



MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION
 REGULAR MEETING - AUGUST 21, 2014 (6:30 P.M.)
 DELAWARE AREA CAREER CENTER SOUTH CAMPUS - BOARD ROOM

1. CALL TO ORDER: 6:36 P.M.

X
X
X
X

J. WAGNER-FEASEL T. KAELBER E. BISCHOFF J. HILDRETH H. PAPE

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE AUGUST 21, 2014 REGULAR MEETING AS PRESENTED (14-069) T. Kaelber moved and E. Bischoff seconded to approve the agenda. Motion carried.

yes
yes
yes
yes

J. WAGNER-FEASEL T. KAELBER E. BISCHOFF J. HILDRETH H. PAPE

4. INTRODUCTION OF GUESTS

5. PUBLIC PARTICIPATION

6. 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.

(14-070) J. Wagner-Feasel moved and E. Bischoff seconded to enter into executive session at 6:38 p.m. Motion carried.

yes
yes
yes
yes

J. WAGNER-FEASEL T. KAELBER E. BISCHOFF J. HILDRETH H. PAPE

The board reentered open session at 6:45 p.m.

7. BOARD PRESIDENT'S REPORT

8. BOARD MEMBERS' REPORTS

9. TREASURER'S REPORT

10. SUPERINTENDENT'S REPORT

11. CONSENT AGENDA ITEMS

11.1 Approve Minutes of the July 17, 2014 Regular Meeting. [Exhibit A](#)

11.2 Business and Reports at the Recommendation of the Treasurer:

A. Approve Fiscal Reports for July 2014, with expenditures totaling \$1,659,876.97.

[Exhibit B](#)

B. Approve disposal of inventoried assets as presented. (Treasurer will have copy of disposal requests at the meeting).

C. Approve FY 2015 Change Fund and Petty Cash requests as listed:

Petty Cash	
Treasurer's Office	\$50.00
Change Funds	
Cafeteria	\$277.00
North Campus Office	\$130.00
South Campus Office	\$100.00
Adult Education - South	\$75.00
Adult Education - North	\$75.00
Culinary Arts	\$35.00
Professional Food Service	\$35.00
Cosmetology	\$25.00
Landscape	\$25.00
Total request from General Fund	\$827.00

- D. Approve the following changes in the Temporary Appropriations for the 2015 Fiscal Year in the amount of \$309,270.66:

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>
001-0000	General	\$320,728.00
524-0000	Voc Ed: Carl D. Perkins	(\$5,487.89)
599-0000	Misc. Federal Grants	(\$5,969.45)

11.3 New Business at the Recommendation of the Superintendent:

A. New Hires

1. Approve a two year, 206 day contract prorated to 195 days for SY 2014/15 for Ariana Scott for hire as Cafeteria Manager at Class Café Supervisor Step 3, for the 2014/15 school year, effective 8/12/2014 pending receipt of all required paperwork.
2. Approve 188 day contract, prorated to 182 days, at 4.5 hours per day for Melissa Darkow for hire as a part-time Cook at Class 1 Step 10, for the 2014/15 school year, effective 8/20/2014 pending receipt of all required paperwork.
3. Approve Jeffrey Tallman for hire as Substitute Custodian, effective 8/1/2014 through 6/30/15 at a rate of \$14.00 per hour on an as-needed basis, pending the receipt of all required paperwork.
4. Approve Patrick Titus for hire as EMT Instructor, effective 8/7/2014 through 6/30/2015 at a rate of \$25.00 per hour on an as needed basis, pending receipt of all required paperwork.

B. Personnel

1. Approve Mary Lykens as Resident Educator Mentor for the 2014/15 school year at a rate of \$25.00 per hour, not to exceed 15 hours per teacher for the following teachers:
 Kim Budd Brad DeMent Brian Hale Mike Lewis
2. Approve the following New Teacher Mentors at a rate of \$250 per person for the 2014/15 school year:
 Greg Carpenter Sherry Forster David Gilliam Paul Grimes
 Brian Hale Jackie Johnson Betty Kimball
3. Approve extended day supplemental contract for Craig Lobdell for the 2014/15 school year per negotiated agreement 1417.1.

C. Contracted Services

1. Approve contract with GFS Food Services to provide commodities for the 2014/15 school year. [Exhibit C](#)
2. Approve the boarding contract for the Equine Science program for the 2014/15 school year, effective 9/1/2014 through 8/31/2015. [Exhibit D](#)
3. Approve Agreement for Adult Education Student in DACC High School Program for Kolton Marcum for Auto Collision Technology from 8/13/2014 through the end of the 2014/15 school year. [Exhibit E](#)

D. Purchases

1. Approve purchase of textbooks for the CBI class: *7 Habits of Highly Effective Teens*; ISBN 0133231267; Franklin Covey; copyright 2014; \$7.00 each plus shipping. Total purchased to be determined by class enrollment.

E. Other

1. Approve the addition of the new Ohio Career Technical Standards to the current course of study's scope and sequence for the following programs, effective beginning of the 2014/15 school year:

Construction Technology [Exhibit F](#)

Health Science [Exhibit G](#)

Bioscience, Dental Assisting, Health Technology

Engineering/Science/Manufacturing [Exhibit H](#)

Electronics, Welding & Sheet Metal Fab

Information Technology [Exhibit I](#)

Digital Design, Networking

Law and Public Safety [Exhibit J](#)

Fire Service Training, Law Enforcement

Transportation [Exhibit K](#)

Automotive Collision Tech, Automotive Technology

2. Approve customer service price lists and pricing recommendations for Career Tech labs providing services to the public for 2014/15 SY: [Exhibit L](#)

Automotive Collision Technology	Digital Design
Automotive Technology	Early Childhood Education
Construction Technology	Power Sports & Diesel Technology (PSDT)
Cosmetology	Welding Sheet Metal Fabrication
Culinary Arts	

3. Approve student instructional fees for Business Management Program at Big Walnut and Delaware Hayes for the 2014/2015 school year. [Exhibit M](#)
4. Approve the 2014/2015 Advisory Committee members. [Exhibit N](#)
5. Approve Champion Feeds to provide feed for the Equine Science Program for the 2014/15 school year at a cost of \$26.98 per 100 pounds.
6. Approve out-of-state travel for Mary Beth Freeman to attend the Great Lakes Comprehensive Center Advisory Board meeting in Chicago, IL, September 29-30, 2014 at no cost to the board.
7. Approve out-of-state travel for Jeff Stimmell, Alex Zimmer, and up to 21 DACC/BV and up to 22 DACC/BW Agricultural Program students to attend the National FFA Convention in Louisville, KY, October 29 - November 1, 2014, at a cost not to exceed \$555.00 per staff member.
8. Approve overnight travel for up to 17 DACC/BV and up to 42 DACC/BW freshmen Agricultural Program students to attend FFA Greenhand Camp in Carrollton, OH, September 26-28, 2014.
9. Accept donation of 29 used lawn mowers from Strader's Garden Center to the PSDT program. Owner determined value to be \$1,305.00
10. Add the following language to the 2014/15 DACC Student Handbook under section Make-up Work, page 5:

Students who have an unexcused absence or who are suspended from school will have the opportunity to earn up to 100% credit on new work or content assigned during their absence. Work that was assigned prior to the absence and due during the absence should be turned in upon return to school. Students will be given one day per each day of unexcused absence or suspension to turn in work. Anyone having unexcused absences or suspensions longer than 3 consecutive days will be given a 3 day deadline upon returning to school to complete missing work. All work will be due no later than the third day back.

(14-071) E. Bischoff moved and J. Hildreth seconded to approve Consent Agenda items.

Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>
J. WAGNER-FEASEL	T. KAELBER	E. BISCHOFF	J. HILDRETH	H. PAPE

12. ADOPTION OF REVISED BOARD POLICIES

- 12.1 Approve EMERGENCY CLOSINGS, File: EBCD. [Exhibit O](#)
- 12.2 Approve STAFF CONDUCT, File: GBCB. [Exhibit P](#)
- 12.3 Approve SCHOOL YEAR/SCHOOL CALENDAR, File: IC/ICA. [Exhibit Q](#)
- 12.4 Approve ADMISSION OF NONRESIDENT STUDENTS, File: JECB. [Exhibit R](#)

(14-072) E. Bischoff moved and T. Kaelber seconded to approve revised policies. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>
J. WAGNER-FEASEL	T. KAELBER	E. BISCHOFF	J. HILDRETH	H. PAPE

13. ADOPTION OF JOB DESCRIPTIONS

- 13.1 Approve ADMINISTRATIVE ASSISTANT TO DIRECTOR OF ADULT OPERATIONS, File 446 to replace File 415 and File 416. [Exhibit S](#)
- 13.2 Approve ADMINISTRATIVE ASSISTANT TO SECONDARY ADMINISTRATORS, File 447 to replace File 413, File 417, File 418, and File 445. [Exhibit T](#)

(14-073) T. Kaelber moved and J. Hildreth seconded to approve new job descriptions.

Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>
J. WAGNER-FEASEL	T. KAELBER	E. BISCHOFF	J. HILDRETH	H. PAPE

14. RESIGNATION

- 14.1 Accept the letter of resignation for Tammy McWherter as Cafeteria Manager, effective 8/2/2014.
- 14.2 Accept the letter of resignation for Dennis (Jim) Poole as Electronics Instructor, effective the last teacher workday of the 2014/15 school year.

(14-074) J. Hildreth moved and T. Kaelber seconded to approve resignations. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>
J. WAGNER-FEASEL	T. KAELBER	E. BISCHOFF	J. HILDRETH	H. PAPE

15. 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.

(14-075) J. Wagner-Feasel moved and J. Hildreth seconded to enter into executive session at 7:30 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>
J. WAGNER-FEASEL	T. KAELBER	E. BISCHOFF	J. HILDRETH	H. PAPE

The board reentered open session at 8:46 p.m.

16. ADJOURNMENT: 8:47 P.M.

(14-076) T. Kaelber moved and E. Bischoff seconded that the meeting of the Delaware Area Career Center Board of Education be adjourned at 8:47 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>
J. WAGNER-FEASEL	T. KAELBER	E. BISCHOFF	J. HILDRETH	H. PAPE