



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

June 25, 2020

Vanguard Tech Center Cafeteria, Fremont, Ohio

6:30 p.m.

**Tim Damschroder – Gibsonburg
Chris Widman - 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
Rick Osterwalder - Hopewell-Loudon
Barbara Lehmann – Lakota
Thomas Price - Fremont
Beth Kummerer- New Riegel
Heidi Kauffman - Fostoria**

**Alex P. Binger, Treasurer
Gregory A. Edinger, Superintendent**

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

CONTENTS

June 25, 2020

- **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**

The Vanguard Tech Center Cafeteria, Fremont, Ohio

June 25, 2020

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 21, 2020 regular meeting
- E. Approval of Agenda (Additions, deletions, movement of consent agenda items)
- F. **Consent Agenda**
Superintendent’s reports and recommendations.

The Superintendent recommends that the Board of Education approve the Consent Agenda Items **F.1.** through **F.15.** 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.

F.1. Hourly Rate Schedule

Approve the following part-time/substitute hourly rate schedule effective July 1, 2020:

| | |
|---|-------------------|
| 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 |

F.2. Personnel

- a) Renew the one year part-time certified teacher contract for the 2020-2021 school year for Gregory Hedden, Port Clinton CBI, 185 days, 4.5 hours/day, \$37,402.00 salary.
- b) Accept the resignation of Megan Schultz, Executive Assistant to the Superintendent, effective July 17th, 2020.
- c) Approve a classified employment contract to Megan Schultz effective July 1, 2020 through July 17, 2020 at the hourly rate of \$20.90 per hour.

d) Approval to modify Jenny Reinhart, 10 month continuing classified contract, to a 12 month continuing classified contract at the Board approved hourly rate, effective July 1, 2020.

e) Approve the following One (1) Year, 12 month, Full-time Classified employment contracts, effective July 1, 2020 through June 30, 2021 - pending proper credentials:

- 1) Ann Warner, VTC Administrative Assistant, Step 7 on the Administrative Assistant (A) salary schedule.
- 2) Jamie Coleman, SCTC Administrative Assistant, Step 7 on the Administrative Assistant (A) salary schedule.
- 3) Paige Webb, VSCTC, Administrative Assistant to the Superintendent, Step 4 on the Administrative Assistant (B) salary schedule.

f) Approve the following full-time certified employment contracts for the 2020-2021 school year – pending proper credentials:

- 1) Bryce McNally, VTC English Instructor, for a one (1) year probationary contract effective, July 1, 2020 expiring June 30, 2021 at the annual salary of \$40,500.00, 10 days extended time at the daily rate of pay per the Collective Bargaining Agreement.
- 2) Andrea Lasch, VTC Cosmetology Instructor, for a one (1) year probationary contract effective, July 1, 2020 expiring June 30, 2021 at the annual salary of \$47,500.00, 20 days extended time at the daily rate of pay per the Collective Bargaining Agreement.

g) Approve the following full-time administrative employment contracts:

- 1) Andrea Gibson, SCEDC Communication & Project Administrator, for a one (1) year term effective July 1, 2020 expiring June 30, 2021 at the pay rate of \$16.83/hr.
- 2) Beth Hannam, SCEDC Executive Director, for a one (1) year term effective July 1, 2020 expiring June 30, 2021 at the annual salary of \$73,202.00.

h) Approve the following certified extended time contracts for the 2020-2021 school year in accordance with CBA Article X-A.

- 1) Sandy Sherman – 10 days
- 2) Claire Knapinski – 10 days
- 3) Kristie Theis – 10 days

i) Approve the following one-year supplemental contracts for the 2020-2021 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

j) Renew the following secondary certified teaching contracts for the 2020-2021 school year – pending proper credentials:

- 1) One Year Probationary Contract
Olivia Borer Tracey Kardotzke Chris Nelson

Jacob Wolf Jackie Smith Travis Salyer

2) One Year Contract

Danielle Denton Terese Depinet (Part-time)

3) Two Year Contract

Steve Newland Elizabeth Slattman Kristie Theis Adam Hellman
Seth Fitzgerald Andrew Brickner

4) Three Year Contract

Mary Green Tony Darr Bryan Moreland Rhonda Warneck

k) Approve to the following Administrative Contracts effective July 1, 2020, pending proper credentials:

1) Emily Woodland, ASPIRE Coordinator, for a one (1) year term effective July 1, 2020 expiring June 30, 2021 at the annual salary of \$56,650.

2) Tiffinie Leiter, Adult Ed Assistant Director, for a one (1) year term effective July 1, 2020 expiring June 30, 2021.

3) Valerie Zeno, Sentinel CTC Assistant Director, for a one (1) year term effective July 1, 2020 expiring June 30, 2021.

4) Lauren Cummings, Vanguard Tech Center Assistant Director, for a three (3) year term effective July 1, 2020 expiring June 30, 2023.

5) Kevin Dwight, Technology Director, for a three (3) year term effective July 1, 2020 expiring June 30, 2023.

6) Elissa Heal, Sentinel CTC Director, for a three (3) year term effective July 1, 2020 expiring June 30, 2023.

7) Rosemary Krieger, Adult Ed Director, for a three (3) year term effective July 1, 2020 expiring June 30, 2023.

8) Lyne Walby Vanguard Tech Center Assistant Director, for a three (3) year term effective July 1, 2020 expiring June 30, 2023.

l) Renew the following Adult Education one year teaching contracts effective July 1, 2020 – pending proper credentials:

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

m) Renew the following classified employment contracts for the 2020-2021 school year as follows – pending proper credentials:

1) One Year Regular Part-time Contract

- a) Gina Binsack, VTC Cafeteria
- b) Terese Depinet, SCTC Educational Aide
- c) Jessica Hotz, VTC Educational Aide
- d) Fanny Wait, Adult Educational Aide
- e) Debbie Werling, VTC Cafeteria

2) One Year Full-time Contract

- a) Kim Lenhart, VTC Custodian
- b) Gerald Elchert, SCTC Educational Aide
- c) Heather Grate, VTC Custodian
- d) Barb Chovanec, VTC Cafeteria
- e) Phylis Watkins, VTC Educational Aide

3) Two Year Full-time Contract

- a) Rachel Briggs, SCTC SSBE
- b) Lynn Uher, VTC Cashier
- c) Kelly Wood, Assistant Treasurer
- d) Douglas Frankart, SCTC Custodian

n) Approve Certified supplemental contracts as assigned for the 2020-2021 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 | Barrett Zimmerman | Mary Lou Nellet | Christopher Nelson |
| Steve Newland | Melissa Null | Erin Olszewski | Sarrah Otney |
| Ann Pumphrey | David Rapp | Sandy Reinhart | Nicole Ross |
| Carl Rusch | Jeannine Schubach | Rashel Schultz | Sandy Sherman |
| Elizabeth Slattman | Jackie Smith | Jacob Wolf | Travis Salyer |
| Brian Sneider | Michele Spencer | Crista Stacklin | Kristie Theis |
| Cathy Thomas | Aaron Thompson | Jody Twining | Lecia Wadsworth |
| Rhonda Warneck | Crystal Webel | Angie Welly | Brian Zender |

o) Approve Certified substitute instructor contracts as assigned for the 2020-2021 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 | Polly Garlock |

| | | | |
|------------------|-------------------|----------------|-----------------|
| Donna Goshe | Lori Groves | Andrea Hoerig | Jessica Hotz |
| Richard Hughes | Stacey Kiesel | Sandra Lantz | Deborah Linder |
| Jim Linder | Carl Long | Kristin Lucius | Rachel Marinis- |
| Cooks | Christine Michael | Roger Oddo | Alex Pardi |
| Vickie Parker | Tom Renninger | Anita Ritter | John Rizzardi |
| Brian Rombach | Daniel Sanchez | 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 | |

p) Approve part-time Adult Education instructor contracts as assigned for the 2020-2021 school year, at the Board approved hourly rate:

| | | | |
|-----------------------|-------------------|------------------|------------------|
| Timothy Almendinger | William Anderson | Cindy Barth | Ron Bechstein |
| Joe Bennett | Tom Bentley | Robert Bisignano | James Black |
| Shawn Brickner | Jonathan Brown | Angela Butscher | Rob Chappell |
| Doug Crowell, Jr. | Doug Crowell, Sr. | Craig Crowell | Tim Crowell |
| Timothy Davies, Jr. | Chad Darth | Sharon Devine | Kimberly Devos |
| Chad Everhart | Mollie Fitzgerald | Thomas Fowler | Brenda Goshe |
| John Gray | Paul Halbeisen | Karen Hetrick | Keith Kahler |
| Jennifer Kaiser | Don Kelbley | Joe Kelbley | Nicholas Kerlin |
| Michael Klaiss | Theresa Koehler | Diana Layton | Ryan Lee |
| Lisa Woycitzky | Carl Long | Amanda McGinnis | Michael McGinnis |
| Mike Mezinger | Ben Molyett | John Montgomery | Mark Montgomery |
| Linda Mortus | Michael Musolf | Steve Orians | Jerrod Parsell |
| Paul Perry | Ben Quaintance | Amanda Rex | Donald Richuiti |
| Jason Root | Patrick Rogers | Trevor Ross | Gary Ruble |
| Randy Ruble | Alisha Sheridan | Michael Snell | Louis Snyder |
| Kelly Teal-Stoudinger | Brady Stull | Ryan Swank | Drake Taylor |
| Brian Thomas | Matthew Toflinski | Michael Vajen | Ciera Wagner |
| Kevin Winke | Zachary Wolfe | Joshua Riedel | Kreg Ohms |
| Doug McDougall | Dennis Hanlon | Keith Johnson | |

q) Approve the following Adult Education supplemental employment contracts at the rate of \$30/hour for customized training for the 2020-2021 school year:

| | | | |
|---------------|----------------|---------------|----------------|
| Marcus Kreais | Rashel Schultz | Emily Zibert | Drake Taylor |
| Steve Newland | Ron Huffman | Brian Sneider | Aaron Thompson |
| James Baker | | | |

r) Approve Bus Driver certification stipends for the 2020-2021 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 | Chris Nelson |
| Tracey Kardotzke | Olivia Borer | Jacob Wolf | Heather Grate |

s) Approve classified part-time contracts as Bus Driver to work as assigned for the 2020-2021 school year, at the Board approved hourly rate:

| | | |
|----------|-----------|---------------|
| Don Judd | Carl Long | Tom Renninger |
|----------|-----------|---------------|

t) Approve classified part-time contracts as Adult Education Aide to work as assigned for the 2020-2021 school year, at the Board approved hourly rate:

| | | | |
|-------------------|-------------------|----------------|--------------|
| Jonathan Brown | Kurtis Clark | Kimberly DeVos | |
| Christine Fetters | Mollie Fitzgerald | Lonnie Jaynes | Joe Kelbley |
| Theresa Koehler | Lisa Woycitzky | Thomas Marvin | Linda Mortus |
| Steve Orians | Dale Risley | Ryan Swank | |

u) Approve classified part-time contracts as Classified Substitute to work as assigned for the 2020-2021 school year, at the Board approved hourly rate:

| | | | |
|-----------------|------------------|------------------|----------------|
| Gina Binsack | Barbara Chovanec | Helen Duquette | Barbara Geldin |
| Jeff Harvey | Dan Hoerig | Carl Long | |
| Lou Ann Neller | Teresa Nesbitt | Mary Jane Sidell | Andrew Slone |
| Cheryl Stroempl | Laura Stull | Stacey Kiesel | |

v) Approve the following grant funded Adult Education ASPIRE part-time contracts to work as assigned for the 2020-2021 school year at the Board approved hourly rate – pending proper credentials:

1) ASPIRE instructors

| | | | |
|---------------|----------------|----------------|---------------|
| Melissa Blair | Pamela Brown | Rachel Chaffin | |
| Julie Harris | Kay Hartley | Pamela Heyman | Sarah Maloon |
| Amy Masterson | Tylan McCollum | Ashley Miller | Anitha Thomas |
| Sharon Weller | Kelly West | Rhonda Wright | |

2) ASPIRE Aide

| | | | |
|--------------------|----------------------|----------------|---------------|
| Melissa Blair | Edie Dirnberg | Julie Harris | |
| Kay Hartley | Lori Lenhart-Badgley | Ashley Miller | LouAnn Neller |
| Jennifer Patterson | Sheila Rohm | Nataliya Smith | Paige Wright |
| Rhonda Wright | Tylan McCollum | | |

F.3. Authorization to offer employment contracts

Superintendent of Schools authorized to offer employment contracts in order to complete staff assignments for the 2020-2021 school year.

F.4. Adult Ed Policies

Adopt the revised adult education policies for the 2020-2021 school year as presented:

- | | |
|----------------------------------|--|
| a) Catalog 20-21 | b) Enrollment Agreement Form(s) |
| c) Public Safety Program Fees | d) Tuition Refund Policy |
| e) Staff Handbook | f) DMO Course of Study |
| g) DMO Handbook | h) Financial Aid Procedure Manual |
| i) LOA Form | j) Satisfactory Academic Progress Policy |
| k) Student Handbook | l) Student Withdraw Form |
| m) OA Course of Study | n) Advanced Module Format |
| o) EMR Master Syllabi | p) EMT Clinical Book |
| q) EMT Basic Module | r) Paramedic Clinical Packet |
| s) PSS New 2019 Student Handbook | t) PSS Course Schedule |
| u) PSS Paramedic Handbook | |

F.5. Secondary Student Fees effective 2020-2021 school year

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

FFA - \$30.00 FEA - \$30.00
BPA - \$50.00 SkillsUSA - \$25.00 Drug free Club - \$15.00

F.6. District Cafeteria Fees effective 2020-2021 school year

Approve the Cafeteria fees as follows:

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

F.7. Grants for the 2020-2021 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 \$294,237.10
- c) Accept the Career Technical Adult Education (Carl Perkins) Grant in the amount of \$8,060.00

F.8. Service agreements and memberships for the 2020-2021 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

F.9. 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 \$25,914.00
- c) Bow Wow Graphics, Willard – VSCTC staff campus wear in the amount of \$5,000.00

F.10. Approve the Classified Employee Policy Handbook

Effective July 1, 2020 through June 30, 2023 as presented.

F.11. Approve the Administrative Employee Policy Handbook

Effective July 1, 2020 through June 30, 2021 as presented.

F.12. Approve the Certified Employees Master Agreement

Effective July 1, 2020 through June 30, 2021 as presented.

F.13. Permanent improvements and equipment purchase(s)

- a) American Interiors, Toledo- secured entrance in the amount of \$51,949.13 (SCTC)
- b) American Interiors, Toledo- secured entrance in the amount of \$26,182.43 (VTC)

F.14. Donations

- a) Donation in the amount of \$100.00 in memory of Robert Seifert, to VSCTC
- b) Donation of a 2013 Chevrolet Malibu from Marc & Pam Glotzbecker to VSCTC

F.15. Textbooks

Approve the following textbook purchases for the 2020-2021 school year:

| Textbook | Vendor | Building | Program | Quantity | Total |
|--|-------------------------|-----------------|------------------|-----------------|--------------------|
| CompTIA Cloud Essentials | Amazon | Sentinel | Digital Tech | 15 | \$639.00 |
| CompTIA IT Fundamentals | Amazon | Sentinel | Digital Tech | 15 | \$374.85 |
| CompTIA Cloud Essentials | Amazon | Vanguard Tech | Digital Tech | 24 | \$1,022.40 |
| CompTIA IT Fundamentals | Amazon | Vanguard Tech | Digital Tech | 24 | \$599.76 |
| Cosmetology Standard Milady | Cengage Learning | Sentinel | Cosmetology | 5 | \$669.75 |
| Auto Body Repair Technology 6th Student Edition + Mind Tap | Cengage Learning | Sentinel | Collision Repair | 40 | \$5,980.00 |
| Nursing Assisting: A Foundation in Caregiving | Hartman Publishing Inc. | Sentinel | Health Careers | 50 | \$2,400.00 |
| Calculus | Cengage Learning | Sentinel | ETR | 1 | \$187.50 |
| Modern Physics for Scientists and Engineers | Cengage Learning | Sentinel | ETR | 1 | \$150.00 |
| Total | | | | | \$12,023.26 |

G. Financial Consent Agenda

The Treasurer recommends that the Board of Education approve the Financial Consent Agenda Item **G.1.** through **G.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.

G.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) Amended Certificate of Available Resources
- h) Appropriation Amendments

G.2. General Fund Transactions

Approve the following general fund transactions:

- a) Transfer \$409,321.00 from General Fund (001) to OSFC Maintenance Fund (034)

G.3. Temporary Appropriations

Approve FY21 temporary appropriations in the amount of \$7,414,500.00 for the period beginning July 1, 2020.

H. Non-Consent Action Item

I. Legislative Liaison Report

J. Board Initiated Business

K. Executive Session

L. Adjournment

| |
|---|
| <p>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.</p> |
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Next meeting: July 16, 2020 in The Vanguard Tech Center Cafeteria Fremont, OH