



1901 Selma Road Springfield Ohio 45505 937.325.7368
www.SCCTC.org

January 11, 2021
ANNUAL TAX BUDGET MEETING AT 4:32 P.M.
Board of Education Meeting: 5:00

BOARD OF EDUCATION MEETING MINUTES

*This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting.
There is a time for public participation during the meeting as indicated in the agenda (to be requested in advance per Board Policy).*

I. OPENING

- A. The meeting was called to Order by Board President-pro-tempore, Mr. Jamie Callan at 5:00 pm in the Springfield-Clark CTC Cafeteria**
- 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: 01/07/2020–12/31/2022
Mr. Jamie Callan	Springfield City Schools	Term: 01/11/2021–12/31/2023
Mr. Shawn Jackson	Southeastern Local Schools	Term: 01/07/2020–12/31/2022
Mrs. Pamela Mustovich	Northwestern Local Schools	Term: 01/07/2020–12/31/2022
Dr. Susan Page	Clark-Shawnee Local Schools	Term: 01/07/2020–12/31/2022
Mrs. Corinne Scott	Tecumseh Local Schools	Term: 01/11/2021–12/31/2023
Mr. Stanley Wenclewicz	Clark County ESC	Term: 01/11/2021–12/31/2023
Mr. Chris Williams	Springfield City Schools	Term: 02/10/2020–12/31/2022

Absent:

Mr. Dennis Henry

Greenon Local Schools

Term: 01/11/2021–12/31/2023

Also Present:

Michelle Patrick, Superintendent

Brad McKee, Treasurer

II. ORGANIZATIONAL MEETING

- A. Oath of office 3-year term Board of Education Members.
- B. **ELECTION OF 2019 BOARD OF EDUCATION PRESIDENT**
Nominations for Board of Education President

Mrs. Pamela Mustovich nominated Jamie Callan for Board of Education President.

SCCTC RESOLUTION NUMBER: 01-21

Mr. Shawn Jackson moved to close nominations for President and Mr. Chris Williams seconded.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

SCCTC RESOLUTION NUMBER: 02-21

Vote by member for President by Candidate name:

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

- C. SWEARING IN OF 2021 BOARD OF EDUCATION PRESIDENT
- D. **ELECTION OF 2021 BOARD OF EDUCATION VICE-PRESIDENT**
Nominations for Board of Education Vice-President

Mr. Stanley Wenclewicz nominated Mr. Shawn Jackson for Board of Education Vice-President.

SCCTC RESOLUTION NUMBER: 03-21

Mrs. Pamela Mustovich moved to close nominations for Vice-President and Mrs. Corinne Scott seconded.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

SCCTC RESOLUTION NUMBER: 04-21

Vote by member for Vice-President by Candidate name:

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

E. SWEARING IN OF 2021 BOARD OF EDUCATION VICE PRESIDENT

SCCTC RESOLUTION NUMBER: 05-21

PETTY CASH

1. Approve the establishment of petty cash as follows:

Petty Cash Changes Funds	Amount	Maximum Expenditure
CTC Cafeteria	\$600	Change given as needed
GISA Cafeteria	\$430	Change given as needed
Cosmetology	\$25	Change given as needed
Culinary Arts	\$100	Change given as needed
Animal Science	\$40	Change given as needed
School Cashier	\$135	Change given as needed
Food Truck	\$500	Change given as needed

Petty Cash Funds	Amount	Maximum Expenditure
Treasurer's Office	\$450	\$100

Mr. Shawn Jackson motion to approve petty cash funds as presented and Mr. Chris Williams seconded.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

III. BOARD/DISTRICT COMMUNICATIONS

- Mrs. Michelle Patrick discussed our back to school plan and enrollment numbers (2/3rds of last year's enrollment).
- Dr. Susan Page discussed how it was important to be flexible in accepting students, asked about medical assisting program procedures (Mrs. Michelle Patrick assured that everything being performed to industrial standards). Dr. Susan Page asked about the Forestry program MOU and if they were going out during school hours (Mrs. Michelle Patrick confirmed it was during school hours). Dr. Susan Page wanted to make sure that the Cosmetology Program knew that there were salons needing help on Leffel Lane.

SCCTC RESOLUTION NUMBER: 06-21 - Adoption of the minutes of the December 9, 2020 Springfield-Clark CTC Board of Education Regular Meeting

Mrs. Pamela Mustovich moved and Dr. Susan Page seconded adopting the minutes of the December 9, 2020 Board of Education meeting as presented.

Roll Call: Ayes: Callan, Caivano, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

SCCTC RESOLUTION NUMBER: 07-21 - ADOPTION OF CONSENT CALENDAR – FINANCIAL, ITEMS A-F

Action by the Board of Education in "Adoption of Consent Calendar" means that items are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.

Mr. Shawn Jackson moved and Mrs. Pamela Mustovich seconded the Board of Education adopt the "Consent Calendar", Items A-F.

Roll Call: Ayes: Callan, Caivano, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0

- A. Approve December 2020 Financials/Amended Appropriations
- B. Approve FY22 Tax Budget
- C. Authorize Treasurer to request/collect all monies as available
- D. Establish Record Commission, with Finance Committee, with meeting to be held prior to the April 2021 Board of Education Meeting at 4:30 p.m.
- E. Establish Audit/Finance Committee Meeting, to be held prior to the February 2021 Board of Education Meeting at 4:30 p.m.

SCCTC RESOLUTION NUMBER 08-21 - ADOPTION OF CONSENT CALENDAR- ADMINISTRATIVE, ITEMS A-C

Action by the Board of Education in "Adoption of Consent Calendar" means that items are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately. Mrs. Corinne Scott moved and Dr. Susan Page seconded the Board of Education adopt the Consent Calendar-Administrative, Items A-C.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0

A. PROCEDURE

1. Approve day, time, and place of regular Springfield-Clark CTC Board of Education Meetings. *The following dates are proposed:*

February 8, 2021	(Second Monday due to President's Day Feb. 15)
March 15, 2021	(Third Monday) Work Session to follow Board Meeting
April 19, 2021	(Third Monday)
May 17, 2021	(Third Monday)
June 21, 2021	(Third Monday)
August 16, 2021	(Third Monday)
September 20, 2021	(Third Monday)
October 18, 2021	(Third Monday)
November 15, 2021	(Third Monday)
December 20, 2021	(Third Monday)
January 10, 2022	(Second Monday) 2020 Organizational/Regular Meeting
2. Approve waiving of reading of previous meeting minutes at each meeting.
3. Approve attendance for in-state professional meetings for staff, Administrators, and Board members with supervisor approval (where applicable) without additional board action.
4. Approve mileage reimbursement for CTC staff at IRS rate of 56 cents per mile for 2020.
5. Approve in the case of Treasurer's absence from a board meeting, the Board will choose one of its members as Treasurer pro-tempore.

B. AFFILIATIONS

1. Approve OSBA Membership at the cost of \$3,329 for 2021. (FY20 \$3,364)

C. APPOINTMENTS

1. Appoint 2021 representative to the Enterprise Zone Committee (Representative: Shawn Jackson)
2. Appoint 2021 OSBA Delegate and alternate (BOE Pres. and V.P.)

- (Delegate: Jamie Callan/ 2018 Alternate: Shawn Jackson)
3. Appoint **2021** OSBA Legislative Liaison
(Liaison: Jeff Caivano)
 4. Appoint **2021** OSBA Student Achievement Liaison
(Liaison: Dr. Susan Page)
 5. Appoint **2021** Board of Education Sub-Committees:
 - a. **2021 Curriculum Committee**
(Dennis Henry, Shawn Jackson, Dr. Susan Page, Michelle Patrick)
 - b. **2021 Facilities Committee**
(Chris Williams, Pamela Mustovich, Corinne Scott, Michelle Patrick, Brad McKee)
 - c. **2021 Finance Committee**
(Jamie Callan, Jeff Caivano, Pamela Mustovich, Stanley Wenclewicz, Brad McKee, Michelle Patrick, Chris James)
 6. Appoint Treasurer as District Records Officer.
 7. Appoint Michelle Patrick, Superintendent, as Title IX Decision Maker.
 8. Appoint Chris James, Executive Director, and Marian West, ESC Administrator, as Title IX Compliance Officers.
 9. Appoint Jennifer Shaffer as Homeless Liaison
 10. Appoint Michelle Patrick, Superintendent, as the Purchasing Agent for the Springfield-Clark Career Technology District for the calendar year 2021.

SCCTC RESOLUTION NUMBER 09-21 – ADMINISTRATIVE, ITEM D-E

Dr. Susan Page moved and Mr. Jeff Caivano seconded the Board of Education adopt the Consent Calendar-Administrative, Item D-E

D. MEMORANDUM OF UNDERSTANDING

1. Approve MOU for Forestry and Parks Management program and the City of Springfield for tree cutting services.

E. SERVICES

1. Approve Clark County ESC service agreement for additional services as needed for ESL/ELL, substitute counselor, and substitute administrator at estimated cost of \$8,000.00 for FY21.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0

SCCTC RESOLUTION NUMBER 10-21 - ADOPTION OF CONSENT CALENDAR-PERSONNEL, ITEM A

Action by the Board of Education in "Adoption of Consent Calendar" means that items are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately. Mr. Shawn Jackson moved and Mr. Jeff Cavano seconded the Board of Education adopt the Consent Calendar-Administrative, Items A

A. PERSONNEL

1. Approve the addition of Pamela Esterline to the approved ESC list as a general education substitute teacher.

2. Approve correction of pay class for Shawn Cahill, Electrical Trades Instructor, to Class 7, Step 14; \$84,021 effective October 1, 2020 due to work experience that has been verified. He was approved to Class 6, Step 14; \$83,135 on November 16, 2020.
3. Approve paid administrative leave of James David Foster, Custodian, for four days January 6, 7, 8, and 11, 2021 pending disciplinary action.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0

VI. EXECUTIVE SESSION for the purpose of discussing personnel, legal matters and possible disputes involving the Board that are subject to pending or imminent court action.

Mr. Shawn Jackson moved the Board of Education enter into Executive Session,
Mr. Jeff Caivano seconded the motion at 5:48 p.m.

Mr. Jeff Thoman was asked to attend executive session.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

Mr. Jamie Callan declared out of executive session at 6:04 p.m.

SCCTC RESOLUTION NUMBER 10-22

B. PERSONNEL

4. Approve the termination of James David Foster, Custodian effective January 12, 2021.

Mr. Jeff Caivano moved and Mrs. Corinne Scott seconded the Board of Education to terminate James David Foster, Custodian effective January 13, 2021.

Roll Call: Ayes: Caivano, Callan, Jackson, Mustovich, Page, Scott, Wenclewicz, Williams
Motion carried, 8-0.

VI. COMMENTS AND QUESTIONS FROM BOARD MEMBERS

- Dr. Page commented on the OSBA email about HB133 - \$54 Billion to education, 90% to support locals.
- Mrs. Scott discussed state testing and would like to get districts in the county to adopt a resolution to support not having them again this year.

VII. ADJOURNMENT of Regular meeting

Mr. Chris Williams moved and Mrs. Pamela Mustovich seconded the Board of Education adjourn and the Board unanimously agreed to adjourn at 6:10 p.m.

Signed: James Caivano Date: 3/15/21

Mr. Jamie Callan, President

Attest: _____ Date: _____
Mr. Brad McKee, Treasurer

The next regular Springfield-Clark CTC Board of Education meeting will be held February 8, 2021 at 5:00 p.m.

COMING UP AT CTC

FEBRUARY

- 4 Parent-Teacher Conferences 4-7pm**
- 8 Board Of Education Meeting 5pm**
- 13 Parent/Teacher Conferences 4-7pm**
- 14 Interims sent home**

