



**Auburn Vocational Board of Education
Agenda
May 2, 2017
7:00 pm**

Item #1 Roll Call

___ Mrs. Jean Brush

___ Mr. Ken Klima

___ Mr. Paul Stefanko

___ Dr. Susan Culotta

___ Dr. Brian Kolkowski

___ Mr. Erik Walter

___ Mrs. Mary Javins

___ Mr. Roger Miller

___ Mrs. Mary Wheeler

___ Mr. Geoffrey Kent

___ Mr. Terry Sedivy

Item #2 Pledge of Allegiance

Item #3 Approve Agenda

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #4 Approve Minutes of March 21, 2017 Special Board Meeting

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #5 Public Participation

Item #6 Administrative Reports

- Senior Ceremony ~ May 24, 2017 at 12:15 pm
Lakeland Community College, Athletic Fitness Center
- ABLE Recognition Ceremony ~ June 22, 2017 at 6:30 pm
Auburn Career Center, Presentation Center
- Teachers Last Day ~ May 26, 2017

Item #7 Facilities Committee Report – No Report

Item #8 Student Achievement Report – Mrs. Jean Brush

Item #9 Legislative Report – Mrs. Mary Javins

Item #10 Recruitment/Curriculum Subcommittee Report–No Report
Meeting May 31, 2017 @ 4:00 pm

Item #11 Finance Committee Report – Mrs. Sherry Williamson

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 March 31, 2017 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 Sheakley Workers’ Compensation Group Retrospective Rating Program

It is my recommendation that the Board approve Sheakley Workers’ Compensation group retrospective rating program for the January 1, 2018 to December 31, 2018 rate year.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #14 Approve Removal of Inventory

It is my recommendation that the Board of Education approve the removal of inventory on the following items. These items are outdated, broken and/or unable to fix.

Description	Tag Number	Location
French Fry Freezer	10925	Cafeteria
Temp Taker	13149	Cafeteria

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#15 Approve FA Solutions, LLC Services Agreement

It is my recommendation that the Board of Education approve the services agreement with FA Solutions, LLC. They will provide Auburn Career Center Adult Workforce Education Department with financial aid servicing and support. (See Attachment Item #15)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#16 Approve Donation

It is my recommendation that the Board of Education approve the following donation from Techo-Bloc Corporation of Waterloo, Indiana of the following materials estimated amount of \$18,340.00 in supplies for Landscape Horticulture program.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Superintendent's Agenda

Item #17 Approve Resolution to Abolish Non-Teaching Positions

WHEREAS, the Auburn Joint Vocational School District Board of Education (“Board”) adopted Board Policy 4131 (“Reduction in Staff”) pursuant to R.C. 3319.172 (“Reasonable Reductions in Nonteaching Employees”).

WHEREAS, Board Policy 4131, R.C. 3319.172, and Article XIV of the Master Agreement between the Board and the Career and Technical Association (“Master Agreement”) permit the Board to proceed in achieving a reduction in Career and Technical Association (“CATA”) nonteaching staff by abolishing CATA R.C. 3319.081 nonteaching positions in accordance with the recommendation of Superintendent Brian Bontempo (“Superintendent”).

WHEREAS, Board Policy 4131, R.C. 3319.172, and Article XIV of the Master Agreement permit the Board to proceed in achieving a reduction in the CATA nonteaching staff by abolishing CATA R.C. 3319.081 nonteaching positions due to financial reasons affecting the Auburn Joint Vocational School District.

WHEREAS, pursuant to Board Policy 4131, R.C. 3319.172, and Article XIV of the Master Agreement, the Superintendent has recommended and is recommending that the Board achieve a reduction in the CATA nonteaching staff at this May 2, 2017 regularly-scheduled Board meeting by **abolishing the following CATA R.C. 3319.081 nonteaching positions**, effective **June 30, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Part-time Kitchen Assistant, and
2. Part-time Kitchen Assistant.

NOW THEREFORE BE IT RESOLVED, that pursuant to Board Policy 4131, R.C. 3319.172, and Article XIV of the Master Agreement, the Board (1) hereby accepts the Superintendent’s abolishment recommendations and (2) hereby **abolishes the following CATA R.C. 3319.081 nonteaching positions**, effective **June 30, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Part-time Kitchen Assistant, and
2. Part-time Kitchen Assistant.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item # 18 Approve Resolution to Abolish Teaching Positions and Suspend Teaching Contracts

WHEREAS, the Auburn Joint 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, and Article XIV of the Master Agreement between the Board and the Career and Technical Association (“Master Agreement”) permit the Board to proceed in achieving a reduction in Career and Technical Association (“CATA”) teaching staff by abolishing CATA R.C. 3319.08 teaching positions in accordance with the recommendation of Superintendent Brian Bontempo (“Superintendent”).

WHEREAS, Board Policy 3131, R.C. 3319.17, and Article XIV of the Master Agreement permit the Board to proceed in achieving a reduction in CATA teaching staff by abolishing CATA R.C. 3319.08 teaching positions due to financial reasons affecting the Auburn Joint Vocational School District.

WHEREAS, notice was issued to Mary “Liz” Stief – prior to the May 2, 2017 regularly-scheduled Board meeting – that the Superintendent intended to recommend that the Board abolish the CATA R.C. 3319.08 teaching position of Career Development and suspend Mary “Liz” Stief’s CATA R.C. 3319.08 teaching contract, effective June 30, 2017, at this May 2, 2017 regularly-scheduled Board meeting.

WHEREAS, pursuant to Board Policy 3131, R.C. 3319.17, and Article XIV of the Master Agreement, the Superintendent recommends that the Board achieve a reduction in CATA teaching staff at this May 2, 2017 regularly-scheduled Board meeting by **abolishing the following CATA R.C. 3319.08 teaching positions**, effective **June 30, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Career Development,
2. Business Partnership Coordinator,
3. Enrollment Specialist, and
4. Teacher Assistant.

WHEREAS, pursuant to Board Policy 3131, R.C. 3319.17, and Article XIV of the Master Agreement, the Superintendent has recommended and is recommending that the Board – after giving preference first, within each teaching field affected, to CATA teachers on continuing contracts – achieve a reduction in the CATA teaching staff at this May 2, 2017 regularly-scheduled Board meeting by **suspending the following CATA R.C. 3319.08 teaching contracts**, effective **June 30, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Mary “Liz” Stief (Career Development).

NOW THEREFORE BE IT RESOLVED, that pursuant to Board Policy 3131, R.C. 3319.17, and Article XIV of the Master Agreement, the Board (1) hereby accepts the Superintendent’s abolishment recommendations and (2) hereby **abolishes the following CATA R.C. 3319.08 teaching positions**, effective **June 30, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Career Development,
2. Business Partnership Coordinator,
3. Enrollment Specialist, and
4. Teacher Assistant.

NOW THEREFORE BE IT FURTHER RESOLVED, that pursuant to Board Policy 3131, R.C. 3319.17, and Article XIV of the Master Agreement, the Board (1) hereby accepts the Superintendent’s suspension recommendations; (2) hereby determines that the selection for layoff occurred after giving preference first, within each teaching field affected, to CATA teachers on continuing contracts; and (3) hereby **suspends the following CATA R.C. 3319.08 teaching contracts**, effective **June 30, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Mary “Liz” Stief (Career Development).

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #19 Approve Resolution to Abolish Exempt Teaching Positions In Part & Suspend Exempt Teaching Contracts In Part

BOARD RESOLUTION TO ABOLISH EXEMPT R.C. 3319.08 TEACHING POSITIONS IN PART AND SUSPEND EXEMPT R.C. 3319.08 TEACHING CONTRACTS IN PART

WHEREAS, the Auburn Joint 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 and R.C. 3319.17 permit the Board to proceed in achieving a reduction in exempt teaching staff by abolishing exempt R.C. 3319.08 teaching positions in accordance with the recommendation of Superintendent Brian Bontempo (“Superintendent”).

WHEREAS, Board Policy 3131 and R.C. 3319.17 permit the Board to proceed in achieving a reduction in exempt teaching staff by abolishing exempt R.C. 3319.08 teaching positions due to financial reasons affecting the Auburn Joint Vocational School District.

WHEREAS, notice was issued to Jennifer Reese – prior to the May 2, 2017 regularly-scheduled Board meeting – that the Superintendent intended to recommend that the Board abolish the exempt R.C. 3319.08 teaching position of Career Resources Coordinator in part by 0.5 – i.e., from a full-time (1.0) position to a half-time (0.5) position – and suspend Jennifer Reese’s exempt R.C. 3319.08 teaching contract in part by 0.5 – i.e., from a full-time (1.0) contract to a half-time (0.5) contract – effective July 31, 2017, at this May 2, 2017 regularly-scheduled Board meeting.

WHEREAS, notice was issued to Mary Ann Kerwood – prior to the May 2, 2017 regularly-scheduled Board meeting – that the Superintendent intended to recommend that the Board abolish the exempt R.C. 3319.08 teaching position of ABLE/GED Coordinator in part by 0.5 – i.e., from a full-time (1.0) position to a half-time (0.5) position – and suspend Mary Ann Kerwood’s exempt R.C. 3319.08 teaching contract in part by 0.5 – i.e., from a full-time (1.0) contract to a half-time (0.5) contract – effective July 31, 2017, at this May 2, 2017 regularly-scheduled Board meeting.

WHEREAS, pursuant to Board Policy 3131 and R.C. 3319.17, the Superintendent recommends that the Board achieve a reduction in exempt teaching staff at this May 2, 2017 regularly-scheduled Board meeting by **abolishing the following exempt R.C. 3319.08 teaching positions in part by 0.5** – i.e., from a full-time (1.0) position to a half-time (0.5) position – effective **July 31, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Career Resources Coordinator, and
2. ABLE/GED Coordinator.

WHEREAS, pursuant to Board Policy 3131 and R.C. 3319.17, the Superintendent may, on a case-by-case basis, in lieu of suspending a contract in whole, suspend a contract in part, so that an individual is required to work a percentage of the time the employee otherwise is required to work under the contract and receives a commensurate percentage of the full compensation the employee otherwise would receive under the contract.

WHEREAS, pursuant to Board Policy 3131 and R.C. 3319.17, the Superintendent has recommended and is recommending that the Board – after giving preference first, within each pay classification affected, to exempt teaching employees under continuing contracts and then to exempt teaching employees on the basis of seniority – achieve a reduction in the exempt teaching staff at this May 2, 2017 regularly-scheduled Board meeting by **suspending the following exempt R.C. 3319.08 teaching contracts in part by 0.5** – i.e., from a full-time (1.0)

contract to a half-time (0.5) contract – effective **July 31, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Jennifer Reese (Career Resources Coordinator), and
2. Mary Ann Kerwood (ABLE/GED Coordinator).

NOW THEREFORE BE IT RESOLVED, that pursuant to Board Policy 3131 and R.C. 3319.17, the Board (1) hereby accepts the Superintendent’s abolishment recommendations and (2) hereby **abolishes the following exempt R.C. 3319.08 teaching positions in part by 0.5** – i.e., from a full-time (1.0) position to a half-time (0.5) position – effective **July 31, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Career Resources Coordinator, and
2. ABLE/GED Coordinator.

NOW THEREFORE BE IT FURTHER RESOLVED, that pursuant to Board Policy 3131 and R.C. 3319.17, the Board (1) hereby accepts the Superintendent’s suspension recommendations; (2) hereby determines that the selection for layoff occurred after giving preference first, within each pay classification affected, to exempt teaching employees under continuing contracts and then to exempt teaching employees on the basis of seniority; and (3) hereby **suspends the following exempt R.C. 3319.08 teaching contracts in part by 0.5** – i.e., from a full-time (1.0) contract to a half-time (0.5) contract – effective **July 31, 2017**, due to financial reasons affecting the Auburn Joint Vocational School District:

1. Jennifer Reese (Career Resources Coordinator), and
2. Mary Ann Kerwood (ABLE/GED Coordinator).

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #20 Approve Nonrenewal Employee Contract

It is my recommendation that the Board of Education approve to non-renew Mrs. Cindy Coin, Administrative Assistant, effective July 31, 2017.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #21 Approve Part-Time Enrollment Specialist Position

It is my recommendation that the Board approve to post/hire for a part-time enrollment specialist position for the 2017-2018 school year.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #22 Approve Part-Time Career Development Position

It is my recommendation that the Board approve to post/hire for a part-time career development position for the 2017-2018 school year.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#23 Approve Program Instructor’s Extra Time

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

<i>Instructor Name</i>	<i>Program</i>	<i>Amount</i>	<i>Topic Covered/Purpose</i>
Stacy Allen	PBIS	\$213.60	Assist with Incoming Student Interviews
Brandi Holland	Cosmetology	\$209.36	Incoming Student Interviews
Justine Malvicino	Cosmetology	\$162.76	Incoming Student Interviews
Tom Welk	Automotive Technology	\$186.40	Incoming Student Interviews
Ginny Gontero	Sports Medicine Instructor	\$178.43	Incoming Student Interviews
Jared Rogge	Welding	\$129.92	Incoming Student Interviews

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #24 Approve Extended Work Days 2016-2017 School Year

It is my recommendation that the Board of Education approve the extended workdays for the following staff for the 2016-2017 school year:

Dan Crail, Guidance Counselor	up to 2 days
Barbara Gordon, Enrollment Specialist	up to 30 days
Dawn Bubonic, Public Relations/Marketing	up to 10 days
Michelle Rodewald, Business Partnership Coordinator	up to 12 days
Brandi Holland, Cosmetology Instructor	up to 5 days
Justine Malvicino, Cosmetology Instructor	up to 5 days

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #25 Approve Extended Work Days 2017-2018 School Year

It is my recommendation that the Board of Education approve the extended workdays for the following staff for the 2017-2018 school year:

Dave Richards, Landscape Horticulture Instructor	up to 7 days
Dan Crail, Guidance Counselor	up to 3 days

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #26 Approve Practical Nursing 2017-2018 Evening Program Calendar

It is my recommendation that the Board approve the practical nursing 2017-2018 evening program calendar. Classes will begin May 9, 2017. (See Attachment Item #26)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #27 Approve Continuing Contract

It is my recommendation that the Board approve the continuing contract for Mrs. Stephanie Wienczek, Career Assessment Specialist per CATA agreement 11.2.1.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #28 Approve Adult Workforce Education Personnel

It is my recommendation that the Board of Education employ the following teachers/staff for the 2016/2017 school year.

Denise Dean	PN Faculty	\$30.00/hourly
Robin Finley	PN Faculty	\$30.00/hourly
Joyce Dick	PN Faculty	\$30.00/hourly
Christopher Pildner	EMS/Firefighter Instructor	\$30.00/hourly
Andrew Bickerstaff	Firefighter/Fire Inspector Instructor	\$30.00/hourly

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #29 Approve Resolutions Regarding the Disposal of Personal Property

It is my recommendation that the Board of Education approve resolutions regarding the disposal of personal property. (See Attachment Item#29)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #30 Approve Resolution Adopting a Calamity Day Alternative Make-up Plan by Auburn Vocational School District Board of Education for the 2017-2018 School Year

WHEREAS, Auburn Vocational School District Board of Education desires that students have learning opportunities even when schools are closed for any of the reasons specified in Section 3313.482 of the Ohio Revised Code; and

WHEREAS, Section 3313.482 authorized a board of education to adopt a plan by August 1 of each year to provide online learning opportunities for students in lieu of attendance on such days of closure;

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED that the Auburn Vocational School District Board of Education hereby approve the following plan.

PLAN FOR ALTERNATIVE MAKE-UP OF CALAMITY DAYS

Pursuant to Ohio Revised Code Section 3313.482, the Board of Education of the Auburn Vocational School District hereby authorizes the following plan to allow students of the district to access and complete classroom lessons in order to fulfill up to a maximum of the number of hours that are the equivalent of three school days because of the closing of schools for any of the reasons specified in section 3313.482.

1. This plan is adopted, pursuant to approval of the board of education, prior to August 1.

2. This plan includes the written consent of the teacher’s employee representative as designated under division (B) of Section 4117.04. Such consent is on file in the official file of the board of education and is hereby incorporated into this plan as if specifically rewritten.
3. Not later than November 1 of the 2017-2018 school year, each classroom teacher shall develop a sufficient number of lessons for each course taught by that teacher with such lessons requiring, in the judgment of the teacher, an amount of time equal to or greater than the number of hours that are the equivalent of three school days in such teacher’s class.
4. The teacher shall designate the order in which the lessons are to be posted on the district’s web portal (*Blackboard*) or web site.
5. Teachers will update or replace such lessons as necessary throughout the school year based on the instructional progress of students.
6. As soon as practicable after an announced school closure authorized under section 3313.482, the appropriate administrator may direct staff to make the designated lessons available on the district’s portal or site. Each lesson shall be posted for each course that was scheduled to meet on the day of the school closing.
7. Each student enrolled in a course for which a lesson is posted shall be granted a two-week period from the date of posting to complete the lesson. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided.
8. Students without access to a computer shall be permitted to complete the posted lessons at school after the reopening of school. Students utilizing this option will be granted two weeks from the date of reopening to complete such lessons. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided. The district will provide access to district computers before, during, or after the school day (provided that the equipment is available and accessible at those times) or may provide a substantially similar paper lesson in order for students to complete the assignments.
9. The board of education hereby authorizes “blizzard bags,” which are paper copies of the lessons posted online. Teachers shall prepare paper copies approximating the content of the online lessons and shall update such paper copies when updating any of the online lessons. “Blizzard Bags” shall be distributed to all students by not later than December 1 of the school year or such other date as may be selected by the Superintendent. Students shall submit completed lessons to the teachers assigning such lessons not later than two weeks after the date of the school closing for which the “blizzard bag” lessons are assigned.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#31 Approve Resolution for Sale of Auburn House 7070 Auburn Road, Concord Twp., OH 44077

It is the recommendation of the Superintendent that the Board of Education approve the following resolution.

Whereas, the house on Auburn Road is completed and the law requires a 30-day notice to be published prior to “sale at public auction” (ORC 3313.41), and

Whereas, the minimum bid is established at \$275,000 for the house, and the house has not sold at auction but only twice during the past nine years;

Therefore, be it resolved the Board of Education directs the Treasurer and the Superintendent to enter into contract with Mr. Thomas Seaman, Keller Williams, Real Estate Auctioneer of Pepperpike, Ohio; if the Auburn house is not sold at auction for minimum bid or above, and the house to be listed.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#32 Approve New Textbook for Sports Medicine

It is my recommendation that the Board approve the following textbooks as part of the Sports Medicine program. (See Attachment Items #32)

Junior Students

Kraemer, William J., Steven J. Fleck, and Michael R. Deschenes. *Exercise Physiology: Integrating Theory and Application*. 2nd ed. Philadelphia: Wolters Kluwer, 2016. Print.

Senior Students

Bushman, Barbara Ann. *ACSM's Resources for the Personal Trainer*. 4th ed. Philadelphia: Wolters Kluwer/Lippincott Williams & Wilkins Health, 2014. Print.

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item#33 Approve Completion Certificates Criteria

It is my recommendation that the Board approve the completion certificates exit criteria for the 2017-2018 school year. Students will be required to achieve at least one of the four levels to complete their career tech program at the end of the two years with Auburn. (Attachment Item #33)

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #34 Other

Motion _____

Second _____

Vote: Pass _____ Fail _____

Item #35 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. Paul Stefanko

___ Dr. Susan Culotta

___ Dr. Brian Kolkowski

___ Mr. Erik Walter

___ Mrs. Mary Javins

___ Mr. Roger Miller

___ Mrs. Mary Wheeler

___ Mr. Geoffrey Kent

___ Mr. Terry Sedivy

Motion _____

Time In: _____

Second _____

Time Out: _____

Item #36 Adjourn

Motion _____

Second _____

Vote: Pass _____ Fail _____

Please Notice Enclosures: Attachments

Next Special Board Meeting
May 22, 2017 @ 6:15 pm
Room: 9A – Main Building