



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

January 13, 2025
ANNUAL TAX BUDGET MEETING AT 4:45 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. Roll Call**

Present:

- _____ Ms. Jill Acuff, Northwestern Local Schools, Term: 1/9/2023-12/31/2025
- _____ 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
(Arrived at 5:20 pm)

Also Present:

Michelle Patrick, Superintendent
Julie Wallace, Treasurer
CTC Administrators

II. ORGANIZATIONAL MEETING

A. ELECTION OF 2025 BOARD OF EDUCATION PRESIDENT
Nominations for Board of Education President

SCCTC RESOLUTION NUMBER: 01-25

Mr. Ben Galbreath nominated and Mr. Stan Wenclewicz seconded Jamie Callan for Board of Education President.

Mr. Chris Thompson moved to close nominations for President and Mr. Matt Mills seconded.

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

Vote by member for President by Candidate name:

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

Motion carried, 8-0.

B. SWEARING IN OF 2025 BOARD OF EDUCATION PRESIDENT

C. ELECTION OF 2025 BOARD OF EDUCATION VICE-PRESIDENT
Nominations for Board of Education Vice-President

SCCTC RESOLUTION NUMBER: 02-25

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

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

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

Vote by member for Vice-President by Candidate name:

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

D. SWEARING IN OF 2025 BOARD OF EDUCATION VICE- PRESIDENT

III. BOARD/DISTRICT COMMUNICATIONS

- A. Superintendent's Update
- B. Executive Director Update
- C. Curriculum Director Update
- D. IT Director

IV. NEW BUSINESS

SCCTC RESOLUTION NUMBER: 03-25 - Adoption of the minutes of the December 13, 2024 Springfield-Clark CTC Board of Education Regular Meeting

Mr. Stan Wenclewicz moved and Mr. Keith Culp seconded adopting the minutes of the December 13, 2024 Board of Education meeting as presented.

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

SCCTC RESOLUTION NUMBER: 04-25 - 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. Ben Galbreath seconded the Board of Education adopt the Financial Items A-G.

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

- A. Approve December Financials as presented.
- B. Approve FY25 Tax Budget.
- C. Authorize the Treasurer to request/collect all monies as available.
- D. Establish Record Commission, with Finance Committee, meeting to be held prior to the April 2025 Board of Education Meeting at 4:45 p.m.
- E. Establish Audit/Finance Committee Meeting, to be held prior to the March 2025 Board of Education Meeting at 4:45 p.m.
- F. Approve the establishment of the following funds in accordance with the Uniform School Accounting System assigned by AOS for the OFCC project.
 - 010 VFAP PROJECT FUND
 - 004 LFI FUND
 - 034 FACILITIES MAINTENANCE FUND
- G. Approve the establishment of petty cash as follows:

Petty Cash Change Funds	Amount	Maximum Expenditure
School Cashier	\$135	Change given as needed
Food Truck	\$500	Change given as needed
Culinary Arts	\$100	Change given as needed

Petty Cash Fund	Amount	Maximum Expenditure
Treasurer's Office	\$250	\$100

SCCTC RESOLUTION NUMBER 05-25 - ADOPTION OF CONSENT CALENDAR- ADMINISTRATIVE, ITEMS A-B.

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Mr. Ben Galbreath and Mr. Keith Culp seconded the Board of Education adopt the Consent Calendar-Administrative, Items A-B.

Roll Call: Ayes: Acuff, Callan, Culp, Galbreath, Kitchen, Mills, Thompson, Wenclewicz, Williams
Motion carried, 9-0

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 unless otherwise noted:

February 10, 2025	(Second Monday) Location: SCCTC Jaguar Room
March 10, 2025	(Second Monday)
	Audit/Finance Committee Meeting 4:45 PM
April 14, 2025	(Second Monday)
	Record/Finance Committee Meeting 4:45 PM
May 12, 2025	(Second Monday)
June 9, 2025	(Second Monday)
August 11, 2025	(Second Monday)
September 8, 2025	(Second Monday)
October 13, 2025	(Second Monday)
November 10, 2025	(Second Monday) (Capital Conference Nov 16-18)
December 8, 2025	(Second Monday), Location: SCCTC Jaguar Room
January 12, 2026	(Second Monday) 2026 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 70 cents per mile effective January 1, 2025. This is an increase of 3 cents from 2024 of 67 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 Jamie Callan as 2025 representative to the Enterprise Zone Committee.
(2024 Representative: Jamie Callan)
2. Appoint Keith Culp, 2025 OSBA Delegate; and Jamie Callan, 2025 OSBA Alternate
(2024 Delegate: Jamie Callan/ 2024 Alternate: Keith Culp)
3. Appoint Chris Thompson as the 2025 OSBA Legislative Liaison
(2024 Liaison: Chris Thompson)
4. Appoint Stanley Wenclewicz as the 2025 OSBA Student Achievement Liaison (2024 Liaison: Stanley Wenclewicz)
5. Appoint 2025 Board of Education Sub-Committees:
 - a. 2025 Curriculum Committee - New Program Innovation Committee: Jill Acuff, Ben Galbreath, Pam Noeth, Michelle Patrick
(2024 members: Jill Acuff, Ben Galbreath, Pam Noeth, Michelle Patrick)
 - b. 2025 Facilities Committee: Chris Williams, Ben Galbreath, Matthew Mills, Stan Wenclewicz, Michelle Patrick, Julie Wallace
(2024 members: Chris Williams, Ben Galbreath, Matthew Mills, Keith Culp, Michelle Patrick, Julie Wallace)
 - c. 2025 Finance Committee: Jamie Callan, John Kitchen, Chris Thompson, Michelle Patrick, Chris James, Julie Wallace
(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; Chad Mossing, Director; Susie Riegler, Clark County ESC Administrator; and Marian West, Clark County ESC Administrator, as Title IX Coordinators.
8. Appoint Chris James, Executive Director; Dr. Pam Noeth, Senior Director of Curriculum, Innovation & Instruction; Jennifer Shaffer, Director; Chad Mossing, Director; Susie Riegler, Clark County ESC Administrator, as Investigators.
9. Appoint Chad Mossing, Director, as Compliance Officer.
10. Appoint Jennifer Shaffer, Director of CTE & Student Development, as Homeless Liaison.
11. Appoint Michelle Patrick, Superintendent, as the Purchasing Agent for the Springfield-Clark Career Technology District for the calendar year 2025.

SCCTC RESOLUTION NUMBER 06-25 – ADMINISTRATIVE, ITEMS C-G

Mr. Keith Culp moved and Mr. Matthew Mills seconded the Board of Education adopt the Consent Calendar-Administrative, Items C-G.

Roll Call: Ayes: Acuff, Callan, Culp, Galbreath, Kitchen, Mills, Thompson, Wenclewicz, Williams
Motion carried, 9-0

C. AFFILIATIONS

1. Approve OSBA Membership at the cost of \$4,264 for 2025. (FY24 \$3,882).

D. POLICY UPDATES

1. Waive the first read of SB29 Special Updates: **po5136.01** Electronic Equipment; **po6460** Vendor Relations.
2. Approve the final read of SB29 Special Updates: **po5136.01** Electronic Equipment; **po6460** Vendor Relations.
3. Approve the first read of EDGAR policy updates: **po1130** Conflict of Interest; **po3113** Conflict of Interest; **po4113** Conflict of Interest; **po6110** Grant Funds; **po6111** New Internal Controls; **po6112** New Cash Management Grants; **po6114** Cost Principles- Spending Federal Funds; **po6325** Procurement Federal Grants Funds; **po6550** Travel Payment and Reimbursement Relocation Costs; **po7310** Disposition of Surplus Property; **po7450** Property Inventory.

E. RESOLUTION

1. BE IT RESOLVED, the Board of Education hereby adopts the Special Education Model Policies and Procedures (Model Policies) that were released by the Ohio Department of Education and Workforce ("DEW") in December 2024, and directs all staff in the District to use and comply with the Model Policies. The Board further authorizes the Superintendent to notify the DEW of the Board's adoption of the Model Policies through the DEW's Monitoring System by uploading a copy of this Board resolution on or before March 30, 2025, and by November 30 for each subsequent school year.

F. AGREEMENT

1. Approve the proposal from Critical Response Group for Collaborative Response Graphics at the cost of \$9,450 as presented.
2. Approve the Food Services separation agreement with Global Impact STEM Academy as presented.

G. MEMORANDUM OF UNDERSTANDING

1. Approve the MOU with Sinclair Community College for the FlexFactor program to be used at Northwestern Satellite at no cost as presented.

SCCTC RESOLUTION NUMBER 7-25 ADOPTION OF CONSENT CALENDAR-PERSONNEL, 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. Stan Wenclewicz and Mr. Chris Thompson seconded the Board of Education adopt the Consent Calendar Personnel Items A-B.

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

Motion carried, 9-0

A. RESIGNATIONS

1. Approve the resignation of Nick Rodgers, Custodian, effective December 9, 2025.
2. Approve the resignation of James Allread, Jaguar Academy Instructor, for the purpose of retirement effective the end of the 2024-2025 school year.

B. ESC SUBSTITUTES

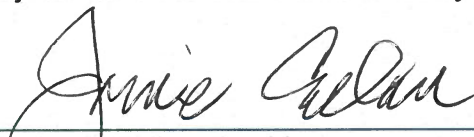
1. Approve the ESC substitute list as presented.

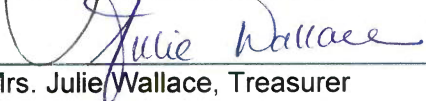
VI. COMMENTS AND QUESTIONS FROM BOARD MEMBERS

Mr. Mills led a discussion regarding H.B. 8.

VII. ADJOURNMENT of Regular meeting

Mr. Kith Culp moved and Mr. Matthew Mills seconded the Board of Education adjourn and the Board unanimously agreed to adjourn at 5:36 p.m.

Signed:  Date: 2/10/25
Mr. Jamie Callan, President

Attest:  Date: 2/10/25
Mrs. Julie Wallace, Treasurer

The next regular Springfield-Clark CTC Board of Education meeting will be held February 12, 2025 at 5:00 p.m.

COMING UP AT SCCTC

JANUARY

- 13 BOE Organizational/Regular Meeting 5:00 p.m. (Tax Budget/Finance Committee:4:45 p.m)
- 10 Quarter 2 Report Cards Online
- 20 MLK Jr. Day - No School

FEBRUARY

- 7 Quarter 3 Interims Online
- 10 BOE Meeting 5:00 p.m.
- 14 Staff Professional Development - No School for Students
- 17 Presidents Day - No School

MARCH

10 BOE Meeting 5:00 p.m.(Audit/Finance Committee 4:45 p.m.)
14 Senior Showcase