



**Auburn Vocational Board of Education  
Agenda  
June 28, 2016  
7:00 pm**

**Item #1 Roll Call**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Mrs. Jean Brush   | <input type="checkbox"/> Mr. Ken Klima       | <input type="checkbox"/> Mr. Erik Walter   |
| <input type="checkbox"/> Dr. Susan Culotta | <input type="checkbox"/> Dr. Brian Kolkowski | <input type="checkbox"/> Mrs. Kelly Wanyek |
| <input type="checkbox"/> Mrs. Mary Javins  | <input type="checkbox"/> Mr. Roger Miller    | <input type="checkbox"/> Mrs. Mary Wheeler |
| <input type="checkbox"/> Mr. Geoffrey Kent | <input type="checkbox"/> 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 Reports**

- a) Good News Update for 2015-2016 School Year
- b) Welding Discussion

**Item #7 Facilities Committee Report – Ms. Maggie Lynch**

***A. Approve Landscaping Contract***

It is my recommendation that the Board of Education approve the Landscaping contract from Yardmaster, Inc. located in Painesville, Ohio in the amount of \$15,675.00. Additional companies were contacted, however, only one other quote that was submitted was from Landstyles, Inc. of Painesville, Ohio. (See Attachment Item #7A)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

***B. Roof Repair Update and Project Update***

**Item #8 Student Achievement Report – Mrs. Jean Brush**

**Item #9 Legislative Report – Mrs. Mary Javins**

**Item #10 Recruitment/Curriculum Committee Report–No Report**

**Item #11 Finance Committee Report – No Report**

**TREASURER’S AGENDA**

**Item #12 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 May 31, 2016 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, Bank Reconciliation, and Investment Report. (See Attachments Item#12)

**No Action Required.**

**Item #13 Approve Final Appropriation Measure**

It is recommended the board approve the Final Appropriation Measure for the FY15-16. (See Attachment Item #13)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #14 Approve Final Advances and Transfers**

It is recommended the board approve the advances and transfers for FY15-16. (See Attachment Item #14)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item#15 Approve Donation**

It is my recommendation the Board of Education approve a monetary donation of \$250.00 from Wildwood Garden Club, Mentor, Ohio. This monetary donation is to benefit the Horticulture Landscaping students with their activities.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #16 Approve Agreement for Interim Treasurer Services between the Auburn Vocational School District and the Riverside Local School District**

It is my recommendation that the Board approve the agreement for Interim Treasurer Services between Auburn Vocational School District and Riverside Local School District effective July 1, 2016. (See Attachment Item #16)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

# SUPERINTENDENT'S AGENDA

## Item #17 Human Resources

### A. *Approve Unpaid Leave*

It is my recommendation that the Board approve six (6) unpaid leave days of for Mr. Dominic DePasquale in the amount of \$810.60 for the time period of June 17, 2016 through June 24, 2016.

### B. *Approve Retirement*

It is my recommendation that the Board approve the retirement from Mrs. Rexene Madl, Administrative Assistant in the GED/ABLE program, effective August 1, 2016. Mrs. Madl has been with Auburn for 12 years.

### C. *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.

Dr. Harry Pearce      Medical Director of EMT/Paramedic      \$30.00/hourly

### D. *Approve Classified Two Year Contract*

Classified License Contract Two Year Contract 2015-2017				
Staff Name	Title	Salary	Daily Rate	Contract Days
Victoria Bryant	Assistant Treasurer	\$49,660.00	\$191.00	260

### E. *Approve Wellness Co-Chairs Reimbursement*

It is my recommendation that the Board approve the reimbursement of wellness co-chairs Ms. Dee Stark and Ms. Dorothy Bentley each \$250.00 from the Lake County Health Care Consortium. This is no cost to Auburn.

### F. *Employ Staff 2016-2017 School Year*

It is my recommendation that the Board employ Ms. Jessica Brown as the School Receptionist. Ms. Brown will be working 260 days for the amount of \$25,480.00 for the 2016-2017 school year.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #18 Approve Interim Treasurer Services Rate**

It is my recommendation that the Board approve Ms. Victoria Bryant to provide Interim Treasurer Services to the Riverside School District at the rate of \$40 per hour for all hours worked, effective July 1, 2016. For those hours worked during her normal workday, she will have her pay reduced by her normal hourly rate.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #19 Approve Extended Work Days 2015-2016 School year**

It is my recommendation that the Board of Education approve 12 extended work days for Ms. Dawn Bubonic for the 2015-2016 school year ending July 31, 2016. Daily rate of \$206.89 equals a total amount of \$2,482.68.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #20 Approve Extra Time for 2015-2016 School Year**

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

<i>Instructor Name</i>	<i>Program</i>	<i>Amount</i>	<i>Topic Covered/Purpose</i>
David Richards	Horticulture Landscape	\$386.95	Prep for CDE Finals with students, Apply growth retardant and insecticide to Greenhouse
Dawn Bubonic	Marketing/Public Relations	\$652.97	Marketing & Advertising, Social Media

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #21 Approve Adult Workforce Education Public Safety Director**

It is my recommendation that the Board approve Mr. Sean Davis as the Director of Public Safety for the Adult Workforce Education Department. With a salary amount of \$68,500.00 at 260 days. Mr. Davis has completed his Bachelor Degree in Fire Science from Kaplan University. Mr. Davis comes with 18 years of experience and knowledge in the EMT/Paramedic and Firefighter occupation.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #22 Approve Director of Adult Workforce Education**

It is my recommendation that the Board approve a two-year contract for Ms. Andrea Tracy, Director of Adult Workforce Education from August 1, 2016 to July 31, 2018. Ms. Tracy contracted annually at \$75,000.00 for 260 days. She comes to us with a Master’s degree of Business Administration from Lake Erie College

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #23 Approve New Director Transition Wages**

It is my recommendation that the Board approve Ms. Andrea Tracy 10 transition day at her current daily rate of \$288.46 from July 18, 2016 to July 31, 2016 for a total amount of \$2,884.60. This will provide an opportunity for transition with the current director.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #24 Approve 2016-2017 School Crisis Plan**

It is my recommendation that the Board approve the school crisis plan for the 2016-2017 school year. The plan consists of updates from the policies and/or laws that have been modified at the state level. Additions are in green, deletions in red and updates are highlighted. (See Attachment Item #24)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #25 Approve 2016 – 2017 High School Student/Parent Handbook**

It is my recommendation that the Board of Education approve the student/parent handbook for the 2016-2017 school year. The changes are due to the policies and/or laws that have modified at the state level. Additions are in green, deletions in red and updates are highlighted. (See Attachment Item #25)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #26 Approve Teacher Handbook for 2016-2017 School Year**

It is my recommendation that the Board of Education approve the Teacher Handbook for the 2016-2017 school year. (See Attachment #26)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #27 Approve Elimination of the Junior Maintenance and Environmental Services Program**

It is my recommendation that the Board approve the elimination of the junior Maintenance and Environmental Services program for the 2016-2017 school year. Effective 2017-2018 school year the program will no longer be offered.

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #28 Approve WKKY Advertising Contract**

It is my recommendation that the Board of Education approve the 12-month agreement between WKKY and Auburn Career Center from June 1, 2016 thru May 30, 2017 in the amount of \$15,000.00. This package includes, daytime commercials, email blasts, banner ad on WKKY’s home page, remote broadcasts, rotation ad on WKKY’s stream, live interactive commercials and sign on WKKY’s van. (See Attachment #28)

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #29 Other**

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

**Item #30 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 #31 Adjourn**

Motion \_\_\_\_\_

Second \_\_\_\_\_

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

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

**Next Board Meeting:  
August 2, 2016 @ 7:00 pm**