

# July 2019 Board of Education Meeting

## Pioneer Career and Technology Center Board of Education Meeting

Pioneer CTC Board of Education Conference Room  
Monday, July 15, 2019  
7:00pm

**Present:** Mr. Tom Clutter, Board Member; Mrs. Mary Dixon, Board Member; Mrs. Mary Jean Theaker, Board Member; Gregory Nickoli, Superintendent; Linda Schumacher, Treasurer; Mr. Mike Grady, Board Member; Dr. Paul Johnson, Board Member; Mary Lee Barr, Interim Administrator; Mr. Royden Smith, Board Member; Mr. Richard Prater, Board Vice President; Mr. Douglas Theaker, Board Member; Mrs. Margie Prater, Board Member; Mr. Bill Hope, Board Member; Mr. Dennis Long, Board Member

**Absent:** Kowalski Kris, Director of Operations, High School; Jim Calhoon, Assistant Director, High School; Colton Penwell, EAP Representative; Sandy Grau, EAP President

### 1 ROLL CALL

Mr. Douglas Theaker, Board President

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Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

### 2 PLEDGE TO THE FLAG

Mr. Douglas Theaker, Board President

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### 3 MOMENT OF SILENCE

Mr. Douglas Theaker, Board President

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## 4 CONSENT AGENDA

Mr. Douglas Theaker, Board President

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**Minutes:**

Superintendent Nickoli reported that although the vote had taken place at the May, 2019 Board Meeting, the actual role call for the vote had not been included in the original meeting minutes for Item # 15 Personnel matters.

No further discussion or questions. Sent to vote.

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Dennis Long

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

### 4.1 Approve Correction to May 2019 Board Meeting Minutes

Mr. Douglas Theaker, Board President

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**Attachments:**

[May 2019 Board Mtg. Minutes.pdf](#)

### 4.2 Approve June, 2019 Board of Education Meeting Minutes

Mr. Douglas Theaker, Board President

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**Attachments:**

[June 2019 Board Meeting Minutes.pdf](#)

### 4.3 Approve Textbook for 2019-2020 School Year

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following text be approved for the 2019-

2020 school year.

- Street Law

#### 4.4 Approve Contracted Services for Adjunct Instructors

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the Adjunct Instructors for the Performing Arts program be approved for the 2019-2020 school year:

- David Crane
- Dauphne Maloney
- Aaron Nicolas
- Cody Nicolas
- Kayla Rounsevell
- Lori Turner

#### 4.5 Approve SPARC Agreement for the 2019-2020 School Year

Mr. Douglas Theaker, Board President

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**Attachments:**

[Pioneer 2020.SPARC agreement.pdf](#)

#### 4.6 Approve cost of Cafeteria Breakfast, Lunch and Milk Prices for the 2019-2020 School Year

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following cafeteria breakfast and lunch costs for 2019-2020 school year be approved:

- Breakfast - \$1.25
- Reduced Breakfast - \$0.30
- Lunch - \$2.85
- Reduced Lunch- \$0.40

#### 4.7 ADOPT HANDBOOKS FOR THE 2019-2020 SCHOOL YEAR

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following handbooks be adopted:

- Adult Education Student Handbook
- Adult Education Faculty Orientation Handbook
- Employee Handbook
- Student Handbook
- Student Services Handbook
- Early Childhood Education Infant/Toddler Room Handbook
- Early Childhood Education Preschool Handbook
- Emergency Action Plan

#### 4.8 Approve Avita Health Systems as Medical Facility Site for Physicals for Bus and Van Drivers

## 5 FINANCIAL REPORT

Linda Schumacher, Treasurer

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### Minutes:

Treasurer Schumacher reported:

The GAAP conversion has started. We have all of the paperwork submitted to the accountants for the first phase and the second phase will begin August 15.

One CDAR came due and we rolled in into a 52 week CDAR at 2.45%.

All fund balances are positive for year-end. The year-end advances from the general fund that are itemized at the end of the report were made so that all balances are positive.

Line items of the general fund for discussion are as follows:

General Property tax ended at 99.3% of estimate.

PUPP tax ended at 165.78% due to Rover pipeline payment being made in one payment.

Unrestricted and Restricted Grants in Aid ended within 5% of the estimate.

The Property Tax Allocation (Homestead and Rollbacks) were almost exact at 100.06%.

All Other Operating Revenues ended at 116.54% mainly due to the increase in interest.

Personnel and Benefit expenses are within 5% of original appropriations.

Purchased services ended at 76.07% due to the fact that ODE did not make the second chargeback for CCP.

Supplies and materials ended within 2% of the original appropriations.

Miscellaneous Objects ended up at 75.98% due to a decrease of \$11,000 in membership fees. The total other expenses were down approximately \$10,000 plus the 3% increase in appropriations for inflation.

The last page of the report contains the year-end advances spoken of earlier in the report, fund transfer request from the NCOCC Board of Directors and an amount to eliminate the deficit in the STEM grant.

We also had to make another appropriation adjustment.

Additional grant monies needed to be appropriated in the safety grant fund.

The self insurance (JHP) fund needed to be increased due to claims.

NCOCC's appropriations needed to be increased.

**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		

Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[June 2019 Financial Report.pdf](#)  
[FY19 FINAL APPROPRIATIONS.pdf](#)

## 6 RECOGNITION OF GUESTS

Gregory Nickoli, Superintendent

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**Minutes:**

Superintendent Nickoli introduced Marylee Barr and Tom Kluding.

## 7 EAP REPRESENTATIVE

Sandy Grau, EAP President

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## 8 PUBLIC INPUT

Gregory Nickoli, Superintendent

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Board Policy Section 0164

## 9 CORRESPONDENCE

Gregory Nickoli, Superintendent

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## 10 LEGISLATIVE LIAISON REPORT

Mr. Mike Grady, Board Member

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**Minutes:**

Mr. Grady announced that the binennial budget bill has been extended to July 17, 2019, but he is not sure much progress has been made.

SB89 is still in the legislature. Tom Ash has testified on behalf of OSBA, BASA and OASBO on this bill which includes allowing JVSD's to not be committed to holding their Organizational meeting by January 15.

## 11 SUPERINTENDENT'S REPORT

Gregory Nickoli, Superintendent

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### Minutes:

Superintendent Nickoli reported as follows:

Our staff has been working diligently getting the building ready for the 2019-2020 school year. Mary Lee Barr has been especially pleased with the summer custodial staff. They have all been very flexible and we have utilized a different process than in past years to ensure that the building is ready for Welcome Week which is August 6, 7, & 8.

I am asking that you approve an agreement with the SHP to conduct the design work for our Bus Garage/Maintenance Building. SHP provided the design services for our 2009-2012 renovation and while the lead personnel are different, they have our drawings and are familiar with our building. Additionally, after reviewing several other options, our Maintenance Staff recommended SHP for the design work. Once this work is completed, we will ask for bids to complete the work later this Summer and into the early Fall.

We have used our Carl Perkins grant funds to send our staff to various conferences this spring and summer. Included among these was the High Schools That Work Summer Conference in Baltimore, MD last week. had 16 staff members attend the conference where we were presented with a 2019 Pacesetter Award. Pioneer is one of only 10 schools in the nation to be so recognized by the Southern Regional Education Board. also had staff members present four breakout sessions during the conference. Our topics included our overall School Improvement Practices, Our unique Media Center opportunities for students, our comprehensive student services offerings, and our literacy committee initiatives.

Doug Theaker, Board President, has asked me to place this on the agenda. You will nominate a delegate and alternate for the OSBA Conference November 10–12 at the Greater Columbus Convention Center. We will be passing around a sign-up sheet for hotel reservations at the August Board meeting. Reservations are on a first-come, first-served basis so it will be very important that we know if you want us to make hotel reservations. Any cancellations result in a \$100 cancellation fee.

Please take note of the following calendar item:

August 16 - New Teacher Day

August 19 - Returning Teacher Day

August 20 - First Day of School for Juniors

August 21 - First Day of School for Seniors

As I mentioned at the June Board Meeting, Martin Dzugan submitted his resignation to accept a position as an Assistant Superintendent at Tri-Rivers Career Center. I am thrilled to ask you to approve the appointment of Mr. Tom Kluding to fill this position for the 2019-2020 school year. Mr. Kluding comes to us from Pima Community College in Tuscon, AZ. Prior to that he served as the Tech Prep Coordinator for NCSC and was previously employed by Pioneer as an Instructor. He is very familiar with the area and has worked with many local employers in his previous positions.

I am also thrilled to recommend Jim Ripple as our new Industrial Electricity Program Instructor. Mr. Ripple comes to us with a variety of experiences including a long career at the Ontario GM plant, Whirlpool in Marion and most recently, the City of Mansfield. Mr. Ripple replaces Rob Flannery who resigned to move to North Carolina to be nearer to his family.

I am also thrilled to recommend that you approve Adam Haymaker as our new Distribution Center Coordinator. He is replacing Bob Hartwell who announced his retirement earlier this year.

Unfortunately, I received notification that English Instructor Mercedes Over was offered a position at her alma mater, Rossford High School and has accepted the opportunity to go back home. She gets to fill the position vacated by her former Honors English Teacher. We wish Mercedes all the best as she moves back home. We have posted this position and will be interviewing later this week.

All other personnel items are normal for this time of the year.

**Attachments:**

[July 2019 Supt Report.pdf](#)

## 12 PERSONNEL REPORT

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following personnel recommendations be approved:

- Accept Resignation of Administrative personnel.
- Approve Employment of Administrative personnel.
- Accept Resignation of Certificated personnel.
- Approve Employment of Certificated personnel.
- Approve Professional Development / New Technology Extended Service for Certificated personnel.
- Approve Stipend contracts of Certificated personnel.
- Approve Employment of Classified personnel.
- Approve Voluntary transfer of Classified personnel.
- Accept Resignation of Part-time Classified personnel.
- Approve Employment of Part-time Classified personnel.
- Approve Employment of Substitute Classified personnel.
- Approve Employment of Student Workers

**Minutes:**

No questions or discussion. Sent to vote.

**Motioned:** Mr. Dennis Long

**Seconded:** Mr. Richard Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[July Personnel 2019.pdf](#)

### 13 NOMINATE OFFICIAL DELEGATE AND ALTERNATE TO ANNUAL OSBA BUSINESS MEETING

Mr. Douglas Theaker, Board President

Dennis Long moved; seconded by Bill Hope that Mike Grady and Bill Hope be elected as official delegate and alternate respectively from the Pioneer Career and Technology Center Board of Education to the 2019 OSBA Annual Business Meeting and Conference to be held in Columbus, OH, November 10-12, 2019 and that expenses be approved according to Section 3315.15 ORC and the board-adopted policy.

**Minutes:**

No questions or discussion. Sent to vote.

**Motioned:** Mr. Dennis Long

**Seconded:** Mr. Bill Hope

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

### 14 APPROVE AGREEMENT WITH SHP FOR BUS GARAGE ROOF REPLACEMENT PROJECT

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the agreement with SHP for limited professional services to provide bid documents for roof replacement of bus garage at Poneer.

**Minutes:**

No questions or discussion. Sent to vote.

**Motioned:** Mrs. Margie Prater

**Seconded:** Mrs. Mary Jean Theaker

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		



Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[SHP Agreement.pdf](#)

## 15 AUTHORIZE TREASURER TO INVEST WITH EDWARD D. JONES

Mr. Douglas Theaker, Board President

Authorize the treasurer to invest with the Edward D. Jones Company, in addition to all depositories named in Authorization 11.2 of the Organizational Meeting of the Board of Education on January 9, 2019, inactive funds up to a maximum of 25,000,000 and interim funds at the most productive interest rate whenever interim and/or inactive funds are available.

**Minutes:**

Treasurer Schumacher explained that a scholarship has been bequeathed to Pioneer and it is necessary to open this account with Edward Jones and then transfer the monies to Pioneer scholarship fund.

Nor more questions or discussion. Sent to vote/

**Motioned:** Mrs. Margie Prater

**Seconded:** Mr. Richard Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		

Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

## 16 ADOPT JOB DESCRIPTION FOR CAREER COACH

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the job description for Career Coach be adopted.

**Minutes:**

No questions or discussion. Sent to vote.

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Mike Grady

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[Career Coach Job Description.pdf](#)

## 17 APPROVE LOCATION OF AUGUST REGULAR BOARD OF EDUCATION MEETING

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the August Regular Board of Education meeting be held at Performing Arts Program Lab, located at Renaissance Theater, Mansfield, OH on Monday, August 19, 2019.

**Minutes:**

No questions or discussion. Sent to vote.

**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Mary Dixon

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

## 18 ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF EVALUATION OF THE SUPERINTENDENT AND TREASURER AND THE SELF-EVALUATION OF THE BOARD

Mr. Douglas Theaker, Board President

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**Minutes:**

Entered into Executive Session at 7:39 pm. Returned to Regular Session at 7:50 pm.

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Mike Grady

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		

Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[Evaluation of Superintendent.pdf](#)

[Evaluation of Treasurer.pdf](#)

[Self evaluation of the Board.pdf](#)

## 19 ADJOURN MEETING

Mr. Douglas Theaker, Board President

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**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Royden Smith

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Mike Grady, Board Member	X		
Dr. Paul Johnson, Board Member	X		
Mr. Royden Smith, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		