

# TRI-RIVERS JOINT VOCATIONAL SCHOOL DISTRICT

## REGULAR MEETING June 20, 2018 @ 6:30 p.m. Room 104, TRCC

### 1. Call to Order

The regular June Board of Education meeting was called to order by Vice President Gary Sims at 6:30 p.m.

### 2. Roll Call

Members Present: Mrs. Debbie Good, Dr. Bob Haas, Mr. Mickey Landon, Mr. Mike McCreary, Mr. Ted McKinniss, Mr. Eric Park, Mr. Michael Patterson, Mrs. Glenna Plotts, Mr. Keith Rogers, Mr. Gary Sims, and Mr. Gene Wiley.

Members Absent: Mrs. Shelly Ehret and Mr. Jim McFarland.

Also Attending Mr. Charles Speelman, Mr. Stephen Earnest, Mrs. Carol Bebout, Mrs. Debbie Curtis, Mr. Richard George, Mr. Larry Hickman, Dr. Emeline Kelly, Mrs. Ellen Messenger, and Mr. Mike Wellin.

### 3. Pledge of Allegiance

### 4. Introduction of guests and their comments

a. Kirstin Large – New Guidance Counselor

### 5. Motion to Amend Agenda

Dr. Bob Haas moved to approve the following amendments to this agenda:

- a. Add Item 10A – Employment of Kirstin R. Large, Guidance Counselor;
- b. Corrected Item 10A – Substitute Bus Driver – effective date corrected to July 1, 2018;
- c. Corrected 10E – Movement to Different Salary Schedule – Ellen Messenger's step should be step 13.

Mr. Mickey Landon seconded the motion.

Discussion

Roll Call: Dr. Haas yes, Mr. Landon yes, Mrs. Good yes, Mr. McCreary yes, Mr. McKinniss yes, Mr. Park yes, Mr. Patterson yes, Mrs. Plotts yes, Mr. Rogers yes, Mr. Sims yes, Mr. Wiley yes.

Motion declared passed.

### 6. General discussion of agenda, addendum, and other items of concern

*Items 7, 8A through 8E 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 Items 7, 8A through 8E listed below under the Consent Agenda.

Mr. Michael Patterson seconded the motion.

Discussion

Roll Call: Mr. McKinniss yes, Mr. Patterson yes, Mrs. Good yes, Dr. Haas yes, Mr. Landon yes, Mr. McCreary yes, Mr. Park yes, Mrs. Plotts yes, Mr. Rogers yes, Mr. Sims yes, Mr. Wiley yes.

Motion declared passed.

**7. Minutes**

To approve the minutes of the May 16, 2018 regular meeting.

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

**A. Financial Report – Attachment 8A**

To approve the financial statements for May, 2018 as submitted.

**B. Paid Bills – Attachment 8B**

To approve the list of paid bills for May, 2018 as presented by the Treasurer.

**C. Transfers, Advances & Appropriations Modifications – Attachment 8C**

To approve the amended revenues, amended appropriations, transfers and cash advances as outlined on Attachment C. Attachment C will be presented at the Board meeting.

**D. Temporary Appropriations**

To approve the temporary appropriations for fiscal year 2019 at 50% of fiscal year 2018 expenditures.

**E. New Account**

To establish a new account as follows:

019.9027      RAMTEC – RTTP Program – JobsOhio Grant

**9. Chief Instructional Officer Report – Larry Hickman**

Mr. Hickman shared information with the Board about the Drug Free/Hire Me Club, Great Start, and Satellite programs.

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

*Items 10A through 10K 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. Mickey Landon moved to approve the following items as outlined in 10A – 10K.

Mr. Mike McCreary seconded the motion.

Discussion

Roll Call: Mr. Landon yes, Mr. McCreary yes, Mrs. Good yes, Dr. Haas yes, Mr. McKinniss yes, Mr. Park yes, Mr. Patterson yes, Mrs. Plotts yes, Mr. Rogers yes, Mr. Sims yes, Mr. Wiley yes.

Motion declared passed.

**A. Employment**

**Certified**

- Bryce Butler, Math Instructor, 1 Year Contract, 09/01/18 – 08/31/19, 184 day contract, Class 1, Step 0, Certified Salary Schedule, pending issuance of license.
- Lauren Thomas, Intervention Specialist, 1 Year Contract, 09/01/18 – 08/31/19, 184 day contract, Class 1, Step 0, Certified Salary Schedule, pending issuance of license.
- Kirstin R. Large, Guidance Counselor, 1 year contract, 08/01/18 – 07/31/19, 184 day contract, Class 3, Step 10, Certified Salary Schedule.

**Extended Days**

- Bryce Butler, Math Instructor, 6 extended days (5 for new teacher and 1 for new staff orientation) at per diem rate.
- Lauren Thomas, Intervention Specialist, 6 extended days (5 for new teacher and 1 for new staff orientation) at per diem rate.
- Kirstin R. Large, Guidance Counselor, 6 extended days (5 for new teacher and 1 for new staff orientation) at per diem rate.

**Conference Time Compensation**

- Kristian Casey, compensation for conference time based on a per period rate times 178 days.
- Terry Donaugh, compensation for conference time based on a per period rate times 105 days (has conference period 2 times per week).
- 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.
- Lori McGuire, 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.
- 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

### **Miscellaneous Supplementals**

- 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.
- 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.
- Jennie Rinnert, catering/banquet supervision, supplemental contract, \$25 per hour for hours worked beyond normal day. To be time sheeted and submitted monthly to the Principal.
- Debbie Curtis, 10% of salary for additional work/responsibilities of TDA sponsorship and compliance for the 2018-2019 school year.
- Bradford Harvey, 10% of salary for additional work/responsibilities of 7 day per week on call, monitoring, and oversight of HVAC system.
- 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, 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.
- Carrie Heimlich, feeding the animals when the feeding is outside the normal workday. \$25 per hour up to a maximum of 50 hours.
- 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 wok 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.

**Resident Educator Mentors**

- Heather Jenkins ..... Lead Mentor ..... \$1,500
- Lucas Bledsoe ..... Mentor ..... \$ 750
- Terry Donough ..... Mentor ..... \$ 750
- Eliza Gentkowski ..... Mentor ..... \$ 750
- Michelle Rawlins ..... Mentor ..... \$ 750
- Becky Salyer..... Mentor ..... \$ 750
- Roy Schweinfurth ..... Mentor ..... \$ 750
- Kathleen Wren ..... Mentor ..... \$ 750

**Extended Days**

- Burkhart, Lori..... 15 Days
- Burkhart, Lori..... 2 Days (new class)
- Crothers, Jon ..... 1 Day (new class)
- Gentkowski, Brett..... 1 Day (new class)

- Large, Kirstin..... 15 Days
- Lauthers, Allisun ..... 15 Days
- Mantey, Teresa..... 19 Days
- Mantey, Teresa..... 1 Day (new class)
- Rawlins, Michelle..... 1 Day (new class)
- Rittler, Jim..... 9 Days
- Salyer, Rebecca..... 2 Days (student testing)
- Wells, Sheri..... 2 Days (student testing)
- Woycke, Kelli ..... 7 Days
- Wren, Kathleen..... 1 Day (new class)

**Dual Enrollment**

- Paula Brazell ..... 1 Semester ..... \$250
- Kathy Greenwood..... 2 Semesters ..... \$500
- Ritch Ramey..... 2 Semesters ..... \$500
- Laurie Wise ..... 1 Semester ..... \$250

**Adult Education**

- Jeannine Poast, transitioning from a part-time contract to a full time contract effective August 1, 2018. 240 day contract, 8 hours per day, Classified Staff Salary Schedule A, Step 0 (08/01/18 – 07/31/19).
- Wilma Fuson, Part-time Healthcare Instructor, 08/01/18 – 07/31/19, Part-time Certified Healthcare Salary Schedule, Step 1.
- Danielle Candel, Part-time Nursing Instructor, 08/01/18 – 07/31/19, Part-time Certified Healthcare Salary Schedule, Class 3 Step 0.
- Katelyn Bash, Part-time Nursing Instructor, 08/01/18 – 07/31/19, Part-time Certified Healthcare Salary Schedule, Class 1, Step 0.
- Frank Gibson, Instructor for RRTT Session 3, \$37.50 per hour, up to a maximum of 60 hours.
- Tim Gray, Part-time Industrial Maintenance Instructor, \$30.93 per hour, on an as needed basis, to be time-sheeted.

**Substitute Bus Drivers**

To approve increasing the rate for substitute bus drivers to \$20 per hour effective July 1, 2018.

**Student Workers**

- Morgan Essex, Veterinary Science Student to assist with summer feeding of animals on an as needed basis, \$9 per hour.

**B. Resignation – Attachment 10B**

To approve a resignation from James E. Toth, Digital Media and Entertainment Instructor, effective August 31, 2018.

**C. OTES, OSCES and OPES Evaluators**

To approve the following to be OTES, OSCES and OPES evaluators for the 2018-2019 school year:

<u>OTES</u>	<u>OSCES</u>	<u>OPES</u>
Jodi Gaietto	Jodi Gaietto	Jodi Gaietto
Carol Bebout		Carol Bebout

**D. Revised Director Salary Schedule for 2018-19 – Attachment 10D**

To approve a revised Director Salary Schedule for 2018-19. The only revision is the positions that will be paid under this salary schedule (positions noted at bottom). No dollar amounts are being revised.

**E. Movement to Different Salary Schedule**

- To approve changing Sherrie Dunn’s position from Lead Guidance Counselor to Director of Student Services and to place her on the Director Salary Schedule, MA+, Step 13, 3 year contract, 08/01/18 – 07/31/21.
- To approve moving Ellen Messenger, Director of Communications to the Director Salary Schedule, BA, Step 13.
- To approve moving Mike Wellin, Director of Technology to the Director Salary Schedule, MA, Step 20.
- To approve a one-time stipend for Mike Wellin in the amount of \$489 to align with the new salary schedule.
- To recommend changing the title of the Director of Academics and Student Services to Assistant Principal. The position will remain on the Director Salary Schedule.

**F. Organizational Chart for 2018-19 – Attachment 10F**

To approve the Organizational Chart for 2018-19. A copy is attached for your review.

**G. School Messenger Renewal – Attachment 10G**

To approve the renewal of the School Messenger Agreement. This is the system used for automated calling. A copy of the invoice is attached for your review.

**H. Severance Payout**

To pay the severance of Charles Stone based on the understanding between the Board of Education and Rushmore contracted employees. On July 13, 2016 Chuck Stone resigned his 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 his severance if he retired within two years.

**I. Overnight Field Trips – Attachment 10I**

- To approve AIP and VET students attendance at the FFA Officer Retreat on May 30-31, 2018 at Bellville, Ohio. A copy of the request is attached for your review.
- To approve students attending the Skills USA Summer Camp on July 9-13, 2018 at Columbus, Ohio. A copy of the request is attached for your review.

**J. Community Care and Rehabilitation Clinical Agreement – Attachment 10J**

To approve a clinical agreement with Community Care and Rehabilitation for our PN, LPN to RN, PCT, and Nurse Aide students to obtain learning experience in clinical practice areas. A complete copy of the agreement is attached for your review.

**K. MCI&FS Job Readiness Sub-Grant Agreement – Attachment 10K**

To approve an agreement between Marion County Job and Family Services and Tri-Rivers Center for Adult Education. A complete copy is attached for your review.

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**END OF CONSENT AGENDA**

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**L. TDA Leases – Attachments 10L**

Mr. Ted McKinniss moved to approve the lease agreements as listed below:

- A lease agreement between Treca Digital Academy and Metropolitan Educational Technology Association, aka Meta Solutions. The TDA board approved this lease for the premises at 100 Executive Drive, Marion, OH 43302. A complete copy is attached for your review.
- A lease agreement between Treca Digital Academy and Metropolitan Educational Technology Association, aka Meta Solutions. The TDA board approved this lease for the premises at 2100 Citygate Drive, Columbus, OH 43219. A complete copy is attached for your review.
- A lease agreement between Treca Digital Academy and I-FOUR. The TDA board approved this lease for the premises known as Storeroom No. 118 of Building C at 2200 N. Limestone Street, Springfield, OH. A complete copy is attached for your review.



Mr. Gene Wiley seconded the motion.

Discussion

Roll Call: Mr. McKinniss yes, Mr. Wiley yes, Mrs. Good yes, Dr. Haas yes, Mr. Landon yes, Mr. McCreary yes, Mr. Park yes, Mr. Patterson yes, Mrs. Plotts yes, Mr. Rogers yes, Mr. Sims yes.

Motion declared passed.

**M. Subcontractor Labor for Summer Renovations – Attachment 10M**

Mr. Mike McCreary moved to approve contracting with Baney Painting for summer painting projects at a cost of \$19,000. Painting to include renovated restrooms, lab 209, 6 vestibules, room 116, touch up on door frames and hallways, 9 curbs, and lamp posts.

Mr. Mickey Landon seconded the motion.

Discussion

Roll Call: Mr. McCreary yes, Mr. Landon yes, Mrs. Good yes, Dr. Haas yes, Mr. McKinniss yes, Mr. Park yes, Mr. Patterson yes, Mrs. Plotts yes, Mr. Rogers yes, Mr. Sims yes, Mr. Wiley yes.

Motion declared passed.

**11. Executive Session**

Dr. Bob Haas 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. Michael Patterson seconded the motion.

Roll Call: Dr. Haas yes, Mr. Patterson yes, Mrs. Good yes, Mr. Landon yes, Mr. McCreary yes, Mr. McKinniss yes, Mr. Park yes, Mrs. Plotts yes, Mr. Rogers yes, Mr. Sims yes, Mr. Wiley yes.

Motion declared passed.

**The Board entered into executive session at 7:20 pm.**

**Vice President Sims declared the meeting back in regular session at 7:45 pm.**

**12. Adjourn**

Mr. Mike McCreary moved to adjourn.

Mr. Gene Wiley seconded the motion.

Discussion

Roll Call: Mr. McCreary yes, Mr. Wiley yes, Mrs. Good yes, Dr. Haas yes, Mr. Landon yes,  
Mr. McKinniss yes, Mr. Park yes, Mr. Patterson yes, Mrs. Plotts yes, Mr. Rogers  
yes, Mr. Sims yes.

Motion declared passed.

**Meeting adjourned at 7:45 p.m.**

**Next Meeting is Wednesday, July 18, 2018.**

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**Jim McFarland, President**

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**Stephen J. Earnest, Treasurer**