

# Auburn Career Center



## Auburn Vocational Board of Education Regular Board Meeting Agenda June 4, 2024 6:30 pm

### Item #1 Roll Call

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

### Item #2 Pledge of Allegiance

### Item #3 Approve Agenda

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #4 Approve Minutes of the April 25, 2024 Special Meeting and Minutes of the May 7, 2024 Regular Meeting.**

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

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

- Student Harassment Report
- Adult Workforce Education Update

**Item #6 Facilities/Finance Committee - 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 April 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 for Unanticipated Transfer and Adjustment of Appropriations**

Amend the Certificate of Estimated Resources and adjust appropriations, as needed on June 30, 2024, and transfer to any other fund as necessary in order to avoid an operating deficit on June 30, 2024.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #10 Approve Temporary Appropriations FY 24-25**

Approve Temporary Appropriations for FY25 at 85% of the FY25 expenditures. The Permanent Appropriations will be presented to the board for approval at the September 2024 regular board meeting.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #11 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, 2024. The Basic Financial Statements are to be presented in conformity with Generally Accepted Accounting Principles (GAAP). The fixed fee for the services will be \$9,950. (Attachment Item #11)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### **Item #12 Approve Donations**

It is my recommendation that the Board of Education approve the following donation:

Donation of Gage Blocks(several sets); 3 larger OD Micrometers; Height Inspection Gage; Go-No Go Inspection Gages from Kennametal for our Manufacturing programs.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

# SUPERINTENDENT'S AGENDA

## Item #13 Human Resources

Resolution to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (Attachment Item #13)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## Item #14 Approve 3-Year Contract for the Director of High School

It is my recommendation that the Board of Education approve Mr. Christopher Mitchell for a 3-year, 220-day administrator's contract effective July 11, 2024.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## Item #15 Approve 3-Year Contract for the Director of Practical Nursing

It is my recommendation that the Board of Education approve Mrs. Karen Howell for a 3-year, 260-day administrator's contract effective August 1, 2024.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## Item #16 Approve 3-Year Contract for the Director of Curriculum & Instruction

It is my recommendation that the Board of Education approve Mr. David Leone for a 3-year, 260-day administrator's contract effective August 1, 2024.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #17 Approve 3-Year Contract for the Director of Adult Workforce Education**

It is my recommendation that the Board of Education approve Mrs. Michelle Rodewald for a 3-year, 220-day administrator's contract effective July 11, 2024.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #18 Approve 2-Year Contract for the Director of Industrial Trades**

It is my recommendation that the Board of Education approve Mr. Kelly Bean for a 2-year, 220-day administrator's contract effective August 1, 2024.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #19 Approval of Textbooks for SY24-25**

It is my recommendation that the Board of Education approve the following textbooks and workbooks for high school Patient Care Technician program:

Hartman's Complete Guide for the Patient Care Technician Textbook and Workbook. *New (1st edition, published 2024) PCT textbook and companion workbook. Specific to PCT content with most up to date information available. (Hartman Publishing, Inc.)*

Nursing Assisting A Foundation in Caregiving Sixth Edition Textbook and Workbook. *Textbook and Workbook change from what had been used in the PCT program previously. Published in 2023 the 6th Edition offers more expansive information than current text and includes a workbook. (Hartman Publishing, Inc.)*

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #20    Approve Landscape Maintenance Quote**

It is my recommendation that the Board approve the following landscape maintenance quote from Exscape Design of Novelty, Ohio at the amount of \$21,261 for the 2024-2025 school year. This year is the first year of a 2 year contract with Exscape Design.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #21    Approve 2024-2025 SY Breakfast & Lunch Meal Prices**

It is my recommendation that the Board approve the following 2024-2025 school year breakfast and lunch meal prices:

Breakfast \$2.45 (price not changed)  
Reduced Price Breakfast \$.30

Lunch \$3.75 (price not changed)  
Reduced Price Lunch \$.40

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

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

Approve that Item #23 A-C 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 Provider Agreement between Auburn Career Center and Rome Fire Department (Attachment Item #23A)*
- B. Practical Nursing Program Clinical Site and Preceptor Experience Agreement between Auburn Career Center and Ashtabula County Nursing and Rehab Center (Attachment Item #23B)*
- C. MOU between Ravenwood Health and Auburn Career Center for the 2024-2025 school year (Attachment Item #23C)*

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") hereby recesses into consecutive executive sessions pursuant to R.C. 121.22 (G)(1) for the following purposes: (1) conferencing with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. (2) preparing for, conducting, or reviewing collective bargaining strategy by division (G)(4) of section 121.22 of the Revised Code. Upon conclusion of these executive sessions, the Board President shall gavel the Board back into open session at this location. All matters discussed in these executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

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

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**  
**Thursday, June 27, 2024 @ 6:30 pm**