

# TRI-RIVERS JOINT VOCATIONAL SCHOOL DISTRICT

## REGULAR MEETING May 18, 2016 @ 7:00 p.m. Room 104, TRCC

### 1. Call to Order

The regular May Board of Education meeting was called to order by President Jim McFarland at 7:00 p.m.

### 2. Roll Call

Members Present: Mr. Bryan Bumgarner, Mr. Jim Clinger, Dr. Bob Haas, Mr. Mickey Landon, Mr. Mike McCreary, Mr. Jim McFarland, Mr. Eric Park, Mrs. Glenna Plotts, Mr. Keith Rogers, Mr. Gary Sims, Mr. Carson Wasserbeck, and Mr. Gene Wiley.

Members Absent: None

Also Attending Mr. Charles Speelman, Mr. Stephen Earnest, Mrs. Carol Bebout, Mrs. Debbie Curtis, Mrs. Jodi Gaietto, Mr. Richard George, Mrs. Emeline Kelly, Mrs. Ellen Messenger, and Mr. Mike Wellin. Staff present representing TREA were Mrs. Paula Brazell, Mr. Brett Gentkowski, Mrs. Jennifer Grimes, Ms. Sheila Hamm, Mrs. Terri Mantey, Mr. Jim Rittler, and Mr. James Toth.

### 3. Pledge of Allegiance

### 4. Introduction of guests and their comments

- Skills USA advisor Brett Gentkowski was present with students Lauren Bailey, James Bright and Zach Smith. The students spoke about Skills USA and their experiences and opportunities at Tri-Rivers.
- DME Instructor James Toth was present with students Caleb Volk and Amanda Scott. Caleb Volk was honored for the work he did on the Tri-Rivers map and Amanda Scott was honored for her customer service work.

### 5. General discussion of agenda, addendum, and other items of concern

*Items 6, 7A through 7C listed below under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be discussed and removed from the Consent Agenda. The Superintendent and administrative staff recommend approval of all Consent Agenda items.*

Mr. Mike McCreary moved to approve Items 6, 7A through 7C listed below under the Consent Agenda.

Dr. Bob Haas seconded the motion.

Discussion

Roll Call: McCreary yes, Haas yes, Bumgarner yes, Clinger yes, Landon yes, Park yes, Plotts yes, Rogers yes, Sims yes, Wasserbeck yes, Wiley yes, McFarland yes.  
Motion declared passed.

**6. Minutes**

To approve the minutes of the April 20, 2016 regular meeting.

**7. Treasurer's Business and Reports**

**A. Financial Report – Attachment 7A**

To approve the financial statement for April, 2016 as submitted.

**B. Paid Bills – Attachment 7B**

To approve the list of paid bills for April, 2016 as presented by the Treasurer

**C. Five Year Forecast – Attachment 7C**

To approve the five year forecast. A copy of the forecast and notes are attached for your review.

**8. Chief Instructional Officer Report**

- Secondary Educator Highlight – Sheila Hamm.

**9. Superintendent's Report and Recommendations**

*Items 9A through 9D listed below under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be discussed and removed from the Consent Agenda. The Superintendent and administrative staff recommend approval of all Consent Agenda items.*

Mr. Mickey Landon moved to approve the following items as outlined in 9A – 9D.

Mr. Gene Wiley seconded the motion.

Discussion

Roll Call: Landon yes, Wiley yes, Bumgarner yes, Clinger yes, Haas yes, McCreary yes, Park yes, Plotts yes, Rogers yes, Sims yes, Wasserbeck yes, McFarland yes.

Motion declared passed.

**A. Employment**

**Supplementals**

**Conference Time Compensation**

- Jennifer Grimes, Healthcare Academy Instructor, compensation for conference time based on a per period rate times 178 days.
- Sheila Hamm, Culinary Arts Instructor, compensation for conference time based on a per period rate times 178 days.

- Obra Horn, Welding Instructor, compensation for conference time based on a per period rate times 178 days.
- Ritch Ramey, Engineering Instructor, compensation for conference time based on a per period rate times 178 days.

**CTSO's**

**FCCLA Liaison**

- Sheila Hamm, FCCLA Liaison, 8% of base salary.

**FFA Liaison**

- Carrie Heimlich, FFA Liaison, 4% of base salary (splitting with Jim Rittler).
- Jim Rittler, FFA Liaison, 4% of base salary (splitting with Carrie Heimlich).

**Skills USA Liaisons**

- Paula Brazell, Skills USA Group Leader, \$1,000
- Terry Donough, Skills USA Group Leader, \$1,000
- Brett Gentkowski, Skills USA Liaison, 8% of base salary
- Jennifer Grimes, Skills USA Group Leader, \$1,000
- Sheri Wells, Skills USA Liaison, 8% of base salary

**Dual Enrollment Instruction**

- Ritch Ramey
  - EET1000, Intro to Electricity – 1<sup>st</sup> Semester, \$250
  - MET1010, Technical Drawing with CAD – 2<sup>nd</sup> Semester, \$250
  - GET1000, Intro to Engineering – 2<sup>nd</sup> Semester, \$250
- Kathy Greenwood
  - Anatomy and Physiology – 1<sup>st</sup> and 2<sup>nd</sup> Semester, \$500
- Laurie Wise,
  - Medical Terminology - 1<sup>st</sup> and 2<sup>nd</sup> Semester, \$500

**Extended Service**

<b><u>Employee</u></b>	<b><u>Position</u></b>	<b><u># of Days</u></b>
Maria Augustin .....	Grads .....	2
Lori Burkhart.....	Intervention Specialist .....	15
Sherrie Dunn.....	Lead Counselor .....	25
Teresa Mantey .....	VOSE Coordinator.....	19
Jim Rittler .....	Ag & Industrial Power .....	9
Sheri Wells .....	Cosmetology.....	2

**Extended Service for New Assignments**

<b><u>Employee</u></b>	<b><u>Position</u></b>	<b><u># of Days</u></b>
Julie Myers .....	Careers Class .....	1
Michelle Rawlins .....	Chemistry.....	1

### **Miscellaneous Supplementals**

- Angela N. Branam, catering/banquet supervision, supplemental contract, \$20 per hour for hours worked beyond normal day. To be time sheeted and submitted monthly to the Principal.
- Paula Brazell, Teen Board Advisor, 2.5% of the base salary.
- Jon Crothers, supplemental contract in the amount of \$1,500.00 to perform the oversight of Power Teacher. This would include setting passwords, oversight of the program/troubleshooting for staff, and administer in staff professional development on Power Teacher usage.
- Sherrie Dunn, for maintaining office hours, working on student records and development of the master schedule during summer hours in preparation for the start of school, 10 additional days at per diem rate.
- Eliza Gentkowski, Career Technical Honor Society, 2.5% of the base salary.
- Sheila Hamm, catering/banquet supervision, supplemental contract, \$20.00 per hour for hours worked beyond normal school day. To be time sheeted and submitted monthly to the Principal.
- Sheila Hamm, serve safe instructor, \$20 per hour for hours worked beyond normal school day with prior approval from the Principal. To be time sheeted and submitted monthly to the Principal.
- Sheila Hamm, Culinary Arts Instructor, compensation for working through her lunch (calculated using per diem rate) when teacher's lunch time is interrupted by her mandatory need to provide teacher supervision for ongoing culinary services such as C.C. Bistro restaurant operations, servicing a community group, or coordinating a luncheon meeting.
- Carrie Heimlich, developing clinical sites and supervising student internships, \$20.00 per hour, up to a maximum of 100 hours. Time sheet will be submitted for hours worked to the Principal.
- Scott Jones, equipment maintenance supplemental contract, \$20.00 per hour for pre-approved maintenance and repair of machines and equipment within the Precision Machining lab that must be accomplished beyond the school work day. To be time sheeted and submitted monthly to the Principal.
- Jim Rittler, equipment maintenance supplemental contract, \$20.00 per hour for pre-approved maintenance that cannot be accomplished within the school day or as part of the lab time and requires work to be done outside the school day. To be time sheeted and submitted monthly to the Principal. This is in addition to the nine extended days given.
- Jim Rittler, bus maintenance, \$20.00 per hour for hours worked beyond normal school day. To be time sheeted and submitted monthly to the Principal. This is in addition to the nine extended days given.

- Jim Rittler, equipment maintenance supplemental contract, \$20.00 per hour for pre-approved maintenance that cannot be accomplished within the school day or as part of the lab time and requires work to be done outside the school day. To be time sheeted and submitted monthly to the Principal. This is in addition to the nine extended days given.

**New Student/Family Conferences**

<b><u>Instructor</u></b>	<b><u>Program Area</u></b>
• Lucas Bledsoe	Auto Technology I
• Terry Donough	Public Safety Services I
• Sheila Hamm	Culinary Arts
• Carrie Heimlich	Veterinary I
• Obra Horn	Welding I
• Jennifer Grimes	Healthcare Academy
• Scott Jones	Precision Machining
• Lori McGuire	Healthcare Academy
• Ritch Ramey	Engineering
• Jim Rittler	Ag & Industrial Power I
• Rebecca Salyer	Cosmetology 1
• James Toth	Digital Media & Entertainment I
• Jeff Young	CNET I

**Resident Educator Mentors**

- Heather Jenkins, Lead Mentor - \$2,500
- Michelle Rawlins - \$750
- Kathleen Wren - \$750

**OBI Instructors**

- Dan Hayman, \$20.00 per hour, on an as needed basis, as an OBI Instructor.

**Classified:**

- Debbie Curtis, Facilities Coordinator, 10% of salary
- Ellen Messenger, 10 Extended Days.
- Josh Spore, Warehouse Coordinator, 15% of salary

**Substitutes for 2016-2017**

<b><u>Employee</u></b>	<b><u>Area</u></b>
• Kerry Beckel .....	General Education
• Kaitlyn Beltz .....	General Education
• Deborah Carr .....	General Education
• Nick Fluty .....	General Education
• Richard Fryman .....	General Education
• Jacob Hayes .....	General Education
• Karen Hedges .....	General Education
• Kathy Kirchberg .....	General Education
• Randy Manns .....	General Education
• Cassie Mathias .....	General Education

- Jennifer McBride..... General Education
- Jennifer McMahan ..... General Education
- Pam Miranda ..... General Education
- Kenneth Norris..... General Education
- Bob Reel..... General Education
- Bethany Rice ..... General Education
- Carol Sexton..... General Education
- Tom Shade ..... General Education
- Craig Swartz ..... General Education
- Doug Virden..... General Education
- Ann Thomas ..... Health Technologies
- Charles Ted Davis ..... Precision Machining
- Nancy Epley ..... Secretary
- Sheila Klenzman..... Secretary
- Larry Elliott..... Bus Driver
- Daniel Hayman ..... Bus Driver
- Carol Thiel ..... Bus Driver
- June Welsh..... Bus Driver

**Adult Education**

- Sara Kelly, part-time receptionist-clerical, additional 200 hours through 6/30/16.
- David McKinniss, additional 300 hours retroactive to 3/22/16 for increased instructional training provided for EMR and Paramedic classes.

**B. Resignation**

- To approve a resignation from Pat Jacobs, SRC Aide, effective June 30, 2016, for purposes of retirement. A copy of her letter is attached for your review.
- To approve a resignation from Pam Miranda, HCP Instructor, effective at the end of the school year, for purposes of retirement. A copy of her letter is attached for your review.
- To approve a resignation from Cathy Pask, Cafeteria Cashier, effective May 26, 2016 for purposes of retirement. A copy of her letter is attached for your review.
- To approve a resignation from Brad Pottkotter, effective at the end of his contract. A copy of his letter is attached for your review.

**C. MOU with Northern Union Co. Fire & EMS – Attachment 9C**

To approve the Memorandum of Understanding between Tri-Rivers Career Center and Northern Union Co. Fire & EMS for use of their fire tower for training purposes. A complete copy of the agreement is attached for your review.

**D. Donations – Attachment 9D**

To approve a donation from Dasco of home medical equipment as listed on attachment 9D. This equipment will be used by our Healthcare Academy. The board accepts this donation with a value of \$754.

**END OF CONSENT AGENDA**

**E. Emergency Operations Plan – Attachment 9E**

Mr. Jim Clinger moved to approve Item E – The Emergency Operations Plan for Tri-Rivers Career Center. This plan has been reviewed and approved by the Marion Co. Sheriff's Office, First Consolidated Fire District, Marion County EMA, a TRCC parent, a teacher representative, a non-teaching representative, and Mr. Speelman. A complete copy is attached for your review.

Mr. Gary Sims seconded the motion.

Discussion

Roll Call: Clinger yes, Sims yes, Bumgarner yes, Haas yes, Landon yes, McCreary yes, Park yes, Plotts yes, Rogers yes, Wasserbeck yes, Wiley yes, Landon yes.

Motion declared passed.

**F. Reduction in Force – Certified Staff**

Mr. Gene Wiley moved the adoption of the following resolution:

**RESOLUTION IMPLEMENTING A REDUCTION IN FORCE  
OF THE TEACHING STAFF**

WHEREAS, O.R.C. §3319.17 and Article 600 of the Negotiated Agreement between the Board and the Tri-Rivers Education Association provide that the Board may reduce the number of teachers it employs for certain reasons; and

WHEREAS, the Board has determined to reduce teaching positions pursuant to O.R.C. §3319.17 and Article 600 of the Negotiated Agreement due to insufficient ADM or unit enrollment, program design changes, and/or financial reasons; and

WHEREAS, the Board has received a recommendation from the Superintendent regarding the contracts of employment to be suspended pursuant to the reduction in force; and

WHEREAS, the Superintendent has notified and consulted with the President of the Tri-Rivers Education Association regarding the effects on the bargaining unit of the anticipated reduction in force and has discussed the nature of and specific reasons for said reduction.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Tri-Rivers Career Center, Marion, Ohio, that:

Section 1: Each of the following employees shall be laid-off, his/her contract of employment shall be suspended, and his/her position shall be reduced, effective August 2, 2016, as a result of the implementation of a reduction in force due to insufficient ADM or unit enrollment, program design changes, and/or financial reasons:

- Maria Augustin – Instructor (Full-Time)
- Barbara Bell – Adult Education Instructional Aide (5/8ths Time) and 3/8ths Instructor Continuing Contract

Section 2: The Treasurer is hereby directed to furnish each of the aforementioned employees with written notice of his/her layoff.

Section 3: It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting

of this Board, and that all deliberations of this Board and of any of its committees that resulted in these formal actions were in meetings open to the public and in compliance with the law.

Mr. Mickey Landon seconded the Motion

Roll Call: Wiley yes, Landon yes, Bumgarner yes, Clinger yes, Haas yes, McCreary yes, Park yes, Plotts yes, Rogers yes, Sims yes, Wasserbeck yes, Landon yes.

Motion declared passed.

**G. Reduction in Force – Classified Staff**

Mr. Keith Rogers moved the adoption of the following resolution:

**RESOLUTION IMPLEMENTING A REDUCTION IN FORCE  
OF THE NON-TEACHING STAFF**

WHEREAS, O.R.C. §3319.172 provides that the Board may reduce non-teaching staff in the District for certain reasons; and

WHEREAS, in accordance with the recommendation of the Superintendent, the Board has determined to reduce the non-teaching staff pursuant to O.R.C. §3319.172 due to financial reasons; and

WHEREAS, the notice requirements mandated by Ohio law have been met.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Tri-Rivers Career Center, Marion, Ohio, that:

Section 1: The following non-teaching positions shall be reduced, effective August 2, 2016, due to financial reasons:

Positions:

Preschool Lead Teacher  
Preschool Aide  
Preschool Aide

Section 2: The employment contracts of the following non-teaching employees will be suspended, effective August 2, 2016, due to the implementation of the reduction in force:

Employees:

Cindy Binns  
Cassie Retterer  
Allena Criswell

Section 3: The Treasurer is hereby directed to furnish the aforementioned employees with written notice of their layoff.

Section 4: It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in these formal actions were in meetings open to the public and in compliance with the law.



Mr. Mike McCreary seconded the Motion

Discussion

Roll Call: Rogers yes, McCreary yes, Bumgarner yes, Clinger yes, Haas yes, Landon yes, Park yes, Plotts yes, Sims yes, Wasserbeck yes, Wiley yes, McFarland yes.

Motion declared passed.

**H. Recall of Employees**

To approve employment of the following individuals:

- Barbara Bell, 4/8ths Continuing Contract, Level 4, Step 20.
- Maria Augustin, 4/8ths 5 year contract (09/01/16–08/31/21), Level 1, Step 16.

Dr. Bob Haas moved to approve Item H – Recall of Employees.

Mr. Jim Clinger seconded the motion.

Discussion

Roll Call: Haas yes, Clinger yes, Bumgarner yes, Landon yes, McCreary yes, Park yes, Plotts yes, Rogers yes, Sims yes, Wasserbeck yes, Wiley yes, Landon yes.

Motion declared passed.

**I. Change of June Board Meeting**

To approve changing the June board meeting from Wednesday, June 15<sup>th</sup> at 7:00 p.m. to Wednesday, June 22<sup>nd</sup> at 7:00 p.m. This change is requested due to a scheduling conflict and to assist with closing of the fiscal year.

Mr. Gary Sims moved to approve Item I – Change of June Board Meeting.

Mr. Mickey Landon seconded the motion.

Discussion

Roll Call: Sims yes, Landon yes, Bumgarner yes, Clinger yes, Haas yes, McCreary yes, Park yes, Plotts yes, Rogers yes, Wasserbeck yes, Wiley yes, and McFarland yes.

Motion declared passed.

**Discussion**

DAY	DATE	EVENT	TIME	WHERE
Thursday	05/19/16	Senior Recognition	7:00 p.m.	The Palace
Wednesday	05/25/16	Retirement Dinner	6:00 p.m.	MPR
Thursday	05/26/16	Last Day of School		
Monday - Thursday	06/06/16 – 06/09/16	Robotics Camp		Auditorium
Friday	06/10/16	Nursing Graduation	7:00 p.m.	The Palace

**11. Executive Session – (if needed)**

Dr. Bob Haas moved to enter into executive session for the purpose of:

- 1. In accordance with ORC 121.22G1 – 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.
- 2. In accordance with ORC 121.22G2 – The purchase of property for public purposes, or for the sale of property at competitive bidding.
- 3. In accordance with ORC 121.22G3 - Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action;
- 4. In accordance with ORC 121.22G4 – Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation.
- 5. In accordance with ORC 121.22G5 – Matters required to be kept confidential by federal law or regulations or state statutes.
- 6. In accordance with ORC 121.22G6 – Details relative to the security arrangements and emergency response protocols for a public body or a public office.

Mrs. Glenna Plotts seconded the motion.

Discussion

Roll Call: Haas yes, Plotts yes, Bumgarner yes, Clinger yes, Landon yes, McCreary yes, Park yes, Rogers yes, Sims yes, Wasserbeck yes, Wiley yes, McFarland yes.

Motion declared passed.

The Board entered into executive session at 8:08 p.m.

President McFarland declared the meeting back in regular session at 8:27 p.m.

**12. Adjourn**

Mr. Mickey Landon moved to adjourn.

Dr. Bob Haas seconded the motion.

Discussion

Roll Call: Landon yes, Haas yes, Bumgarner yes, Clinger yes, McCreary yes, Park yes, Plotts yes, Rogers yes, Sims yes, Wasserbeck yes, Wiley yes, McFarland yes.

Motion declared passed.

Meeting adjourned at 8:27 p.m.

**Next meeting will be June 22, 2016**

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Jim McFarland, President

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Stephen J. Earnest, Treasurer