



**VANGUARD-SENTINEL CAREER and TECHNOLOGY CENTERS  
BOARD OF EDUCATION MEETING**

**June 20, 2019**

*Sentinel Career & Technology Center, Tiffin, Ohio*

**6:30 p.m.**

**Tim Damschroder, President – Gibsonburg**  
**Chris Widman, Vice-President - Tiffin**  
**Jaimie Beamer - Seneca East**  
**Larry Bowman - Old Fort**  
**Barbara Drusbacky - Port Clinton**  
**Nancy Greenslade - Clyde-Green Springs**  
**Neil Kinley - Upper Sandusky**  
**Kathy Koehler - Mohawk**  
**Karen Lang - Hopewell-Loudon**  
**Barbara Lehmann – Lakota**  
**Thomas Price - Fremont**  
**Stephanie Reinhart - New Riegel**  
**Heidi Kauffman - Fostoria**

**Alan W. Binger, Treasurer**  
**Gregory A. Edinger, Superintendent**

**VANGUARD-SENTINEL CAREER and TECHNOLOGY CENTERS  
BOARD OF EDUCATION**

**CONTENTS**

**June 20, 2019**

- **Agenda - Summary**
- **Minutes of the Organizational Meeting**
- **Minutes of the Regular Meeting**
- **Fiscal Year Analysis**
- **Financial Summary Report**
- **Investments Report**
- **Check Payment Register**

**VANGUARD-SENTINEL CAREER & TECHNOLOGY CENTERS  
BOARD OF EDUCATION MEETING**

*Sentinel Career & Technology Center, Tiffin, Ohio*

**June 20, 2019**

**Regular Meeting Agenda**

- A. Call meeting to order – Mr. Tim Damschroder, President
- B. Pledge of Allegiance to the Flag
- C. Roll Call
- D. Approve the minutes of the May 16, 2019 regular meeting
- E. OSBA and OASBO Presentations
- F. Approval of Agenda (Additions, deletions, movement of consent agenda items)

**G. Consent Agenda**

Superintendent's reports and recommendations.

The Superintendent recommends that the Board of Education approve the Consent Agenda Items **G.1.** through **G.16.** Action by the Board of Education in "Adoption of the Consent Agenda" means that all items are adopted by one single motion unless a member of the Board or the Superintendent requests that any such items be removed from the consent agenda and voted upon separately.

**G.1. Hourly Rate Schedule**

Approve the following part-time/substitute hourly rate schedule effective July 1, 2019:

a) Certified Substitute instructor	\$19.00/hour
b) Classified Substitute	\$11.00/hour
c) Part-time Adult Education instructor	\$18.50/hour
d) Part-time Adult Education Aide	\$11.00/hour
e) Bus Driver	\$19.00/hour
f) Bus Driver Certification stipend	\$75.00/class
g) Cafeteria substitute	\$11.00/hour
h) Student workers	Ohio minimum wage
i) ASPIRE instructor	\$21.00/hour
j) ASPIRE Aide	\$12.00/hour

**G.2. Personnel**

- a) Approve an extended time contract to Melissa Null, Cosmetology for 22 days for the 2018-2019 school year in accordance with CBA Article X-A.
- b) Renew the one year part-time certified teacher contract for the 2019-2020 school year for Gregory Hedden, Port Clinton CBI, 185 days, 4.5 hours/day, \$36,669.00 salary.
- c) Renew the one year long-term substitute teaching contract for the 2019-2020 school year for Daniel Sanchez, VTC Criminal Justice, \$32.00/hour – pending proper credentials.

d) Approve the following one year supplemental contracts for the 2019-2020 school year as follows:

- 1) Mary Green, STNA Coordinator, in the amount of \$2,500.00
- 2) Sarah Ottney, Preschool Coordinator, in the amount of \$2,500.00
- 3) Cathy Thomas, RESA/Mentoring Coordinator, in the amount of \$2,500.00
- 4) Rashel Schultz, Adult Education Financial Aid Coordinator, in the amount of \$8,000.00
- 5) George Byington, Sentinel School Safety Officer, in the amount of \$5,000.00

e) Approve the following full-time certified employment contracts for the 2019-2020 school year – pending proper credentials:

- 1) Nicole Ross, VTC Intervention Specialist, for a one (1) year probationary contract July 1, 2019 expiring June 30, 2020 at the annual salary of \$40,000.00, 10 days extended time at the daily rate of pay per the Collective Bargaining Agreement.
- 2) Tracey Kardotzke, SCTC Culinary Arts & Hospitality Management Instructor, for a one (1) year probationary contract July 1, 2019 expiring June 30, 2020 at the annual salary of \$44,500.00, 20 days extended time at the daily rate of pay per the Collective Bargaining Agreement.

f) Renew the following secondary certified teaching contracts for the 2019-2020 school year – pending proper credentials:

1) One Year Contract

Melissa Puente                      VTC Cosmetology Instructor

2) One Year Probationary Contract

Danielle Denton	Bronze
Terese Depinet	Cosmetology Instructor (Part-time)
Seth Fitzgerald	Upper Sandusky Marketing
Adam Hellman	VTC CISS
Jody Twining	VTC Science

3) Two Year Contract

Andy Brickner	SCTC Engineering, Technologies & Robotics
Linda Daniel	Independent Living
Elizabeth Murphy	VTC English
Steve Newland	SCTC Welding
Rhonda Shaver	VTC Special Needs Academics

4) Three Year Contract

Michael Batdorf	VTC Design, Engineering & Architecture
Thomas Fought	VTC Collision Repair
Claire Knapinski	VTC Intervention Specialist
Samantha Lagrou	VTC Social Studies
Mary Lonz	VTC Math Instructor
Jennifer McCoy	VTC Medical Careers
Melissa Null	SCTC Cosmetology
Sarra Ottney	VTC Early Childhood
Ann Pumphrey	VOSE
Lecia Wadsworth	SCTC Medical Technology

g) Renew the following Adult Education one year teaching contracts effective July 1, 2019 – pending proper credentials:

Mary DeLong	Public Safety Services
Lorrie Dymond	Public Safety Services
Becky Hartzell	Diversified Medical Occupations
Rashel Schultz	Office Administration

- h) Renew Tiffinie Leiter, Assistant Director, for a one (1) year administrative employment contract effective July 1, 2019 expiring June 30, 2020 – pending proper credentials.
- i) Approve the following administrative employment contracts as follows – pending proper credentials:
  - 1) Amy Wood, Academic Affairs Director, for a three (3) year term effective July 1, 2019 expiring June 30, 2022 at the annual salary of \$85,000.
  - 2) Emily Woodland, ASPIRE Coordinator, for a one (1) year probationary term effective July 1, 2019 expiring June 30, 2020 at the annual salary of \$55,456.
- j) Approve the following Classified employment contracts for the 2019-2020 school year as follows – pending proper credentials:
  - 1) One Year Full-time Contract
    - a) Gerald Elchert, SCTC Educational Aide, Step 3 on the Aide salary schedule
    - b) Heather Grate, VTC Custodian, Step 1 on the Custodial salary schedule
    - c) Phylis Watkins, VTC Educational Aide, Step 3 on the Aide salary schedule
- k) Renew the following Classified employment contracts for the 2019-2020 school year as follows – pending proper credentials:
  - 1) One Year Full-time Contract
    - a) Kim Lenhart, VTC Custodian
    - b) Todd Newland, SCTC Custodian
  - 2) One Year Regular Part-time Contract
    - a) Gina Binsack, VTC Cafeteria staff
    - b) Terese Depinet, SCTC Educational Aide
    - c) Jessica Hotz, VTC Educational Aide
    - d) Fanny Wait, Adult Educational Aide
    - e) Debbie Werling, VTC Cafeteria staff
  - 3) Two Year Full-time Contract
    - a) Kelly Brickner, SCTC Educational Aide
    - b) Andrea Hoerig, VTC Educational Aide
    - c) Kelly Wood, Assistant Treasurer
- l) Approve Certified supplemental contracts as assigned for the 2019-20 school year, at the Board approved hourly rate:

James Baker	Michael Batdorf	David Borer	Olivia Borer
Andrew Brickner	George Byington	Floyd Collins	Anna Creswell
Linda Daniel	Tony Darr	Mary Delong	Danielle Denton
Terese Depinet	Lorrie Dymond	Nichole England	Seth Fitzgerald
Phil Fought	Thomas Fought	Tina Gibson	Scott Gilbert
Mary Green	Becky Hartzell	Adam Hellman	Michele Hollister
Adam Horner	Anna Horner	Rebecca House	Ron Huffman

Tracey Kardotzke	Valerie Karhoff	Timi Kidwell	Claire Knapinski
Samantha Lagrou	Rochelle Lewis	Mark Long	Mary Lonz
Russell Markwith	Jenny McCoy	Curt Mellott	Barbara Mitchell
Bryan Moreland	Elizabeth Murphy	Mary Lou Nellett	Christopher Nelson
Steve Newland	Melissa Null	Erin Olszewski	Sarra Ottney
Melissa Puente	Ann Pumphrey	David Rapp	Sandy Reinhart
Nicole Ross	Carl Rusch	Jeannine Schubach	Rashel Schultz
Rhonda Shaver	Sandy Sherman	Elizabeth Slattman	Jackie Smith
Brian Sneider	Michele Spencer	Crista Stacklin	Kristie Theis
Cathy Thomas	Aaron Thompson	Jody Twining	Lecia Wadsworth
Rhonda Warneck	Crystal Webel	Angie Welly	Brian Zender
Barrett Zimmerman			

m) Approve Certified substitute instructor contracts as assigned for the 2019-20 school year, at the Board approved hourly rate:

Brandon Bell	Jewel Berger	Dean Bliss	Emilena Brickner
Kelly Brickner	Mary Burgess-Todd	Terese Depinet	Helen Duquette
Gerald Elchert	John Elder	Marilyn Felker	Donna Goshe
Lori Groves	Andrea Hoerig	Jessica Hotz	Richard Hughes
Sandra Lantz	Deborah Linder	Jim Linder	Carl Long
Kristin Lucius	Rachel Marinis	Christine Michael	Roger Oddo
Vickie Parker	Tom Renninger	Anita Ritter	John Rizzardi
Brian Rombach	James Scharer	Jerry Schwochow	Kimberlyn Shaull
Cheryl Stroempl	Don Stull	Laura Stull	Anita Toth
Abigail Venturino	Roger Walters	Howard Ward	Mary Watson
Sherri Wilbur	Lori Williams		

n) Approve part-time Adult Education instructor contracts as assigned for the 2019-20 school year, at the Board approved hourly rate:

William Anderson	Cindy Barth	Joe Bennett	Tom Bentley
Robert Bisignano	James Black	Shawn Brickner	Angela Butscher
Doug Crowell, Jr.	Doug Crowell, Sr.	Craig Crowell	Tim Crowell
John Curlis	Timothy Davies, Jr.	Sharon Devine	Kimberly Devos
Barb Fifer	Mollie Fitzgerald	Tom Fowler	Brenda Goshe
Paul Halbeisen	Dean Hankins	Dennis Hanlon	Rudy Hanzel
Karen Hetrick	Keith Kahler	Jennifer Kaiser	Joe Kelbley
Nicholas Kerlin	Michael Klaiss	Theresa Koehler	Ryan Lee
Amanda McGinnis	Michael McGinnis	Judy Meyer	Mike Mezinger
Ben Molyett	John Montgomery	Mark Montgomery	Linda Mortus
Michael Musolf	Steve Orians	Paul Perry	Ben Quaintance
Amanda Rex	Donald Richuiti	Jason Root	Gary Ruble
Alisha Sheridan	Michael Snell	Kelly Teal-Stoudinger	Matthew Toflinski
Michael Vajen	Ciera Wagner (Long)		

o) Approve the following Adult Education supplemental employment contracts at the rate of \$30/hour for customized training for the 2019-2020 school year:

Marcus Kreais	Rashel Schultz	Emily Zibert
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p) Approve Bus Driver certification stipends for the 2019-20 school year, at the Board approved rate:

Betty Bennett	David Buening	Anna Creswell	Linda Daniel
Eric Gibson	Adam Horner	Ron Huffman	Duane Keefe
Derek Lewis	Bryan Moreland	Jerald Oddo	Aaron Thompson
Brian Zender	Barrett Zimmerman	Bryan Zimmerman	

q) Approve classified part-time contracts as Bus Driver to work as assigned for the 2019-20 school year, at the Board approved hourly rate:

Gary Cole	Don Judd	Carl Long	Tom Renninger
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r) Approve classified part-time contracts as Adult Education Aide to work as assigned for the 2019-20 school year, at the Board approved hourly rate:

Shawn Bowman	Kurtis Clark	Nicole Cover	Kimberly DeVos
Christine Fetters	Mollie Fitzgerald	Ben Fitzpatrick	Lunette Frase
Rudy Hanzel	Lonnie Jaynes	Joe Kelbley	Theresa Koehler
Lisa Lemmon	Thomas Marvin	Linda Mortus	Steve Orians
Dale Risley	Matt Ruble	Randy Woodruff	

s) Approve classified part-time contracts as Classified Substitute to work as assigned for the 2019-20 school year, at the Board approved hourly rate:

Gina Binsack	Barbara Chovanec	Helen Duquette	Barbara Geldin
Jeff Harvey	Dan Hoerig	Danny Keckler	Carl Long
LouAnn Neller	Teresa Nesbitt	Mary Jane Sidell	Andrew Slone
Cheryl Stroempl	Laura Stull		

t) Approve a classified part-time contract for Tristin Turner, Technology Student Worker to work as assigned for remainder of the 2018-2019 school year, effective June 21, 2019 at the Board approved hourly rate – pending proper credentials.

u) Approve classified part-time contracts as Student Workers to work as assigned for the 2019-20 school year at the Board approved hourly rate – pending proper credentials:

Samuel Allen	Marshall Reinhard	Devon Stephens	Tristin Turner
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v) Approve a Part-time ASPIRE Instructor contract for Emily Woodland for the 2018-2019 school year effective June 1, 2019 at the Board approved hourly rate.

w) Approve the following grant funded Adult Education ASPIRE part-time contracts to work as assigned for the 2019-20 school year at the Board approved hourly rate – pending proper credentials:

1) ASPIRE instructors

Pamela Brown	Heidi Clark	Tiffany Costilla	John Dunn
Julie Harris	Pamela Heyman	Sarah Maloon	Tylan McCollum
Ashley Miller	Jeremy Newton	Shelli Stockmeister	Amy Stultz
Anitha Thomas	Sharon Weller	Kelly West	Rhonda Wright

2) ASPIRE Aide

Pamela Brown	Edith Dirnberg	Julie Harris	Kayla Kirchner
Lori Lenahrt-Badgley	Sarah Maloon	Ashley Miller	Emily Myers
LouAnn Neller	Vicki Oddo	Jennifer Patterson	Sheila Rohm

Natalyia Smith

Rhonda Wright

**G.3. Authorization to offer employment contracts**

Superintendent of Schools authorized to offer employment contracts in order to complete staff assignments for the 2019-20 school year.

**G.4. District Handbooks**

Adopt the revised district handbooks for the 2019-20 school year as presented:

- a) Secondary student and parent handbook
- b) Staff handbook

**G.5. Adult Ed Policies**

Adopt the revised adult education policies for the 2019-20 school year as presented:

- a) Program Fees
- b) Staff Handbook
- c) Financial Aid Policy & Procedures
- d) DMO Course of Study
- e) OA Course of Study
- g) PSS Student Handbook
- h) PSS Preceptor Handbook
- i) Paramedic Course Schedule
- j) EMT Basic Clinical Packet
- k) EMT Advanced Clinical Packet
- l) Paramedic Clinical Notebook
- m) Catalog
- n) Tuition Payment & Refund Policy
- o) Enrollment Agreement
- p) Student Handbook

**G.6. Secondary Student Fees effective 2019-20 school year**

Approve the Career Tech Student Organization (CTSO) fees as follows:

FFA - \$30.00	DECA - \$30.00	FEA - \$30.00	FCCLA - \$25.00
BPA - \$50.00	SkillsUSA - \$25.00	CBI - \$20.00	Drug free Club - \$15.00

**G.7. District Cafeteria Fees effective 2019-20 school year**

Approve the Cafeteria fees as follows:

Student lunch - \$2.90    Adult lunch - \$3.25    Breakfast - \$1.75

**G.8. Grants for the 2019-20 school year**

- a) Accept the ASPIRE Program Grant in the amount of \$242,500.00
- b) Accept the Career Technical (Carl Perkins) Grant in the amount of \$305,723.11
- c) Accept the Career Technical Adult Education (Carl Perkins) Grant in the amount of \$8,060.00

**G.9. Service agreements and memberships for the 2019-20 school year**

- a) Venzel Communications, Perrysburg, as the provider of district-wide Marketing, Promotion and Recruitment in an amount not to exceed \$66,000.00
- b) Seneca Industrial & Economic Development Corp., Tiffin, in the amount of \$5,000.00
- c) Campus Ivy, LLC financial aid support services in the amount of \$600.00 per month
- d) Ohio Association of Career Technical Education (Ohio ACTE) organizational membership in the amount of \$4,500.00

**G.10. Facilities**

- a) Valley Electric, electrical upgrade work in the Aim Industries Lab in the amount of \$50,000.00
- b) Brown Painting Inc. lab floor resurfacing in the amount of \$40,000.00

**G.11. Memorandum of Agreement**

Approve a Memorandum of Agreement contract between Vanguard-Sentinel Career & Technology Centers and Mental Health and Recovery Services Board of Seneca, Sandusky and Wyandot Counties as presented. MHR SB will provide in-school counseling and prevention services at Vanguard and



Sentinel locations. This contract agreement is effective July 1, 2019 through June 30, 2020 at a rate not to exceed \$44,000.00.

**G.12. Student/staff uniform purchases**

- a) Viewpoint Graphics, Inc., Tiffin – SCTC student campus wear in the amount of \$26,750.00
- b) Bow Wow Graphics, Willard – VTC student campus wear in the amount of \$28,350.00
- c) Viewpoint Graphics, Inc., Tiffin – SCTC staff campus wear in the amount of \$2,872.10
- d) Bow Wow Graphics, Willard – VTC staff campus wear in the amount of \$5,000.00

**G.13. Permanent improvements and equipment purchases**

- a) O.E. Meyer, Sandusky – welding equipment in the amount of \$36,975.00 (VTC Welding)
- b) Presidio, Toledo - network upgrade project in the amount of \$76,128.56 (VSCTC District)
- c) Dell Computer – workstations and laptops in the amount of \$154,588.84 (VSCTC District)
- d) O.E. Meyer, Tiffin – welding equipment in the amount of \$24,264.37 (SCTC Welding)

**G.14. Donations**

- a) \$50.00 from Nancy Reed, Fremont (Auto Tech program)
- b) \$1,500 from Tractor Supply Company (TSC), Fremont (VSCTC Satellite Ag programs)
- c) \$50.00 from Optimist Club of Tiffin (SCTC PSSF)
- d) \$1,650.00 from Tiffin Aerie #402 (SCTC PSSF)
- e) \$100.00 from Greenlawn Cemetery Association, Tiffin (Welding program)
- f) \$1,000.00 from Tiffin Community Foundation (FFA program)
- g) \$538.00 from Tiffin Sentinel Alumni Foundation (FFA program)
- h) \$250.00 from Rural King Distribution (FFA program)
- i) \$250.00 from Tiffin Lions Club (Welding program)
- j) \$250.00 from Tiffin Lions Club (Culinary program)

**G.15. Textbooks**

Approve the following textbook purchases for the 2019-20 school year:

**Textbooks for 2019-2020 School Year**

<b>Textbook</b>	<b>Vendor</b>	<b>Building</b>	<b>Program</b>	<b>Quantity</b>	<b>Total</b>
Learn-by-Doing: Microsoft Office Specialist 2016 Textbook	BE Publishing	Sentinel	Careers in Education	10	\$2,426.06
Learn-by-Doing: Microsoft Office Specialist 2016 Textbook	BE Publishing	Sentinel	Business	10	\$2,426.06
Core Curriculum Trainee Guide 5 <sup>th</sup> edition	Pearson	Sentinel	Independent Living	8	\$456.00
Introduction to Construction Math	Pearson	Sentinel	Independent Living	18	\$360.00
Level 1 Painting- Commercial and Residential	Pearson	Sentinel	Independent Living	8	\$536.00
Level One Ebook	National Restaurant Association	Sentinel	Culinary	18	\$342.00
Level Two Ebook	National Restaurant Association	Sentinel	Culinary	18	\$342.00
<b>Total</b>					<b>\$6,888.12</b>

**G.16. Calendar**

Adopt the 2020-2021 school year calendar as presented.

**H. Financial Consent Agenda**

The Treasurer recommends that the Board of Education approve the Financial Consent Agenda Item **H.1.** through **H.3.** Action by the Board of Education in “Adoption of the Consent Agenda” means that this item is adopted by one single motion unless a member of the Board or the Treasurer requests that any such item be removed from the consent agenda and voted upon separately.

**H.1. Monthly Financial Reports**

- a) Fiscal Year Analysis
- b) Fiscal Data Graphs
- c) Cash Reconciliation Report
- d) Financial Summary Report
- e) Investment Report
- f) Check Payment Register
- g) Appropriate Amendments

**H.2. General Fund Transactions**

Approve the following general fund transactions:

- a) Transfer \$500,000.00 from General Fund (001) to Permanent Improvement Fund (003)
- b) Transfer \$409,321.00 from General Fund (001) to OSFC Maintenance Fund (034)

**H.3. Temporary Appropriations**

Approve FY20 temporary appropriations in the amount of \$4,868,000.00 for the period beginning July 1, 2019.

**I.** Non-Consent Action Item

**J.** Legislative Liaison Report

**K.** Board Initiated Business

**L.** Executive Session

**M.** Adjournment

Opportunities shall be given to the public to address regular or special meetings of the Board; however, the Board shall not be obligated to consider the problem or request of a petitioner unless the matter has been sent to each individual member of the Board of Education and the Superintendent of Schools in writing at least 48 hours in advance of the meeting, excluding Sundays and legal holidays.
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**Next meeting: August 15, 2019 at the Administration Center**