

GREENE COUNTY VOCATIONAL SCHOOL DISTRICT  
Regular Meeting Minutes – Media Center  
November 8, 2023  
5:30 p.m.

- 1-11/23 The meeting was called to order by Mr. McQueen at 5:34 p.m.
- 2-11/23 Present: Suzanne Arthur, Pam Callahan, Steve McQueen, Adam Remaly, Matt Sheridan, Tim Steinger, and Gene Taylor  
Others Present: Eva Anderson, David Deskins, Georgia Lewis, Erin Monroe, Beverly Strunk, Tammy Osburn, Kari Fritz, Cindy Morris, Samantha Denton, Maryann Shanks, Shelby Black, Georgia Lewis, Brett Doudican, Brian McKnight, Marissa Couch and Doug Picard
- 3-11/23 The Pledge of Allegiance was led by Mr. McQueen
- 4-11/23 Career Education in Action – She Dig Event
- 5-11/23 Administrator Presentation – Brett Doudican, District Report Card
- 6-11/23 Public Participation – None
- 7-11/23 A motion was made by Mr. Taylor and seconded by Mr. Remaly to approve the Regular Meeting Minutes of October 11, 2023.  
The vote: Mrs. Arthur, yes; Dr. Callahan, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steinger, yes; and Mr. Taylor, yes.  
Motion carried 7-0.
- 8-11/23 A motion was made by Dr. Callahan and seconded by Mrs. Arthur to approve the Treasurer’s October 2023 Report (under separate cover)  
The vote: Dr. Callahan, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steinger, yes; Mr. Taylor, yes; and Mrs. Arthur, yes.  
Motion carried 7-0.
- 9-11/23 A motion was made by Mr. Remaly and seconded by Mr. Sheridan to approve the following resolution:

RESOLUTION OF COMMENDATION

WHEREAS, Eva Anderson will end her service as Greene County Joint Vocational School District Treasurer effective December 31, 2023

WHEREAS, Eva Anderson served as the Greene County Vocational School District Treasurer beginning August 1, 2014 through December 31, 2023

WHEREAS, Eva Anderson has demonstrated outstanding commitment to career-technical and adult education through active involvement in both local and state educational activities and advocacy for adequate resources

WHEREAS, Eva Anderson has positively influenced the lives of Greene County Vocational School District secondary and adult students through support of rigorous career-technical and academic curricula, state-of-the-art educational facilities and equipment, technology integration, and fiscal stability

WHEREAS, Eva Anderson has been sincere and energetic in her approach to her work, she has given freely of her time and abilities far beyond what was required or expected and has displayed a genuine commitment to attaining the myriad goals of the district in a skillful and professional manner. The enthusiasm and generosity she has shown in her endeavors has earned her the respect and admiration of all those with whom she has worked

WHEREAS, Eva Anderson has consistently obtained impeccable audit reviews each and every year of service on behalf of the Greene County Career Center

THEREFORE, BE IT RESOLVED, that the Greene County Vocational School District Board of Education commends Eva Anderson for her nine (9) years of service, leadership, and dedication to the students of the Greene County Vocational School District; and

BE IT FURTHER RESOLVED that the Board of Education publicly extends its appreciation to Eva Anderson for her contributions to our school district and wishes her many years of health and happiness in her future endeavors.

The vote: Mr. McQueen, yes; Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steininger, yes; Mr. Taylor, yes; Mrs. Arthur, yes; and Dr. Callahan, yes.

Motion carried 7-0.

10-11/23 At 6:26 p.m. a motion was made by Dr. Callahan and seconded by Mr. Taylor to enter executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of employees

The vote: Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steininger, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Dr. Callahan, yes; and Mr. McQueen, yes.

Motion carried 7-0.

11-11/23 At 6:37 p.m., all were in favor of returning to regular session

12-11/23 A motion was made by Mr. Remaly and seconded by Mr. Steininger to approve the following personnel items:

A. Approval of the following Career-Technical Student Organization Days for the 2023-2024 school year:

Employee	CTSO Days Non School Days	Overnight	Purpose
Oldiges, David	1	0	VEX Competition, Beaver creek, 12/9
Lockwood, Matthew	1	0	
Bisignani, Allison	1	0	
Bruggeman, Kayla	1	0	
Julian, Jennifer	1	0	
Frank, P.R.	1	0	
Doggett, Kris	1	0	
Lockwood, Matthew	0	2	Kalahari Classic, Sandusky, 1/17-1/19/24
Bisignani, Allison	0	2	
Downing, Tyler	0	1	Skills Fall Leadership, Columbus, 11/9-11/10
Puckett, Rick	0	1	
Erbaugh, Steven	0	1	
Rieser, Christopher	1	0	Steam Outreach, Dayton, 11/11
Frank, P.R.	1	0	Photobooth with Santa, Xenia, 12/3
Doggett, Kris	1	0	Vex Competition, Loveland 12/16

B. Employment of Nolan Allbritain, Welding Instructor, one (1) year pro-rated contract effective October 30, 2023, Certified Salary Schedule, Level BA/BS, Step 10, contingent upon all ORC and ODE employment requirements

C. Employment of Stephanie Seeley, Cosmetology Instructor, one (1) year pro-rated contract effective November 13, 2023, Certified Salary Schedule, Level BA/BS, Step 10, contingent upon all ORC and ODE employment requirements

D. Approval of the following extended day requests for the 2023-2024 school year:

Staff	# of days	Purpose
Seeley, Stephanie	3	Saturday Salon days (2), Curriculum Development (1)

E. Approval of the following Department Chair for the 2023-2024 school year, prorated, effective November 6, 2023

- Career Technical Trades and Industry – Steven Erbaugh

F. Approval of the following CTSO Advisor for the 2023-2024 school year, prorated, effective November 6, 2023

- SkillsUSA – Steven Erbaugh

G. Resignation of Anastasia Chappell, Cosmetology Instructor, effective at the end of the day November 30, 2023

The vote: Mr. Sheridan, yes; Mr. Steininger, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Dr. Callahan, yes; Mr. McQueen, yes; and Mr. Remaly, yes.

Motion carried 7-0.

13-11/23 A motion was made by Mr. Sheridan and seconded by Dr. Callahan to accept the following donation:

Donor	Item	To Benefit	Value
Victory Project LLC	Cash	Criminal Justice	\$ 200.00

The vote :Mr. Steining, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Dr. Callahan, yes; Mr. McQueen, yes; Mr. Remaly, yes; and Mr. Sheridan, yes.

Motion carried 7-0.

14-11/23 A motion was made by Mr. Taylor and seconded by Mrs. Arthur to approve the Five-Year forecast which is to be filed with the Ohio Department of Education

The vote: Mr. Taylor, yes; Mrs. Arthur, yes; Dr. Callahan, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Sheridan, yes; and Mr. Steining, yes.

Motion carried 7-0.

15-11/23 A motion was made by Mr. Steining and seconded by Dr. Callahan to waive the current and delinquent taxes on the parcel listed below so the City of Xenia may return to productive tax paying use.

M40000200090002300 105 Jackson St

The vote: Mrs. Arthur, yes; Dr. Callahan, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steining, yes; and Mr. Taylor, yes.

Motion carried 7-0.

16-11/23 A motion was made by Mr. Remaly and seconded by Mr. Sheridan to approve the following resolution:

**AUTHORIZING AGREEMENT WITH LEVIN PORTER ASSOCIATES, INC. FOR DESIGN PROFESSIONAL SERVICES FOR THE HVAC LAB RENOVATION PROJECT**

The Superintendent recommends selecting Levin Porter Associates, Inc. ("Levin Porter"), as the most qualified firm to provide design professional and construction administration services for the HVAC Lab Renovation Project (the "Project"), and the Superintendent requests authority for the Superintendent and Treasurer to negotiate and enter into an agreement with Levin Porter for these services.

Rationale:

1. The Board has identified a need for the Project.
2. The Project requires design and construction administration services from a professional design firm as defined by ORC 153.65(C), which are estimated to be between \$25,000 and \$50,000.
3. The Board has established a file with current qualifications for design professionals, as permitted by ORC Section 153.66, and ORC Section 153.71(B)(2), which permits the selection of a design firm based upon qualifications included in that file when the compensation for services will be between \$25,000 and \$50,000 for a project.
4. Levin Porter has current qualifications on file with the Board and has submitted a proposal for the services required in an amount not to exceed \$45,250.
5. The Superintendent recommends selection of Levin Porter as the most qualified firm to perform design and construction administration services for the Project and requests authority to negotiate and execute an agreement with Levin Porter for the Project in an amount not to exceed \$45,250.

The Greene County Joint Vocational School District Board of Education resolves as follows:

1. The Board selects Levin Porter as the most qualified firm to perform design and construction administration services for the Project and authorizes the Superintendent and Treasurer, working with legal counsel, to negotiate and execute an agreement with Levin Porter for design and construction administration services for the Project in an amount not to exceed \$45,250.
2. The Board authorizes the Superintendent and Treasurer to sign any other documents necessary to effectuate the intent of this resolution.

The vote: Dr. Callahan, yes; Mr. McQueen, yes; Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steining, yes; Mr. Taylor, yes; and Mrs. Arthur, yes.

Motion carried 7-0.

17-11/23 A motion was made by Mr. Taylor and seconded by Dr. Callahan to approve the Addendum No. 1 to the School Resource Officer Memorandum of Understanding, effective August 1, 2023, with the City of Xenia. (under separate cover)

The vote: Mr. McQueen, yes; Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steininger, yes; Mr. Taylor, yes; Mrs. Arthur, yes; and Dr. Callahan, yes.

Motion carried 7-0.

18-11/23 A motion was made by Dr. Callahan and seconded by Mr. Remaly to cancel the December 13, 2023 Greene County Vocational School District Board of Education Meeting.

The vote: Mr. Remaly, yes; Mr. Sheridan, yes; Mr. Steininger, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Dr. Callahan, yes; and Mr. McQueen, yes.

Motion carried 7-0.

19-11/23 A motion was made by Mrs. Arthur and seconded by Mr. Sheridan to establish January 10, 2024 as the date for the Greene County Vocational School District Board of Education Organizational Meeting, Tax Budget hearing and regular meeting at 5:30 p.m.

The vote: Mr. Sheridan, yes; Mr. Steininger, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Dr. Callahan, yes; Mr. McQueen, yes; and Mr. Remaly, yes.

Motion carried 7-0.

20-11/23 A motion was made by Mr. Remaly and seconded by Dr. Callahan approve Mr. McQueen as President Pro-Tem to preside over the Organizational Meeting until a President is elected.

The vote :Mr. Steininger, yes; Mr. Taylor, yes; Mrs. Arthur, yes; Dr. Callahan, yes; Mr. McQueen, yes; Mr. Remaly, yes; and Mr. Sheridan, yes.

Motion carried 7-0.

21-11/23 Reports

Board Members

Mr. Sheridan (Cedar Cliff) –Held first round interviews for the Superintendent. Five were interviewed. Two finalists return on Saturday morning. Both candidates would be exceptional hires; Football team made it two rounds into the playoffs; Held math night in the elementary for district families. It was very well attended.

Dr. Callahan (Xenia) –Outside firm has been contracted to perform a curriculum review for grades 6-12; Rescinding Graduate of Distinction process and returning to traditional Valedictorian/Salutatorian model; Bingo Plus night fundraiser for the theater program was successful early this month; Uncertain if she will be re-appointed the GCCC Board – expressed enjoyment of serving.

Mr. Taylor (Beavercreek) –Handing out candy to the preschoolers was a highlight of the month; Re-elected to the Board, and will be re-appointed to the GCCC Board; Marching Band season wrapped up, Flintstone Theme was exceptional; Cross Country made it to State Competition; JROTC held luncheon for senior citizens. Students were very impressive.

Mr. McQueen (Yellow Springs) – Levy passed, and two new board members elected; Annual Halloween Parade held at Mills Lawn Elementary; Fall sports saw 34% student participation with an average GPA of 3.52; High School Volleyball won the MBC, with coach Renfro named coach of the year.

Mr. Remaly (Bellbrook) – Fifth graders decorated and sold 93 pumpkins, donating \$8,800 to A Special Wish; Band is playing at Grand Nationals; The high school had four National Merit Semifinalists, the largest number the school has ever had; Fall sports won seven of the nine championships for the league.

Mrs. Arthur (Greeneview) – Fall sports came home with 3 OHC Championships; Fall High School play, *Alibis*, this weekend; Many Veterans Day activities; Disappointed in levy failure, but will try again; One board member short, will have to appoint.

Mr. Steininger (Fairborn) – Football team made first playoff game ever. Even though they lost, were very pleased to have made the playoffs.

Administrators

Brian McKnight (Director of Secondary Education) – Project Search received excellent employment outcome award; Eighth grade tours are underway; Lean Six Sigma training continues; CAD days are scheduled for November 29-December 1, with applications opening at the close of business on December 1.

Eva Anderson (Treasurer) –Final audit, number 10 finishes this week; New assistant to the treasurer, Cheryl Sims started this week and is assimilating well; Receiving rebate from the EPC for \$5500.

Adult Education Updates – Insufficient candidates to hold winter academy; Looking into purchasing the virtual reality software soon. Our first Corrections Academy with 24 participants started October 10<sup>th</sup>. They graduated November 3<sup>rd</sup>; Our Field Training Officer class was October 2-5<sup>th</sup>. We had 7 in attendance. Our First Line Supervision Class is November 27- 30.

Dave Deskins (Superintendent) – Dayton Development Coalition bringing perspective company back for a second look at Innovation Drive property; Didn't receive construction grant from OFCC to extend culinary, but applying for grants for equipment in other labs; Update on DEW, Department of Education and workforce.

22-11/23 At 7:48 p.m. all were in favor of adjourning the meeting.

Signature: \_\_\_\_\_  
Treasurer

Signature: \_\_\_\_\_  
Board President

Dated January 10, 2024