



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

January 8, 2024
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 8, 2024 through December 31, 2026.**

- 1. Mr. Jamie Callan, Springfield City Schools, Term: 1/8/2024–12/31/2026**
- 2. Mr. Keith Culp, Greenon Local Schools, Term: 1/8/2024–12/31/2026**
- 3. Mr. Matthew Mills, Tecumseh Local Schools, Term: 1/8/2024–12/31/2026**
- 4. Mr. Stanley Wenclewicz, Clark County ESC, Term: 1/8/2024–12/31/2026**

D. Roll Call

Present:

- _____ Mr. Jamie Callan, Springfield City Schools, Term: 1/08/2024– 12/31/2026
- _____ Mr. Keith Culp, Greenon Local Schools, Term: 1/08/2024– 12/31/2026
- _____ Mr. Ben Galbreath, Clark-Shawnee Local Schools, Term: 1/9/2023–12/31/2025
- _____ Mr. John Kitchen, Southeastern Local Schools, Term: 1/9/2023–12/31/2025
- _____ Mr. Matthew Mills, Tecumseh Local Schools, Term: 1/08/2024– 12/31/2026

_____ Mr. Chris Thompson, Northeastern Local Schools, Term: 1/9/2023–12/31/2025
_____ Mr. Stanley Wenclewicz, Clark County ESC, Term: 1/08/2024– 12/31/2026
_____ Mr. Chris Williams, Springfield City Schools, Term: 1/9/2023–12/31/2025

Absent:

_____ Ms. Jill Acuff, Northwestern Local Schools, Term: 1/9/2023–12/31/2025

Also Present:

Michelle Patrick, Superintendent
Julie Wallace, Treasurer
CTC Administrators

II. ORGANIZATIONAL MEETING

A. ELECTION OF 2024 BOARD OF EDUCATION PRESIDENT
Nominations for Board of Education President

SCCTC RESOLUTION NUMBER: 01-24

Mr. Chris Williams nominated and Mr. John Kitchen seconded Jamie Callan for Board of Education President.

Mr. Stan Wenclewicz moved to close nominations for President and Mr. John Kitchen seconded.

Roll Call: Ayes: Callan, Culp, Galbreath, Kitchen, Mills, Thompson, Wenclewicz, Williams
Motion carried, 8-0.

Vote by member for President by Candidate name:

Roll Call: Ayes: Callan, Culp, Galbreath, Kitchen, Mills, Thompson, Wenclewicz, Williams
Motion carried, 8-0.

B. SWEARING IN OF 2024 BOARD OF EDUCATION PRESIDENT

C. ELECTION OF 2024 BOARD OF EDUCATION VICE-PRESIDENT
Nominations for Board of Education Vice-President

SCCTC RESOLUTION NUMBER: 02-24

Mr. Stan Wenclewicz nominated and Mr. John Kitchen seconded Mr. Ben Galbreath for Board of Education Vice-President.

Mr. Chris Thompson moved to close nominations for Vice-President and Mr. Chris Williams seconded.

Roll Call: Ayes: Callan, Culp, Galbreath, Kitchen, Mills, Thompson, Wenclewicz, Williams
Abstain: Galbreath
Motion carried, 7-0-1.

Vote by member for Vice-President by Candidate name:

Roll Call: Ayes: Callan, Culp, Kitchen, Mills, Thompson, Wenclewicz, Williams

Abstain: Galbreath

Motion carried, 7-0-1.

D. SWEARING IN OF 2024 BOARD OF EDUCATION VICE- PRESIDENT

III. BOARD/DISTRICT COMMUNICATIONS

A. Superintendent's Update

B. Executive Director Update

C. Curriculum Director Update

IV. NEW BUSINESS

SCCTC RESOLUTION NUMBER: 03-24 - Adoption of the minutes of the December 11, 2023 Springfield-Clark CTC Board of Education Regular Meeting

Mr. Stan Wenclewicz moved and Mr. Ben Galbreath seconded adopting the minutes of the December 11, 2023 Board of Education meeting as presented.

Roll Call: Ayes: Callan, Galbreath, Kitchen, Thompson, Wenclewicz, Williams

Abstain: Culp, Mills

Motion carried, 6-0-2.

SCCTC RESOLUTION NUMBER: 04-24 - 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. John Kitchen moved and Mr. Chris Williams seconded the Board of Education adopt the Financial Items A-G.

Roll Call: Ayes: Callan, Culp, Galbreath, Kitchen, Mills, Thompson, Wenclewicz, Williams

Motion carried, 8-0

- 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 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 2024 Board of Education Meeting at 4:30 p.m.
- F. Establish Audit/Finance Committee Meeting, to be held prior to the February 2024 Board of Education Meeting at 3:45 p.m.
- G. Approve the establishment of petty cash as follows:

<u>Petty Cash Change Funds</u>	<u>Amount</u>	<u>Maximum Expenditure</u>
School Cashier	\$135	Change given as needed

Food Truck	\$500	Change given as needed
Culinary Arts	\$100	Change given as needed
<u>Petty Cash Fund</u>	<u>Amount</u>	<u>Maximum Expenditure</u>
Treasurer's Office	\$250	\$100

SCCTC RESOLUTION NUMBER 05-24 - ADOPTION OF CONSENT CALENDAR- ADMINISTRATIVE, ITEMS 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. Chris Thompson and Mr. Chris Williams seconded the Board of Education adopt the Consent Calendar-Administrative, Items A-B.

Roll Call: Ayes: Callan, Culp, Kitchen, Mills, Thompson, Wenclewicz, Williams

Mr. Ben Galbreath left the meeting at 5:50 p.m.

Motion carried, 7-0

A. PROCEDURE

1. Approve day, time, and place of regular Springfield-Clark CTC Board of Education Meetings. Any changes to the board meeting schedule will be published on the district website.

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

February 12, 2024	(Second Monday)
	Audit/Finance Committee Meeting 3:45 PM
March 11, 2024	(Second Monday)
April 8, 2024	(Second Monday)
	Record/Finance Committee Meeting 4:30 PM
May 13, 2024	(Second Monday)
June 10, 2024	(Second Monday)
August 12, 2024	(Second Monday)
September 9, 2024	(Second Monday)
October 14, 2024	(Second Monday)
November 18, 2024	(Third Monday)
December 9, 2024	(Second Monday)
January 13, 2025	(Second Monday) 2025 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 67 cents per mile effective January 1, 2024. This is an increase of 1.5 cents from 2023 of 65.5 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 or 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 2024 representative to the Enterprise Zone Committee.
(2024 Representative: Jamie Callan)
2. Appoint 2024 OSBA Delegate and alternate
(2023 Delegate: Jamie Callan/ 2024 Alternate: Keith Culp)
3. Appoint 2024 OSBA Legislative Liaison
(2024 Liaison: Chris Thompson)
4. Appoint 2024 OSBA Student Achievement Liaison
(2024 Liaison: Stanley Wenclewicz)
5. Appoint 2024 Board of Education Sub-Committees:
 - a. 2024 Curriculum Committee - New Program Innovation Committee
(2024 members: Jill Acuff, Ben Galbreath, Pam Noeth, Michelle Patrick)
 - b. 2024 Facilities Committee

- (2024 members: Chris Williams, Ben Galbreath, Matthew Mills, Keith Culp, Michelle Patrick, Julie Wallace)
- c. 2024 Finance Committee
(2024 members: 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 2024.

SCCTC RESOLUTION NUMBER 06-24 – ADMINISTRATIVE, ITEMS C-E

Mr. John Kitchen moved and Mr. Stan Wenclewicz seconded the Board of Education adopt the Consent Calendar-Administrative, Items C-E.

Roll Call: Ayes: Callan, Culp, Kitchen, Mills, Thompson, Wenclewicz, Williams

Motion carried, 7-0

C. AFFILIATIONS

1. Approve OSBA Membership at the cost of \$3,882 for 2024. (FY23 \$3,727).

D. RESOLUTION

1. Approve the Southwest Ohio EPC resolution as presented to authorize the superintendent/designee to sign a natural gas Master Supplier Agreement. The Board Resolution does not obligate the district to accept the new Master Supplier Agreement

E. DONATION

1. Approve the donation of \$200.00 from Roetzel & Andress to sponsor the Springfield-Clark CTC Essay & Video Contest.

SCCTC RESOLUTION NUMBER 7-24 ADOPTION OF CONSENT CALENDAR-PERSONNEL, ITEMS A-D.

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 Mr. Chris Thompson seconded the Board of Education adopt the Consent Calendar Personnel Items A-D.

Roll Call: Ayes: Callan, Culp, Kitchen, Mills, Thompson, Wenclewicz, Williams

Motion carried, 7-0

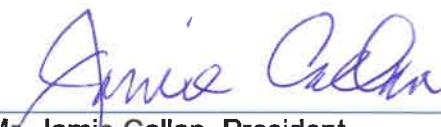
A. RESIGNATIONS

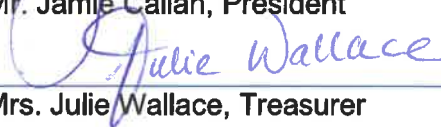
1. Approve the resignation of Lisa VanWey, Food Services Helper, effective January 1, 2024.
- B. HIRING**
 1. Approve the hiring of Matthew Grigsby, Applied Engineering Instructor, Class VI, Step 10, \$78,649 to be prorated to days worked; pending appropriate DEW licensure. Successful FBI/BCI background checks are on file.
 2. Approve the movement of Kaila Leisure, Food Services Helper, from five hours per day to six hours per day effective January 3, 2024.
- C. ESC SUBSTITUTES**
 1. Approve the ESC substitute list as presented.
- D. SUBSTITUTE RATES FOR CLASSIFIED STAFF**
 1. As presented on the attached sheet.

VI. COMMENTS AND QUESTIONS FROM BOARD MEMBERS

VII. ADJOURNMENT of Regular meeting

Mr. Stan Wenclewicz moved and Mr. John Kitchen seconded the Board of Education adjourn and The Board unanimously agreed to adjourn at 6:15 p.m.

Signed:  Date: 2/12/24
Mr. Jamie Callan, President

Attest:  Date: 2/12/24
Mrs. Julie Wallace, Treasurer

The next regular Springfield-Clark CTC Board of Education meeting will be held February 12, 2024 at 5:00 p.m.

COMING UP AT SCCTC

JANUARY

15 MLK Jr. Day - No School

FEBRUARY

2 Quarter 3 Interims

12 BOE Meeting 5:00 p.m. (Audit/Finance Committee 3:45 p.m.)

16 Staff Professional Development - No School for Students

19 Presidents Day - No School

MARCH

11 BOE Meeting 5:00 p.m.

14 Senior Showcase

