



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

January 9, 2023
ANNUAL TAX BUDGET MEETING AT 4:30 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 p.m. in the Springfield-Clark CTC Board of Education Conference Room**
- B. Mr. Jamie Callan led the Board in the Pledge of Allegiance**
- C. Oath of Office for 3-year term Board of Education Members January 9, 2023 through December 31, 2025.**
 - 1. Ms. Jill Acuff, Northwestern Local Schools, Term: 1/9/2023–12/31/2025
 - 2. Mr. Ben Galbreath, Clark-Shawnee Local Schools, Term: 1/9/2023–12/31/2025
 - 3. Mr. John Kitchen, Southeastern Local Schools, Term: 1/9/2023–12/31/2025
 - 4. Mr. Chris Thompson, Northeastern Local Schools, Term: 1/9/2023–12/31/2025
 - 5. Mr. Chris Williams, Springfield City Schools, Term: 1/9/2023–12/31/2025

D. Roll Call

Present:

_____ Ms. Jill Acuff, Northwestern Local Schools, Term: 1/9/2023–12/31/2025
_____ Mr. Jamie Callan, Springfield City Schools, Term: 1/11/2021– 12/31/2023
_____ Mr. Ben Galbreath, Clark-Shawnee Local Schools, Term: 1/9/2023–12/31/2025
_____ Mr. Dennis Henry, Greenon Local Schools, Term: 3/15/2021– 12/31/2023
_____ Mr. John Kitchen, Southeastern Local Schools, Term: 1/9/2023–12/31/2025
_____ Ms. Corinne Scott, Tecumseh Local Schools, Term: 1/11/2021– 12/31/2023
_____ Mr. Chris Thompson, Northeastern Local Schools, Term: 1/9/2023–12/31/2025
_____ Mr. Stanley Wenclewicz, Clark County ESC, Term: 1/11/2021– 12/31/2023
_____ Mr. Chris Williams, Springfield City Schools, Term: 1/9/2023–12/31/2025

Also Present:

Michelle Patrick, Superintendent
Julie Wallace, Treasurer

II. ORGANIZATIONAL MEETING

A. ELECTION OF 2023 BOARD OF EDUCATION PRESIDENT *Nominations for Board of Education President*

SCCTC RESOLUTION NUMBER: 01-23

Mrs. Corinne Scott nominated and Mr. John Kitchen seconded Jamie Callan for Board of Education President.

Mr. Stan Wenclewicz moved to close nominations for President and Mr. Dennis Henry seconded.

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0.

Vote by member for President by Candidate name:

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0.

B. SWEARING IN OF 2023 BOARD OF EDUCATION PRESIDENT

C. ELECTION OF 2023 BOARD OF EDUCATION VICE-PRESIDENT *Nominations for Board of Education Vice-President*

SCCTC RESOLUTION NUMBER: 02-23

Mr. Chris Williams nominated and Mr. Stan Wenclewicz seconded Mrs. Corinne Scott for Board of Education Vice-President.

Mr. Dennis Henry moved to close nominations for Vice-President and Mr. Ben Galbreath seconded.

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0.

Vote by member for Vice-President by Candidate name:

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0.

D. SWEARING IN OF 2023 BOARD OF EDUCATION VICE- PRESIDENT

III. BOARD/DISTRICT COMMUNICATIONS

A. Superintendent's Update

IV. NEW BUSINESS

SCCTC RESOLUTION NUMBER: 03-23 - Adoption of the minutes of the December 12, 2022 Springfield-Clark CTC Board of Education Regular Meeting

Mrs. Corinne Scott moved and Mr. Chris Williams seconded adopting the minutes of the December 12, 2022 Board of Education meeting as presented.

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0.

SCCTC RESOLUTION NUMBER: 04-23 - ADOPTION OF CONSENT CALENDAR – FINANCIAL, ITEMS A-G.

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. Chris Williams moved and Mr. Chris Thompson seconded the Board of Education adopt the Financial Items A-G.

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0

A. Approve December Financials and appropriations as presented.

- B. Approve FY24 Tax Budget.
- C. Authorize the Treasurer to request/collect all monies as available.
- D. Approve recommendation that the issuance of blanket purchase orders are not to exceed \$100,000.00.
- E. Establish Record Commission, with Finance Committee, meeting to be held prior to the April 2022 Board of Education Meeting at 4:30 p.m.
- F. Establish Audit/Finance Committee Meeting, to be held prior to the February 2022 Board of Education Meeting at 4:30 p.m.
- H. Approve the establishment of petty cash as follows:

<u>Petty Cash Changes Funds</u>	<u>Amount</u>	<u>Maximum Expenditure</u>
School Cashier	\$100	Change given as needed
Warehouse	\$50	Change given as needed
Food Truck	\$500	Change given as needed

<u>Petty Cash Funds</u>	<u>Amount</u>	<u>Maximum Expenditure</u>
Treasurer's Office	\$250	\$100

SCCTC RESOLUTION NUMBER 05-23 - ADOPTION OF CONSENT CALENDAR- ADMINISTRATIVE, ITEM A-B.

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. Dennis Henry and Mr. Chris Williams seconded the Board of Education adopt the Consent Calendar-Administrative, Items A-B.

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0

A. PROCEDURE

1. Approve day, time, and place of regular Springfield-Clark CTC Board of Education Meetings.

The following dates are proposed to be held at 5:00 PM at Springfield-Clark Career Technology Center Board Office:

February 13, 2023	(Second Monday) Audit/Finance Committee Meeting 4:30 PM
March 13, 2023	(Second Monday)
April 10, 2023	(Second Monday) Record/Finance Committee Meeting 4:30 PM
May 15, 2023	(Third Monday)
June 12, 2023	(Second Monday)
July 10, 2023	(Second Monday)

August 14, 2023	(Second Monday)
September 11, 2023	(Second Monday)
October 9, 2023	(Second Monday)
November 13, 2023	(Second Monday)
December 11, 2023	(Second Monday)
January 8, 2024	(Second Monday) 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 65.5 cents per mile effective January 1, 2023. This is an increase of 3 cents from the midyear increase in 2022 of 62.5 cents per mile.
5. Authorize the Superintendent, on behalf of this Board, to make offers of employment directly to candidates for either teaching or non-teaching positions and to acknowledge acceptance of such offers on behalf of the Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time as stated in the Superintendent's offer. Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal record check satisfactory to the Board of who has not satisfied any other prerequisite to employment created by law or Board Policy.
6. Authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees on behalf subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed accepted as of the date and time of the Superintendent's acceptance.

B. APPOINTMENTS

1. Appoint 2023 representative to the Enterprise Zone Committee.
(Representative: Jamie Callan)
2. Appoint 2023 OSBA Delegate and alternate (BOE Pres. and V.P.)
(Delegate: Jamie Callan/ 2023 Alternate: Corinne Scott)
3. Appoint 2023 OSBA Legislative Liaison

- (Liaison: Chris Thompson)
4. Appoint 2023 OSBA Student Achievement Liaison
(Liaison: Stan Wenclewicz)
 5. Appoint 2023 Board of Education Sub-Committees:
 - a. 2023 Curriculum Committee - NEW PROGRAM INNOVATION COMMITTEE
(Dennis Henry, Jill Acuff, Ben Galbreath, Pam Noeth, Michelle Patrick)
 - b. 2023 Facilities Committee
(Chris Williams, Ben Galbreath, Corinne Scott, Michelle Patrick, Julie Wallace)
 - c. 2023 Finance Committee
(Jamie Callan, John Kitchen, Chris Thompson, Stanley Wenclewicz, Michelle Patrick, Chris James, Julie Wallace)
 6. Appoint Treasurer as District Records Officer.
 7. Appoint Chris James, Executive Director; Dr. Pam Noeth, Senior Director of Curriculum, Innovation & Instruction; and Marian West, Clark County ESC Administrator, as Title IX Coordinators.
 8. Appoint Jennifer Shaffer, Director of CTE & Student Development, as Homeless Liaison.
 9. Appoint Michelle Patrick, Superintendent, as the Purchasing Agent for the Springfield-Clark Career Technology District for the calendar year 2023.

SCCTC RESOLUTION NUMBER 06-23 – ADMINISTRATIVE, ITEM C-D

Mr. Chris Thompson moved and Mr. Stan Wenclewicz seconded the Board of Education adopt the Consent Calendar-Administrative, Item C-D.

C. AGREEMENT

1. Approve the agreement and resolution with Dinsmore & Shohl LLP for Bond Counsel Services.
2. Approve the retention agreement with Roetzel & Andress, LPA for legal services.

D. DONATIONS

1. Approve the donation of \$100.00 from Susan Backus Starr to the National Technical Honor Society.

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0

SCCTC RESOLUTION NUMBER 7-23 ADOPTION OF CONSENT CALENDAR-PERSONNEL, ITEM 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. Mr. Chris Williams and Mrs. Corinne Scott seconded the Board of Education adopt the Consent Calendar Personnel Item A-C.

A. RESIGNATIONS

1. Approve the resignation of Nicole Starliper, Food Services Helper, effective December 14, 2022.
2. Approve the resignation of Kaitlin Ayres, Cashier, effective January 13, 2023.

B. HIRING

1. Approve the hiring of Nicholas Rodgers, Custodian, at Step 1, \$18.76 per hour; effective January 9, 2023. Successful FBI/CBI background check is on file. He is filling the vacant position of Vicki Black who resigned December 31, 2022.
2. Approve the hiring of Lisa VanWey, Food Services Helper, at Step 1, \$15.73 per hour; four hours per day; effective January 4, 2023. Successful FBI/CBI background check is on file. She is filling the vacant position of Nicole Starliper, who resigned December 14, 2022.

C. SUPPLEMENTAL

1. Approve supplemental position Michelle Carn, Curriculum Coach.

Roll Call: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

Motion carried, 9-0

V. EXECUTIVE SESSION for the purpose of discussing matters which are subject of pending or imminent court action or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing and matters required to be kept confidential by federal law or rules or state statutes.

Mrs. Corinne Scott moved the Board of Education enter into Executive Session, Mr. Chris Williams seconded the motion at 6:10 p.m.

Roll Call: Ayes: Acuff, Callan, Galbreath, Henry, Kitchen, Scott, Thompson, Wenclewicz, Williams

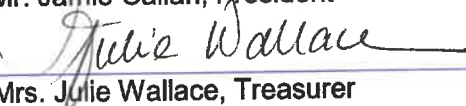
Motion carried, 9-0

Mr. Jamie Callan declared the Board to be back in Open Session at 6:43 p.m.

VII. ADJOURNMENT of Regular meeting

Mr. Chris Williams moved and Mr. Chris Thompson seconded the Board of Education adjourn and The Board unanimously agreed to adjourn at 6:45 p.m.

Signed:  Date: 2/13/23
Mr. Jamie Callan, President

Attest:  Date: 2/14/23
Mrs. Julie Wallace, Treasurer

The next regular Springfield-Clark CTC Board of Education meeting will be held February 13, 2023 at 5:00 p.m.

COMING UP AT CTC

JANUARY

16 MLK Jr. Day - No School

FEBRUARY

2 Parent Student Engagement Event
3 Quarter 3 Interims
13 BOE Meeting 5:00 p.m. (Audit/Finance Committee 4:30 p.m.)
17 Staff Professional Development - No School for Students
20 Presidents Day - No School