



# MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION  
REGULAR MEETING – SEPTEMBER 20, 2018 (6:00 P.M.)  
DELAWARE AREA CAREER CENTER SOUTH CAMPUS - BOARDROOM

1. CALL TO ORDER: 6:00 P.M.

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

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE SEPTEMBER 20, 2018 REGULAR MEETING AS PRESENTED (18-090) E. Bischoff moved and T. Kaelber seconded to approve agenda with the addendum and updated Appropriations Report. Motion carried.

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

4. INTRODUCTION OF GUESTS

Mr. Hildreth arrived at 6:02 P.M.

5. PUBLIC PARTICIPATION

6. BOARD PRESIDENT’S REPORT

7. BOARD MEMBERS’ REPORTS

8. TREASURER’S REPORT

9. SUPERINTENDENT’S REPORT

- Construction Update      Elford
- Behavioral Health Professional Update      Soliday & Hill
- Report Card Update      Freeman

10. OLD BUSINESS

10.1 Amend Board Resolution #18-077 (7/26/18 – 13.1.A) to reflect the following changes: *Approve one year, 188 day contract for Brittany Ha# Stone as Head Cook at Class Food Service ~~Step 4~~ Step 5 with an additional \$0.25 per hour, effective 8/2/2018, pending receipt of all required paperwork.*

(18-091) T. Backus moved and E. Bischoff seconded to approve old business. Motion carried.

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

11. TREASURER ITEMS

11.1 Approve Minutes of the August 16, 2018 Regular Meeting. [Exhibit A](#)

11.2 Business and Reports at the Recommendation of the Treasurer:

A. Approve Fiscal Reports for August 2018, with expenditures totaling \$4,599,194.44 [Exhibit B](#)

B. Approve the Original Appropriations for the 2019 Fiscal Year:

<u>NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
001	GENERAL	\$20,328,727.63
003	PERMANENT IMPROVEMENT	\$2,549,674.22
004	BUILDING	\$75,000.00
006	FOOD SERVICE	\$357,579.33
007	SPECIAL TRUST	\$6,804.18
009	UNIFORM SCHOOL SUPPLIES	\$197,403.56
011	ROTARY-SPECIAL SERVICES	\$191,195.52

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.

012	ADULT EDUCATION	\$596,293.59
018	PUBLIC SCHOOL SUPPORT	\$14,453.63
022	DISTRICT AGENCY	\$577,412.79
023	SELF-INSURANCE FUND	\$9,411.08
024	EMPLOYEE BENEFITS SELF INS.	\$1,855,415.00
200	STUDENT MANAGED ACTIVITY	\$73,156.01
414	ADULT HIGH SCHOOL	\$220,229.00
451	DATA COMMUNICATION FUND	\$3,600.00
461	VOCATIONAL EDUC.	\$8,231.39
499	MISCELLANEOUS STATE	\$2,000.00
501	ADULT BASIC EDUCATION	\$483,427.92
524	VOC ED: CARL D. PERKINS -	\$445,300.62
599	MISCELLANEOUS FED. GRANT	\$88,655.59
<b>GRAND TOTAL:</b>		<b>\$28,083,971.06</b>

- C. Approve disposal of inventoried assets as presented. (Treasurer will have copy of disposal requests at the meeting.)
- D. Approve renewal document establishing medical rates for self-insurance program with Aetna and the Delaware Area Career Center. [Exhibit C](#)
- E. Approve revised 403(b) plan for the Delaware Area Career Center. [Exhibit D](#)

(18-092) J. Hildreth moved and T. Kaelber seconded to approve Treasurer items. Motion carried.

<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

12. SUPERINTENDENT ITEMS

12.1 New Hires

- A. Approve Charles Doan for hire as the long-term substitute Law Enforcement Instructor on an as needed basis, effective 8/29/2018 at a rate of \$213.50 per day.
- B. Approve Julie Beachy as a part-time ABLE (Aspire) Instructor, at the rate of \$24.00 per hour, effective 9/1/2018 through 6/30/2019, pending receipt of all required paperwork.
- C. Approve Megan Arrington as a part-time ABLE (Aspire) Administrative Assistant, at the rate of \$20.00 per hour, not to exceed an average of 8 hours per week, effective 8/22/2018 through 6/30/2019, pending receipt of all required paperwork.
- D. Approve Dorothy Jerzy as ABLE (Aspire) Instructor, at the rate of \$24.00 per hour, effective 8/1/2018 through 6/30/2019, pending receipt of all required paperwork.
- E. Approve Damon Roberts as Adult Education Instructor for Ohio Basic Peace Office Training Academy at a rate of \$25.00 per hour, on an as needed basis, effective 9/20/2018 through 6/30/2019, pending receipt of all required paperwork.

12.2 Personnel

- A. Accept the letter of resignation from Jeff Lucas as Power Sports and Diesel Technology Instructor for the purpose of retirement, effective at the end of the 2018/19 school year.
- B. Accept the letter of resignation from Randy Moore as Networking Instructor for the purpose of retirement, effective at the end of the 2018/19 school year.
- C. Reassign Bryan Patrick as Maintenance Worker effective 8/14/2018, pending receipt of Universal Refrigeration Handling Certification by 9/1/2019.
- D. Approve extended time to the following for the 2018/2019 school year, effective 7/1/2018:

<u>Name</u>	<u>Hours</u>	<u>Purpose</u>
Jones, Jan	14	For business/project alignment
Kessler, Jennifer	190	Equine Care

- E. Approve Amy Klepcyk-Gorski for reclassification to Class 5 Step 12 based on additional course work, effective 8/20/2018.
- F. Approve Grace Hammond for reclassification to Class 6 Step 10 based on additional course work, effective 8/21/2018.
- G. Approve Emily Hardy for reclassification to Class 4 Step 4 based upon earning a Master's degree, effective 8/31/2018.

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- H. Approve the following Fire Instructors as EMT Proctors for Emergency Medical Technician training at a rate of \$25.00 per hour, on an as needed basis, effective 8/1/2018 through 6/30/2019.

Anderson, William	Baker, Caleb	Barney, Ian	Bartnikowski, Andrew
Benjamin, Scott	Coletta, John	DuBeck, Paul	Dudley, Travis
Feldman, Timothy	Fowler, Jeffrey		Heckel, Ryan
Hunt, Kristen	Kerns, Austin	Koslow, Stephen	Lewis, Wesley
McKeen, Michael	Michaels, Shane	Morales, Andrew	Nelson, Thomas
Nicodemus, Chad	Prantl, Gregory	Rosenberger, David	Sancin, James
Scarbury, Matt	Singleton, Jason	Stainer, Timothy	Stein, Steven
Strohl, Timothy	Thrash, Richard	Tomlin, Philip	Williamson, David

12.3 Contracted Services

- A. Approve the boarding contract for the Equine Science Program for the 2018/19 school year. [Exhibit E](#)
- B. Approve Memorandum of Agreement between the Delaware Area Career Center Board of Education and the Buckeye Valley Board of Education regarding the reimbursement for work performed at the Buckeye Valley Farm for the 2018-2019 school year. [Exhibit F](#)
- C. Approve agreement with Anita Parker-Light to recruit and prepare for the new Medical Assisting Program, at a rate of \$25.00 per hour not to exceed 90 hours, on an as needed basis, effective 10/1/2018 through 6/30/2019. [Exhibit V](#)

12.4 Other

- A. Approve construction AIA G701 Change Order Request No. 30 for increases due to removal of mold in Law and Health Tech areas. [Exhibit G](#)
- B. Approve construction AIA G701 Change Order Request No. 31 for increases due to code required storm piping revisions. [Exhibit H](#)
- C. Approve construction AIA G701 Change Order Request No. 32 for increases due to Route 23 roadway modifications. [Exhibit I](#)
- D. Approve Dr. Loren Leidheiser as Medical Director for the Emergency Medical Technician and Firefighting I & II programs, effective 9/1/2018 through 6/30/2018 at no cost to the Board.
- E. Approve the 2018/2019 Advisory Committee Members. [Exhibit J](#)
- F. Approve out-of-state travel for Tom Marchetti to attend Council on Occupational Education (COE) annual meeting in Jacksonville, Florida, from November 6-9, 2018, at a cost not to exceed \$2,000.00
- G. Approve overnight travel for Jeff Stimmell and Alex Zimmer and up to 20 DACC Ag students to attend the Ohio FFA Greenhand Camp in Carrollton, OH September 30 through October 2, 2018, at a cost not to exceed \$100.00
- H. Approve out-of-state travel for Jeff Stimmell and Alex Zimmer and up to 5 DACC students to attend the National FFA Convention in Indianapolis, IN., October 23 - 27, 2018 at a cost not to exceed \$1,500.00 for staff and \$4,000.00 for students attending.
- I. Approve out-of-state travel for Jennifer Kessler and Gary Kessler and up to 13 DACC students to attend the National FFA Convention in Indianapolis, IN., October 23-26, 2018 at a cost not to exceed \$1,500.00 for staff and \$8,000.00 for students attending.
- J. Accept donation of a 2013 Ford Escape from Thomas Trgovac to the Automotive Tech lab. Owner determined value to be \$4,000.00
- K. Accept donation of mowers, tiller, and power washer from Mike Neal to the Power Sports & Diesel lab. Owner determined value to be \$100.00

(18-093) T. Kaelber moved and E. Bischoff seconded to approve Superintendent items.

Motion carried.

<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

13. ADOPTION OF NEW AND REVISED BOARD POLICIES

- 13.1 Approve INVENTORIES, File DID [Exhibit K](#)
- 13.2 Approve KEY & BUILDING SECURITY POLICY, File ECA, ECA-R-1, ECA-R-2 [Exhibit L](#)
- 13.3 Approve STAFF-STUDENT RELATIONS, File GBH/JM [Exhibit M](#)
- 13.4 Approve PART-TIME AND SUBSTITUTE CERTIFICATED STAFF EMPLOYMENT, File GCE [Exhibit N](#)
- 13.5 Approve REMEDIAL INSTRUCTION, File IGBE [Exhibit O](#)
- 13.6 Approve COLLEGE CREDIT PLUS, File IGCH/LEC [Exhibit P](#)
- 13.7 Approve COCURRICULAR AND EXTRACURRICULAR ACTIVITIES, File IGD [Exhibit Q](#)
- 13.8 Approve TEXTBOOK SELECTION AND ADOPTION, File IIAA [Exhibit R](#)
- 13.9 Approve SCHOOL VOLUNTEERS, File IICC, IICC-R, IICC-E [Exhibit S](#)
- 13.10 Approve STUDENT SAFETY, File JHF [Exhibit T](#)
- 13.11 Approve REPORTING CHILD ABUSE, File JHG [Exhibit U](#)

(18-094) T. Backus moved and T. Kaelber seconded to approve policies. Motion carried.

<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELEBER

14. UPDATED DISTRICT GOALS

WHEREAS, The Delaware Area Career Center promotes innovation to support its mission of developing lifelong learners, quality leaders, and critical thinkers for a dynamic and global environment; and  
 Whereas, The Delaware Area Career Center values assisting students and workers with transition into the workplace; and  
 Whereas, The Delaware Area Career Center values a highly qualified staff; and  
 Whereas, The Delaware Area Career Center values good work ethic, professionalism and the opportunity to model both; and  
 Whereas, The Delaware Area Career Center values open, honest and clear communication; and  
 Whereas, The Delaware Area Career Center values a safe and nurturing environment for students; and  
 Whereas, The Delaware Area Career Center values the acquisition, use and maintenance of the most current technology.  
 THEREFORE BE IT RESOLVED that the Delaware Area Career Center Board of Education supports the updated district goals to:  
 (1) Provide an all-inclusive environment that develops the whole child to think coherently, creatively, collaboratively and technologically, (2) Retain quality staff by supporting cross-district teamwork and the growth of professional skills through relevant and quality PD for all staff, (3) Provide up to date, and safe and secure resources to complement student learning, and (4) Expand the data collection system for the purpose of district decision making.

(18-095) J. Hildreth moved and T. Backus seconded to approve district goals. Motion carried.

<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELEBER

15. AUTHORIZING THE CONTRIBUTION OF FUNDS FOR THE ROUTE 23/GLENN ROAD INTERSECTION IMPROVEMENTS PROJECT [Exhibit W](#)

The Superintendent requests authority to negotiate and execute an agreement with the City of Delaware for the Board to contribute funds to the City of Delaware for the construction of intersection improvements near the Delaware Area Career Center.  
 Rationale:

1. The City of Delaware is planning to undertake an intersection improvement project know as Route 23/Glenn Road Intersection Improvements Project (the “Project”) if the City of Delaware can secure funding for the Project; and, the City of Delaware is requesting that the Delaware Area Career Center contribute funds towards the Project.
2. The Project will provide signalization at the intersection of Route 23 and Glenn Road in the vicinity of the Delaware Area Career Center for the safety of the traveling public, including students and staff of the Delaware Area Career Center.
3. The cost of the improvements is estimated to be \$200,000.00 and may exceed this cost after bidding and modifications that may occur during construction.
4. To facilitate the Project for the safety of students and staff, the Superintendent recommends contributing funds towards the Project in an amount not-to-exceed \$100,000.00 as a necessary provision for schools under the control of the Board.

