



# MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION  
REGULAR MEETING - APRIL 18, 2013 (6:30 P.M.)  
DELAWARE AREA CAREER CENTER SOUTH CAMPUS - BOARD ROOM

1. CALL TO ORDER: 6:33 P.M.

X                      X                      \_\_\_\_\_                      X                      X  
T. KAELBER              P. LILLIE                      T. BACKUS                      E. BISCHOFF              J. WAGNER-FEASEL

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR APRIL 18, 2013 REGULAR MEETING AS PRESENTED  
(13-025) J. Wagner-Feasel moved and E. Bischoff seconded to approve the agenda.

Motion carried.

yes                      yes                      \_\_\_\_\_                      yes                      yes  
T. KAELBER              P. LILLIE                      T. BACKUS                      E. BISCHOFF              J. WAGNER-FEASEL

4. INTRODUCTION OF GUESTS AND OTHER COMMENTS

5. BOARD PRESIDENT'S REPORT

6. BOARD MEMBERS' REPORTS

7. TREASURER'S REPORT

8. SUPERINTENDENT'S REPORT

9. OLD BUSINESS

9.1 Amend Board Resolution #13-019 (3/20/2013 - 9.D.3.D) to reflect the following changes: Approve out-of-state travel for Roxanne Ames, Brad DeMent, Brian Hale, Kelly Kohl, Mary Titus, and Nada Weiss to attend the 27th Annual HSTW (High Schools That Work) Staff Development Conference in Charlotte, NC, July 14-20, 2013, at a cost to the Board not to exceed ~~\$5,800.00~~ \$7,000.00

(13-026) E. Bischoff moved and J. Wagner-Feasel seconded to approve old business items.

Motion carried.

yes                      yes                      \_\_\_\_\_                      yes                      yes  
T. KAELBER              P. LILLIE                      T. BACKUS                      E. BISCHOFF              J. WAGNER-FEASEL

10. CONSENT AGENDA ITEMS

10.1 Approve Minutes of the March 20, 2013 Meeting. [Exhibit A](#)

10.2 Business and Reports at the Recommendation of the Treasurer:

- A. Approve Fiscal Reports for March 2013, with expenditures totaling \$1,152,151.38 [Exhibit B](#)
- B. Approve disposal of inventoried assets as presented. (Treasurer will have copy of disposal requests at the meeting).
- C. Be it resolved, effective July 1, 2013, the Delaware Area Career Center Board of Education, agrees to pick up the total amount of employee contributions required by Section 3307.16, Revised Code, to be contributed by Administrators (Admin A) and Superintendent to STRS Ohio. The Delaware Area Career Center Board of Education is permitted to pick up employee contributions pursuant to Section 3307.27, Revised Code, and Section 414(h)(2) of Internal Revenue Code. These picked-up contributions, although designated as employee contributions, are being paid by the Delaware Area Career Center Board of Education in lieu of employee contributions and shall be paid by the board as a fringe benefit in addition to the contract salary otherwise payable to the employee. These contributions shall be treated as additional compensation and included in salary for retirement purposes.

10.2.C. Business and Reports at the Recommendation of the Treasurer - continued

Employees in the groups may not opt out of the picked-up contributions or elect to receive the contributed amounts directly instead of having them picked up by the Delaware Area Career Center Board of Education and paid to STRS Ohio.

- D. Approve the following changes in the Appropriations for the 2013 Fiscal Year in the amount of \$37,664.50:

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>
006	Food Service	\$21,348.80
011	Rotary-Special Services	\$11,500.00
524	Perkins	\$4,815.70

- E. Approve the "CONDITIONS OF SALE CERTAIN PERSONAL PROPERTY BY THE BOARD OF EDUCATION OF DELAWARE AREA CAREER CENTER" plus Exhibit A and B as presented. [Exhibit C](#)

- F. Approve RESOLUTION for sale of Construction Technology modular house:

**WHEREAS** A modular one-story, one family house of approximately 1500 square feet has been constructed by building trades students, and

**WHEREAS** The primary purpose of such instruction was to provide instructional experiences for the students, and

**WHEREAS** Such experiences have been concluded and the property is no longer needed for school purposes, and

**WHEREAS** The value of the property exceeds \$10,000.00;

**NOW THEREFORE BE IT RESOLVED** That the above property shall be sold "As Is" pursuant to all conditions contained in the Conditions of Sale, by the Board of Education at public auction, to be held at 1610 State Route 521 on the **1<sup>st</sup> day of June, 2013**, at 10:01 a.m., and

**BE IT FURTHER RESOLVED** That notice of this auction be placed in a newspaper of general circulation in the school district, at least 30 days prior to said auction, and

**BE IT FURTHER RESOLVED** That the property be made available for public inspection on May 11, 2013, 9:00am-1:00pm and May 25, 2013, 10:00am – 2:00pm prior to said auction; and

**BE IT FURTHER RESOLVED** that the Treasurer is authorized and directed to take the necessary steps and to incur the nominal costs associated with posting notice of this auction as required by R.C. 3313.41 and to carry this Resolution into effect.

10.3 New Business at the Recommendation of the Superintendent:

A. New Hires

1. Approve Tammy Min for hire as Adult Education Pharmacy Technician Instructor, effective 3/28/2013 at a rate of \$25.00 per hour on an as needed basis, pending receipt of all required paperwork.
2. Approve Cordell Pride for hire as Adult Education Customized Office Skills Training (COST) coordinator, effective 4/4/2013 at a rate of \$25.00 per hour on an as needed basis, pending receipt of all required paperwork.
3. Approve Troy McKinley for hire as Adult Education Pharmacy Technician Instructor, effective 4/8/2013 at a rate of \$25.00 per hour on an as needed basis, pending receipt of all required paperwork.
4. Approve William (Bill) Link for hire as Substitute Custodian, effective 4/1/2013, on an as needed basis, pending receipt of required paperwork.
5. Approve two-year contract for Kelley Brazeau Barber as Pupil Services Supervisor, Class Supervisor Step 9, effective 7/1/2013, pending receipt of all required paperwork.
6. Approve two-year contract for Stephen Fujii as Career Technical Programs Supervisor, Class Supervisor Step 10, effective 7/1/ 2013, pending receipt of all required paperwork.

### 10.3. New Business at the Recommendation of the Superintendent - continued

#### B. Personnel

1. Approve Dennis (Jim) Poole to serve as National Occupational Competency Testing Institute (NOCTI) proctor for Showa, effective 2/12/2013 at a rate of \$25.00 per hour.
2. Approve Dennis (Jim) Poole as an Adult Education Test Administrator for the Electronics Technicians Association International, Certified Electronics Technicians program, effective 4/4/2013, at a rate of \$25.00 per hour.
3. Approve 78 extended time hours for Emily Cunningham to work with zoo personnel who serve as student mentors, effective 2/1/2013 per Negotiated Agreement 1505.
4. Grant renewal contracts to the following classified staff members as indicated, effective 7/01/2013, pending completion and receipt of all required documentation and licensure:

**EMPLOYEE                  PROGRAM/TITLE**

CONTINUING

Nathan Bowers                  Technology Support

5. Grant renewal contracts to the following certified staff members as indicated, effective 7/01/2013, pending completion and receipt of all required documentation and licensure:

**EMPLOYEE                  PROGRAM/TITLE**

ONE-YEAR

Kimberly Budd	Health Technology Instructor
Emily Cunningham	Zoo School Instructor (Columbus Zoo)
Bradley DeMent	Welding Instructor
Dale Fife	Automotive Essentials Instructor
Jamie Gregory	Agriculture Instructor (BVHS)
Matthew Greiling	Mathematics Instructor
Chad Hackley	Auto Collision Technology Instructor
Brian Hale	Social Studies Instructor
Martin Huedepohl	Business Management Program Instructor
Ann Kanning	Business Management Program Instructor
Michael Lewis	Powerline Technician Program Instructor
Zin Min	Career-Based Intervention Program Instructor
Jeni Reely	Agriculture Instructor (BWHS)
Lisa-Marie Reinhart	Enrollment Coordinator

TWO-YEAR

Roxanne Ames	Cosmetology Instructor
Sheree Ellis	VOSE Coordinator
Joshua Gallagan	Information Technology Academy Instructor
Kelly Kohl	Instructional Projects Coordinator
Dennis (Jim) Poole	Electronics Instructor
Gene Scott	Construction Technology Instructor
Wayne Strunk	Technology Facilitator/Cisco Instructor
Lana Jo Sturgell	Equine Science Instructor
Mark Warner	Law Enforcement Instructor
John Wolfe	Facility Maintenance Instructor

6. Accept the letter of resignation for Joan Kropp as Project SEARCH Coordinator, for the purpose of retirement, effective 6/30/2013.

#### C. Contracted Services

1. Approve the contract with Accent Information Systems to install a ShoreTel VoIP Communication System at both the North and South Campus in the amount of \$116,070.89 [Exhibit D](#)

10.3.C *New Business at the Recommendation of the Superintendent - continued*

2. Approve the contract with Vestige to conduct an IT audit in the amount of \$13,100.00 [Exhibit E](#)
3. Approve the contracts listed below for services related to the renovation of the pole barn at North Campus in the amount of \$72,856.25 [Exhibit F](#)

<u>CONTRACTOR</u>	<u>SERVICES PROVIDED</u>	<u>PRICE</u>
Kirkham Building Systems	barn metal walls and roof	\$22,429.00
Parkfield Insulation Services	spray-on insulation	\$20,115.00
Sunbury Plumbing & Heating	2 unit heater-replacements	\$ 3,235.00
Select Electric	100amp electrical service and receptacles	\$15,907.25
Door Depot	5 overhead doors & operators-replacements	\$11,170.00

4. Approve High Schools That Work (HSTW) Agreement for Partnership Grant Funding in the amount of \$6,000.00 for the purpose of sending a team to the national conference to present on a best practice. [Exhibit I](#)

D. Other

1. Approve the North Campus and South Campus student instructional fees for the 2013/14 school year. [Exhibit G](#)
2. Approve the District Calendar for school year 2013/14. [Exhibit H](#)
3. Accept donation of auto paint and paint mix system from TongDa Auto Body to the Auto Collision Technology Lab. Owner determined value to be \$9,476.03
4. Accept donation of 1984 Sutphen Aerial Platform Fire Truck and miscellaneous equipment from BST&G Fire District (Berkshire, Sunbury, Trenton & Galena) to the Fire Service Training Program. Owner determined value to be \$35,000.00
5. Approve out-of-state travel for Sherry Forster, Matt Greiling, Kathy Tornes, and one additional staff member (TBD) to attend the "Race to the Top" school in Indianapolis, Indiana, for one night (TBD) at a cost to the Board not to exceed \$1,150.00
6. Approve overnight travel for two Auto Technology students to attend the Ohio State Ford/AAA Student Auto Skills completion in Toledo, OH, May 9-10, 2013, at no cost to the Board.
7. Approve overnight travel for 23 Buckeye Valley Agriculture students to attend the Ohio FFA Convention in Columbus, OH, May 2-3, 2013, at no cost to the Board.

(13-027) P. Lillie moved and E. Bischoff seconded to approve consent agenda items.

Motion carried.

<u>yes</u>	<u>yes</u>	_____	<u>yes</u>	<u>yes</u>
T. KAELBER	P. LILLIE	T. BACKUS	E. BISCHOFF	J. WAGNER-FEASEL

11. REDUCTION IN FORCE

Approve suspension of the following contracts as a reduction in force due to declining enrollment:

- Dale Fife (Automotive Essentials)
- John Wolfe (Facility Maintenance)

(13-028) P. Lillie moved and J. Wagner-Feasel seconded to approve suspension of contracts as a reduction in force. Motion carried.

<u>yes</u>	<u>yes</u>	_____	<u>yes</u>	<u>yes</u>
T. KAELBER	P. LILLIE	T. BACKUS	E. BISCHOFF	J. WAGNER-FEASEL



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12. MOTION TO GO INTO EXECUTIVE SESSION

I move to go into executive session pursuant to Ohio Revised Code Section 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.

(13-029) J. Wagner-Feasel moved and P. Lillie seconded to enter into executive session at 7:27 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	_____	<u>yes</u>	<u>yes</u>
T. KAELBER	P. LILLIE	T. BACKUS	E. BISCHOFF	J. WAGNER-FEASEL

The board reentered open session at 7:38 p.m.

13. ADJOURNMENT: 7:45 P.M.

(13-030) E. Bischoff moved and J. Wagner-Feasel seconded that the meeting of the Delaware Area Career Center Board of Education be adjourned at 7:45 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	_____	<u>yes</u>	<u>yes</u>
T. KAELBER	P. LILLIE	T. BACKUS	E. BISCHOFF	J. WAGNER-FEASEL

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TREASURER

BOARD PRESIDENT