



MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION
REGULAR MEETING - APRIL 21, 2016 (6:30 P.M.)
DELAWARE AREA CAREER CENTER SOUTH CAMPUS - BOARD ROOM

1. CALL TO ORDER: 6:30 P.M.

J. WAGNER FEASEL T. Kaelber T. BACKUS E. BISCHOFF J. HILDRETH

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE APRIL 21, 2016 REGULAR MEETING AS PRESENTED
(16-040) T. Kaelber moved and E. Bischoff seconded to approve the agenda. Motion carried.

J. WAGNER FEASEL T. Kaelber T. BACKUS E. BISCHOFF J. HILDRETH

Ted Backus arrived at 6:40 p.m.

4. INTRODUCTION OF GUESTS

5. PUBLIC PARTICIPATION

6. BOARD PRESIDENT'S REPORT

7. BOARD MEMBERS' REPORTS

8. TREASURER'S REPORT

9. SUPERINTENDENT'S REPORT

10. OLD BUSINESS

11. TREASURER ITEMS

11.1 Approve Minutes of the March 9, 2016 Regular Meeting. Exhibit A

11.2 Business and Reports at the Recommendation of the Treasurer:

A. Approve Fiscal Reports for March 2016, with expenditures totaling \$1,485,823.99
Exhibit B

B. Approve disposal of inventoried assets as presented. (Treasurer will have copy of
disposal requests at the meeting).

C. Approve District participation in the Ohio School Boards Association (OSBA)
Workers Compensation Group Retrospective Rating Program through
CompManagement from 1/1/2017 to 12/31/2017.

D. Approve the following changes in the Original Appropriations for the 2016 Fiscal
Year in the amount of \$21,352.35:

Table with 3 columns: FUND, FUND DESCRIPTION, AMOUNT. Rows include Rotary - Special Services, Student Managed Activity, and Voc Ed: Carl D. Perkins.

E. Authorize the Treasurer to send written notice to AT&T terminating cell tower lease
#10011719 at the end of the current term in 2018. The ground currently occupied by
the cell tower is needed for educational purposes. Further authorize the Treasurer
to discuss alternative locations for the cell tower with AT&T.

(16-041) T. Backus moved and J. Hildreth seconded to approve Treasurer items. Motion carried.

J. WAGNER FEASEL T. Kaelber T. BACKUS E. BISCHOFF J. HILDRETH

## 12. SUPERINTENDENT ITEMS

### 12.1 New Hires

- A. Approve 185 day contract for Amy Klepcyk-Gorski as English Instructor at Class 4 Step 10 for the 2016/17 school year, effective 8/2/2016, pending receipt of all required paperwork, and receipt of a Master's Degree in English prior to 12/31/2022.
- B. Approve 185 day contract for Hope Cowoski as Intervention Specialist in Hospitality Program at Class 4 Step 2 for the 2016/17 school year, effective 8/2/2016, pending receipt of all required paperwork.
- C. Approve 2 year, 200 day contract for William Bussey as Adult Operations Director at Class Director Step 10 for the 2016/17 school year, effective 7/1/2016 pending receipt of all required paperwork.
- D. Approve Laura Geil for hire as ABLE Instructor on an as needed basis, effective 4/22/16 through 6/30/2016 at the rate of \$22.00 per hour, pending receipt of all required paperwork.
- E. Approve 185 day contract for Allison Cox as Guidance Counselor at Class 7 Step 10 for the 2016/17 school year, effective 8/2/2016, pending receipt of all required paperwork.
- F. Approve Cassandra Shaffer for hire as a Law Enforcement Instructor at a rate of \$25.00 per hour on an as needed basis, effective 4/1/2016 through 6/30/2016, pending receipt of all required paperwork.

### 12.2 Personnel

- A. Approve stipends to the following staff members for attending Summer 2016 Workshops at University of Findlay for dual credit requirements:  

Greg Carpenter	\$250.00	Sherry Forster	\$250.00
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- B. Approve \$500.00 stipend for each certified staff member who successfully completes the requirements of the Project Based Learning (PBL) workshop and the monthly meetings, and incorporates the PBL into their instruction, throughout the 2016/17 SY.
- C. Approve \$600.00 stipend for each 2016/17 SY academic instructor who successfully completes, in coordination with their academic content team, an aligned scope and sequence and curriculum development for their respective academic content area. To be completed no later than 6/15/2016.
- D. Approve up to \$2500.00 stipend for each of the academic team leaders who successfully completes facilitation with cross-curricular academic teams to advance blended learning strategies and flexible learning spaces, throughout the 2016/17 SY.
- E. Approve a \$600.00 stipend for each 2016/17 SY academic instructor who is not a team leader and who successfully participates on a cross-curricular academic team to develop and implement a plan to advance blended learning strategies and flexible learning spaces, throughout the 2016/17 SY.
- F. Approve Kamal Vilkhur for hire as Adult Education Dental Assisting Coordinator on an as needed basis, effective 3/28/2016 through 6/30/2016, at a rate of \$26.00 per hour, pending receipt of all required paperwork.

### 12.3 Contracted Services

- A. Approve agreement with Accent Communications Services, Inc. for SIP trunk voice telephone services effective 7/1/2016 through 6/30/2019. [Exhibit C](#)
- B. Approve the contract with Delhi Landscaping, Inc. for 2016 mowing services for 28 scheduled mowings not to exceed \$12,880.00 [Exhibit D](#)
- C. Approve the contract with Scotts Lawn Service to provide lawn fertilizer and weed control service for 2016 at South Campus for \$1,425.00 and North Campus for \$1,575.00 [Exhibit E](#)
- D. Approve the Memorandum of Understanding between DACC/ABLE and the Vineyard Community Center to provide onsite ABLE and ESOL classes from 7/1/2016 through 6/30/2017. [Exhibit F](#)
- E. Approve the Memorandum of Understanding between DACC/ABLE and the Delaware County District Library to provide onsite ESOL classes from 7/1/2016 through 6/30/2017. [Exhibit G](#)



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- F. Approve the Memorandum of Understanding between DACC/ABLE and the Delaware County Jail to provide onsite ABLE classes from 7/1/2016 through 6/30/2017. [Exhibit H](#)

### 12.4 Other

- A. Approve the District Calendar for school year 2016/17. [Exhibit I](#)
- B. Approve North and South Campus student instructional fees for the 2016/17 school year. [Exhibit J](#)
- C. Approve \$2,338.00 to be paid to the Delaware County Sheriff's Office to support a county drug liaison position, effective 6/1/2016 through 12/31/2016.
- D. Approve overnight travel for Jeff Stimmell, Alex Zimmer and up to 15 DACC/BV and BW Agricultural Science students to attend an FFA Officer Retreat in Logan, OH June 6-8, 2016 at no cost to the board.
- E. Approve out of state travel for Jan Jones to chaperone the BWMS Washington DC trip May 23-26, 2016 at no cost to the board.
- F. Approve overnight travel for Mary Beth Freeman to attend the OACTS summer conference in Granville, OH on June 20-22, 2016.
- G. Approve out of state travel for William Bussey to attend the National Council of Local Administrators Board strategic planning meeting in Oklahoma City, OK on June 29-July 1, 2016 at a cost not to exceed \$1,100.00
- H. Approve out of state travel for William Bussey to attend the National Council of Local Administrators Best Practices in Tampa, FL on September 28-30, 2016 at a cost not to exceed \$ 900.00

(16-042) E. Bischoff moved and T. Kaelber seconded to approve Superintendent items. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. Kaelber	T. BACKUS	E. BISCHOFF	J. HILDRETH

### 13. REMOVAL OF REQUIREMENT TO HIRE AN OWNER'S REPRESENTATIVE

WHEREAS, there is duplication in the responsibilities of an owner's representative and the scope of services as defined by the construction manager at risk process; and

WHEREAS, the Director of Operations has an extensive background in facilities management; and

WHEREAS, Administrators actively participate in meetings with the architect and the construction manager at risk;

NOW, THEREFORE, BE IT RESOLVED by the Delaware Area Career Center Board of Education that:

1. An owner's representative, as approved on March 19, 2015 resolution #15-034, shall no longer be required to serve as a liaison between the district, and the contractor and design professional; and
2. The superintendent is authorized to select, on an as needed basis, an experienced and available individual or company to provide advice in limited areas of the construction project such as but not limited to, the review of the Guarantee Maximum Price Proposal (GMP).

(16-043) J. Hildreth moved and T. Backus seconded to approve removal resolution. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. Kaelber	T. BACKUS	E. BISCHOFF	J. HILDRETH

### 14. APPROVING SCHEMATIC DESIGN STAGE SUBMISSION FOR THE SOUTH CAMPUS CONSOLIDATION PROJECT

The Superintendent recommends approval of the schematic design stage submission for the Delaware Area Career Center Consolidation Project.

WHEREAS, SHP Leading Design, the Board's Architect, after meeting with DACC staff and administrators, prepared the schematic design phase drawings and specifications for the consolidation of facilities and programs on the South Campus, with new construction and expansion of existing facilities (Project), and Elford, the Construction Manager at Risk for the Project (Construction Manager), reviewed the documents prepared by the Architect, and provided comments on the documents, which SHP has reviewed and considered in preparing the schematic design phase documents; and



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WHEREAS, The Architect assembled the schematic design phase documents for the Project, which include the drawings, specifications and other required documents and reflect comments from the Construction Manager and District administrators and others to meet the vision for the Project; and

WHEREAS, The Board wishes to approve the schematic design phase documents for the Project and to authorize the Architect and Construction Manager to proceed with the design development stage documents for the Project;

NOW, THEREFORE, BE IT RESOLVED:

1. The schematic design phase documents prepared for the Project are approved.
2. The Board authorizes the Architect and Construction Manager to continue with the preparation of the design development stage documents for the Project.

(16-044) E. Bischoff moved and T. Kaelber seconded to approve schematic design submission. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. Kaelber	T. BACKUS	E. BISCHOFF	J. HILDRETH

15. MOTION TO GO INTO EXECUTIVE SESSION

I move to go into executive session pursuant to Ohio Revised Code Section 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.

(16-045) T. Backus moved and E. Bischoff seconded to enter into executive session at 6:56 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. Kaelber	T. BACKUS	E. BISCHOFF	J. HILDRETH

The board reentered open session at 7:40 p.m.

16. Approve a three day unpaid suspension for Terry Henry effective March 21 through March 23, 2016.

(16-046) E. Bischoff moved and T. Kaelber seconded to approve suspension. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. Kaelber	T. BACKUS	E. BISCHOFF	J. HILDRETH

17. ADJOURNMENT: 7:41 P.M.

(16-047) T. Kaelber moved and J. Hildreth seconded that the Delaware Area Career Center Board of Education Regular Meeting be adjourned at 7:41 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. Kaelber	T. BACKUS	E. BISCHOFF	J. HILDRETH

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TREASURER

BOARD PRESIDENT