

TRI-RIVERS JOINT VOCATIONAL SCHOOL DISTRICT

REGULAR MEETING May 17, 2017 @ 6:30 p.m. Room 104, TRCC

1. Call to Order

The regular May Board of Education meeting was called to order by President Jim McFarland at 6:30 p.m.

2. Roll Call

Members Present: Mrs. Shelly Ehret, Dr. Bob Haas, Mr. Mickey Landon, Mr. Mike McCreary, Mr. Jim McFarland, Mr. Ted McKinniss, Mrs. Glenna Plotts, Mr. Keith Rogers, Mr. Gary Sims, and Mr. Gene Wiley.

Members Absent: Mr. Eric Park, Mr. Michael Patterson, and Mr. Carson Wasserbeck.

Also Attending Mr. Charles Speelman, Mr. Stephen Earnest, Mrs. Carol Bebout, Mrs. Debbie Curtis, Mrs. Jodi Gaietto, Mr. Richard George, Mr. Larry Hickman, Mrs. Emeline Kelly, Mrs. Ellen Messenger, and Mr. Mike Wellin. Present and representing TREA was Sheila Hamm and John Seibel. Also present were Ritch Ramey and Holly Ramey.

3. Pledge of Allegiance

4. Introduction of guests and their comments

5. General discussion of agenda, addendum, and other items of concern

Items 6, 7A through 7C listed below under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be discussed and removed from the Consent Agenda. The Superintendent and administrative staff recommend approval of all Consent Agenda items.

Mr. Mike McCreary moved to approve the amended agenda to remove the 10 extended days from Sherrie Dunn under Item 9A, Miscellaneous Supplementals. These days were a duplication of days already approved in April, 2017.

Mr. Gary Sims seconded the motion.

Discussion

Roll Call: McCreary yes, Sims yes, Ehret yes, Haas yes, Landon yes, McKinniss yes, Plotts yes, Rogers yes, Wiley yes, McFarland yes.

Motion passed.

Mr. Mickey Landon moved to approve Items 6, 7A through 7C listed below under the Consent Agenda.

Mrs. Shelly Ehret seconded the motion.

Discussion

Roll Call: Landon yes, Ehret yes, Haas yes, McCreary yes, McKinniss yes, Plotts yes, Rogers yes, Sims yes, Wiley yes, McFarland yes.

Motion declared passed.

6. **Minutes**

To approve the minutes of the April 19, 2017 regular meeting.

7. **Treasurer's Business and Reports**

A. **Financial Report – Attachment 7A**

To approve the financial statements for April, 2017 as submitted.

B. **Paid Bills – Attachment 7B**

To approve the list of paid bills for April, 2017 as presented by the Treasurer.

C. **Five Year Forecast – Attachment 7C**

To approve the five year forecast. A copy of the forecast and notes are attached for your review.

8. **Chief Instructional Officer Report – Larry Hickman** – Mr. Ritch Ramey reported on students hired by Whirlpool and Mrs. Holly Ramey reported on assistance rendered to a student to pass tests for graduation.

9. **Superintendent's Report and Recommendations**

Items 9A through 9F listed below under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be discussed and removed from the Consent Agenda. The Superintendent and administrative staff recommend approval of all Consent Agenda items.

Mr. Ted McKinniss moved to approve the following items as outlined in 9A – 9F.

Dr. Bob Haas seconded the motion.

Discussion

Roll Call: McKinniss yes, Haas yes, Ehret yes, Landon yes, McCreary yes, Plotts yes, Rogers yes, Sims yes, Wiley yes, McFarland yes.

Motion declared passed.

A. **Employment**

Classified

- Tim Holt, Part-time maintenance/custodian, on an as needed basis, 1 year contract, 08/01/17 – 07/31/18, \$16.00 per hour.
- Tom Bice, summer maintenance, on an as needed basis, \$12.50 per hour.
- Angela N. Branam, summer maintenance, on an as needed basis, \$12.50 per hour.
- Karen Winders, summer maintenance, on an as needed basis, \$12.50 per hour.

Conference Time Compensation

- Terry Donough, compensation for conference time based on a per period rate times 178 days.

- Sheila Hamm, compensation for conference time based on a per period rate times 178 days.
- Obra Horn, compensation for conference time based on a per period rate times 178 days.
- Ritch Ramey, compensation for conference time based on a per period rate times 178 days.
- Becky Salyer, compensation for conference time based on a per period rate times 178 days.
- Kristian Casey, compensation for conference time based on a per period rate times 178 days.
- David Willey, compensation for conference time based on a per period rate times 178 days.

CTSO's

FCCLA Liaison

- Sheila Hamm, FCCLA Liaison, 10% of base salary.

FFA Liaison

- Carrie Heimlich, FFA Liaison, 5% of base salary (splitting with Jim Rittler).
- Jim Rittler, FFA Liaison, 5% of base salary (splitting with Carrie Heimlich).

Skills USA Liaisons

- Brett Gentkowski, Skills USA Liaison, 10% of base salary.
- Sheri Wells, Skills USA Liaison, 10% of base salary.
- Paula Brazell, Skills USA Group Leader, \$1,000.
- Terry Donough, Skills USA Group Leader, \$1,000.
- Jennifer Grimes, Skills USA Group Leader, \$1,000.

National Technical Honor Society

- Eliza Gentkowski, Career Technical Honor Society, 4.0% of the base salary.

Extended Days

- Willey, David, 5 Days (New Instructor).

Others

- To correct the contract for Mark Edington* as follows: Ramtec, 1 Year Contract, 07/01/17 – 06/30/18, \$68,000 per year.
- David Willley, Summer Construction Projects, 55 days at 8 hours per day, \$25 per hour.
- To approve Bethany Rice to complete a special summer project of assimilating program competency lists with the Chief Instructional Officer and Student Services Department at her 2017/2018 hourly rate of pay. (Note that no exact hours are given for we do not know how long this required project will take).

- To amend Russ Ward's contract from a 240 day contract to a 235 day contract.
- To adjust Tim Holt's rate of pay to \$15.75 effective March 24, 2017 for the remainder of the 2016-17 school year.

Miscellaneous Supplementals

- Angela N. Branam, catering/banquet supervision, supplemental contract, \$25 per hour for hours worked beyond normal day. To be time sheeted and submitted monthly to the Principal.
- Jon Crothers, supplemental contract in the amount of \$1,500 to perform the oversight of Power Teacher. This would include setting passwords, oversight of the program/troubleshooting for staff, and administer in staff professional development on Power Teacher usage.
- Sheila Hamm, catering/banquet supervision, supplemental contract, \$25 per hour for hours worked beyond normal school day. To be time sheeted and submitted monthly to the Principal.
- Sheila Hamm, serve safe instructor, \$25 per hour for hours worked beyond normal school day with prior approval from the Principal. To be time sheeted and submitted monthly to the Principal.
- Sheila Hamm, Culinary Arts Instructor, compensation for working through her lunch (calculated using per diem rate) when teacher's lunch time is interrupted by her mandatory need to provide teacher supervision for ongoing culinary services such as C.C. Bistro restaurant operations, servicing a community group, or coordinating a luncheon meeting.
- Carrie Heimlich, developing clinical sites and supervising student internships, \$25 per hour, up to a maximum of 100 hours. Time sheet will be submitted for hours worked to the Principal.
- Scott Jones, equipment maintenance supplemental contract, \$25 per hour for pre-approved maintenance and repair of machines and equipment within the Precision Machining lab that must be accomplished beyond the school work day. To be time sheeted and submitted monthly to the Principal.
- Jim Rittler, equipment maintenance supplemental contract, \$25 per hour for pre-approved maintenance that cannot be accomplished within the school day or as part of the lab time and requires work to be done outside the school day. To be time sheeted and submitted monthly to the Principal. This is in addition to the nine extended days given.
- Jim Rittler, bus maintenance, \$25 per hour for hours worked beyond normal school day. To be time sheeted and submitted monthly to the Principal. This is in addition to the nine extended days given.

New Student/Family Conferences

<u>Instructor</u>	<u>Program Area</u>
Lucas Bledsoe	Auto Technology
Kristian Casey.....	CNET
Terry Donaugh.....	Public Safety Services
Dan Foley	Digital Media & Entertainment
Sheila Hamm	Culinary Arts
Carrie Heimlich	Veterinary
Obra Horn	Welding
Jennifer Grimes	Healthcare Academy
Scott Jones	Precision Machining
Lori McGuire	Healthcare Academy
Ritch Ramey	Engineering
Jim Rittler.....	Ag & Industrial Power
Rebecca Salyer	Cosmetology/Esthetics
James Toth.....	Digital Media & Entertainment
David Willey	Building Trades

Resident Educator Mentors

- Heather Jenkins, Lead Mentor - \$2,500
- Lucas Bledsoe - \$750
- Lori Burkhart - \$750
- Terry Donaugh - \$750
- Michelle Rawlins - \$750
- Kathleen Wren - \$750

OBI Instructor

- Dan Hayman, \$20.00 per hour, on an as needed basis, as an OBI Instructor.

Substitutes for 2017-2018

<u>Employee</u>	<u>Area</u>
Kerry Beckel	General Education
Deborah Carr	General Education
Ceslie Eblin.....	General Education
Lee Fohl.....	General Education
Richard Fryman	General Education
Robert Guinther	General Education
Karen Hedges.....	General Education
Kathy Kirchberg	General Education
Randy Manns.....	General Education
Pam Miranda	General Education
Kenneth Norris.....	General Education
Rebecca Porter.....	General Education
Bob Reel.....	General Education
Bethany Rice	General Education
Rebecca Ruth	General Education
Tom Shade	General Education
Craig Swartz	General Education
Doug Virden.....	General Education

Amanda Allen Bus Driver
 Larry Elliott..... Bus Driver
 Daniel Hayman Bus Driver
 Carol Thiel Bus Driver
 June Welsh Bus Driver
 Cathy Pask Cafeteria
 Tonya Flavell Cosmetology
 Ann Thomas Health Technologies
 Charles Ted Davis Precision Machining
 Nancy Epley..... Secretary
 Sheila Klenzman..... Secretary

Adult Education – Part Time for 2016-2017

- Evelyn Everly, Part-time Administrative Assistant, Adult Education Part-time Pay Rates, Adm. Assistant with more than 10 years experience, \$15.38 per hour.
- Jack Holliday, Lead Instructor for PSS Program, Adult Education Part-time Pay Rates, EMS Instructor, \$18.98 per hour.

The following part-time employees need additional hours to finish up the 2016-17 school year.

Name	Position	Org Hrs	Add'l Hrs	Total Hrs	Retro to	Comments
Poast, Jeannie	Part-time Receptionist - Clerical w/ more than 5 yrs.	200	100	300	4/17/17	Increased hours coverage for other part-time receptionist hours/offset.
Jolley, Brenda	PT HC Instructor	400	150	550		Add'l classes being offered, 2 evening programs, did hospital clinicals in addition to teaching.
Vent, Donna	PT HC Instructor	500	200	700	5/1/17	Additional coverage, adjustments to cover loss of full-time instructor.
McKinniss, Dave	PT EMS Instructor	500	400	900	1/14/17	Additional classes being offered, multiple EMR, EMT, and assist with Medic class.
Neuenschwander, Daren	PT Asst. PSS Coord.	500	200	700		Additional classes and coverage for HS.

Adult Education – Part Time for 2017-2018

- Supplemental contract for Emeline Kelly from 09/01/17 – 08/31/18 at \$500 per month for services rendered as Public Safety Services Coordinator.

Name	Position	Schedule	Hours	Class	Step	Rate
Honaker, Larry	Ad Ed Tech. Support	PT Non-HC	500	N/A	N/A	\$ 20.44
Honaker, Larry	PT Computer Instructor	PT Non-HC	300	N/A	N/A	\$ 20.44
Everly, Evelyn	Part-time Adm. Asst. with 10 years experience	PT Non-HC	1200	NA	NA	\$ 15.69
Kelly, Sarah	Part-time Receptionist - Clerical with at least 1yr	PT Non-HC	200	N/A	N/A	\$ 9.84
Poast, Jeannie	Part-time Receptionist - Clerical w/ more than 5 yrs.	PT Non-HC	300	N/A	N/A	\$ 12.56
Appelfeller, Rosemary	PT HC Instructor	PT Healthcare 3/22/17	1200	2	0	\$ 25.16
Bradley, Goldie	PT HC Instructor	PT Healthcare	300	1	0	\$ 24.66
Carmon, Leona	PT HC Instructor	PT Healthcare 8/17/16	400	1	0	\$ 24.66
Conte, Lori	PT HC Instructor		1200	3	7	\$ 28.16
Emigh, June	PN HC Instructor	PT Healthcare	300	2	0	\$ 25.16
Farmer, Dee Dee	PN PT Instructor	FT Healthcare	400	3	12	\$ 35.89
Fields-Baer, Billie	PN PT Instructor	FT Healthcare 7/20 - 11/16/16	500	1	8	\$ 33.39
Holliday, Jack	PT – Lead Instructor PSS	PT	1200	N/A	N/A	\$ 19.36
Jacoby, Kara	PT HC Instructor	PT Healthcare 7/20/16	500	3	0	\$ 26.16

Name	Position	Schedule	Hours	Class	Step	Rate
Jolley, Brenda	PT HC Instructor	PT Healthcare	500	2	2	\$ 25.91
Kube, Ashley	PT HC Instructor	PT Healthcare 11/16/16	500	1	0	\$ 24.66
Lawson, Julie	PT HC Instructor	PT Healthcare	900	4	1	\$ 28.16
Miller, Karen	PT HC Instructor	PT Healthcare 8/17/16	500	3	0	\$ 26.16
Rodenberger, Tina	PT HC Instructor	PT Healthcare	500	2	2	\$ 25.91
Sprinkle, Christina	PT HC Instructor	PT Healthcare	500	4	0	\$ 27.66
Teynor, Sharon	PT HC Instructor	PT Healthcare	400	3	8	\$ 34.89
Vent, Donna	PT HC Instructor	PT Healthcare	600	1	0	\$ 24.66
Wing, Linda	PT HC Instructor	PT Healthcare	500	2	7	\$ 27.16
Blair, Terry	PT IM Instructor	PT Non-HC	300	N/A	N/A	\$ 21.50
Blauser, Joshua	PT IM Instructor	PT Non-HC	200	N/A	N/A	\$ 21.50
DeHaven, Eli	PT IM Instructor / Cord.	PT Non-HC	300	N/A	N/A	\$ 21.50
Hildreth, Roger	PT IM Instructor	PT Non-HC 10/19/16 RO 10/03	200	N/A	N/A	\$ 21.50
Horn, Obra	PT IM Instructor	PT Non-HC	200	N/A	N/A	\$ 21.50
Hossler, Tim	PT IM Instructor	PT Non-HC 12/21/16	200	N/A	N/A	\$ 21.50
Jones, Scott	PT IM Instructor	PT Non-HC	400	N/A	N/A	\$ 21.50
Kanagy, Kyle	PT IM Instructor	PT Non-HC	200	N/A	N/A	\$ 21.50
McFarland, Steve	PT IM Instructor	PT Non-HC	300	N/A	N/A	\$ 21.50
Ramey, Ritch	PT IM Instructor	PT Non-HC 12/21/16 RO 12/8	150	N/A	N/A	\$ 21.50

Name	Position	Schedule	Hours	Class	Step	Rate
Ray, Amon	PT IM Instructor	PT Non-HC	300	N/A	N/A	\$ 21.50
Retterer, Levi	PT IM Instructor	PT Non-HC	300	N/A	N/A	\$ 21.50
Rittler, Jim	PT IM Instructor	PT Non-HC	100	N/A	N/A	\$ 21.50
Seibel, John	PT IM Instructor	PT Non-HC	200	N/A	N/A	\$ 21.50
Wood, Larry	PT IM Instructor	PT Non-HC	300	N/A	N/A	\$ 21.50
George, Jessica	PT EMS Instructor	PT Non-HC	600	N/A	N/A	\$ 19.36
McKinniss, Dave	PT EMS Instructor	PT Non-HC	900	N/A	N/A	\$ 19.36
Neuenschwander, Daren	PT Asst. PSS Coord.	PT Non-HC	600	N/A	N/A	\$ 19.36
Schreck, Shannon	PT PSS Clinical Coord.	PT Non-HC	600	N/A	N/A	\$ 13.98
Walker, Robert	PT EMS Instructor	PT Non-HC 09/21/16	600	N/A	N/A	\$ 19.36

* Upon completion of 650 or more hours in a school year, PT Healthcare staff will receive 1 year step on their next year's part-time contract. Numbers above reflect step for employees who have already met this criteria this year.

PT contracts are for up to hours listed to a max of 1300 hours in a school year.

Note: If already employed by Adult Education on a full-time basis AND if the employee is contracted for a part-time job within the department, the employee will be paid at the appropriate full-time instructor hourly rate for the part-time position hours per board approved pay scale.

FT = full-time, PT = part-time, HC = Healthcare, IM = Industrial Maintenance

****Retire/Rehire***

*****Hours for part-time employees are on an as needed basis as determined by their direct Supervisor and approved by the Superintendent.***

B. Donations – Attachments 9B

- To approve a donation from Arcelor Mittal of scrap steel to be used by our Welding Program. Value of \$5,000.
- To approve a donation from Bruce Basford of a rolling Craftsman toolbox and a utility cart. Value of \$125.

- To approve a donation from Jane Galyk of a Troybilt push mower, model -12bv565q711 and a Craftsman push mower, model 917.374362 to be used by our Ag and Industrial Power Program. Value of \$300.
- To approve a donation from Carroll's Jewelers of engraving retirement and service award plaques. Value of \$241.50.

C. Resignation – Attachment 9C

To approve a resignation from Pamela Collins, Adult Education Accreditation Assistant, for purposes of retirement, effective July 1, 2017. A copy of her letter is attached for your review.

D. Severance Payout

To pay the severance of Laura Wixtead based on the understanding between the Board of Education and Rushmore contracted employees. On July 13, 2016 Laura Wixtead resigned her Instructor position with Tri-Rivers to accept a teaching position with Rushmore Academy. This was done with the commitment from Tri-Rivers to pay the proportionate share of her severance if she retired prior to August, 2017.

E. Adult Education Student Handbook – Attachment 9E

To approve the adult education student handbook for school year 2017-2018. A complete copy is attached for your review.

F. Lunch Prices for 2017-2018

To approve the breakfast and lunch prices and milk prices for the 2017-2018 school year. Cost for breakfast is \$1.35; cost for lunch is \$2.75; and cost for milk is \$0.35. Staff lunch is \$3.00. These costs reflect an increase from last year of \$0.25 in the lunch price and \$0.10 in the breakfast price.

END OF CONSENT AGENDA

G. Treca Digital Academy (TDA) Lease Agreements

Mr. Gene Wiley moved to approve the following lease agreements for Treca Digital Academy (TDA):

- Lease Agreement between Meta Solutions as Landlord and Treca Digital Academy as Tenant for lease property at 100 Executive Drive, Marion, OH. A complete copy is attached for your review.
- Lease Agreement between Meta Solutions as Landlord and Treca Digital Academy as Tenant for lease property at 2100 Citygate Drive, Columbus, OH 43219. A complete copy is attached for your review.

Mr. Keith Rogers seconded the motion.

Discussion

Roll Call: Wiley yes, Rogers yes, Ehret yes, Haas yes, Landon yes, McCreary yes, McKinniss yes, Plotts yes, Sims yes, McFarland yes.

Motion declared passed.

Discussion

Upcoming Events

DAY	DATE	EVENT	TIME	WHERE
Thursday	05/18/17	Senior Breakfast	9:30 am – 10:30 am	Auditorium
Thursday	05/18/17	Senior Recognition	7:00 p.m.	The Palace
Tuesday	05/23/17	Last Day of School		
Wednesday	05/31/17	Adult Ed. Industrial Maintenance Graduation	5:00 pm	Auditorium
Monday - Wednesday	06/05/17 – 06/09/17	Vex Robotics Camp	9:00 am – 3:00 pm	Auditorium
Friday	06/09/17	Nursing Graduation	7:00 p.m.	The Palace

- Thank you letter from Marion Co. Farm Bureau for use of the facility for their Farmer's Care Breakfast on March 18, 2017.
- Thank you from Maria Augustin for Retirement Dinner.

10. Executive Session – (if needed)

Mr. Mickey Landon moved to enter into executive session for the purpose of:

- 1. In accordance with ORC 121.22G1** – The appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.
- 2. In accordance with ORC 121.22G2** – The purchase of property for public purposes, or for the sale of property at competitive bidding.
- 3. In accordance with ORC 121.22G3** - Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action;
- 4. In accordance with ORC 121.22G4** – Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation.
- 5. In accordance with ORC 121.22G5** – Matters required to be kept confidential by federal law or regulations or state statutes.
- 6. In accordance with ORC 121.22G6** – Details relative to the security arrangements and emergency response protocols for a public body or a public office.

Mr. Gene Wiley seconded the motion.

Roll Call: Landon yes, Wiley yes, Ehret yes, Haas yes, McCreary yes, McKinniss yes, Plotts yes, Rogers yes, Sims yes, McFarland yes.

Motion declared passed.

The Board entered into executive session at 7:44 p.m.

President McFarland declared the meeting back in regular session at 7:55 p.m.

11. **Adjourn**

Mr. Gary Sims moved to adjourn.

Mr. Mickey Landon seconded the motion.

Discussion

Roll Call: Sims yes, Landon yes, Ehret yes, Haas yes, McCreary yes, McKinniss yes, Plotts yes, Rogers yes, Wiley yes, McFarland yes.

Motion declared passed.

Meeting adjourned at 7:55 p.m.

Next Meeting is Wednesday, June 21, 2017

Jim McFarland, President

Stephen J. Earnest, Treasurer