



# MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION  
REGULAR MEETING - APRIL 19, 2018 (6:30 P.M.)  
DELAWARE AREA CAREER CENTER NORTH CAMPUS - BOARD ROOM

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

X J. WAGNER FEASEL      T. BACKUS      X E. BISCHOFF      X J. HILDRETH      X T. KAELBER

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE APRIL 19, 2018 REGULAR MEETING AS PRESENTED (18-035) J. Hildreth moved and E. Bischoff seconded to approve agenda including the Addendum. Motion carried.

yes J. WAGNER FEASEL      T. BACKUS      yes E. BISCHOFF      yes J. HILDRETH      yes T. KAELBER

4. INTRODUCTION OF GUESTS

5. PUBLIC PARTICIPATION

6. BOARD PRESIDENT'S REPORT

7. BOARD MEMBERS' REPORTS

8. TREASURER'S REPORT

9. SUPERINTENDENT'S REPORT

- College Credit Plus & Personalized Learning Plans Ryan Eldridge & Britany Friece
- Construction Update Elford
- Public Safety Update Tom Marchetti & Tim Stainer

10. OLD BUSINESS

11. TREASURER ITEMS

11.1 Approve Minutes of the March 14, 2018 Regular Meeting. [Exhibit A](#)

11.2 Business and Reports at the Recommendation of the Treasurer:

A. Approve Fiscal Reports for April 2018, with expenditures totaling \$4,328,388.20 [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 1/1/2019 through 12/31/2019. [Exhibit C](#)

D. Approve the transfer of \$16,000,000.00 from the General Fund to the following:

| <u>FUND</u> | <u>FUND DESCRIPTION</u> | <u>AMOUNT</u>   |
|-------------|-------------------------|-----------------|
| 003-0000    | Permanent Improvement   | \$16,000,000.00 |

E. Approve the following changes in the Original Appropriations for the 2018 Fiscal Year in the amount of \$1,007,618.75:

| <u>FUND</u> | <u>FUND DESCRIPTION</u>  | <u>AMOUNT</u>  |
|-------------|--------------------------|----------------|
| 001-0000    | General Fund             | \$1,000,000.00 |
| 011-0000    | Rotary-Special Services  | \$1,000.00     |
| 200-000     | Student Managed Activity | \$6,618.75     |

(18-036) T. Kaelber moved and E. Bischoff seconded to approve Treasurer items. Motion carried.

yes J. WAGNER FEASEL      T. BACKUS      yes E. BISCHOFF      yes J. HILDRETH      yes T. KAELBER

MISSION: The Delaware Area Career Center, in partnership with community, is an innovative model for developing lifelong learners, quality leaders, and critical thinkers for the dynamic and global environment.

12. SUPERINTENDENT ITEMS

12.1 New Hires

- A. Approve 1 year limited part-time, as needed contract for Robert Boggs for hire as Equine Science Aide, at Class Office Personnel 1 Step 10, effective 3/26/2018 through 6/30/2018, pending receipt of all required paperwork.
- B. Approve Jerimiah Horner as substitute cook and substitute custodian, effective 4/19/2018 through 06/30/2018 on an as-needed basis, pending receipt of all required paperwork.

12.2 Personnel

- A. Accept letter of resignation from Jay Louks as Fire Services Training Instructor, effective 6/30/2018.
- B. Accept letter of resignation from Richard Richardson as Adult Education EMT Program Coordinator, effective 4/28/2018.
- C. Accept letter of resignation from Hope Cowoski as Intervention Specialist-Hospitality Program Instructor, effective 6/30/2018.

(18-037) J. Hildreth moved and T. Kaelber seconded to approve Superintendent items.

Motion carried.

|                  |           |             |             |             |
|------------------|-----------|-------------|-------------|-------------|
| <u>yes</u>       | _____     | <u>yes</u>  | <u>yes</u>  | <u>yes</u>  |
| J. WAGNER FEASEL | T. BACKUS | E. BISCHOFF | J. HILDRETH | T. KAELEBER |

12.3 Contracted Services

- A. Approve META Solutions Master Service Agreement including Schedule 1 and Schedule 2 Summary of Costs, effective 07/01/2018 through 6/30/2019. [Exhibit D](#)
- B. Approve Motorcycle Training Grant Agreement between Ohio Department of Public Safety Motorcycle Ohio Program and DACC Adult Education, effective 7/1/2018 through 6/30/2019 in the amount of \$ 81,417.56 [Exhibit E](#)
- C. Approve the Adult Education Student in DACC High School Program agreement for Jacob Hennell to attend Fire Service Training Level II from 8/20/2018 through the end of the 2018/19 SY. [Exhibit F](#)
- D. Approve the Adult Education Student in DACC High School Program agreement for Cali Nottingham to attend Automotive Technology Level II from 8/20/2018 through the end of the 2018/19 SY. [Exhibit G](#)

(18-038) E. Bischoff moved and J. Hildreth seconded to approve Superintendent items.

Motion carried.

|                  |           |             |             |             |
|------------------|-----------|-------------|-------------|-------------|
| <u>yes</u>       | _____     | <u>yes</u>  | <u>yes</u>  | <u>yes</u>  |
| J. WAGNER FEASEL | T. BACKUS | E. BISCHOFF | J. HILDRETH | T. KAELEBER |

12.4 Other

- A. Approve North and South Campus student instructional fees for the 2018/19 school year. [Exhibit H](#)
- B. Approve construction Change Order Proposal Request No. 005 describing credit for unsuitable soils allowance reduction. [Exhibit I](#)
- C. Approve Construction Change Order No. 019 describing the changes due to corridor added between Cosmetology lab and Classroom 310. [Exhibit J](#)
- D. Approve out-of-state travel for Alicia Mowry to attend the National School Public Relations Assoc. conference in Anaheim, CA, July 15-19, 2018 at a cost not to exceed \$4,000.00
- E. Accept donation of 16 lawn mowers from Strader's Garden Center to the Power Sports & Diesel Tech lab. Owner determined value to be \$720.00
- F. Accept donation of three sets of used fire gear from Mark Lewis to the Fire Service Training lab. Owner determined value to be \$3,000.00
- G. Accept donation of 2000 Chevy Astro LS from Emma Mirles to the Auto Collision Tech lab. Owner determined value to be \$3,600.00
- H. Accept donation of 2006 PT Cruiser from Allan Secrest to the Auto Tech lab. Owner determined value to be \$2,500.00



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- I. Accept donation of a brake lathe from Ian Andrews to the Auto Tech lab. Owner determined value to be \$2,000.00
- J. Ratify the appointment of Katie Clifford as the Board's hearing officer for an expulsion appeal.

(18-039) T. Kaelber moved and J. Hildreth seconded to approve Superintendent items.

Motion carried.

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

### 13. ADOPTION OF NEW AND REVISED JOB DESCRIPTIONS

- 13.1 Approve changes to EMERGENCY MEDICAL SERVICES (EMS) COORDINATOR, File 317 [Exhibit K](#)
- 13.2 Approve changes to FIRE COORDINATOR, File 319 [Exhibit L](#)
- 13.3 Approve new PUBLIC SAFETY COORDINATOR, File 321 [Exhibit M](#)
- 13.4 Approve changes to CAFETERIA MANAGER, File 461 [Exhibit N](#)
- 13.5 Approve changes to COOK, File 462 [Exhibit O](#)
- 13.6 Approve new HEAD COOK, File 463 [Exhibit P](#)

(18-040) E. Bischoff moved and J. Hildreth seconded to approve job descriptions. Motion carried.

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

### 14. ADMINISTRATOR A AND B CONTRACTS

Amend the employment contract benefits for all administrators (A and B) as listed in paragraphs 3 through 9 of the Administrator Contract (Retirement Contributions, Insurance, Severance, Sick Leave, Holidays, Paid Leave and Vacations) to be provided in accordance with the Administrator A and B Benefits Schedule, as adopted by the Board on March 14, 2018, and not the Negotiated Agreement.

(18-041) T. Kaelber moved and J. Hildreth seconded to amend contracts. Motion carried.

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

### 15. APPROVE MOU

Approve the Memorandum of Understanding (MOU), between The Delaware Area Career Center Board of Education (the "Board"), and the Delaware Area Career Center Education Association (the "Association"), as presented to the Board, for the purpose of providing a four-day work week during the summer of 2018. This MOU amends section 1405 and 1102.7 of the negotiated agreement. Approval is pending an affirmative vote from the Association. [Exhibit Q](#)

(18-042) J. Hildreth moved and T. Kaelber seconded to approve MOU. Motion carried.

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

### 16. ADMIN A AND B SUMMER HOURS

Approve summer hours for administrators, as presented to the Board, for the purpose of providing a four-day work week during the summer of 2018. [Exhibit R](#)

(18-043) E. Bischoff moved and T. Kaelber seconded to approve summer hours. Motion carried.

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



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## 17. REDUCTION IN FORCE

Approve suspension of the following contract, effective 6/30/2018, as a reduction in force due to decline in enrollment, and financial reasons:

Jocelyn Gideon Business Management Instructor (DHHS)

(18-044) J. Hildreth moved and T. Kaelber seconded to approve RIF. Motion carried.

|                  |            |             |             |            |
|------------------|------------|-------------|-------------|------------|
| <u>yes</u>       | <u>yes</u> | <u>yes</u>  | <u>yes</u>  | <u>yes</u> |
| J. WAGNER FEASEL | T. BACKUS  | E. BISCHOFF | J. HILDRETH | T. KAELBER |

## 18. 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; or matters required to be kept confidential by federal law or regulations or state statutes.

(18-045) J. Wagner Feasel moved and T. Kaelber seconded to enter into executive session at 7:28 p.m. Motion carried.

|                  |            |             |             |            |
|------------------|------------|-------------|-------------|------------|
| <u>yes</u>       | <u>yes</u> | <u>yes</u>  | <u>yes</u>  | <u>yes</u> |
| J. WAGNER FEASEL | T. BACKUS  | E. BISCHOFF | J. HILDRETH | T. KAELBER |

The board reentered open session at 8:04 p.m.

## 19. Non-Renewal

Approve the non-renewal of contract for Ariana Scott, Cafeteria Manager, effective 6/30/2018.

(18-046) E. Bischoff moved and J. Hildreth seconded to approve non-renewal. Motion carried.

|                  |            |             |             |            |
|------------------|------------|-------------|-------------|------------|
| <u>yes</u>       | <u>yes</u> | <u>yes</u>  | <u>yes</u>  | <u>yes</u> |
| J. WAGNER FEASEL | T. BACKUS  | E. BISCHOFF | J. HILDRETH | T. KAELBER |

## 20. Expulsion

Accept the Report and Recommendation of the Hearing Officer, related to the expulsion of a student, as presented.

(18-047) T. Kaelber moved and J. Hildreth seconded to accept report. Motion carried.

|                  |            |             |             |            |
|------------------|------------|-------------|-------------|------------|
| <u>yes</u>       | <u>yes</u> | <u>yes</u>  | <u>yes</u>  | <u>yes</u> |
| J. WAGNER FEASEL | T. BACKUS  | E. BISCHOFF | J. HILDRETH | T. KAELBER |

## 21. ADJOURNMENT: 8:04 P.M.

(18-048) E. Bischoff moved and T. Kaelber seconded that the Delaware Area Career Center Board of Education Regular Meeting be adjourned at 8:04 p.m. Motion carried

|                  |            |             |             |            |
|------------------|------------|-------------|-------------|------------|
| <u>yes</u>       | <u>yes</u> | <u>yes</u>  | <u>yes</u>  | <u>yes</u> |
| J. WAGNER FEASEL | T. BACKUS  | E. BISCHOFF | J. HILDRETH | T. KAELBER |

TREASURER

BOARD PRESIDENT