



MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION
REGULAR MEETING - SEPTEMBER 22, 2020 (6:30 P.M.)
DELAWARE AREA CAREER CENTER - BOARDROOM

414	Adult Basic Education	(7,290.41)
501	Adult Basic Education	7,100.00
510	Corona Virus Relief Fund	24,490.00
599	Miscellaneous Fed Grant Fund	\$49,877.00

11.3 Approve addition of Roth 403(b) feature to a 403(b) tax deferred annuity plan document:

WHEREAS, Delaware Area Career Center has established a retirement plan (the “Plan”) under Section 403(b) of the Internal Revenue Code of 1986, as amended (the “Code”);

WHEREAS, the Employer previously adopted the Delaware Area Career Center 403(b) Plan, a tax deferred annuity plan intended to meet the requirements of Section 403(b) of the Internal Revenue Code of 1986, as amended and the regulations thereunder effective on November 13, 2002.

WHEREAS, the Employer adopted an IRS pre-approved 403(b) plan document in accordance with IRS Rev. Proc. 2013-22;

WHEREAS, the Employer amended and restated the Plan to the Voya Retirement Insurance and Annuity Company 403(b) Volume Submitter Plan, an IRS pre-approved 403(b) plan document, effective January 1, 2010;

WHEREAS, Delaware Area Career Center desires to amend the Plan to enable participants to make Roth 403(b) contributions to the Plan pursuant to Section 402A of the Code.

BE IT RESOLVED THAT: Effective October 1, 2020, the Board of Delaware Area Career Center authorizes Christopher Bell, Treasurer, to allow Plan participants to make Roth 403(b) contributions to the Plan in accordance with the Code and the regulations thereunder.

BE IT FURTHER RESOLVED THAT: The Plan document be amended to reflect this Roth 403(b) contribution feature.

BE IT FURTHER RESOLVED THAT: The Board authorizes the Treasurer (currently Christopher Bell, Treasurer) of Delaware Area Career Center to execute the amendment of the Plan on behalf of the Employer.

11.4 Approve addition of Roth 457(b) feature to a 457(b) governmental plan document:

WHEREAS, Delaware Area Career Center is a governmental employer within the meaning of Section 457(e)(1)(A) of the Internal Revenue Code of 1986, as amended (the “Code”);

WHEREAS, Delaware Area Career Center has established a retirement plan (the “Plan”) under Section 457(b) of the Code;

WHEREAS, effective November 13, 2002 (effective date of the initial plan document), Delaware Area Career Center established the Delaware Area Career Center OASBO 457 Plan.

WHEREAS, Delaware Area Career Center desires to amend the Plan to enable participants to make Roth 457(b) contributions to the Plan pursuant to Section 402A of the Code.

BE IT RESOLVED THAT: Effective October 1, 2020, the Board of Delaware Area Career Center authorizes the Treasurer of Delaware Area Career Center to allow Plan participants to make Roth 457(b) contributions to the Plan in accordance with the Code and the regulations thereunder.

BE IT FURTHER RESOLVED THAT: The Plan document be amended and restated to reflect this Roth 457(b) contribution feature.

(20-099) T. Backus moved and T. Kaelber seconded to approve Treasurer items. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>	<u>yes</u>
J. WAGNER FEASEL	T. KAELBER	T. BACKUS	E. BISCHOFF	B. CLAWSON

12. SUPERINTENDENT ITEMS

12.1 New Hires

A. Approve Dan Morris as Substitute Administrator, effective 9/1/2020 through the end of the 2020/2021 school year, on an as needed basis at a rate of \$380.67 per day, pending receipt of all required documentation.

B. Approve Luke Ruof as Adult Education Fire Firefighting Lead Instructor at a rate of \$26.00 per hour, Adult Education Firefighting Lead Assistant Instructor at a rate of \$21.00 per hour, Adult Education EMT Assistant Instructor and Adult Education EMT Proctor for Emergency Medical Technician training at a rate of \$26.00 per hour, on an as needed basis, effective 09/01/2020 through 06/30/2021, pending receipt of all required documentation.

C. Approve Nicolas Gama as Substitute Cook on an as-needed basis, effective 9/1/2020 through 6/30/2021, pending receipt of all required documentation.

12.2 Personnel

- A. Accept letter of resignation from Cynda Brause as Health Care Professional for the purpose of retirement, effective 12/31/2020.
- B. Accept letter of resignation from Jeff Lucas as Power Sports and Diesel Technology Instructor, effective at the end of the 2020/2021 school year.
- C. Approve a stipend of \$50.00 per workshop, not to exceed \$250.00, for the following instructors' participation and completion of ODE's CTE Instructor Workshop series effective during the 2020-2021 school year:
 Jeff Fuller Rod Glazer Samantha Paisie
- D. Approve a stipend for the following of up to \$300.00 per person for High Schools That Work focus team leaders for the 2020/2021 school year:
 Greg Carpenter Brian Hale Grace Hammond Seth Hinklin
- E. Approve a stipend of \$500.00 for each certified member who successfully completes the expectations of the Building Principal's Leadership team for the 2020/2021 school year:
 Maggie Buckley Allison Cox Shannon Dutton Josh Gallagan
 Brian Hale Seth Hinklin Kelly Kohl Lilian Robinson
- F. Approve Emily Cunningham for reclassification to Class 5 Step 16 based on completion of additional coursework, effective 9/8/2020
- G. Approve Shannon Dutton for reclassification to Class 6 Step 15 based on completion of additional coursework, effective 9/10/2020.
- H. Approve the following staff members for Saturday School Monitor duty at a rate of \$17.00 per hour, effective 9/12/2020 for the 2020/21 school year:
 Brad DeMent David Finnegan Danielle Huffman Jan Jones Kelly Kohl

12.3 Contracted Services

- A. Approve Memorandum of Agreement between the DACC Board of Education and the Buckeye Valley Board of Education regarding the reimbursement for work performed at the Buckeye Valley Farm for the 2020-2021 school year through 6/30/2021. [Exhibit D](#)
- B. Approve agreement with Geotechnical Consultants, Inc. to perform wetlands assessment for proposed parking lot expansion in the amount not-to-exceed \$6,050.00 [Exhibit E](#)

12.4 Other

- A. Approve the 2020/2021 Advisory Committee Members. [Exhibit F](#)
- B. Waive the City of Delaware's required 45-day notification period for Delaware City Council to consider the American Freight, LLC request to amend and increase the Innovation Center, LLC Community Reinvestment Area tax abatement. [Exhibit G](#)
- C. Accept donation of Dodge V-6 engine from Dan Chrystal to the Automotive Technology Program. Owner determined value to be \$500.00

(20-100) B. Clawson moved and T. Backus seconded to approve Superintendent items.

Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u> </u>	<u>yes</u>
J. WAGNER FEASEL	T. Kaelber	T. BACKUS	E. BISCHOFF	B. CLAWSON

13. ADOPTION OF REVISED BOARD POLICIES

- 13.1 Approve removal of TITLE IX SEX DISCRIMINATION AND SEXUAL HARASSMENT, File ACAA-2
- 13.2 Approve removal of TITLE IX SEX DISCRIMINATION AND SEXUAL HARASSMENT, File ACAA-2-R
- 13.3 Approve changes to NONDISCRIMINATION, File AC [Exhibit H](#)
- 13.4 Approve changes to NONDISCRIMINATION, File AC-R [Exhibit I](#)
- 13.5 Approve changes to SEXUAL HARASSMENT, File ACAA [Exhibit J](#)
- 13.6 Approve changes to SEXUAL HARASSMENT, File ACAA-R [Exhibit K](#)
- 13.7 Approve changes to SUSPENSION AND TERMINATION OF CERTIFICATED STAFF MEMBERS, File GCPD [Exhibit L](#)

- 13.8 Approve changes to SUSPENSION, DEMOTION AND TERMINATION OF CLASSIFIED STAFF MEMBERS, File GDPD [Exhibit M](#)
- 13.9 Approve changes to ENTRANCE AGE FOR ENROLLMENT, File JEB-R [Exhibit N](#)
- 13.10 Approve changes to PERMANENT EXCLUSION, File JEGA [Exhibit P](#)
- 13.11 Approve changes to HAZING AND BULLYING, File JFCF [Exhibit Q](#)
- 13.12 Approve changes to HAZING AND BULLYING, File JFCF-R [Exhibit R](#)
- 13.13 Approve changes to STUDENT DISCIPLINE, File JG [Exhibit S](#)
- 13.14 Approve changes to STUDENT SUSPENSION, File JGD [Exhibit T](#)
- 13.15 Approve changes to EMERGENCY REMOVAL OF STUDENT, File JGDA [Exhibit U](#)
- 13.16 Approve changes to STUDENT EXPULSION, File JGE [Exhibit V](#)
- 13.17 Approve changes to PUBLIC COMPLAINTS ABOUT DELAWARE AREA CAREER CENTER PERSONNEL, File KLD [Exhibit W](#)
- 13.18 Approve changes to PUBLIC COMPLAINTS ABOUT DELAWARE AREA CAREER CENTER PERSONNEL, File KLD-R [Exhibit X](#)

(20-101) T. Kaelber moved and B. Clawson seconded to approve policies. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	_____	<u>yes</u>
J. WAGNER FEASEL	T. KAELBER	T. BACKUS	E. BISCHOFF	B. CLAWSON

14. COVID-19 BOARD POLICY REVISIONS

- 14.1 Approve changes to STUDENT ABSENCES AND EXCUSES, File JED [Exhibit O](#)

(20-102) T. Backus moved and T. Kaelber seconded to approve policies. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	_____	<u>yes</u>
J. WAGNER FEASEL	T. KAELBER	T. BACKUS	E. BISCHOFF	B. CLAWSON

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.

(20-103) J. Wagner Feasel moved and B. Clawson seconded to enter into executive session at 7:37 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	_____	<u>yes</u>
J. WAGNER FEASEL	T. KAELBER	T. BACKUS	E. BISCHOFF	B. CLAWSON

The board reentered open session at 7:49 p.m.

- 16. Accept the resignation of Superintendent Mary Beth Freeman for the purpose of retirement, effective at the end of the business day on 5/31/2021.

(20-104) J. Wagner Feasel moved and T. Backus seconded to approve the resignation. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	_____	<u>yes</u>
J. WAGNER FEASEL	T. KAELBER	T. BACKUS	E. BISCHOFF	B. CLAWSON

17. ADJOURNMENT: 7:54 P.M.

(20-105) T. Kaelber moved and T. Backus seconded that the Delaware Area Career Center Board of Education Regular Meeting be adjourned at 7:54 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	_____	<u>yes</u>
J. WAGNER FEASEL	T. KAELBER	T. BACKUS	E. BISCHOFF	B. CLAWSON

TREASURER

BOARD PRESIDENT