



MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION
REGULAR MEETING - NOVEMBER 19, 2015 (6:30 P.M.)
DELAWARE AREA CAREER CENTER SOUTH CAMPUS - BOARD ROOM

1. CALL TO ORDER: 6:37 P.M.

J. WAGNER-FEASEL X J. HILDRETH _____ E. BISCHOFF X T. Kaelber X H. PAPE X

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE NOVEMBER 19, 2015 REGULAR MEETING AS PRESENTED (15-103) E. Bischoff moved and T. Kaelber seconded to approve the agenda. Motion carried.

J. WAGNER-FEASEL yes J. HILDRETH _____ E. BISCHOFF yes T. Kaelber yes H. PAPE yes

4. INTRODUCTION OF GUESTS

5. PUBLIC PARTICIPATION

6. BOARD PRESIDENT'S REPORT

7. BOARD MEMBERS' REPORTS

8. TREASURER'S REPORT

9. SUPERINTENDENT'S REPORT

10. OLD BUSINESS

11. TREASURER ITEMS

11.1 Approve Minutes of the October 15, 2015 Regular Meeting. [Exhibit A](#)

11.2 Business and Reports at the Recommendation of the Treasurer:

A. Approve Fiscal Reports for October 2015, with expenditures totaling \$1,320,929.94 [Exhibit B](#)

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

C. Approve amendment to the Delaware Area Career Center Section 125 Premium Only Plan effective 7/1/15, originally adopted 12/18/14, resolution #14-112. [Exhibit M](#)

D. Approve the following changes in the Original Appropriations for the 2016 Fiscal Year in the amount of \$3,500.00:

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>
011-0000	Rotary-Special Services	\$3,500.00

(15-104) T. Kaelber moved and H. Pape seconded to approve Treasurer items. Motion carried.

J. WAGNER-FEASEL yes J. HILDRETH _____ E. BISCHOFF yes T. Kaelber yes H. PAPE yes

12. SUPERINTENDENT ITEMS

12.1 New Hires

A. Approve Lewis Oliver for hire as Adult Education Welding Coordinator on an as needed basis, effective 10/22/2015 through 6/30/2016, at a rate of \$25.00 per hour, pending receipt of all required paperwork.

B. Approve Brad DeMent for hire as Adult Education Welding Instructor on an as needed basis, effective 10/22/2015 through 6/30/2016, at a rate of \$25.00 per hour, pending receipt of all required paperwork.

C. Approve Greg Bright for hire as Adult Education Motorcycle Ohio Instructor on an as needed basis, effective 10/20/2015 through 6/30/2016, at a rate of \$26.00 per hour, pending receipt of all required paperwork.

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- D. Approve Vicki McGraw for hire as Adult Education Dental Assisting Instructor on an as needed basis, effective 10/20/2015 through 6/30/2016, at a rate of \$25.00 per hour, pending receipt of all required paperwork.
- E. Approve Donna Marshalko for hire as Adult Education COST Instructor on an as needed basis, effective 10/20/2015 through 6/30/2016, at a rate of \$25.00 per hour, pending receipt of all required paperwork.
- F. Approve Lorraine Studer for hire as Adult Education Phlebotomy Coordinator on an as needed basis, effective 10/22/2015 through 6/30/2016, at a rate of \$25.00 per hour, pending receipt of all required paperwork.
- G. Approve Lynn Cook for hire as part-time ABLE Counselor, at the rate of \$22.50 per hour, not to exceed an average of 5 hours per week, effective 10/26/2015 through 6/30/2016, pending completion and receipt of all required paperwork.
- H. Approve Elizabeth Robertson for hire as part-time ABLE Counselor, at the rate of \$22.50 per hour, not to exceed an average of 5 hours per week, effective 10/26/2015 through 6/30/2016, pending completion and receipt of all required paperwork.

12.2 Personnel

- A. Approve December payment amount to following lab teachers for the loss of planning period, as per Negotiated Agreement 1414.1.4.1.3

<u>Teacher</u>	<u>Payment</u>	<u>Teacher</u>	<u>Payment</u>	<u>Teacher</u>	<u>Payment</u>
Roxanne Ames	\$6,643.88	Joshua Gallagan	\$7,593.00	Patricia Sanfillipo	\$4,745.63
Kimberly Budd	\$7,593.00	Jennifer Kessler	\$4,745.63	Robert Swonger	\$5,694.75
Emily Cunningham	\$6,643.88	Jay Louks	\$5,694.75	Thomas Underwood	\$6,643.88
Bradley DeMent	\$5,694.75	Jeffrey Lucas	\$5,694.75	Kamaljit Vilkh	\$5,694.75
Carol Fuller	\$5,694.75	Randy Moore	\$5,694.75	Mark Warner	\$4,745.63

- B. Accept the letter of resignation for Cheryl Olsen as Hospitality Program Instructor for the purpose of retirement, effective at the end of the 2015/16 school year.

12.3 Contracted Services

- A. Approve construction documents, *AIA Agreement between Owner and Construction Manager as Constructor [Exhibit C](#); AIA General Conditions of Contract for Construction [Exhibit D](#); and Payment Bond Form [Exhibit E](#)*, with Elford, Inc., effective November 2015 through the completion of the project.
- B. Approve the contract with OSBA to provide Ohio Policy Service Client Website Update from 1/1/2016 through 12/31/2016, in the amount of \$1,550.00 [Exhibit F](#)
- C. Approve Addendum to the MOU with Delaware-Morrow Mental Health & Recovery Services Board to provide mental health services through Maryhaven from 7/1/2015 through 6/30/2016. [Exhibit G](#)
- D. Approve the Field/EMT Experience Agreement with the Orange Township Fire Department to provide opportunities for field training for DACC Adult Ed students, effective 1/1/2016 through 1/1/2020. [Exhibit H](#)
- E. Approve MOU between DACC and Dr. Timothy Walker to serve as a Consultant for IBM SPSS (Statistical Package for the Social Sciences) customized training, effective 11/9/2015 through 6/30/2016, with a maximum compensation not exceed \$3,000.00. [Exhibit I](#)
- F. Approve Josh Lovelien to serve as a consultant for the 2015/16 school year in the development and recruitment for the new App Development/Programming Program, at the rate of \$25.00 per hour not to exceed 90 hours. [Exhibit J](#)
- G. Approve U.S. Communities Master Lease Agreement with MT Business Technologies, Inc. for 8 copiers for 60 months at \$3,292.99 a month (includes maintenance). [Exhibit K](#)

12.4 Other

- A. Accept donation of lawn mowers and tractor from Strader's Garden Center to the Power Sports and Diesel Tech lab. Owner determined value to be \$855.00
- B. Accept donation of 2001 Ford E-450 ambulance from Delaware County Commissioners to DACC for the EMS Program. Owner determined value to be \$5,000.00

(15-105) H. Pape moved and E. Bischoff seconded to approve Superintendent items.
 Motion carried.

yes

yes
yes
yes
 J. WAGNER-FEASEL J. HILDRETH E. BISCHOFF T. Kaelber H. PAPE

13. ADOPTION OF NEW/REVISED BOARD POLICIES

13.1 Approve ADMINISTRATION OF NON-INDIVIDUAL SPECIFIC EPINEPHRINE AUTOINJECTOR, File: JHCD-R3 [Exhibit L](#)

13.2 Approve EMPLOYER SHARED RESPONSIBILITY POLICY, File: GDBCA [Exhibit N](#)

(15-106) H. Pape moved and T. Kaelber seconded to approve policies. Motion carried.

yes

yes
yes
yes
 J. WAGNER-FEASEL J. HILDRETH E. BISCHOFF T. Kaelber H. PAPE

14. JANUARY 2016 MEETING DATES

14.1 Approve the date and time for the January 2016 board meetings:

- Organizational Meeting: January ~~14~~ **15**, 2016 at ~~6:30 p.m.~~ **7:30 a.m.** at South Campus
- Regular Meeting: January ~~14~~ **21**, 2016 at **6:30 p.m.** at South Campus

(15-107) H. Pape moved and E. Bischoff seconded to approve January 2016 meeting dates with revisions. Motion carried.

yes

yes
yes
yes
 J. WAGNER-FEASEL J. HILDRETH E. BISCHOFF T. Kaelber H. PAPE

15. VSSR SETTLEMENT

Approve the VSSR settlement related to BWC claim no. 14-800175 as proposed, and authorize the Treasurer to execute the settlement agreement. [Exhibit O](#)

(15-108) E. Bischoff moved and T. Kaelber seconded to approve settlement. Motion carried.

yes

yes
yes
yes
 J. WAGNER-FEASEL J. HILDRETH E. BISCHOFF T. Kaelber H. PAPE

16. 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.

(15-109) H. Pape moved and T. Kaelber seconded to enter into executive session at 7:20 p.m.
 Motion carried.

yes

yes
yes
yes
 J. WAGNER-FEASEL J. HILDRETH E. BISCHOFF T. Kaelber H. PAPE

The board reentered open session at 7:51 p.m.

17. ADJOURNMENT: 8:03 P.M.

(15-110) H. Pape moved and T. Kaelber seconded that the meeting of the Delaware Area Career Center Board of Education be adjourned at 8:03 p.m. Motion carried.

yes

yes
yes
yes
 J. WAGNER-FEASEL J. HILDRETH E. BISCHOFF T. Kaelber H. PAPE

TREASURER

BOARD PRESIDENT

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