

## REGULAR MEETING

Tri-County Career Center

December 18, 2018

Tri-County Career Center's Board of Education met in Regular Session on Tuesday, December 18, 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. Mark Barrell, Mr. Roger Brown, Mr. Micah Covert, Mr. John Depoy, Mr. Jim Leckrone, Mr. John McGaughey, Mr. Jim Palmer, Mr. Ed Penrod and Mr. Bruce Nottke presiding. Members absent for roll call were: Mr. Kevin Coey and Mr. Corby Leach. Also present were: Connie Altier, Superintendent; Laura Dukes, Treasurer; Kelly Leffler, Director/Adult Education & Maintenance Supervisor; Amanda Wiseman, Assistant Principal; Mindy Ingram, Administrative Assistant; Lisa Burleson, School Attorney and Paul & Judy Mock.

**74-18** It was moved by Mr. Palmer and seconded by Mr. Covert to approve the November 20, 2018 Regular Board Meeting Minutes as mailed.

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

NAYS: NONE.

MOTION CARRIED.

Public Participation: Mr. Nottke introduced Mr. Paul Mock (Past OSBA President), who discussed the following:

1. The 2018 OSBA Fall Trade Conference (held in November) is one of the largest trade shows in the United States.
2. Distributed OSBA membership packets.
3. The 2019 SE OSBA Conferences will be held as follows:
  - a. Spring Conferences: March 19, 2019 in Piketon and March 26, 2019 I in Thornville
  - b. Fall Conference: September 26, 2019 in Logan
5. Congratulated Mr. Barrell for completing the New Board Member Passport.

**75-18** It was moved by Mr. Depoy and seconded by Mr. Brown to go into Executive Session at 6:17 p.m. to discuss the employment of a public employee, with the following Board Members/individuals in attendance: Mr. Barrell, Mr. Brown, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. McGaughey, Mr. Nottke, Mr. Palmer & Mr. Penrod, Board Members; Connie Altier, Superintendent; Laura Dukes, Treasurer; Kelly Leffler, Director/Adult Education & Maintenance Supervisor; Amanda Wiseman, Assistant Principal; Mindy Ingram, Administrative Assistant; and Lisa Burleson, School Attorney.

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

NAYS: NONE.

MOTION CARRIED.

Mr. Nottke (Board President) declared Open Session at 6:42 p.m.

Members present for roll call were: Mr. Barrell, Mr. Brown, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. McGaughey, Mr. Nottke, Mr. Palmer & Mr. Penrod.

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Discussion: Laura Dukes (Treasurer) reviewed the Treasurer's Agenda (A. – G.) and noted the following addition:

H. Increase the Ohio Attorney General Safety Training Grant from \$2,500 to \$3,999.24

**76-18** Upon recommendation of Laura Dukes, it was moved by Mr. Penrod and seconded by Mr. Covert to approve the Revised Treasurer's Agenda (A. – H.) as follows:

- A. Approve the Financial Report (November 2018)
- B. Approve the Then & Now Certificate, dated November 27, 2018, for payment to Great American Opportunities in the amount of \$10,771.40 for the fall student activity fund raiser
- C. Approve renewal of membership in OSBA for January through December 2019 at a cost of \$2,900 (\$2,898 last year) and electronic subscriptions to Briefcase and School Management News at a cost of \$150 (no change from last year)
- D. Authorize contract with OSBA for consultant services for Legal Assistance Fund (January 1, 2019 - December 31, 2019) at a cost of \$250 (no change from last year)
- E. Approve a 12 month Managed Print Services Agreement with ComDoc to service (includes labor, parts and printer cartridges) all of the school's printers at a cost of \$863/month (\$1,310/month last year); 30,000 black & white and 12,000 color copies per month
- F. Set the Tax Budget Hearing to be held Wednesday, January 8, 2019 at 12:00 noon in Room 108
- G. Set the Organizational Meeting to be held Tuesday, January 15, 2019 at 6:00 p.m. in Room 108 with the January regular meeting to follow
- H. Increase the Ohio Attorney General Safety Training Grant from \$2,500 to \$3,999.24

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

NAYS: NONE.

MOTION CARRIED.

Discussion: Laura Dukes stated the 2019 IRS Mileage Reimbursement rate will increase from \$.545 to \$.58 per mile.

**77-18** Upon recommendation of Kelly Leffler (Director/Adult Education & Maintenance Supervisor), it was moved by Mr. Leckrone and seconded by Mr. Depoy to approve the Director/Adult Education & Maintenance Supervisor's Report (A.) as follows:

- A. Approve courses of study for the following Adult Education programs:
  - 1. Nursing Assistant - 82 Hours (No home health aide, CPR or first aid training & no workkeys testing)
  - 2. Nursing Assistant - 110 Hours

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

NAYS: NONE.

MOTION CARRIED.

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Discussion: Kelly Leffler discussed the following:

1. The school received a letter of commendation for the Adult Cosmetology Program’s free haircuts to veterans at the Athens Stand Down in October.
2. The sewer line is now complete.
3. The concrete slab for the welding lab expansion project is scheduled to be poured tomorrow.

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

<u>File</u>	<u>Name</u>
CBA	Qualifications and Duties of the Superintendent
DGA	Authorized Signatures
GBH (Also JM)	Staff-Student Relations
JHH	Notification About Sex Offenders
JM (Also GBH)	Staff-Student Relations

Amanda Wiseman (Assistant Principal) reviewed the Director/Principal’s Report (A. & B.).

**78-18** Upon recommendation of Amanda Wiseman, it was moved by Mr. McGaughey and seconded by Mr. Depoy to approve the Director/Principal’s Report (A. & B.) as follows:

A. Approve the following additions/changes to Board Policy:

<u>File</u>	<u>Name</u>
CBA	Qualifications and Duties of the Superintendent
DGA	Authorized Signatures
GBH (Also JM)	Staff-Student Relations
JHH	Notification About Sex Offenders
JM (Also GBH)	Staff-Student Relations

B. Approve 25 high school courses of study as presented

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

NAYS: NONE.

MOTION CARRIED.

Discussion: Connie Altier and Amanda Wiseman discussed the following:

1. The sophomore visitation was very successful.
2. Approximately 160 sophomores attended Community Night on December 6.
3. Preliminary numbers for next year’s enrollment look very good.

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Discussion: Connie Altier (Superintendent) reviewed the Superintendent's Agenda (A. – E.) and noted the following additions:

A. Employment

c. ♦Tina Saldana, Adult Education MAT, \$20.00 per hour, part-time as needed

F. Approve out-of-state travel for Shelby Vassar, Nursing Technology student from Federal Hocking High School, January 20, 2019, thru January 25, 2019, to attend the SkillsUSA Regional Officer Training Institute (ROTI) in Washington D.C. She will be speaking with congress in regards to career technical education and Carl Perkins funding.

**79-18** Upon recommendation of Connie Altier, it was moved by Mr. Covert and seconded by Mr. Brown to approve the Revised Superintendent's Agenda (A. – F.) as follows:

A. Employment

1. Supplementals:

a. Ohio University Early Field Clinical Experience

Katie Epley	\$86.62
Kelly Owens	\$86.62
Brenda Robinson	\$21.66
Kate Scholl	\$21.66
Michael Strohm	\$43.31
Dave Wooster	\$21.66

b. Ohio University Professional Intern 1 Teacher Candidate

Rob Jarvis	\$43.31
Brenda Robinson	\$43.31
Kate Scholl	\$43.31
Michael Strohm	\$43.31
Dave Wooster	\$43.31

c. ♦Tina Saldana, Adult Education MAT, \$20.00 per hour, part-time as needed

♦Pending Certification

B. Permission to post/hire for the 2019-2020 School Year (pending student enrollment): Teacher Academy, Hospitality, and EMT/Fire Fighting Instructors

C. Permission to enter into a one-year lease agreement with the Collins Family Farm for use of the school's farmland for calendar year 2019

D. Permission to enter into contract with Geiger Brothers to remove asbestos on the existing water lines, with a removal contract cost of \$15,429; work will be performed the last week of December 2018

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- E. Approve the donation of shelves from Staples in Athens
- F. Approve out-of-state travel for Shelby Vassar, Nursing Technology student from Federal Hocking High School, January 20, 2019, thru January 25, 2019, to attend the SkillsUSA Regional Officer Training Institute (ROTI) in Washington D.C. She will be speaking with congress in regards to career technical education and Carl Perkins funding.

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

NAYS: NONE.

MOTION CARRIED.

Discussion: Connie Altier discussed the following:

- 1. She is creating a task force committee to review the retire/rehire process. Mr. Barrell and Mr. Depoy volunteered to serve on the Superintendent's Task Force Committee.
- 2. She stated that the business card/cell phone holder, given to each Board Member at the meeting, was made by the Carpentry 1 Program.
- 3. The school is purchasing a jacket or pull-over for each staff member, including Board Members. Orders need to be given to Mindy.
- 4. Expressed her appreciation to Mr. Leckrone, Mr. Coey and Mr. Leach for their service to the board and school.

**80-18** It was moved by Mr. Covert and seconded by Mr. Barrell to approve the Board's Agenda (A.) as follows:

- A. Appoint Mr. Nottke President Pro Tempore for the January 2019 Organizational Board Meeting, to be held January 15, 2019

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

NAYS: NONE.

MOTION CARRIED.

Mr. Covert (Legislative Liaison) discussed the following:

- 1. The following bills were signed into law:
  - a. HB 491 - extends the two alternative high school graduation pathways to the classes of 2019 and 2020 that were previously afforded to the class of 2018 only. It also includes language from HB 705, which exempts treasurers from liability for certain cases in which loss of public funds occur.
  - b. HB 338 - Qualifies licensed chiropractors and medical professionals listed on the National Registry of Certified Medical Examiners to perform an annual physical on school bus drivers.
- 2. The following bills were passed by the Senate and sent back to the House for a concurrence vote:
  - a. HB 291 - Allows school districts, among others, to purchase an "employee dishonesty and faithful performances of duty policy" instead of individual surety bonds for officers, employees and appointees who are otherwise required to give a bond.
  - b. HB 58 - Requires the Ohio Department of Education to include supplemental instructional materials on cursive handwriting in the English language arts model curriculum.

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3. The Senate Ways and Means Committee conducted a fifth hearing on HB 343, which requires a board resolution for each property valuation challenge; prohibits challenges on residential property but still allows counter-complaints; increases the threshold for filing counter-complaints from \$50,000 to \$100,000; and requires naming the properties & property owners that will be challenged.
4. The Senate Education Committee passed the following bills:
  - a. HB 428 – Deals with student religious expression in public schools.
  - b. HB 502 – Requires certain public school employees to undergo biennial youth suicide awareness and prevention training.
  - c. HB 477 – Eliminates nonoperational and outdated provisions related to the Ohio Department of Education and school operations.

Connie Altier stated the Culinary Arts Program provided a wonderful Christmas dinner for the Board.

There being no further business to come before the Board at this time, Mr. Nottke declared the December 18, 2018 Regular Board Meeting adjourned at 7:06 p.m.

ATTEST:



Laura C. Dukes, Treasurer



Bruce Nottke, Board President