



September 18, 2017

Finance Committee Meeting: 3:30 p.m.

Board Members--Dr. John Agle, Mr. Jeff Caivano, Mr. Jamie Callan, Mrs. Pamela Mustovich
Administrators--Mr. Steve Clark, Treasurer; Mr. Chris James, Executive Director; Ms. Michelle Patrick, Superintendent. The committee discussed closing FY17 Purchase Orders.

Board of Education Meeting: 5:00 p.m.

BOARD of EDUCATION MEETING MINUTES

I. OPENING:

A. The meeting was called to order by Board President Mr. Jamie Callan at 5:00 pm in the Springfield-Clark CTC Board of Education Conference Room

B. Mr. Callan led the board in the Pledge of Allegiance

C. Roll Call of Board of Education Members

Present:

Dr. John Agle, Clark Co. ESC, Term: 1/9/2017-2020 Organizational Meeting

Mr. Jeff Caivano, Northeastern Local Schools, Term: 1/9/2017-2020 Organizational Meeting

Mr. Jamie Callan, Springfield City Schools, Term: 1/9/2017-2020 Organizational Meeting

Mrs. Becky Hale, Greenon Local Schools, Term: 1/9/2017-2020 Organizational Meeting

Mr. Shawn Jackson, Southeastern Local Schools, Term: 1/9/2017-2020 Organizational Meeting

Mrs. Pamela Mustovich, Northwestern Local Schools, Term: 1/9/2017-2020 Organizational Meeting

Dr. Susan Page, Clark-Shawnee Local Schools, Term: 1/9/2017-2020 Organizational Meeting

Mrs. Corinne Scott, Tecumseh Local Schools, Term: 1/9/2017-2020 Organizational Meeting

Absent:

Mr. Ed Leventhal, Springfield City Schools, Term: 1/9/2017-2020 Organizational Meeting

Also Present:

Ms. Michelle Patrick, Superintendent; Mr. Steven Clark, Treasurer

D. Welcome/Recognition of Guests

CTC staff present: Dave Hay, Chris James, Nate Lasso, Jennifer Shaffer, Jeff Thoman, Amy Wesley.

Chef Dave Hay (Culinary Arts instructor) reported the evolution of the bottling of JAG BBQ Sauce and on the events the CTC Food Truck had participated in.

II. BOARD/DISTRICT COMMUNICATIONS

A. Board Reports

B. Press/Media/Community

III. NEW BUSINESS

SCCTC RESOLUTION NUMBER: 52-17 – Adoption of Minutes of Previous Meeting:

Mr. Shawn Jackson moved to adopt the Minutes of the August 21, 2017 Board of Education meeting, as presented. Mr. Jeff Caivano seconded the motion.

Roll call: Ayes: Agle, Caivano, Callan, Jackson, Mustovich, Page

Abstain: Hale, Scott

Absent: Leventhal

Motion carried, 6-o.

SCCTC RESOLUTION NUMBER: 53-17 – Adoption of Financial Consent Calendar, Items A-C.

Dr. John Agle moved the Board of Education accept action on the Financial Consent Calendar, Dr. Susan Page seconded the motion.

Roll call: Ayes: Agle, Caivano, Callan, Hale, Mustovich, Page, Scott

Absent: Jackson*, Leventhal

**Mr. Jackson exited the meeting at 5:30 p.m.*

Motion carried, 7-o.

A. **Approved August 2017 Financials**

B. **Approved Permanent Appropriations for FY18**

C. **Established New Petty Cash Funds, per Policy 6620 as presented**

SCCTC RESOLUTION NUMBER: 54-17 – Adoption of Administrative Consent Calendar: Items A-C.

Mrs. Pamela Mustovich moved the Board of Education accept action on the Administrative Consent Calendar, Mr. Jeff Caivano seconded the motion.

Roll call: Ayes: Agle, Caivano, Callan, Hale, Mustovich, Page, Scott

Absent: Jackson, Leventhal

Motion carried, 7-0.

A. ELL TUTOR AGREEMENT

1. Approved the services of Kelly Perry as an English Language Learner Tutor. CTC shall pay the cost of \$26.00 per hour (salary/benefits) and a 5% administration fee, payable in nine one-month integrals by June 30, 2018, for the 2017-18 school year.

B. OUT OF STATE TRAVEL

1. Approved CTC administrators and staff to attend the High Schools that Work (HSTW) Staff Development Conference in Orlando, FL, July 11-14, 2018. HSTW and Perkins funds will be utilized.
2. Approved Springfield-Clark CTC qualifying students and staff to attend the Business Professionals of America (BPA) National Conference and Competition in Dallas, TX May 9-13, 2018. Perkins funds will be utilized.
3. Approved Springfield-Clark CTC qualifying students and staff to attend the SkillsUSA National Conference & Competition in Louisville, KY, June 25-29, 2018 (Perkins)
4. Approved Springfield-Clark CTC staff (Northwestern satellite teacher) to attend the FCCLA National Conference & Competition in Atlanta, GA, June 28-July 2, 2018, with NW students who qualify. CTC covers cost for instructor (Perkins), Northwestern Schools covers student costs.
5. Approved Dave Rose, Auto Technology instructor to attend NATEF Certification training at Lincoln Tech, in Indianapolis, IN, July 12-14, 2017. The approval is in arrears, as the training is typically offered in state within the instructor's schedule, but was not this year. Dave was approved for 3 extended days for this training May 15, 2017. There is no charge for the training. \$408.24 in mileage to be paid from general fund.

C. TEXT BOOK/NOVEL FIRST READINGS

Texts will be brought to the board for approval October 16, 2017

1. Brierley, S. (2013). *Lion: A Long Way Home: A Memoir*. New York, NY: Puffin Books. ISBN: 10 425291766
2. Henderson, C. (1986). *Marine Sniper: 93 Confirmed Kills*. New York, NY: The Berkley Publishing Group. ISBN: 10 0425103552

*Dr. Susan Page moved to pull item A-2 from the Personnel Consent Calendar. Mr. Jeff Caivano seconded the motion.

Personnel Item A, #2:

Approve the hiring of any SCCTC employee for after-hours facility coverage within the scope of their job title/ability as needed at \$18.00/hr. for the 2017-18 school year.

Roll call: Ayes: Agle, Caivano, Callan, Hale, Mustovich, Page, Scott

Absent: Jackson, Leventhal

Motion carried, 7-0.

SCCTC RESOLUTION NUMBER: 55-17 – Adoption of Personnel Consent Calendar, Items A*-D

(*with the exception of item A, #2, pulled from the Consent Calendar)

Dr. Susan Page moved the Board of Education accept action on Personnel Items A*-D with exception noted above, Mr. Jeff Caivano seconded the motion.

Roll call: Ayes: Agle, Caivano, Callan, Hale, Mustovich, Page, Scott

Absent: Jackson, Leventhal

Motion carried, 7-0.

A. EMPLOYMENT

1. Approved Lisa McDanel as a Cafeteria substitute, as needed, at \$10.75 per hour, not to exceed 3.5 hrs per day, for the 2017-18 school year.
2. ~~*Approve the hiring of any SCCTC employee for after-hours facility coverage within the scope of their job title/ability as needed at \$18.00/hr. for the 2017-18 school year.~~

Pulled from
Consent Calendar
for further review

B. SUPPLEMENTAL CONTRACTS (Additional Contracts)

1. Approved additional supplemental contracts for the 2017-18 school year as presented.

C. CLASS CHANGE

1. Approved Mary Leonard, Digital Media Design instructor, to move from VIII (MA+15), step 16 (\$80,393.00) to IX (MA+30), step 16 (\$81,211.00), plus a \$1500 stipend, effective September 12, 2017.

D. STUDENT WORKERS

1. Approved the hiring of CBI student workers at Northwestern High School and Shawnee High School (CTC Satellite Programs) for the 2017-18 school year. Students working day hours are paid at \$2.60/hr., and students working after school hours are paid at \$2.75/hr. *CBI students are not required to be paid minimum wage as they are also earning school credit.*

2. Approved the hiring of Springfield-Clark CTC student workers to work at CTC for the 2017-18 school year. Students working day hours are paid at \$2.60/hr., and students working after school hours are paid at \$2.75/hr. *CBI students are not required to be paid minimum wage as they are also earning school credit.*
3. Approved the hiring of CTC Veterinary Science students at minimum wage for animal care on holiday/weekend days that CTC is not in session, for 1 hr./day, as needed for the 2017-18 school year.

IV. EXECUTIVE SESSION to consider the employment of a public employee or official

Mr. Jeff Caivano moved the Board of Education enter into Executive Session, Mrs. Pamela Mustovich seconded the motion.

Roll call: Ayes: Agle, Caivano, Callan, Hale, Mustovich, Page, Scott

Absent: Jackson, Leventhal

Motion carried, 7-0.

Executive Session began at 5:52 p.m.

Executive Session ended at 7:30 p.m.

V. COMMENTS FROM BOARD MEMBERS

VI. ADJOURNMENT

Mr. Jeff Caivano moved the Board of Education adjourn, Corinne Scott seconded the motion. The Board unanimously agreed to adjourn at 7:35 p.m.

Signed: _____

Mr. Jamie Callan, President

Date: _____

10/16/17

Attest: _____

Mr. Steven G. Clark, Treasurer

Date: _____

10/17/17

