



SPRINGFIELD-CLARK CTC * 1901 Selma Road * Springfield, Ohio * 45505 * 937.325.7368
www.SCCTC.org

JUNE 25, 2018

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

BOARD of EDUCATION MEETING MINUTES **REVISED**

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. Jamie Callan led the board in the Pledge of Allegiance**
- C. Roll Call of Board of Education Members**

Present:

Mr. Jeff Caivano	Northeastern Local Schools	Term: 1/9/2017–12/31/2019
Mr. Jamie Callan	Springfield City Schools	Term: 1/9/2017–12/31/2019
Mrs. Becky Hale	Greenon Local Schools	Term: 1/9/2017–12/31/2019
Mr. Shawn Jackson	Southeastern Local Schools	Term: 1/9/2017–12/31/2019
Mr. Ed Leventhal	Springfield City Schools	Term: 1/9/2017–12/31/2019
Mrs. Pamela Mustovich	Northwestern Local Schools	Term: 1/9/2017–12/31/2019
Dr. Susan Page	Clark-Shawnee Local Schools	Term: 1/9/2017–12/31/2019
Mr. Stanley Wenclewicz	Clark County ESC	Term: 1/8/2018–12/31/2020

Absent:

Mrs. Corinne Scott	Tecumseh Local Schools	Term: 1/9/2017–12/31/2019
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Also Present:

Ms. Michelle Patrick, Superintendent; Mr. Brad McKee, Treasurer Pro Tempore

II. APPOINTMENT OF TREASURER PRO TEMPORE

Pamela Mustovich moved and Jeff Caivano seconded the appointment of Mr. Brad McKee as Treasurer Pro Tempore for the June 25, 2018 Board of Education Meeting.

Roll Call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

III. WELCOME/INTRODUCTIONS/PRESENTATIONS

- A. Michelle Patrick will present on the SCCTC
Strategic & Annual Work Plan 2016-17, 2017-18, 2018-19.
- B. Michelle Patrick introduced CTC Staff present: Nate Lasso, Jennifer Shaffer, Dave Saunders and Jeff Thoman.

IV. BOARD/DISTRICT COMMUNICATIONS

- A. Board Reports
- B. Press/Media/Community
Michelle Patrick distributed various thank you cards and new articles.

V. NEW BUSINESS

SCCTC RESOLUTION NUMBER: 32-18 – Adoption of Minutes of Previous Meeting

Mr. Shawn Jackson moved and Mr. Stanley Wenclewicz seconded adopting the minutes of the May 21, 2018 Springfield-Clark CTC Board of Education regular meeting as presented:

Roll Call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

SCCTC RESOLUTION NUMBER: 33-18 – Adoption of Financial Consent Calendar Items A-E

Mr. Jeff Caivano moved and Mrs. Pamela Mustovich seconded that the Board of Education accept action on Financial Items A-E.

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

- A. Approve May 2018 Financials as presented
- B. Approve Final FY18 Appropriations as presented
- C. Approve FY19 Temporary Appropriations at 75% of the FY18 expenditures at fund level
- D. Approve the following Transfers and Advances

	Amount	From	To
Transfers	\$180,000.00	General Fund	Permanent Improvement Fund -003 0000
	\$180,000.00	General Fund	Uniform School Supply Fund-009 0000
Advances \$	2,100.00	General Fund	High Schools That Work Fund-FY18-461 9218
	\$ 10,000.00	General Fund	Perkins FY18-524 918S
	\$ 345.00	General Fund	Student Senate Fund-200-9280

- E. Grant the Treasurer authority to make any additional Transfers and/or Advances for any other fund showing a negative balance on June 30, 2018. Any Transfers and/or Advances other than those approved at this meeting will be presented to the Board of Education for consideration at the next regular Board of Education meeting.

SCCTC RESOLUTION NUMBER: 34-18 –Adoption of Administrative Consent Calendar Items A-I

Mr. Shawn Jackson moved and Dr. Susan Page seconded that Board of Education accept action on – Administrative Items A-I.

Roll Call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

A. TEXT BOOK/BOOK *FIRST READING*

1. Approve the following text for a first reading, for use in the Electrical Trades program beginning with the 2018-19 school year:
 - a. American technical Publications, Inc., Editorial Staff, (2007), ***Conduit Bending and Fabrication***, National Joint Apprenticeship & Training Committee for the Electrical Industry and American Technical Publications. ISBN: 978-0-8267-1267-1
2. Approve the following texts for a first reading, for use in the Culinary Arts program beginning with the 2018-19 school year:
 - a. NRAEF, ***FOUNDATIONS of Restaurant Management & Culinary Arts. Levels 1 & 2, Curriculum of the ProStart***, (2018), National Restaurant Association Publishers.
ISBN: (Level 1): 978-1-58280-335-7
ISBN: (Level 2): 978-1-58280-342-5
 - b. The Culinary Institute of America, ***Remarkable Service Third Edition***, (2014), John Wiley & Sons, Publisher.
ISBN: 978-1-118-11687-6

B. TEXT BOOK/BOOK APPROVAL

1. Approve 10 novels (see attached List) for use in English Language Arts, as senior reading projects beginning in the 201/-19 school year. A first reading was approved May 21, 2018.

C. DONATIONS

1. Approve a donation of \$50.00 from Anthony Fraley to be used in the Forestry & Park Management program.

D STUDENT INSURANCE

1. Approve the Student Protective Agency to provide student accident insurance policy information for SCCTC students for the 2018-19 school year.

E AFFILIATION AGREEMENT RENEWAL

1. Approve the renewal of the Affiliation Agreement between Springfield-Clark CTC and Tri-Rivers Educational Computer Association (TRECA) to provide CCNA + CCNA Security + IT Essentials for CISCO Academy certification for SCCTC Cyber Security & Networking students, effective for the 2018-19 school year. The cost is \$800.00.

F RENEWAL AGREEMENT WITH MVECA

1. Approve a renewal of the Member Agreement for Computer Service with MVECA (Miami Valley Educational Computer Association), for FY19, effective July 1, 2018 – June 30, 2019, \$12,966.75 yearly premium. (2017-18 premiums was \$15881.00)

G. RENEWAL AGREEMENT WITH STRATEGIC MANAGEMENT SOLUTIONS COMPANY

1. Approve a renewal agreement with Strategic Management Solutions, of Westerville, OH for FY19, FY20 and FY21 of the Federal E-Rate Program. The company will provide SCCTC with E-Rate Consulting Services as described within the agreement at a cost of \$1080 per year for a three year total of \$3240.00.

H. CONTRACT SERVICE

1. Approve a Contract Service for a Nurse Assisting Program Coordinator for the 2018-19 school year, at \$27.00/hour, not to exceed 250 hours. The Program Coordinator is required by the Ohio Department of Health for student preparation for state assessment.

I. STUDENT HANDBOOK

1. Approve the 2018-19 Student Handbook as presented (change list attached)

SCCTC RESOLUTION NUMBER: 35-18 – Adoption of Administrative Consent Calendar Item J

Mr. Stanley Wenclewicz moved and Mr. Jeff Caivano seconded that the Board of Education accept action of AESOP PARTICIPATION - Administrative Item J

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

- J. APPROVE AESOP SUBSTITUTE SYSTEM PARTICIATION**
Approve participation in the AESOP Substitute System for securing substitute teachers, through the Clark Co. Educational Service Center, for the 2018-19 school year. (2017-18 cost was \$1882.80)

SCCTC RESOLUTION NUMBER: 36-18 Adoption of Administrative item K

Mr. Jeff Caivano moved and Mr. Stanley Wenclewicz seconded The Board of Education accept action of the Project House Agreement - Administrative Item K

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

K. PROJECT HOUSE AGREEMENT

Approve an agreement between the SCCTC Board of Education dated May 30, 2018 on behalf of the SCCTC Construction Trades program and Justin Cochran for the construction of a home at 317 Whitestone Road, Springfield, OH 45504.

1. There was discussion about what the final cost would be and it was decided that it would be \$8000.00.

SCCTC RESOLUTION NUMBER: 37-18 Adoption of Administrative item L

Mrs. Pamela Mustovich moved and Mrs. Becky Hale seconded The Board of Education accept action of MOU: HVAC lab use by Clark State Community College - Administrative Item L

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

L. MOU: HVAC lab use by Clark State Community College

Approve an MOU between the SCCTC Board of Education and Clark State Community College for CSCC to use the SCCTC HVAC facilities after regular school hours for CSCC students in the SCSS HVAC program, effective August 1, 2018 – July 31, 2020.

SCCTC RESOLUTION NUMBER: 38-18 Adoption of Personnel Consent Calendar Items A-I

Mrs. Pamela Mustovich moved and Mr. Stanley Wenclewicz seconded The Board of Education accept action of – Personnel Items A-I.

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

A. 2018-19 CERTIFIED STAFF CONTRACTS & SALARIES

Approve Certified Staff contracts and salaries as per the Negotiated Agreement attached.

B. 2018-19 CLASSIFIED STAFF CONTRACTS & SALARIES

Approve Classified Staff contracts & salaries as per the Negotiated Agreement attached.

C. 2018-19 CLASSIFIED SUPERVISORY STAFF CONTRACTS & SALARIES

Approve Classified Supervisory Staff contracts & salaries as per the adopted salary chart attached.

D. 2018-19 SUPPLEMENTAL CONTRACTS

Approve Supplemental Contracts as presented, as per the Negotiated Agreement attached.

E. EXTENDED DAYS

Approve extended days for certified staff, as presented, per the Negotiated Agreement attached.

F. EMPLOYMENT OF STUDENT WORKERS

1. Approve the hiring of CBI student workers at Northwestern High School and Shawnee High School (CTC Satellite Programs) for the 2018-19 school year. Students working day hours are paid at \$2.60/hr., and students working after school hours are paid at \$2.75/hr.
2. Approve the hiring of Springfield-Clark CTC student workers to work at CTC for the 2018-19 school year. Student's working day hours are paid at \$2.60/hr., and students working after school hours are paid at \$2.75/hr. [Student workers are also earning high school credit while working, and are paid at a lower rate.]
 - a. Discussion of how the rates were set and if they can be adjusted.
 - b. Discussion of CBI Instructors?
 - c. Discussion to raise rates during the August Board of Education Meeting

G. EMPLOYMENT

1. Approve the employment of Joseph Mundy for summer custodial/maintenance help at \$10.00 per hour, as needed, effective May 29, 2018 – August 14, 2018, not to exceed 40 hours per week.
2. Approve the employment of Tyler Chaffin, student worker, for summer custodial/maintenance help at minimum wage, per hour, as needed, effective May 29, 2018 – August 14, 2018, not to exceed 40 hours per week.

H. RESIGNATION

1. Accept the resignation of Teresa Nickell, Custodial worker, for the purpose of seeking other employment, effective July 5, 2018.
2. Accept the resignation of Leslie Liebig, Mathematics Instructor, for the purpose of seeing other employment, effective June 22, 2018.

Addendum

I. MATHEMATICS CURRICULUM UPDATE

1. Approve the following Mathematics instructors to develop an

updated SCCTC Mathematics curriculum for use beginning in the 2018-19 school year. Instructors will be paid .004 BA Base per school day (pay is per the negotiated agreement based on 7 hrs. and 20 minutes) used to revise the curriculum, not to exceed 4 days each. Partial days will be pro-rated for hours worked. Time will be documented by payroll and approved by the Superintendent.

- a. Rob King, ~~Leslie Liebig~~ New Hire TBA, Lydda Mansfield, Melissa Nelson, Todd Trainer

SCCTC RESOLUTION NUMBER: 39-18 – Adoption of Personnel Item J

Mrs. Pamela Mustovich moved and Mrs. Becky Hale seconded The Board of Education accept action of the resignation of Interim Treasurer - Personnel Item J

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

J. RESIGNATION OF INTERIM TREASURER

1. Accept the resignation of Pamela Orr, Interim Treasurer, Effective June 30, 2018.

SCCTC RESOLUTION NUMBER: 40-18 – Adoption of Personnel Item K

Mr. Jeff Caivano moved and Mrs. Pamela Mustovich seconded The Board of Education accept action of approving employment of Fiscal Consultant - Personnel Item K

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

K. EMPLOYMENT OF FISCAL CONSULTANT

1. Approve the employment of Brad McKee as Fiscal Consultant for Springfield-Clark CTC, beginning on or after June 15, 2018 through June 30, 2018, on a temporary and as needed basis, at an hourly rate of forty dollars per hour (\$40.00) plus pick up/pick up and payment of required employee share of SERS and Medicare payments on compensation amounts paid during this term. Further, the Board approves payment of mileage reimbursement at current IRS rate for all miles driven in delivery of services to SCCTC as Fiscal Consultant. NOTE: Brad will begin as SCCTC Treasurer on July 1, 2018, as approved by the Board on May 21, 2018.

SCCTC RESOLUTION NUMBER: 41-18 – Adoption of Personnel Item L

Mr. Jeff Caivano moved and Pamela Mustovich seconded approve Pamela Orr as Fiscal Consultant.

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

L. EMPLOYMENT OF FISCAL CONSULTANT

1. Approve the employment of Pamela Orr as Fiscal Consultant for Springfield-Clark CTC, beginning on or after July 1, 2018 through July 31, 2018, on an as needed basis, at an hourly rate of forty dollars per hour (\$40.00) plus pick /pick up and payment of required employee share of SERS and Medicare payments on compensation amounts paid during this term. Further, the Board approves payment of mileage reimbursement at current IRS rate for all miles driven in delivery of services to SCCTC as Fiscal Consultant.

VI. EXECUTIVE SESSION for purpose of considering the compensation of a public employee

Mrs. Pamela Mustovich moved and Mr. Jeff Caivano seconded The Board of Education enter into Executive Session

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

Absent: Scott

Motion carried, 8-0.

Executive Session began at 6:02 PM

Executive Session Ended at 6:30 PM

ADOPTION OF PERSONNEL ITEM M

Mrs. Pamela Mustovich moved and Mr. Shawn Jackson seconded the Board of Education accept adoption of the 2018-19 Classified Supervisory Staff Pay Grid Personnel Item M

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Leventhal, Mustovich, Page, Wenclewicz

No: Leventhal

Absent: Scott

Motion carried, 7-0.

M. ADOPTION OF 2018-19 CLASSIFIED SUPERVISORY STAFF PAY GRID

ADOPTION OF PERSONNEL ITEM N

Mr. Jeff Caivano moved and Mr. Shawn Jackson seconded The Board of Education accept action of the adoption of the 2018-19 Administrative Staff Contracts & Salaries - Personnel Item N

Roll call: Ayes: Caivano, Callan, Hale, Jackson, Mustovich, Page, Wenclewicz

No: Leventhal,

Absent: Scott

Motion carried, 7-0.

N. 2018-19 ADMINISTRATIVE STAFF CONTRACTS & SALARIES

1. Approve Administrative staff contracts & salaries per the Adopted salary chart/contract attached.

ADOPTION OF PERSONNEL ITEM O

Jeff Caivano moved and Shawn Jackson seconded The Board of Education accept action of retroactive payment from the 2013 pay scale for Kimberly Cobb & Tonya Bailey. - Personnel Item O

Roll call: Ayes: Caivano, Hale, Jackson, Leventhal, Wenclewicz

No: Callan, Mustovich, Page

Absent: Scott

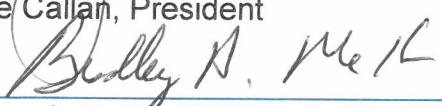
Motion carried, 5-3.

VII. COMMENTS & QUESTIONS FROM BOARD MEMBERS

VIII. ADJOURNMENT OF REGULAR MEETING

MR. Shawn Jackson moved the Board of Education adjourn, Dr. Susan Page seconded the motion. The Board unanimously agreed to adjourn at 6:40 p.m.

Signed:  Date: _____
Mr. Jamie Callan, President

Attest:  Date: 10/15/10
Mr. Bradley A. McKee, Treasurer Pro Tempore

The next Springfield-Clark CTC regular Board of Education meeting will be held August 20, 2018 at 5:00 p.m.

COMING UP AT CTC

No July BOE Meeting

AUGUST:

- 8 New Staff Orientation
- 13 Teacher Work Day/CTC Open House 4-7pm
- 14 Teacher Work Day
- 15 First Day of School**
- 20 BOE Meeting 5PM

SEPTEMBER:

- 3 Labor Day- No School

17 BOE Meeting 5PM

OCTOBER:

4 Fall Advisory Board Meetings 5:30-7:30 PM

11 Staff PD, no school for students

15 BOE Meeting 5PM

