19 Other**

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #20 Adjourn**

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

*Please Notice Enclosures: Attachments*  
**Regular Board Meeting**  
**Thursday, February 8, 2024 @ 6:30 pm**