

# Auburn Career Center



## Auburn Vocational Board of Education Agenda June 2, 2020 6:30 pm

### Item #1 Roll Call

\_\_\_ Mrs. Jean Brush

\_\_\_ Mr. Geoffrey Kent

\_\_\_ Mr. Terry Sedivy

\_\_\_ Mr. Kenneth Cahill

\_\_\_ Mr. Ken Klima

\_\_\_ Mr. Erik Walter

\_\_\_ Dr. Susan Culotta

\_\_\_ Mr. Roger Miller

\_\_\_ Mrs. Mary Wheeler

\_\_\_ Mrs. Mary Javins

\_\_\_ Mr. Paul Stefanko

### Item #2 Pledge of Allegiance

### Item #3 Approve Agenda

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### Item #4 Approve Minutes of May 5, 2020 Regular Board Meeting

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

### Item #5 Public Participation - Suspended

**Item #6 Administrative Reports**

- Student Harassment Report

**Item #7 Recruitment/Curriculum Subcommittee Report – Update**

**Item #8 Facilities/Finance Committee Report – Update**

**Treasurer’s Agenda**

**Item #9 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, 2020 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, Bank Reconciliation, and Investment Report. (Attachment Item#9)

**No Action Required.**

**Item #10 Approve for Unanticipated Transfers and Adjustment of Appropriations**

Amend the Certificate of Estimated Resources and adjust appropriations, as needed on June 30, 2020, and transfer to any other fund as necessary in order to avoid an operating deficit on June 30, 2020.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item#11 Approve Temporary Appropriations FY 20-21**

Approve Temporary Appropriations for FY21 at 85% of the FY20 expenditures. The Permanent Appropriations will be presented to the board for approval at the September 2020 regular board meeting.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **Item #12 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, 2020. The Basic Financial Statements are to be presented in conformity with Generally Accepted Accounting Principles (GAAP). The fixed fee for the services will be \$9,450. (Attachment Item #12)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **Item #13 Donation**

It is my recommendation to approve the following donation of an Epson Stylus Photo R2880 and 10 ink cartridges from Ms. Elizabeth Komar of Painesville, Ohio. This donation is for the Mobile Applications & Technology program.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

# **Superintendent's Agenda**

## **Item #14 Human Resources**

Resolution to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (Attachment Item #14)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

## **Item #15 Approve Textbook for Business Marketing Technology/Marketing & Business Applications**

It is my recommendation that the Board approve the following textbook as part of the Business Marketing Technology/Marketing & Business Applications program.

Carey, Patrick. *Microsoft Office 365 Excel 2019: Comprehensive*. Cengage, 2020.

Cram, Carol M., and Jennifer A. Duffy. *Microsoft Office 365 Word 2019: Comprehensive*. Cengage, 2020.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #16 Approve Textbook for Allied Health Technology Program**

It is my recommendation that the Board approve the following textbook as part of the Allied Health Technology program.

Herlihy, Barbara L. *The Human Body in Health and Illness*. Sixth ed., Elsevier, 2018.

Chabner, Davi-Ellen. *Language Of Medicine*. SAUNDERS, 2020.

*Simchart for the Medical Office: Learning the Medical Office Workflow*. Elsevier, 2020.

*SimPractice for Medical Assistant*. Elseiver. 2020

Workman, M. Linda, and Linda A. LaCharity. *Understanding Pharmacology: Essentials for Medication Safety*. Elsevier, 2016.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #17 Approve ACEware Systems, Inc. Support Agreement**

It is my recommendation that the Board approve ACEware Systems, Inc. annual support and maintenance agreement for student manager for the Adult Workforce Education Department from 7/1/2020 to 6/30/2021 for \$6,012.80, no increase. (Attachment Item #17)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #18 Approve TLC IT HVAC Replacement**

It is my recommendation that the Board of Education award the bid amount to Air Force One for the IT HVAC replacement in the amount of \$72,858.00; along with the complete demolition of existing 20-ton Liebert AC unit to Air Force One in the amount of \$6,925.00, for a total contract amount of \$79,783.00. This is contingent pending on LGCA Executive Board approval to share 50% of base bid and 50% of the AGM professional service contract. (Attachment Item #18)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #19 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.

\_\_\_ Mrs. Jean Brush                      \_\_\_ Mr. Geoffrey Kent                      \_\_\_ Mr. Terry Sedivy  
\_\_\_ Mr. Kenneth Cahill                      \_\_\_ Mr. Ken Klima                      \_\_\_ Mr. Erik Walter  
\_\_\_ Dr. Susan Culotta                      \_\_\_ Mr. Roger Miller                      \_\_\_ Mrs. Mary Wheeler  
\_\_\_ Mrs. Mary Javins                      \_\_\_ Mr. Paul Stefanko

Motion \_\_\_\_\_ Time In: \_\_\_\_\_  
Second \_\_\_\_\_ Time Out: \_\_\_\_\_

**Item #20 Other**

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_

**Item #21 Adjourn**

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Vote: Pass \_\_\_\_\_ Fail \_\_\_\_\_  
Time: \_\_\_\_\_

*Please Notice Enclosures: Attachments*

**Special Board Meeting  
June 9, 2020 @ 5:30 pm**

**Regular Board Meeting  
June 23, 2020 @ 6:30 pm**