



BOARD BULLETIN

May 13, 2024

Opening Report

The Mid-East Career and Technology Centers Board of Education met for its regular meeting on Monday, May 13, 2024 at 6:30 p.m. in the Administrative Center Board Room, 400 Richards Road, Zanesville, Ohio.

Approval of the minutes of the Board of Education's regular meeting held on April 8, 2024.

Treasurer's Report

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

Approval of budget modifications.

Approval of a debt payment to JP Morgan Chase Bank that is due June 1, 2024.

Approval of transfers.

Approval of Sedgwick Claims Management Services Ltd (formerly Comp Management Inc.) as the District's Workers' Compensation and unemployment TPA for the 2024-2025 school year.

Approval of the Five-Year Forecast.

Superintendent's Report

Approval of the following resignations:

- Libbie Danison – Administrative Assistant – effective 5-10-24
- Shirley Danley – Administrative Assistant – effective 4-25-24

- Lacey Eubanks – Custodian/Farm Worker – effective 5-7-24
- Diana Hall – CARE Lead Instructor – effective 5-31-24
- Michele Heironimus – Administrative Assistant – effective 6-7-24
- Erika Kilpatrick – Assistant Treasurer/Accounts Payable Specialist – effective 7-31-24
- Ken Kroah – Math/Science Instructor – effective 10-31-24
- Hailey Tyo – ECE Instructional Assistant – effective 5-24-24

Approval of calendars for Mid-East personnel for the 2024-2025 school year.

Approval of the following administrative personnel for employment, based on verification of experience, licensure (if applicable), and appropriate background checks:

- Jason Bunting – Assistant Director of Business Affairs – to be issued a one-year contract for 261 days effective 7-1-24
- Angie Drabik – Admissions Coordinator – to be issued a two-year contract for 207 days effective 8-5-24
- Shannon Kenily – Workforce Development Coordinator – to be issued a one-year contract for 230 days effective 8-1-24 (*Revised from the April 8, 2024 Board of Education meeting*)
- Erika Kilpatrick – Workforce Development Coordinator – to be issued a one-year contract for 230 days effective 8-1-24

Approval of the following administrative personnel supplemental contracts:

- Jason Bunting – Assistant Director of Business Affairs – to be issued a supplemental contract for 2 days to attend the Administrative Retreat effective 6-12-24

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- Duane Poland – Coordinator of Satellite Programs – to be issued a supplemental contract for 2 days to attend the Administrative Retreat effective 6-12-24

Approval of personnel for employment in the Adult and Federal programs, pending licensure and appropriate background checks:

Adult Education Programs – Part-Time

Adult Education Programs – Full-Time

- Sara Robison – Financial Services Coordinator – to be issued a one-year limited contract for 261 days at 8 hours per day effective 7-1-24

Approval of contracts for licensed personnel for the 2024-2025 school year.

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

- Tasha Abood – Intervention Specialist – to be issued a one-year limited contract for 185 days effective 8-15-24
- Brian Haren – Applied Engineering & Machining Instructor – to be issued a one-year limited contract for 185 days effective 8-15-24

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

- Garrett Green – Math Instructor – to be issued a supplemental contract as a planning period instructor for 29 days effective 4-15-24
- Megan Grywalski – Math Instructor – to be issued a supplemental contract as a planning period instructor for 26 days effective 4-18-24
- Tara Woods – Math Instructor – to be issued a supplemental contract as a planning period instructor for 29 days effective 4-15-24

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

- Michele Heironimus – Assistant Treasurer/Accounts Payable Specialist – to be issued a one-year limited contract for 15 days (prorated from 260 days) at 8 hours per day effective 6-10-24
- Michele Heironimus – Assistant Treasurer/Accounts Payable Specialist – to be issued a

one-year limited contract for 261 days at 8 hours per day effective 7-1-24

Approval of the following classified personnel as substitutes:

- Brett Murdock – Custodian

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

Approval of an out-of-state field trip for seven (7) students to attend the SkillsUSA National Leadership & Skills Conference in Atlanta, Georgia on June 24-29, 2024. Jalena Lasko, Restaurant & Food Service Operations Instructor; Lenny Rosser, Cosmetology Instructor; Cameron Summers, Digital Media Instructor; and Owen Williams, Graphic Art & Design Instructor, will attend also.

Approval of the following 2024-2025 handbooks:

- Mid-East Preschool Parent Handbook
- Mid-East Preschool Staff Handbook
- Mid-East Preschool High School Lab Assistant Handbook

Approval for eligible senior students from the Buffalo and Zanesville Campuses to receive their career-technical education completion certificates, pending final satisfactory completion of courses as certified by their directors.

Approval to rescind Resolution No. 24-054 (Contract between Mid-East and Spectrum Enterprise for PRI Telephone Services for the Buffalo and Zanesville Campuses) that was approved at the February 12, 2024 Board of Education meeting.

Approval of a contract with The Chillicothe Telephone Company (Horizon) to provide PRI telephone services for the Buffalo and Zanesville Campuses for five (5) years effective at installation (July 1, 2024 through June 30, 2029).

Approval of a sublicense agreement with Ohio University for Intel Course Content for the Intel ASCENT Project.

Approval of an agreement with Jimmy Nixon for hay shares effective for the 2024 hay season.

Approval to purchase uniforms for the Adult Education Diploma RN Program for the 2024-2025 school year from Imlay's Uniforms.

Approval to purchase textbooks for the Adult Education Diploma RN Program for the 2024-2025 school year from Matthews Book Company.

Approval to purchase supply kits for the Adult Education Diploma RN Program for the 2024-2025 school year from Coursey Enterprises.

Approval to purchase ATI Complete Bundles (online instruction and testing) for the Adult Education Diploma RN Program for the 2024-2025 school year from ATI (Ascend Learning).

Approval to purchase a new 2024 Kia Carnival minivan for district use from Coughlin Kia of Newark.

Approval of the following donations:

- Shingles from Modern Builders Supply, Inc. (Carpentry Program)
- 1974 Ford 3000 Tractor from John Rust/Rustic Acres (Auto Technology Program)
- The Inheritance Cycle book series from Mary Fehrman (Media Center – Zanesville Campus)

Approval to enter into a member services agreement with OME-RESA from July 1, 2024 through June 30, 2025 for services per a fee schedule approved annually by the OME-RESA Board of Directors and General Assembly.

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 meeting of the Mid-East Career and Technology Centers Board of Education will be held **June 10, 2024** at 6:30 p.m. at the Buffalo Campus, 57090 Vocational Road, Senecaville, Ohio.