

SPECIAL MEETING

Tri-County Career Center

October 23, 2018

Tri-County Career Center's Policy Committee met on Tuesday, October 23, 2018 at 5:00 p.m. in Room 108 with the following Board Members in attendance: Mr. Depoy and Mr. Palmer. Also in attendance were: Connie Altier, Superintendent; Laura Dukes, Treasurer; and Tom McGreevy, Assistant Principal.

The committee reviewed proposed additions and changes to Board policies.

Tri-County Career Center's Board of Education met in Special Session on Tuesday, October 23, 2018, at 6:00 p.m. in Room 108.

A moment of silent reflection was observed and the Pledge of Allegiance was recited.

Members present for roll call were: Mr. Roger Brown, Mr. Kevin Coey, Mr. Micah Covert, Mr. John Depoy, Mr. Jim Leckrone, Mr. Jim Palmer, Mr. Ed Penrod and Mr. Bruce Nottke presiding. Members absent for roll call were: Mr. Mark Barrell, Mr. Corby Leach and Mr. John McGaughey. Also present were: Connie Altier, Superintendent/Director, Laura Dukes, Treasurer; Kelly Leffler, Assistant Director/Maintenance Supervisor; Tom McGreevy, Assistant Principal; Mindy Ingram, Administrative Assistant; and Elson Rouse, School Resource Officer.

64-18 It was moved by Mr. Depoy and seconded by Mr. Covert to approve the September 18, 2018 Regular Board Meeting Minutes as mailed.

VOTING YES ON ROLL CALL WERE: Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. Nottke, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Public Participation: Elson Rouse (School Resource Officer) discussed his educational and work background. He stated there are very few security issues at the school but suggested the name badge requirement be enforced more.

Discussion: Laura Dukes (Treasurer) reviewed the Treasurer's Agenda (A. – C.).

65-18 Upon recommendation of Laura Dukes, it was moved by Mr. Penrod and seconded by Mr. Leckrone to approve the Treasurer's Agenda (A. – C.) as follows:

- A. Approve the Financial Report (September 2018)
- B. Approve the FY18 Five-Year Forecast (see page 4143)
- C. Accept the \$2,500 Ohio Attorney General safety training grant

VOTING YES ON ROLL CALL WERE: Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. Nottke, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

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Discussion: Laura Dukes stated the school will be purchasing a square credit card reader (software and hardware) which will be used in the Culinary Arts restaurant.

The second reading was held on the following additions/changes to Board Policy (Director/Principal's Report Item A.):

<u>File</u>	<u>Name</u>
BDDG	Minutes
DBD	Budget Planning
DECA	Administration of Federal Grant Funds
DJ	Purchasing
DJB	Petty Cash (Change Funds)
DJC	Bidding Requirements
GDD-R	Classified Staff Hiring (Rehiring of Retirees)
JEFB	Released Time for Religious Instruction
DFG	Income from School Shop Sales and Services

66-18 Upon recommendation of Tom McGreevy (Assistant Principal), it was moved by Mr. Depoy and seconded by Mr. Nottke to approve the following additions/changes to Board Policy:

<u>File</u>	<u>Name</u>
BDDG	Minutes
DBD	Budget Planning
DECA	Administration of Federal Grant Funds
DJ	Purchasing
DJB	Petty Cash (Change Funds)
DJC	Bidding Requirements
GDD-R	Classified Staff Hiring (Rehiring of Retirees)
JEFB	Released Time for Religious Instruction
DFG	Income from School Shop Sales and Services

VOTING YES ON ROLL CALL WERE: Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. Nottke, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

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The first reading was held on the following additions/changes to Board Policy:

<u>File</u>	<u>Name</u>
EBBA	First Aid
EBC	Emergency Management and Safety Plans
EFF	Food Sale Standards
EFG	Student Wellness Program
GA	Personnel Policies Goals
GBI	Staff Gifts and Solicitations
GBIA (Also IGDFA)	Online Fundraising Campaigns/Crowdfunding
GCB-2	Professional Staff Contracts and Compensation Plans (Administrators)
GCD	Professional Staff Hiring
G CJ-R	Professional Staff Time Schedules (Flexible Time)
IGD	Co-Curricular and Extra Curricular Activities
IGDF	Student Fundraising Activities
IGDFA (Also GBIA)	Online Fundraising Campaigns/Crowdfunding
JECBB	Inter District Open Enrollment (Joint Vocational Schools)
JED	Student Absences and Excuses
JFC	Student Conduct (Zero Tolerance)
JFCF	Hazing and Bullying (Harassment, Intimidation and Dating Violence)
JFCJ	Weapons in the Schools
JGDA	Emergency Removal of Student
JP	Positive Behavioral Interventions and Supports (Restraint and Seclusion)
KH	Public Gifts to the District
KI	Public Solicitations in the Schools

Discussion: Tom McGreevy discussed the following:

1. Eighth grade visitation was held on October 9. An estimated 1,100 students, from the eight home schools, toured the school.
2. The cafeteria has added a second lunch line. This "a la carte" lunch line will provide different food choices from the main lunch but can also count as a lunch. The additional line has also helped reduce the time students wait in line.
3. Kyle Collins and seven students will be attending the FFA National Convention in Indiana Wednesday through Friday (October 24 – 26).

Discussion: Kelly Leffler (Assistant Director/Maintenance Supervisor) discussed the following:

1. The adult education is currently doing customized training for the Gallia-Meigs CAA, which include OSHA training, chain saw training, first aid and CPR certification.
2. To date, he has received two quotes to replace water lines. He expects to receive the third quote tomorrow.

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Discussion: Connie Altier (Superintendent) reviewed the Superintendent’s Agenda (A. – E.).

67-18 Upon recommendation of Connie Altier, it was moved by Mr. Covert and seconded by Mr. Penrod to approve the Superintendent’s Agenda (A. – E.) as follows:

A. Accept the resignation of Tom McGreevy (Assistant Principal), effective 10/15/18

B. Employment:

High School Principal

Tom McGreevy (Principal) effective 10/16/18, remainder of 3 year contract, salary \$85,500 (pro-rated from October 16, 2018 thru July 31, 2019)

Substitutes

- ◆ Nanette Flowers Adult Education Only
- ◆ Martin Hanlin Secondary and Adult Instructor

Supplementals (payable last pay in June 2019, amount per negotiated agreement)

Andy Dodd	LPDC	\$600
Sharon Frame	LPDC	\$600
Christy Kronberg	LPDC	\$600
Michael Strohm	On-Line Liaison	\$600
Sally Boyer	Prom	\$600
Jackie Rife	Prom	\$600
Christy Kronberg	Resident Educator Coordinator	\$1,200
Steve Wheeler	SLO	\$600

◆ Pending Certification

C. Approve removal of inventory:

Wooden Chairs	Inventory #1367-1390
Lab Tables	Inventory #6710-6721

D. Based on public bid process and the recommendation of the school’s architect, Tony Schorr of Schorr Architects, the Board agrees to enter into an Agreement with Drummond Construction in the amount \$487,000 for Welding Lab Expansion Project at the Tri-County Career Center

E. Authorize the Superintendent to approve change orders for the Welding Lab expansion project in the amount of no more than \$10,000.00 monthly

VOTING YES ON ROLL CALL WERE: Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. Nottke, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

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Discussion: Connie Altier discussed the following:

1. Reminded Board Members of the Career-Tech Breakfast at Capital Conference on Tuesday, November 13. Mrs. Altier also invited attendees to dinner on Monday, November 12, at 6:30 at Lindey's in Columbus.
2. The Board's Christmas Dinner will be held on Tuesday, December 18, 2018, prior to the December Regular Board Meeting.
3. She met with local firefighters on Monday concerning a firefighter program for high school students. Completers of this program will be able to get an EMT license, fire 1 and possibly fire 2 certifications (depending on their age), CPR and first aid certifications. Some plans to get the program ready for the 2019-20 School Year include visiting C-Tech (November 8), preparing a charter and getting the program accredited.

Mr. Covert (Legislative Liaison) discussed the following:

1. The October 2018 OSBA Journal has candidate responses to questions on education and related questions.
2. The Career Center hosted two candidates for the office of State representative for the 94th District.

68-18 It was moved by Mr. Leckrone and seconded by Mr. Nottke to approve attendance at the NSBA 2019 Advocacy Institute, to be held January 27 – 29, 2019, at the Washington Hilton in Washington, DC by Ed Penrod and pay training compensation & expenses per Board policy.

VOTING YES ON ROLL CALL WERE: Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. Nottke and Mr. Palmer.

ABSTAINED: Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Mr. Nottke expressed his thanks to the Board Members who were involved with the Superintendent interviews.

There being no further business to come before the Board at this time, Mr. Nottke declared the October 23, 2018 Special Board Meeting adjourned at 6:45 p.m.

ATTEST:



Laura C. Dukes, Treasurer



Bruce Nottke, Board President

SPECIAL MEETING

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TRI-COUNTY CAREER CENTER - - ATHENS COUNTY								
Schedule Of Revenue, Expenditures and Changes In Fund Balances								
Actual and Forecasted Operating Fund								
	ACTUAL			FORECASTED				
	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
Revenue:								
1.010 - General Property Tax (Real Estate)	2,780,035	2,841,978	2,964,412	2,946,374	2,987,653	3,046,618	3,092,098	3,116,483
1.020 - Public Utility Personal Property	597,217	731,750	855,585	852,661	858,728	861,265	863,854	866,494
1.030 - Income Tax	-	-	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	2,204,735	2,181,290	2,297,103	2,258,091	2,258,091	2,286,181	2,286,181	2,286,181
1.040 - Restricted Grants-in-Aid	1,027,323	1,168,716	1,246,355	1,225,543	1,223,356	1,231,127	1,233,647	1,236,063
1.045 - Restricted Federal Grants-in-Aid - SFSF	-	-	-	-	-	-	-	-
1.050 - Property Tax Allocation	411,972	414,239	422,557	428,133	428,361	436,808	444,543	448,002
1.060 - All Other Operating Revenues	221,849	181,251	272,891	268,539	268,539	268,539	268,539	268,539
1.070 - Total Revenue	7,243,131	7,519,224	8,058,903	7,979,341	8,024,728	8,130,538	8,188,862	8,221,762
Other Financing Sources:								
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-	-	-
2.020 - State Emergency Loans and Advancements	-	-	-	-	-	-	-	-
2.040 - Operating Transfers-In	-	-	-	-	-	-	-	-
2.050 - Advances-In	-	-	90,000	40,000	90,000	90,000	90,000	90,000
2.060 - All Other Financing Sources	1,043	1,685	-	1,000	1,000	1,000	1,000	1,000
2.070 - Total Other Financing Sources	1,043	1,685	90,000	41,000	91,000	91,000	91,000	91,000
2.080 - Total Revenues and Other Financing Sources	7,244,174	7,520,909	8,148,903	8,020,341	8,115,728	8,221,538	8,279,862	8,312,762
Expenditures:								
3.010 - Personnel Services	3,997,603	4,020,397	4,154,162	4,431,063	4,732,873	4,786,259	5,003,689	5,061,891
3.020 - Employees' Retirement/Insurance Benefits	1,330,435	1,427,102	1,502,608	1,623,979	1,778,062	1,847,528	1,975,977	2,083,908
3.030 - Purchased Services	442,500	490,373	490,422	522,516	517,608	523,001	528,448	533,950
3.040 - Supplies and Materials	363,388	273,706	273,552	290,171	295,177	300,283	305,491	310,803
3.050 - Capital Outlay	285,117	167,797	263,172	238,172	238,172	238,172	238,172	238,172
3.060 - Intergovernmental	-	-	-	-	-	-	-	-
Debt Service:								
4.010 - Principal-All Years	-	-	-	-	-	-	-	-
4.020 - Principal - Notes	-	-	-	-	-	-	-	-
4.030 - Principal - State Loans	-	-	-	-	-	-	-	-
4.040 - Principal - State Advances	-	-	-	-	-	-	-	-
4.050 - Principal - HB264 Loan	-	-	-	-	-	-	-	-
4.055 - Principal - Other	-	-	-	-	-	-	-	-
4.060 - Interest and Fiscal Charges	-	-	-	-	-	-	-	-
4.300 - Other Objects	154,730	134,020	155,747	164,148	169,444	174,920	180,583	186,439
4.500 - Total Expenditures	6,573,773	6,513,395	6,839,663	7,270,049	7,731,336	7,870,163	8,232,360	8,415,163
Other Financing Uses								
5.010 - Operating Transfers-Out	-	479,500	229,500	679,500	229,500	229,500	229,500	229,500
5.020 - Advances-Out	-	90,000	40,000	90,000	90,000	90,000	90,000	90,000
5.030 - All Other Financing Uses	1,054,500	-	-	-	-	-	-	-
5.040 - Total Other Financing Uses	1,054,500	569,500	269,500	769,500	319,500	319,500	319,500	319,500
5.050 - Total Expenditures and Other Financing Uses	7,628,273	7,082,895	7,109,163	8,039,549	8,050,836	8,189,663	8,551,860	8,734,663
Excess of Rev & Other Financing Uses Over (Under)								
6.010 - Expenditures and Other Financing Uses	(384,099)	438,014	1,039,740	(19,208)	64,892	31,875	(271,998)	(421,901)
Cash Balance July 1 - Excluding Proposed Renewal/ Replacement and New Levies								
7.010 -	3,931,279	3,547,180	3,985,194	5,024,934	5,005,726	5,070,617	5,102,492	4,830,493
7.020 - Cash Balance June 30	3,547,180	3,985,194	5,024,934	5,005,726	5,070,617	5,102,492	4,830,493	4,408,592
8.010 - Estimated Encumbrances June 30	60,839	89,710	82,520	60,000	60,000	60,000	60,000	60,000
Reservations of Fund Balance:								
9.010 - Textbooks and Instructional Materials	-	-	-	-	-	-	-	-
9.020 - Capital Improvements	-	-	-	-	-	-	-	-
9.030 - Budget Reserve	-	-	-	-	-	-	-	-
9.040 - DPIA	-	-	-	-	-	-	-	-
9.050 - Debt Service	-	-	-	-	-	-	-	-
9.060 - Property Tax Advances	-	-	-	-	-	-	-	-
9.070 - Bus Purchases	-	-	-	-	-	-	-	-
9.080 - Subtotal	-	-	-	-	-	-	-	-
Fund Balance June 30 for Certification								
10.010 - of Appropriations	3,486,341	3,895,484	4,942,414	4,945,726	5,010,617	5,042,492	4,770,493	4,348,592