

**GREENE COUNTY VOCATIONAL SCHOOL DISTRICT**

532 Innovation Drive, Xenia, Ohio 45385

Board of Education  
Regular Meeting  
November 8, 2023  
5:30 p.m.

**MEETING TO BE HELD IN THE MEDIA CENTER**

**Addendum items in green text**

- 1. **Call to Order**
- 2. **Roll Call**
- 3. **Pledge of Allegiance**
- 4. **Career Education in Action – She Dig Event**
- 5. **Administrator Presentation – Brett Doudican, District Report Card**
- 6. **Public Participation**
- 7. **Approval of Meeting Minutes – Regular Meeting, October 11, 2023**
- 8. **Treasurer’s Report (under separate cover) – October 2023**

**New Business**

- 9. **The Superintendent recommends approval of 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.

- 10. **The Superintendent recommends entering executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of employees**

- 11. **All in favor of returning to regular session. Those opposed**

___ S. Arthur
___ P. Callahan
___ S. McQueen
___ A. Remaly
___ M. Sheridan
___ T. Steining
___ G. Taylor

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___ S. McQueen
___ A. Remaly
___ M. Sheridan
___ T. Steining
___ G. Taylor

**Personnel**

**12. The Superintendent recommends approval of 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

S. Arthur  
 P. Callahan  
 S. McQueen  
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 T. Steiningger  
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**Fiscal**

**13. The Treasurer recommends approval of the following donation:**

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

S. Arthur  
 P. Callahan  
 S. McQueen  
 A. Remaly  
 M. Sheridan  
 T. Steiningger  
 G. Taylor

**14. The Treasurer recommends approval of the Five-Year Forecast which is to be filed with the Ohio Department of Education (under separate cover)**

**15. The Treasurer recommends waiving the current and delinquent taxes on the parcels listed below so the City of Xenia may return to productive tax-paying use:**

M40000200090002300      105 Jackson St

S. Arthur  
 P. Callahan  
 S. McQueen  
 A. Remaly  
 M. Sheridan  
 T. Steiningger  
 G. Taylor

16. **The Superintendent and Treasurer recommend approval of 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.

17. **The Superintendent and Treasurer recommend approval of Addendum No. 1 to the School Resource Officer Memorandum of Understanding, effective August 1, 2023, with the City of Xenia**  
(under separate cover)

**Other**

18. **The Superintendent and Treasurer recommend that the December 13, 2023 Greene County Vocational School District Regular Board of Education Meeting be canceled**
19. **The Superintendent and Treasurer recommend that January 10, 2024 be established 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.**
20. **The Board President recommends \_\_\_\_\_ as President Pro Tem to preside over the Organizational Meeting until a President is elected.**

**21. Reports**

- Board Members
- Administrators
- Treasurer
- Superintendent
- Adult Education Updates (under separate cover)

**22. Adjournment**

**Memo:**

- November 20-24, 2023 – Thanksgiving Break
- Nov. 29 - Dec. 1, 2023 – Career Awareness Days
- December 13, 2023 – Board Christmas Dinner 5:15 p.m.
- Dec. 22, 2023 – Jan. 5, 2024 – Winter Break
- January 10, 2024 – Board Meeting
- May 14, 2024 – Senior Recognition

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