



# BOARD BULLETIN

## June 12, 2023

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### Opening Report

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The Mid-East Career and Technology Centers Board of Education met for its regular meeting on Monday, June 12, 2023 at 6:30 p.m. in the Commons at the Buffalo Campus, 57090 Vocational Road, Senecaville, Ohio. Members and guests repeated the Pledge of Allegiance to the Flag. The meeting was then called to order by President Peoples.

Approval of the minutes of the Board of Education's regular meeting held May 8, 2023.

Approval of additions or changes in the agenda.

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### Treasurer's Report

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Approval of all items listed under the Treasurer's financial reports.

Approval of temporary appropriations.

Approval of the request for an amended certificate and final appropriations measure which will be sent to the County Auditor on June 30, 2023.

Approval of budget modifications.

Approval of one payment.

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### Superintendent's Report

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Approval of the following district policies:

- Policy BDDA – Notification of Meetings (revised)
- Policy EBC – Emergency Management and Safety Plans (revised)
- Policy IGAE – Health Education (revised)

- Policy IGCH-R (Also LEC-R) – College Credit Plus (revised)
- Policy JHG – Reporting Child Abuse and Mandatory Training (revised)
- Policy LEC-R (Also IGCH-R) – College Credit Plus (revised)

Approval of the retirement of Cathy Learn, Health Occupations Coordinator, effective June 30, 2023. Mrs. Learn has been an employee of the district for 10 years.

Approval of the following resignations:

- David Grear – Heavy Equipment Operations Instructor – effective 6-13-23

Approval of the 2023-2024 CARE Part-Time Instructor salary schedules.

Approval of the following revised job descriptions:

- Maintenance and Custodian Supervisor

Approval of the revised 2023-2024 Administrative and Paraprofessional employee salary schedule.

Approval of personnel for employment in the Adult and Federal programs, pending licensure and appropriate background checks, for the 2022-2023 school year.

- Adult Education Programs – Part-Time

Approval of personnel for employment in the Adult and Federal programs, pending licensure and appropriate background checks, for the 2023-2024 school year.

- Adult Education Programs – Part-Time
- Adult Education Programs – Full-Time
- CARE – Part-Time
- CARE – Classified

Approval of the full-time Adult Education contract recommendation for Taryn Burkett-Sanders, Health

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Occupations Instructor, for the 2023-2024 school year (*revised from the April 10, 2023 Board of Education meeting*).

Approval of the reassignment of Chad Miller from Social Studies Instructor to Vocational Special Education (VOSE) Coordinator effective for the 2023-2024 school year.

Approval of the following licensed personnel for employment, based on verification of experience, licensure, and appropriate background checks:

- Samuel Gianettino – Restaurant & Food Service Operations Instructor – to be issued a salary notice changing his classification on the Instructor Salary Schedule per the Negotiated Agreement, Article VI, D, 3, b
- Benjamin Jefferis – Construction Technologies Instructor – to be issued a salary notice changing his classification on the Instructor Salary Schedule per the Negotiated Agreement, Article VI, D, 2, b
- Layne Neuhart – English Instructor – to be issued a one-year limited contract for 185 days effective 8-17-23
- Hannah Tincher – Practical Nurse Instructor – to be issued a one-year limited contract for 185 days effective 8-18-22 (*revised from the July 11, 2022 Board of Education meeting*)

Approval of the following licensed personnel extended time/supplemental contracts:

- Gary Abel – Applied Engineering & Machining Instructor – to be issued an extended time contract for up to 3 days with preapproval effective 7-1-23
- Aimee Bartenschlag – Math/Science Instructor – to be issued a supplemental contract as a Tutor for a maximum of 5 hours per week as needed effective 8-21-23
- Tiffany Bettinger – Guidance Counselor – to be issued an extended time contract for up to 12 days with preapproval effective 7-1-23
- Melissa Cork – Guidance Counselor – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23
- Shawna Duffy – Practical Nurse Instructor – to be issued an extended time contract for up to 5 days with preapproval effective 7-1-23

- Samuel Gianettino – Restaurant & Food Service Operations Instructor – to be issued a supplemental contract for catering as needed effective 8-21-23
- Joshua Harris – Vocational Agriculture Instructor – to be issued an extended time contract for up to 12 days with preapproval effective 7-1-23
- Alisha Jefferis – Career Assessment Specialist – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23
- Eric Kerns – WAGES Instructor – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23
- Jalena Lasko – Restaurant & Food Service Operations Instructor – to be issued a supplemental contract for catering as needed effective 8-21-23
- Derrick Leach – Large Animal Science & Agriculture Instructor – to be issued an extended time contract for up to 20 days with preapproval effective 7-1-23
- Katherine Lucas – Early Childhood Education Instructor – to be issued a supplemental contract as the Mid-East Preschool Director for the 2023-2024 school year effective 7-1-23
- Katherine Lucas – Early Childhood Education Instructor – to be issued an extended time contract for up to 5 days with preapproval effective 7-1-23
- Debra Manning – VOSE Coordinator – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23
- Samantha Mitts – Guidance Counselor – to be issued an extended time contract for up to 12 days with preapproval effective 7-1-23
- Josh Moore – Intervention Specialist/VOSE Coordinator – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23
- James Petrofes – Robotics, Automation & Design Instructor – to be issued an extended time contract for up to 8 days with preapproval effective 7-1-23
- Jade Richards – Intervention Specialist – to be issued a supplemental contract as a Tutor for a maximum of 5 hours per week as needed effective 8-21-23

- Justin Seebach – Guidance Counselor – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23
- Rhonda Snyder – Guidance Counselor – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23
- Jessica Stonecypher – Vocational Agriculture Instructor – to be issued an extended time contract for up to 2 days with preapproval effective 7-1-23
- Cameron Summers – Digital Media Instructor – to be issued an extended time contract for up to 3 days with preapproval effective 7-1-23
- Brian Wilfong – Natural Resource Conservation Instructor – to be issued an extended time contract for up to 8 days with preapproval effective 7-1-23
- Julie Yanosik – Career Connections Instructor – to be issued an extended time contract for up to 10 days with preapproval effective 7-1-23

Approval of the following supplemental contracts for club advisory work during the 2022-2023 school year:

*Buffalo Campus*

- George Bell – SkillsUSA
- Tracy Brown – SkillsUSA
- Dave Calendine – SkillsUSA
- Ben Jefferis – SkillsUSA
- Kevin French – SkillsUSA
- Erica McConaughy – SkillsUSA
- Owen Williams – SkillsUSA

*Zanesville Campus*

- Gary Abel – SkillsUSA
- Matt Dudas – SkillsUSA
- Shawna Duffy – SkillsUSA
- Sam Gianettino – SkillsUSA
- Jalena Lasko – SkillsUSA
- Dennis Polvinale – SkillsUSA
- Brad Mack – SkillsUSA
- Sarah Rollison – SkillsUSA
- Kevin Schott – SkillsUSA
- Phil Snider – SkillsUSA
- Cameron Summers – SkillsUSA
- Josh Swingle – SkillsUSA
- Hannah Tincher – SkillsUSA
- Karen West – BPA
- Stephanie Winsor – SkillsUSA
- Jesse Wisecarver – SkillsUSA

Approval of the following supplemental contracts to serve on the LPDC for the 2023-2024 school year effective July 1, 2023:

- Christopher Allen – 4% of base up to 50 hours and \$20 per hour thereafter
- Kevin Schott – 4% of base up to 50 hours and \$20 per hour thereafter
- Ruth Warehime – 4% of base up to 50 hours and \$20 per hour thereafter

Approval of the following classified personnel for employment, based on verification of experience and appropriate background checks:

- Melissa James – Custodian – to be issued a one-year limited contract for 34 days (prorated from 261 days) effective 5-8-23 (*revised from the May 8, 2023 Board of Education meeting*)
- Kayla Paxton – ECE Instructional Assistant – to be issued a two-year limited contract for 190 days effective 8-18-23 (*revised from the April 10, 2023 Board of Education meeting*)
- April Smith – Instructional Assistant – to be issued a one-year limited contract for 191 days effective 8-17-23
- Karen West – Instructional Assistant – to be issued a one-year limited contract for 190 days effective 8-18-23

Approval of the following classified personnel supplemental contracts:

- Maggie Hesson – ECE Instructional Assistant – to be issued a supplemental contract for 5 days effective 6-1-23
- Amber Kynnersley – Instructional Assistant – to be issued a supplemental contract as needed effective 8-21-23
- Kerry Lear – Student Services Receptionist/VOSE Administrative Assistant – to be issued a supplemental contract for 5 days effective 7-1-23
- Kayla Paxton – ECE Instructional Assistant – to be issued a supplemental contract for 5 days effective 6-1-23

Approval of the following classified personnel as substitutes:

- April Amspaugh – Administrative Assistant
- Sherry Bennett – Administrative Assistant
- Sherry Bennett – Switchboard/Receptionist

- Dwight Bonifield – Bus Driver
- Samantha Browning – Administrative Assistant
- Samantha Browning – Custodian
- Samantha Browning – Food Service Worker
- Charles Buckey – Custodian
- Charles Buckey – Food Service Worker
- Linda Carter – Custodian
- Linda Carter – Food Service Worker
- Joshua Eubanks – Custodian
- Lacey Eubanks – Administrative Assistant
- Lacey Eubanks – Custodian
- Lacey Eubanks – Food Service Worker
- Charles Frakes – Custodian
- Jacqueline Gebhart – Switchboard/Receptionist
- Matthew Hague – Custodian
- Tammy Jones – Switchboard/Receptionist
- Tammy Jones – Food Service Worker
- Jeff Maziar – Custodian
- Anthony O’Brien – Custodian
- Jane Paul – ECE Instructional Assistant
- Linda Reeves – Bus Driver
- Jason Rupe – Custodian
- Lois Snyder – Administrative Assistant
- Lois Snyder – Switchboard/Receptionist
- Brenda South – Food Service Worker
- Gaven Urban – Custodian
- Heather Waller – Custodian
- Heather Waller – Food Service Worker
- Connie “CJ” Wilson – Switchboard/Receptionist
- Connie Wilson – Administrative Assistant
- Connie Wilson – Switchboard/Receptionist
- Connie Wilson – Instructional Assistant
- Connie Wilson – Security Officer
- Pamela Wilson – Custodian
- Pamela Wilson – Food Service Worker

Approval of the following student job station personnel for employment:

- Austen Grindley – Auto Technology Program student – to be issued a student job station contract for custodian help as needed effective 7-1-23

Approval to hire John Sawyer and Mary Kaye Speckhart as Driver Education Training Class D Training Manager Consultants effective July 1, 2023 through June 30, 2024.

Approval of the following Driver Education Training instructors as needed effective July 1, 2023 through June 30, 2024:

- Gary Abel
- Jennifer Black
- Barb Funk
- Richard Hall
- Ken Kroah
- Renee Linscott
- Margaret Postlethwait

Approval of a leave of absence without pay for one staff member.

Approval of the following 2023-2024 handbooks:

- Addendum – Adult Practical Nursing
- Addendum – Advanced Emergency Medical Technician
- Addendum – Diploma RN
- Addendum – Emergency Medical Responder
- Addendum – Emergency Medical Technician
- Addendum – Fire Training
- Addendum – Health Care Transition
- Addendum – Paramedic
- CARE Policy Handbook
- CARE Student Handbook
- Handbook for Confidential Classified Employees
- Handbook for Licensed Administrative Employees
- Handbook for Non-Licensed Administrative and Paraprofessional Employees
- Mid-East Preschool High School Lab Assistant Handbook
- Mid-East Preschool Parent Handbook
- Mid-East Preschool Staff Handbook

Approval of the revised Adult Education tuition and program fees for the 2023-2024 school year.

Approval for recent Mid-East graduates that enroll in an Adult Education program within one year of their graduation, to receive a \$1,000.00 tuition discount for programs that are 600 hours or more and up to 15% off of programs that are less than 600 hours. This discount does not include the Truck Driver Training Program.

Approval of an out-of-state field trip for one student to attend the SkillsUSA National Leadership & Skills

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Conference in Atlanta, Georgia on June 19-23, 2023. Tracy Brown, Multi-Skilled Health Technologies Instructor, will attend also.

Approval of the following agreements to provide situations and experiences for students in the following programs:

*Adult & High School Health Occupations Programs (Practical Nurse, Diploma RN, Multi-Skilled Health Technologies, Health Care Transition, and State Tested Nurse Aide)*

- Between Mid-East and Certus Health Care (Adams Lane Care Center, Beckett House, Cedar Hill Care Center, Sterling Suites, and Willow Haven Nursing Home), Zanesville, Ohio

Approval of the Adult Education 2023-2024 Truck Driver Training Agreement.

Approval of an agreement between Mid-East and the Ohio Operating Engineers Apprenticeship and Training Fund to provide Mid-East an industry training assistant for faculty and assist in upgrading curriculum and implementing the Adult Education Heavy Equipment programs effective July 1, 2023 through December 31, 2023.

Approval to enter into a member services agreement with OME-RESA for services per a fee schedule approved annually by the OME-RESA Board of Directors and the OME-RESA General Assembly effective July 1, 2023 through June 30, 2024.

Approval of an agreement between Mid-East and Frontline Education for Five-Year Forecast subscriptions effective July 1, 2023 through June 30, 2024.

Approval of an agreement between Mid-East and Gannett GP Media, Inc. (DBA Media Network of Central Ohio) for digital advertising services for high school and adult student recruitment within Guernsey, Muskingum, Noble, and Perry counties effective July 1, 2023 through June 30, 2024.

Approval to purchase building and road signage for the CDL Facility and district pole barns from XPressive Graphix & Signs. The signage includes a large yard sign and front building sign for the

CDL Facility; a road sign at the corner of SR 93 and Church Hill Road for the CDL Facility; building signs for the Adult Education Heavy Equipment Operations and Power Line Technologies pole barn; and a building sign for the Bus Garage/Warehouse pole barn.

Approval to purchase PN ATI Essential Basic Packages (online instruction and testing) for the Adult Education Practical Nursing Program for the 2023-2024 school year from ATI (Ascend Learning).

Approval to purchase uniforms for the Adult Education Practical Nursing Program for the 2023-2024 school year from Imlay's Uniforms.

Approval to purchase textbooks for the Adult and Secondary Health Occupations Programs for the 2023-2024 school year from Rittenhouse Book Distributors.

Approval to purchase supply kits for the Adult and Secondary Health Occupations Programs for the 2023-2024 school year from Coursey Enterprises.

Approval to purchase 20 tool kits for the Adult Education Power Line Technologies Program from Bashlin Industries, Inc.

Approval to purchase and install a Bogen Nyquist Public Address System for the Buffalo and Zanesville Campuses from Paladin.

Approval of a resolution ratifying the agreement for the purchase of natural gas supply for the period commencing July 2023.

Approval to participate in the EPC/OME-RESA Cooperative School Bus Purchasing Program.

Approval of the following donations:

- Two backboards; one traction splint; three blankets; five board splints; several bandages, dressings and cervical collars; and one hand-held suction unit from Mary Ann Graham (Adult Education EMT Program)

Approval to award \$2,000.00 to a Zanesville High School Alum to help offset program fee costs to

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attend an Adult Education Program. This award is a token of appreciation to Zanesville City Schools for assisting Mid-East with hosting the Certificate Ceremony this school year.

An executive session was held to discuss personnel matters [appointment, employment, dismissal, discipline, promotion, demotion, or compensation of employee(s) or student(s)] and to discuss matters which are subject of pending or imminent court action.

The next regular meeting of the Mid-East Career and Technology Centers Board of Education will be held **July 10, 2023** at 6:30 p.m. in the Administrative Center Board Room, 400 Richards Road, Zanesville, Ohio.