



# MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION  
 REGULAR MEETING – JUNE 21, 2012 (6:30 P.M.)  
 DELAWARE AREA CAREER CENTER SOUTH CAMPUS – BOARD ROOM

	MOTION	SECOND	AYE	NAY	ABSTAIN	CARRIED	
J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	P P P A P						1. CALL TO ORDER 6:30 P.M.
							2. PLEDGE OF ALLEGIANCE
J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	X  A		X X X			X	3. ACCEPT AGENDA FOR JUNE 21, 2012 REGULAR MEETING AS PRESENTED TO THE BOARD (12-045)  DISCUSSION ROLL CALL
							4. INTRODUCTION OF GUESTS AND OTHER COMMENTS
							5. BOARD PRESIDENT'S REPORT
							6. BOARD MEMBERS' REPORTS
							7. TREASURER'S REPORT
							8. SUPERINTENDENT'S REPORT •
J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	X  A		X X X			X	9. MOTION TO GO INTO EXECUTIVE SESSION (12-046) 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.  DISCUSSION ROLL CALL  Enter: 7:30 P.M. Return: 7:45 P.M.
J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	X  A X		X X X			X	10. CONSENT AGENDA ITEMS (12-047) 10.1 Approval of Minutes from Previous Meetings: A. May 17, 2012 Regular Meeting  10.2 Business and Reports at the Recommendation of the Treasurer: A. Approve Fiscal Reports for May 2012, with expenditures totaling \$1,249,276.16 for all funds.

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- B. Approve disposal of inventoried assets as presented (Treasurer provided a copy of disposal requests at the meeting).
- C. Grant the Treasurer the right to advertise for bids on the “Classroom Improvements at the South Campus Facility” starting June 9, 2012 (estimated total cost of the project is \$80,000).
- D. Approve the Temporary Appropriations for the 2013 Fiscal Year:

<u>NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
001	General	\$ 13,098,434.58
002	Bond Retirement	\$ 16,666.67
003	Permanent Improvement	935,239.03
006	Food Service	200,851.20
007	Special Trust	3,804.18
009	Uniform School Supplies	92,710.00
011	Rotary – Special Services	250,049.19
012	Adult Education	1,317,054.12
018	Public School Support	13,000.00
022	District Agency	560,462.50
023	Self-Insurance Fund	10,000.00
414	Adult High School	73,000.08
451	Data Communication Fund	3,600.00
461	Vocational Education Enhancements	4,000.00
499	Miscellaneous State Grant Fund	2,000.00
501	Adult Basic Education	171,856.06
524	Voc. Ed.: Carl D. Perkins – 1984	343,995.76
590	Improving Teacher Quality	3,592.63
599	Miscellaneous Fed. Grant Fund	52,573.75

**GRAND TOTAL: \$ 17,152,889.75**

- E. Approve the Amended Appropriations for the 2012 Fiscal Year:

<u>NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
001	General	\$ 12,745,586.08
002	Bond Retirement	33,333.34
003	Permanent Improvement	1,618,300.40
006	Food Service	198,156.50
007	Special Trust	3,804.18
009	Uniform School Supplies	85,743.61
011	Rotary – Special Services	267,324.19
012	Adult Education	1,474,318.43
018	Public School Support	24,306.09
022	District Agency	647,209.33
023	Self-Insurance Fund	10,000.00
200	Student Managed Activity	75,037.97
414	Adult High School	84,898.28
432	Management Information System	431.48
451	Data Communication Fund	16,744.83
461	Vocational Education Enhancements	31,088.68
499	Miscellaneous State Grant Fund	2,000.00
501	Adult Basic Education	172,235.27

*(continued on next page)*

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						<p><b><u>Amended Appropriations for FY-2012</u></b> <i>(continued)</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>NUMBER</u></th> <th style="text-align: left;"><u>DESCRIPTION</u></th> <th style="text-align: right;"><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>524</td> <td>Voc. Ed.: Carl D. Perkins – 1984</td> <td style="text-align: right;">\$ 406,740.53</td> </tr> <tr> <td>590</td> <td>Improving Teacher Quality</td> <td style="text-align: right;">4,321.33</td> </tr> <tr> <td>599</td> <td>Miscellaneous Fed. Grant Fund</td> <td style="text-align: right;">100,479.32</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>GRAND TOTAL:</b></td> <td style="text-align: right;"><b>\$ 18,002,059.84</b></td> </tr> </tbody> </table> <p>F. At the recommendation of the Treasurer approve the necessary advances of funds to eliminate deficit balances at the end of fiscal year 2012. The list of advances will be supplied to the Board at the July Board meeting.</p> <p>DISCUSSION ROLL CALL</p>	<u>NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	524	Voc. Ed.: Carl D. Perkins – 1984	\$ 406,740.53	590	Improving Teacher Quality	4,321.33	599	Miscellaneous Fed. Grant Fund	100,479.32	<b>GRAND TOTAL:</b>		<b>\$ 18,002,059.84</b>
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J. WAGNER-FEASEL T. Kaelber T. BACKUS E. BISCHOFF P. LILLIE	A X	X X X X	X X X X	X	X	<p>11. OLD BUSINESS: <span style="float: right;"><i>(12-048)</i></span></p> <p>11.1 Amend Board Resolution #11-020(10.3.B.2) to include Lori Savage for a One-Year Classified contract as an Educational Aide, effective for FY-2012.</p> <p>11.2 Amend the following items related to Laura Cimini and her hire as Educational Aide:</p> <ul style="list-style-type: none"> <li>• Board Resolution #09-024(9.3.B.1) – Laura should be listed as receiving a Two-Year Classified contract.</li> <li>• Board Resolution #11-020(10.3.B.2) – Laura should be listed as receiving a Continuing Classified contract.</li> </ul> <p>DISCUSSION ROLL CALL</p>															
J. WAGNER-FEASEL T. Kaelber T. BACKUS E. BISCHOFF P. LILLIE	A X	X X X X	X X X X	X	X	<p>12. NEW BUSINESS AT THE RECOMMENDATION OF THE SUPERINTENDENT: <span style="float: right;"><i>(12-049)</i></span></p> <p>12.1 New Hires</p> <p>A. Approve Dr. Scott Palmer for hire as Director of Adult Operations at Administrative Group A Director Step 1, effective 7/01/2012 (pending receipt of all required paperwork).</p> <p>B. Approve Ann Kanning for hire as Business Management Program Instructor at Class 4 Step 0, effective 8/02/2012 (pending receipt of all required paperwork).</p> <p>C. Approve Teresa Gellenbeck for hire as Business Management Program Instructor at Class 4 Step 8, effective 8/02/2012 (pending receipt of all required paperwork). Hire is also dependent on receipt of a Master’s Degree in Business prior to 12/31/2017.</p>															

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						<p>D. Approve Zin Min Jr. for hire as Career-Based Intervention Program Instructor at Class 1 Step 7, effective 8/02/2012 (pending receipt of all required paperwork).</p> <p>E. Approve Emily Cunningham for hire as Zoo School Program Instructor at Class 4 Step 8, effective 8/02/2012 (pending receipt of all required paperwork).</p> <p>F. Approve Courtney Dollinger for hire as Mathematics Instructor at Class 1 Step 0, effective 8/02/2012 (pending receipt of all required paperwork). Hire is also dependent on receipt of a Master’s Degree in Mathematics prior to 12/31/2017.</p> <p>G. Approve Chad Hackley Sr. for hire as Auto Collision Technology Instructor at Class 1 Step 1, effective 8/02/2012 (pending receipt of all required paperwork).</p> <p>H. Approve Richard Selcer for hire as ABLE/GED instructor on an as-needed basis, at the rate of \$22.00 per hour, effective 7/01/2012 (pending receipt of all required paperwork).</p> <p>I. Approve Todd Smith for hire as an Adult Education instructor on an as-needed basis, at the rate of \$20.00 per hour, effective 4/18/2012 (pending receipt of all required paperwork).</p> <p>J. Approve Teri Meider for hire as Administrative Assistant to the Superintendent, at Administrative Group B Administrative Assistant Step 10, effective 7/01/2012 (pending receipt of all required paperwork).</p> <p>12.2 Personnel</p> <p>A. Approve Emily McKinney for 60 hours supplemental extended time per Negotiated Agreement, effective FY2012.</p> <p>B. Approve Stephanie Rogers for 15 hours supplemental extended time for the purpose of classroom setup, effective FY2012.</p> <p>C. Approve supplemental contracts for the following staff members for FY12 per Negotiated Agreement Chapter 1510.6:</p> <table style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;"><u>DUTY</u></th> <th style="text-align: left;"><u>NAME</u></th> <th style="text-align: left;"><u>PAY</u></th> </tr> </thead> <tbody> <tr> <td>BPA (Regional)</td> <td>Joshua Gallagan</td> <td>\$250.00</td> </tr> <tr> <td></td> <td>Betty Kimball</td> <td>\$250.00</td> </tr> <tr> <td></td> <td>Lori Orahood</td> <td>\$250.00</td> </tr> </tbody> </table>	<u>DUTY</u>	<u>NAME</u>	<u>PAY</u>	BPA (Regional)	Joshua Gallagan	\$250.00		Betty Kimball	\$250.00		Lori Orahood	\$250.00
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						<p>G. Approve placement on the Administrative Salary Schedule for the following Administrative Group B employees listed below, effective 7/01/2012:</p> <table border="1"> <thead> <tr> <th><u>NAME</u></th> <th><u>SALARY SCHEDULE</u></th> <th><u>STEP</u></th> </tr> </thead> <tbody> <tr> <td>Joan Keane</td> <td>Payroll</td> <td>10</td> </tr> <tr> <td>Richard Mason</td> <td>Maintenance Supervisor</td> <td>10</td> </tr> <tr> <td>Tammy McWherter</td> <td>Lunch Supervisor (206 Days)</td> <td>2</td> </tr> <tr> <td>Alicia Mowry</td> <td>Coordinator (185 Days)</td> <td>8</td> </tr> <tr> <td>Roger Postell</td> <td>Maintenance Supervisor</td> <td>8</td> </tr> <tr> <td>Heath Shelton</td> <td>Administrative Assistant</td> <td>10</td> </tr> <tr> <td>Laureen Strunk</td> <td>Administrative Assistant</td> <td>10</td> </tr> </tbody> </table> <p>12.3 Contracted Services</p> <p>A. Accept the agreement between the City of Delaware and Delaware Area Career Center to grant a conservation easement or environmental covenant as determined by the Ohio Environmental Protection Agency.</p> <p>B. Accept the agreement between Columbus State Community College (CSCC) and Delaware Area Career Center regarding high school dual enrollment, as detailed in the agreement.</p> <p>C. Accept the agreement between CSCC and Delaware Area Career Center to provide services through the Small Business Development Council (SBDC), as detailed in the agreement.</p> <p>D. Accept the agreement between Delaware County Court Services and Delaware Area Career Center to provide ABLE/GED services to court-involved persons, as detailed in the agreement.</p> <p>12.4 Purchases</p> <p>A. Approve purchase of <b>Fundamentals of Service: Engines</b> (<i>Copyright ©2009, Deere &amp; Company, Inc.</i>) as class text for the Power Sport and Diesel Technology program. Total cost to the Board will include student texts at \$60.00 each, and approximately \$100.00 for shipping. The total number of student texts to be purchased is dependent on enrollment numbers.</p>	<u>NAME</u>	<u>SALARY SCHEDULE</u>	<u>STEP</u>	Joan Keane	Payroll	10	Richard Mason	Maintenance Supervisor	10	Tammy McWherter	Lunch Supervisor (206 Days)	2	Alicia Mowry	Coordinator (185 Days)	8	Roger Postell	Maintenance Supervisor	8	Heath Shelton	Administrative Assistant	10	Laureen Strunk	Administrative Assistant	10
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						<p><u>English Program Textbook Purchases (continued):</u></p> <ul style="list-style-type: none"> <li>▪ [English 12] <b>Glencoe Literature: World Literature</b> (Copyright ©2009, The McGraw-Hill Companies, Inc.) <ul style="list-style-type: none"> <li>→ Student texts (including six years of online access) = \$64.68 each</li> <li>→ Instructor’s materials = \$280.00</li> <li>→ Shipping costs = \$840.00 (approx.)</li> </ul> </li> </ul> <p>H. Approve purchase of <b>Glencoe Algebra 2</b> (Copyright ©2012, The McGraw-Hill Companies, Inc.) as class text for the Mathematics program. Total cost to the Board will include student texts (including online access for six years) at \$78.96 each, instructor’s materials at \$310.00, and shipping fees at approximately \$630.00. The total number of student texts to be purchased is dependent on enrollment numbers.</p> <p>12.5 Other</p> <p>A. Accept the following donations:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;"><u>ITEM</u></th> <th style="text-align: left;"><u>DONOR</u></th> <th style="text-align: right;"><u>OWNER-DETERMINED VALUE</u></th> </tr> </thead> <tbody> <tr> <td>2003 Saturn Ion</td> <td>David Schul</td> <td style="text-align: right;">\$3,400.00</td> </tr> <tr> <td>1993 Cub Cadet</td> <td>Eugene Martini</td> <td style="text-align: right;">\$200.00</td> </tr> </tbody> </table> <p>B. Approve changes to the Student Handbook for the 2012-2013 school year, as presented to the Board.</p> <p>DISCUSSION ROLL CALL</p>	<u>ITEM</u>	<u>DONOR</u>	<u>OWNER-DETERMINED VALUE</u>	2003 Saturn Ion	David Schul	\$3,400.00	1993 Cub Cadet	Eugene Martini	\$200.00
<u>ITEM</u>	<u>DONOR</u>	<u>OWNER-DETERMINED VALUE</u>													
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J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	X  A	 X X	X X X	X	13. <b>ADOPTION OF REVISED BOARD POLICIES</b> (12-050) Board Policy EDE: <b>Computer/Online Services</b>	DISCUSSION ROLL CALL									
J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	 X A	 X X	X X X	X	14. <b>REDUCTION IN FORCE</b> (12-051) Reinstate the following employees from Reduction in Force for the 2012-2013 school year: <u>FULL-TIME:</u>	<ul style="list-style-type: none"> <li>• Laura Cimini (Educational Aide)</li> <li>• Marilyn Jones (Resource Teacher)</li> <li>• Betty Kimball (Family &amp; Consumer Sciences Teacher – Big Walnut High School)</li> <li>• John Wolfe (Facilities Maintenance Instructor)</li> </ul> <p style="text-align: right;">(continued next page)</p>									

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						<p><u>Reinstatement from Reduction in Force (continued):</u></p> <p><u>PART-TIME:</u></p> <ul style="list-style-type: none"> <li>Lori Savage (<i>Educational Aide</i>)</li> </ul> <p>DISCUSSION ROLL CALL</p>
J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	X   A	X X X X	X X X X			X 15. MOTION TO GO INTO EXECUTIVE SESSION (12-052) 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.  DISCUSSION ROLL CALL  Enter: 7:54 P.M. Return: 8:10 P.M.
J. WAGNER-FEASEL T. KAELBER T. BACKUS E. BISCHOFF P. LILLIE	X   A	X X X X	X X X X			X 16. ADJOURNMENT (12-053) 8:10 P.M.

July 3, 2012

**TREASURER**

**BOARD PRESIDENT**

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