

**GREENE COUNTY VOCATIONAL SCHOOL DISTRICT**  
2960 West Enon Road, Xenia, Ohio 45385-9545

Board of Education  
Regular Meeting  
June 12, 2019  
5:30 p.m.

MEETING TO BE HELD IN THE  
**GREENE ROOM**

**Addendum items in green text**

1. **Call to Order**
2. **Roll Call**
3. **The Board appoints \_\_\_\_\_ as the President Pro Tem**
4. **Pledge of Allegiance**
5. **Public Participation**
6. **Career Education in Action** – Alex Reising, Junior IT Student, Jackson Aviation Scholarship recipient
7. **Approval of Regular Meeting Minutes** – May 8, 2019
8. **Treasurer’s Reports** – May 2019

___	P. Callahan
___	M. Frantz
___	G. Martindale
___	S. McQueen
___	A. Reagan
___	G. Taylor
___	M. Uecker

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**New Business**

9. **The Superintendent recommends the second reading and adoption of the following board policy revisions** (under separate cover):
  - 5113.02 School Choice Options
  - 5610 Removal, Suspension, Expulsion and Permanent Exclusion of Students
  - 6325 Procurement – Federal Grants/Funds
  - 6605 Crowd Funding
  - 7540.02 Web Accessibility, Content, Apps, and Services
  - 8400 School Safety

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**Personnel**

10. **The Superintendent recommends approval of the following personnel items:**
  - A. Approval of the following Career-Technical Student Organization days for the 2018-2019 school year:

Employee	CTSO Days Non School Days	Overnight/ Late Night	Purpose
Sarah Landis	4	3	Ohio Leadership Camp, Carrollton, 6/21-6/24

- B. Approval of the following Career-Technical Student Organization days for the 2019-2020 school year:

Employee	CTSO Days Non School Days	Overnight	Purpose
Sarah Landis	5	4	Ohio FFA Camp, Carrollton, 7/8-7/12
Sarah Landis	1	0	Officer Team Bldg, Waynesville, 8/24

- C. Resignation of Ryan McCoart, Supervisor of Satellite Operations, effective June 30, 2019
  - D. Employment of Litford Puckett, Electrical Wiring and Motor Controls Instructor, one (1) year contract effective July 1, 2019, Certified Salary Schedule, Level BA, Step 9, contingent upon all ORC and ODE employment requirements
  - E. Employment of Melanie Poindexter, Career X Instructor, one (1) year contract effective July 1, 2019, Certified Salary Schedule, Level BA, Step 0, contingent upon all ORC and ODE employment requirements
  - F. Employment of Gregg Haines, Supervisor of Satellite Operations, two (2) year contract effective July 1, 2019, Administrative Salary Schedule, Level MA, Step 4, contingent upon all ORC and ODE employment requirements

- G. Resignation of Gregg Haines, Beaver Creek Engineering Technology Instructor, effective June 30, 2019
- H. Resignation of Gregg Haines, Resident Educator Mentor, for the 2019-2020 school year
- I. Approval of the following Resident Educator Mentor for the 2019-2020 school year: John Wilson
- J. Approval of the following LPDC members for the 2019-2020 school year:  
Becky Covey, Faith Sorice, Cathy Mullen, Jessica Taylor, Jenny Adkins, Brett Doudican, Pamela Downing
- K. Move in salary column to the Master's Plus Thirty Semester Hours(30) for the following certified staff effective July 1, 2019:  
Elisabeth Cline  
Maurice Harden  
Rebecca King  
Matthew Lockwood  
Christine Marino  
Michele Martin  
Kelly Rickabaugh
- L. Move in salary column from BA/BS+ to Master's for the following certified staff effective July 1, 2019:  
Michael Spahr
- M. Employment of the following for summer maintenance and grounds keeping beginning May 28, 2019 and ending August 13, 2019 on an as-needed basis at the hourly rate of \$8.55:  
Daniel Davidson  
Chas Jaynes
- N. Approval of extended service requests for the 2019-2020 school year:

Staff	# of days	Purpose
Blair, Lea	2	Curriculum and technology review, re-write PLTW curriculum to match technology
Burton, Rick	3	Curriculum revision
Calhoun, Beth	8	Job Placement/Work-Based Learning
Cline, Elisabeth	8	Job Placement/Work-Based Learning
Colman, Lynn	3	Curriculum development – new course
DeLange, Jim	12	Counselor duties and Adult Ed financial aid
Hamdy, Khalid	3	2 Saturdays, 1 Taste of Greene County
Hodgson, Joanne	11	New lab, Job Placement/Work-Based Learning
Hutson, Heather	8	Job Placement/Work-Based Learning
Landis, Sarah	10	AG Science
Lindsey, Craig	3	New lab
Lockwood, Matthew	2	Curriculum and technology review, re-write PLTW curriculum to match technology
Love, Chasity	8	Safety Council, Crisis Mgt, Medication Administration, Emergency Action Plan, Clinic, New Teacher Orientation, Designated Officer training, Navigate Prepare, Public School Works
McKinley, Lyna	4	Saturday labs, curriculum updates, STNA prep testing, check-offs
Morris, Cynthia	15	VOSE duties, new transition meeting policy
Mullen, Cathy	2	Inventory and barcode new textbooks and materials
Nelson, Russell	2	Curriculum and technology review, re-write PLTW curriculum to match technology
New Engineering	3	New lab
Patterson, John	15	VOSE duties, new transition meeting policy
Poindexter, Melanie	3	New lab
Pompeii, Barb	13	Job Placement/Work-Based Learning, 2 Saturday Salon days
Prather, Brandon	16	Master schedule and input schedules, run schedules and fix conflicts, print and distribute schedules for back to school night, meet with incoming parents prior to start of school and other counselor duties
Puckett, Litford	3	New lab
Rice, Jessamyn	10	AG Science

Rickabaugh, Dr. Kelly	10	AG Science
Scarbro, Lindsay	10	Counselor duties
Smith, Lori	3	Curriculum development, job placement, help with new lab set up
Sorice, Faith	4	Sinclair eLearning training, HOSA Advisory board meeting, curriculum development
Spahr, Mike	10	AG Science
Sproull, David	10	AG Science
Stevenson, Brian	2	Curriculum and technology review, re-write PLTW curriculum to match technology
Tiffany, Kate	2	Course preparation, impact of technology and GIS
Ward, Barbara	2	Home/Hospital visits, meetings with county agencies
Wickline, Doug	10	AG Science
Wilson, John	4	Curriculum development after AP Conference, new teacher training as RESA mentor
Wolf, Ken	8	Job Placement/Work-Based Learning
Wuebben, Jacob	10	AG Science

- O. Approval of the following CTSO Advisor for the 2019-2020 school year:  
Business Professionals of America – Joanne Hodgson
- P. Employment of Angela Reese as STNA Coordinator on an as-needed basis (up to 275 hours) for the 2019-2020 school year, effective July 1, 2019, at the hourly rate of \$25

P. Callahan  
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**Fiscal**

**11. The Superintendent and Treasurer recommend approval of the following resolution:**

*The Superintendent recommends that the Board ratify a change to Design-Build Change Order 001 to the Design-Build Agreement with Shook Touchstone, LLC (Shook) for the New Greene County Career Center Project (Project), reducing the total amount to \$1,274,140.98.*

*Background:*

1. *The Board selected Shook as the best value design-builder for the Project and executed a design-build agreement for the Project on March 4, 2019, following the selection process for design-builders outlined in the Ohio Revised Code and Ohio Administrative Code.*
2. *On May 8, 2019, the Board approved Design-Build Change Order 001 in the amount of \$1,276,290.45.*
3. *Since the May 8, 2019 Board meeting, the Superintendent negotiated a lower amount of \$1,274,140.98 for Change Order 001, which has been executed by the Superintendent, Treasurer, and Board President.*

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

1. *Based upon the recommendation of the Superintendent, the Board ratifies action taken by the Superintendent, Treasurer, and Board President to sign Design-Build Change Order 001 to the Design-Build Agreement with Shook in the reduced amount of \$1,274,140.98.*

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**12. The Superintendent and Treasurer recommend approval of the following resolution:**

*The Superintendent recommends that the Board authorize the Treasurer to enter into negotiations with Shook Touchstone, LLC (Shook) of Design-Build Change Order 002 to the Design-Build Agreement with Shook for the New Greene County Career Center Project (Project) in an amount up to \$1,200,000.00, and authorize the Treasurer to execute Design-Build Change Order 002 at the satisfactory conclusion of negotiations.*

*Background:*

1. *The Board selected Shook as the best value design-builder for the Project and executed a design-build agreement for the Project on March 4, 2019, following the selection process for design-builders outlined in the Ohio Revised Code and Ohio Administrative Code.*
2. *At the time Shook was selected, the Board also authorized the Superintendent and Treasurer to conduct business related to the Project.*
3. *It has been anticipated that certain of the infrastructure improvements, including installation of water and sanitary sewer service mains and access road will be completed by the City of Xenia's (City) at the City's expense. However, in order to avoid delay in the construction of the Project, the installation and construction of portions of these infrastructure improvements must be undertaken now in order for the Project to remain on schedule.*
4. *The Superintendent recommends that the Treasurer be authorized to negotiate Design-Build Change Order 002 in an amount up to \$1,200,000.00 with Shook to complete certain portions of the infrastructure improvements and execute the change order at the satisfactory conclusion of negotiations.*

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

1. The Board authorizes the Treasurer to enter into negotiations with Shook of Design-Build Change Order 002 to the Design-Build Agreement with Shook in an amount up to \$1,200,000.00 for additional infrastructure improvements.
2. Based upon the recommendation of the Superintendent, the Board authorizes the Treasurer to execute Design-Build Change Order 002 at the satisfactory conclusion of negotiations.

\_\_\_ P. Callahan  
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**13. The Treasurer recommends the following modifications to appropriations:**

Fund #	Fund Description	Additional Appropriation	Reduction of Appropriation
001	GENERAL		(825,000.00)
002	BOND RETIREMENT		(4.92)
003	PERMANENT IMPROVEMENT		(11,145,539.00)
006	FOOD SERVICE	5,000.00	
007	SPECIAL TRUST		(200.00)
011	ROTARY-SPECIAL SERVICES		(9,804.00)
019	OTHER GRANT		(2,357.00)
027	WORKMANS COMPENSATION		(3,891.00)
035	Termination Benefits		(10,103.00)
300	DISTRICT MANAGED ACTIVITY		(13,476.00)
413	POST SECONDARY VOC EDUCATION		(6,714.00)
461	VOCATIONAL EDUC. ENHANCEMENTS		(13,100.00)
499	MISCELLANEOUS STATE GRANT		(1,433.00)
524	VOC ED: CARL D. PERKINS		(32,571.00)
	Total	5,000.00	(12,064,192.92)

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**14. The Treasurer recommends approval of the following fiscal items:**

- A. Amended appropriations for FY19. Preliminary appropriations provided (under separate cover). Final appropriations will be reflected in the June Minutes and the June Treasurer's Report.
- B. Temporary appropriations for 7/1/2019 to 6/30/2020 as provided (under separate cover)

\_\_\_ P. Callahan  
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**15. The Treasurer recommends approval of the following donations:**

Donor	Item	To Benefit	Est Value
John Wilson	2000 Ford Customline	Auto Tech	\$ 100
Jefferson Kilburn	1986 Chevrolet El Camino	Auto Collision/Auto Technology	\$ 6,000
Jim Meckstroth	100 Tons Sand	Equine	\$ 4,000

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**16. The Superintendent and Treasurer recommend approval of the Memorandum of Understanding with Miami Valley Educational Computer Association for motorcycle training facilities (under separate cover)**

\_\_\_ P. Callahan  
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**17. The Treasurer recommends approval of a three year agreement with Clark Schaefer Hackett for GAAP Services (under separate cover)**

\_\_\_ P. Callahan  
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**18. The Treasurer recommends approval of the Member Agreement for Computer Services with Miami Valley Educational Computer Association for the 2019-2020 school year (under separate cover)**

\_\_\_ P. Callahan  
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**19. The Superintendent recommends approval of a one (1) year HVAC maintenance service agreement with Waibel Energy Systems effective July 1, 2019 (under separate cover)**

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**20. The Treasurer recommends approval of the Property, Fleet, and Liability Insurance quoted by Anderson-Williamson Insurance Agency on behalf of Liberty Mutual Insurance for \$39,683**

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**21. The Superintendent and Treasurer recommend approval of the following resolution:**

*The Superintendent recommends rejecting the bids received for the Greene County Airport Project because they exceeded the published estimate by more than 10% and requests authority to rebid the work.*

*Rationale:*

1. *Bids were received and opened for the Greene County Airport Project on June 6, 2019, and the total amount of the lowest bid received exceeded the published estimate for the cost of the work by more than 10%; ORC 153.12 prohibits the award of contracts for the work in this situation.*
2. *The Board's Architect believes the low bidder response and the high bid amounts are indicative of the current market saturation with construction work.*
3. *The Superintendent plans to work with the Architect to evaluate the bids, potentially adjust the scope of the Project, revise the estimate, and re-bid the work, with an anticipated contract award to be presented to the Board for approval later this year, in order for the planned work to proceed and be completed by the start of the 2020-2021 school year.*

*The Board resolves as follows:*

1. *The bids received for the Greene County Airport Project are rejected because they exceeded the published construction cost estimate by more than 10%, and ORC 153.12 prohibits award of a contract in this situation.*
2. *The Treasurer is directed to return the bid submittals to the bidders submitting a bid for the work, along with notice of the rejection.*
3. *The Superintendent is authorized to work with the Architect to review and revise, if necessary, the drawings and specifications for the work, including the estimated construction cost for the project and to place the required statutory notice for bidding the work, with bids to be received and opened later this year*

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**Curriculum**

**22. The Superintendent recommends approval of the following textbooks and curriculum resources for the 2019-2020 school year:**

Course/Program	Text/Resource
Digital Design and Development	CIW - Site Development, ESL Advanced HTML5 and CSS3 Specialist
Information Technology	Andrews, Jean, et al. <i>CompTIA A+ Guide to IT Technical Support</i> . 10 <sup>th</sup> ed., Cengage Learning, 2017. Dean, Tamara. <i>Network + Guide to Networks</i> . 8 <sup>th</sup> ed., Cengage Learning, 2013.
Science – Forensics	Saferstein, Richard. <i>Criminalistics</i> . 12 <sup>th</sup> ed., Pearson, 2017.
Social Studies – Global Information Systems	Law, Michael, and Amy Collins. <i>Getting to Know ArcGIS</i> . 4 <sup>th</sup> ed., Langara College, 2017.
Social Studies – AP Government	Edwards, George C. <i>Government in America: People, Politics, and Policy</i> . 17 <sup>th</sup> ed., Pearson Higher Education, 2018.

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**23. The Superintendent recommends approval of the following courses of study:**

- Information Technology
  - Information Technology
  - Digital Design and Development
  - Video and Animation
- Engineering
- Manufacturing
  - Welding
- Social Studies
- Science

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**24. The Superintendent recommends approval of the Intent to Participate in the 2019-2020 OTES Pilot agreement (under separate cover)**

**25. The Superintendent recommends approval of the Memorandum of Understanding with Cedarville University Teacher Education Program for student teaching opportunities (under separate cover)**

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**Other**

- 26. **The Superintendent recommends approval of the 2019-2020 Student Handbook changes** (under separate cover)
- 27. **The Superintendent recommends approval of the Advisory Committees for 2019-2020** (under separate cover)

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**28. Reports**

- Board Members
- Administrators
- Superintendent
- Adult Education Updates

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- 29. **The Superintendent recommends entering executive session for the purpose of consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:**

- a. **the information is directly related to a request for economic development assistance that is to be provided or administered under one of the statutes referenced in R.C. 121.22(G)(8)(1), or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project, and**
- b. **a unanimous quorum of the Board or its subcommittee determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project**

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- 30. **To authorize the Superintendent and Treasurer to negotiate and enter into an Infrastructure Development Agreement and grant of Right of Way with the City of Xenia for the extension of Innovation Way.**

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**31. Adjournment**

P. Callahan  
 M. Frantz  
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**MEMO**

- August 8, 2019 – Back to School Night
- August 12, 2019 – Professional Development Day
- August 13, 2019 – Teacher Work Day
- August 14, 2019 – First Day for Students/Board Meeting
- September 2, 2019 – Labor Day – No School
- September 11, 2019 – Board Meeting
- September 19, 2019 - All Advisory Committee Dinner

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 accordance with State and Federal law, the District will provide reasonable accommodations to persons with disabilities who wish to attend and/or participate in school events. Such individuals should notify the Director if they require a reasonable accommodation.