



MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION
REGULAR MEETING - OCTOBER 18, 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 X T. BACKUS X E. BISCHOFF X J. HILDRETH X T. KAELBER

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE OCTOBER 18, 2018 REGULAR MEETING AS PRESENTED (18-099) J. Hildreth motioned and E. Bischoff seconded to approve the agenda and addendum with amendments. Motion carried.

yes J. WAGNER FEASEL yes 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

- Construction Update Elford

10. OLD BUSINESS

10.1 Amend Board Resolution #18-093 (9/20/18 - 12.4.H) to reflect the following changes: *Approve out-of-state travel for Jeff Stimmell and Alex Zimmer, up to \$ 40 DACC students, and volunteer chaperones Becky Wigal and Bonnie Baldner, 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 five national student competitors attending.*

(18-100) E. Bischoff moved and T. Kaelber seconded to approve old business. Motion carried.

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

11. TREASURER ITEMS

11.1 Approve Minutes of the September 20, 2018 Regular Meeting. [Exhibit A](#)

11.2 Business and Reports at the Recommendation of the Treasurer:

- A. Approve Fiscal Reports for September 2018, with expenditures totaling \$3,426,086.36 [Exhibit B](#)
- B. Approve disposal of inventoried assets as presented. (Treasurer will have copy of disposal requests at the meeting.)
- C. Approve the 5-year Forecast as presented. [Exhibit C](#)
- D. Approve the transfer of \$135,000.00 from the General Fund to the following:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
006-0000	Lunchroom Fund	\$125,000.00
011-9019	ECE - Rotary	\$10,000.00
TOTAL:		\$135,000.00



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E. Approve the following changes in the Original Appropriations for the 2019 Fiscal Year:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
200	Student Managed Activity	\$12,867.75

(18-101) T. Backus moved and J. Hildreth seconded to approve Treasurer items. 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

12. SUPERINTENDENT ITEMS

12.1 New Hires

- A. Approve Douglas Andres as Adult Education Welding Instructor at a rate of \$25.00 per hour, on an as needed basis, effective 10/18/18 through 6/30/19, pending receipt of all required documentation.
- B. Approve Michael Taylor 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 9/24/18 through 6/30/19, pending receipt of all required documentation.
- C. Approve David Hawkins as Adult Education Firefighting Lead Instructor at a rate of \$25.00 per hour, and Firefighting Lead Assistant Instructor at a rate of \$20.00 per, on an as needed basis, effective 10/18/2018 through 6/30/2019, pending receipt of all required documentation.
- D. Approve the following Adult Education Coordinators on an as needed basis, effective 10/22/2018 through 6/30/2019, pending receipt of all required paperwork:

<u>Name</u>	<u>Program</u>	<u>Per Hour</u>	<u>Hours</u>
DeMent, Brad	Welding Coordinator	\$26.00	As Needed
Meider, Teri	Customized Office Skills Training Coordinator	\$26.00	As Needed

12.2 Personnel

- A. Accept letter of resignation from Brittany Stone, as Head Cook, effective 9/28/2018.
- B. Approve Ryan Mitchell for reclassification to Class 3 Step 5 based on additional course work, effective 10/2/2018.

12.3 Contracted Services

- A. Authorize the Superintendent to execute a Master Supply Agreement, to provide natural gas, between the Delaware Area Career Center and the lowest responsible bidder, as prepared by META Solutions, reflecting the results of a public and competitive RFP process.
- B. Approve the MOU between DACC/Aspire, Opportunities for Ohioans with Disabilities (OOD) and the Ohio School for the Deaf (OSD), to serve as the fiscal agent for an instructional costs not to exceed \$22,000, effective 11/1/2018 through 6/30/2019. [Exhibit D](#)

12.4 Other

- A. Approve overnight trip for Nick Steffen to attend the Parker Hydraulics IHT Certification Training in Elyria, OH December 3-7, 2018 at a cost not to exceed \$700.00
- B. Approve overnight trip for Gary Kessler and up to nine DACC students to attend the Ohio High School Landscape Olympics in Wooster, OH, November 1-2, 2018 at a cost not to exceed \$500.00 for all students and \$150.00 for staff attending.
- C. Accept donation of 2007 Chevrolet Silverado from Bryan Deitrick to the Automotive Tech lab. Owner determined value to be \$15,000.00
- D. Accept donation of two wheelchairs from Hiram Masonic Lodge #18 to the Engineering Tech lab. Owner determined to be Scrap Value.

(18-102) T. Kaelber moved and E. Bischoff 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. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER



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13. ADOPTION OF NEW JOB DESCRIPTION

13.1 Approve ADULT EDUCATION WELDING COORDINATOR, File 322 [Exhibit E](#)

(18-103) T. Backus moved and E. Bischoff seconded to approve job description. 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

14. ADOPTION OF REVISED BOARD POLICIES

14.1 Approve BUDGET PLANNING, File DBD [Exhibit F](#)

14.2 Approve ADMINISTRATION OF FEDERAL GRANT FUNDS, File DECA [Exhibit G](#)

14.3 Approve PURCHASING, File DJ [Exhibit H](#)

14.4 Approve PETTY CASH ACCOUNTS, File DJB [Exhibit I](#)

14.5 Approve BIDDING REQUIREMENTS, File DJC [Exhibit J](#)

14.6 Approve PURCHASING PROCEDURES, File DJF and DJF-R [Exhibit K](#)

14.7 Approve CREDIT CARDS, File DJH [Exhibit L](#)

(18-104) J. Hildreth moved and T. Backus seconded to approve policies. 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

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; and 121.22 (G)(5) matters required to be kept confidential by federal law or regulations or state statutes.

(18-105) J. Wagner Feasel moved and J. Hildreth seconded to enter into executive session at 7:00 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 7:27 p.m.

16. ADJOURNMENT: 7:27 P.M.

(18-106) J. Hildreth moved and T. Kaelber seconded that the Delaware Area Career Center Board of Education Regular Meeting be adjourned at 7:27 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