



MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION
 REGULAR MEETING - AUGUST 18, 2016 (6:30 P.M.)
 DELAWARE AREA CAREER CENTER SOUTH CAMPUS - LGIA

1. CALL TO ORDER: 6:31 P.M.

X
X

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

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE AUGUST 18, 2016 REGULAR MEETING AS PRESENTED (16-075) E. Bischoff moved and T. Kaelber seconded to approve the agenda. Motion carried.

yes
yes

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

Ted Backus arrived at 6:33 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

- Construction Project Update SHP and Elford Inc.

10. OLD BUSINESS

10.1 Amend Board Resolution #16-058 (6/16/16 - 12.1.D) to reflect the following changes:
*Approve Lindsay Gentile for hire as Pharmacy Technician Instructor at Class 1 ~~Step 5~~
 Step 10 for the 2016/17 school year, effective 8/2/2016 pending receipt of all required paperwork.*

10.2 Amend Board Resolution #16-067 (7/21/16 - 12.1.C) to reflect the following changes:
Approve 2 year, 260 day pro-rated ~~to 200 days for FY2017~~ contract for Adam Shank as Personnel Director, at Class Director Step 7 for the 2016/17 school year, effective 8/1/2016, pending receipt of all required paperwork.

(16-076) T. Kaelber moved and J. Hildreth seconded to approve old business. Motion carried.

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

11. TREASURER ITEMS

11.1 Approve Minutes of the July 21, 2016 Regular Meeting. [Exhibit A](#)

11.2 Business and Reports at the Recommendation of the Treasurer:

- A. Approve Fiscal Reports for July 2016, with expenditures totaling \$1,839,179.25. [Exhibit B](#)
- B. Approve disposal of inventoried assets as presented. (Treasurer will have copy of disposal requests at the meeting).
- C. Approve renewal document establishing medical premium amounts for self-insurance program with Aetna and the Delaware Area Career Center. [Exhibit C](#)

D. Approve FY 2017 Change Fund and Petty Cash requests as listed:

Petty Cash

Treasurer's Office \$75.00

Change Funds

Cafeteria \$350.00
 North Campus Office \$130.00
 South Campus Office \$100.00
 Adult Education - South \$75.00
 Adult Education – North \$75.00
 Culinary Arts \$35.00
 Professional Food Service \$35.00
 Cosmetology \$25.00
 Landscape \$25.00

Total request from General Fund \$925.00

E. Approve the following changes in the Temporary Appropriations for the 2017 Fiscal Year in the amount of \$3,962,999.82

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>
001-0000	General	\$3,928,137.69
012-0000	Adult Education	\$40,013.17
461-0000	Vocational Educ. Enhancements	(\$5,152.12)
590-0000	Improving Teacher Quality	\$1.08

(16-077) T. Backus moved and E. Bischoff seconded to approve Treasurer items. Motion carried.

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

12. SUPERINTENDENT ITEMS

12.1 New Hires

- A. Approve Daniel Stone for hire as ABLE Instructor on an as needed basis, effective 8/22/2016 through 6/30/2017 at a rate of \$22.00 per hour, pending receipt of all required paperwork.
- B. Approve Joan Keane for hire as Substitute Payroll Coordinator on an as needed basis, effective 8/1/2016 through 6/30/2017 at a rate of \$33.00 per hour, pending receipt of all required paperwork.

(16-078) E. Bischoff moved and T. Backus seconded to approve new hires. Motion carried.

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

12.2 Personnel

- A. Approve Greg Carpenter for reclassification to Class 6 Step 13, based on additional course work, effective 8/2/2016.
- B. Approve the following OTES credentialed evaluators for the respective programs for the 2016/17 SY:
 - Tom Marchetti North Campus Career Tech Labs
 - Kris Lucas South Campus Career Tech Labs (excluding Food Service and Hospitality)
 - Chad Williams North & South Academics (traveling)
 - David Gilliam Career Tech Food Service, Hospitality, Project Search, Intervention Specialists
 - Mary Lykens Offsite Career Tech Labs including Agriculture, Business, Career Based Intervention, Family & Consumer Science, Middle School Programs

(16-079) T. Kaelber moved and J. Hildreth seconded to approve personnel items. Motion carried.

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

12.3 Contracted Services

- A. Approve agreement with Tolles Career & Technical Center Board of Education for DACC to provide administrative services of the Tolles ABLE grant, effective 7/1/2016 through 6/30/2017. [Exhibit D](#)
- B. Approve Motorcycle Training Grant Agreement between Ohio Department of Public Safety Motorcycle Ohio Program and DACC Adult Education, effective 7/1/2016 through 6/30/2017 in the amount of \$ 81,934.76 [Exhibit E](#)

(16-080) J. Hildreth moved and T. Backus seconded to approve contracts. 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

12.4 Other

- A. Approve out-of-state travel for Mary Beth Freeman to attend the ACTE Vison 2016 Conference in Las Vegas, NV, November 29-December 4, 2016 at a cost not to exceed \$2,300.00
- B. Approve out-of-state travel for Mary Beth Freeman to attend the Great Lakes Comprehensive Center Advisory Board meeting in Chicago, IL, October 25-28, 2016 at no cost to the board.
- C. Approve the updated Course of Study for the following programs, effective beginning the 2016/17 school year: [Exhibit F](#)

App Development/Programming	Landscape & Turfgrass Management
Bioscience	Math
Columbus Zoo & Aquarium School	Pharmacy Technician
Early Childhood Education	Power Sports & Diesel Technology
English	Science
Equine Science	Social Studies
Fire Service Training	Wildlife and Resource Management
- D. Approve App Development/Programming and Pharmacy Technician student instructional fees for the 2016/17 school year. [Exhibit G](#)
- E. Accept donation of \$4,761.99 from Delaware JVS Levy Committee to the Scholarship fund.
- F. Approve resolution for OSBA to reimburse Ed Bischoff for OSBA committee-related travel expenses. [Exhibit N](#)

(16-081) T. Kaelber moved and T. Backus seconded to approve other items. Motion carried.

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

13. ADOPTION OF REVISED BOARD POLICIES

- 13.1 Approve changes to NONDISCRIMINATION, File AC [Exhibit H](#)
- 13.2 Approve changes to NONDISCRIMINATION, File AC-R [Exhibit I](#)
- 13.3 Approve changes to SEXUAL HARASSMENT, File ACAA-R [Exhibit J](#)
- 13.4 Approve changes to COMMUNITY USE OF SCHOOL PREMISES, File KG-R [Exhibit K](#)

(16-082) J. Hildreth moved and T. Kaelber 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. Kaelber	T. BACKUS	E. BISCHOFF	J. HILDRETH

14. ADOPTION OF NEW JOB DESCRIPTIONS

- 14.1 120 Technology Supervisor [Exhibit L](#)
- 14.2 483 Student Software and Data Specialist [Exhibit M](#)

(16-083) T. Backus moved and J. Hildreth seconded to approve job descriptions. 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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15. APPROVE LGEP GRANT RESOLUTION

The Delaware Area Career Center Board of Education supports a Local Government Efficiency Program (LGEP) grant application, in conjunction with OSU Fisher College of Business.

(16-084) T. Kaelber moved and E. Bischoff seconded to approve 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

16. APPROVE DESIGN DEVELOPMENT STAGE FOR THE CAMPUS CONSOLIDATION

The superintendent recommends the approval of the design development stage for the Delaware Area Career Center Consolidation Project.

Whereas, SHP Leading Design, the Board’s Architect, prepared the design development phase, in collaboration with DACC representatives, and Elford Inc, the Construction Manager at Risk, to prepare, review and provide comments on the documents, which SHP has reviewed and considered in preparing the design development phase documents; and Whereas, SHP assembled the design documents for the project which includes detailed engineering elements to the schematic design; and

Whereas the Board wishes to approve the design development phase documents for the project and to authorize the Architect and Construction Manager at Risk to proceed with the construction document phase of the project;

Therefore be it resolved:

1. The design development phase documents are approved
2. The Board authorizes the Architect and the Construction Manager at Risk to continue with the construction document stage for the project.

(16-085) T. Backus moved and J. Hildreth seconded to approve design development stage.

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: 7:24 P.M.

(16-086) E. Bischoff moved and J. Hildreth seconded that the Delaware Area Career Center Board of Education Regular Meeting be adjourned at 7:24 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

TREASURER

BOARD PRESIDENT