



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

April 18, 2024

Sentinel Community Room, Tiffin, Ohio

6:00 p.m.

**Tim Damschroder – Gibsonburg
Thomas Price - Fremont
Nancy Greenslade - Clyde-Green Springs
Thomas Wade - Fostoria
Linda Depinet - Hopewell-Loudon
Nancy Timmons – Lakota
Joshua Messersmith - Mohawk
Jeff Hohman - New Riegel
Valerie Steyer - Old Fort
Paul Shaw - Port Clinton
Daniel Stacklin - Seneca East
Larry Kisabeth - Tiffin
Jim Morris - Upper Sandusky**

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

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

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April 18, 2024

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- **Check Payment Register**

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

Sentinel Community Room, Tiffin, Ohio

April 18, 2024

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 March 21, 2024 Regular Meeting
- E.** Administrative reports and discussion
- 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.** and **G.2.** 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. **Personnel**

- a) Approve a one-year probationary certified teaching contract for Archer Spencer, Port Clinton Marketing Instructor, at the annual salary of \$42,500, for the 2024-2025 school year effective July 1, 2024, with 10 days extended time at the daily rate of pay per the Collective Bargaining Agreement pending proper credentials.
- b) Approve a one-year probationary certified teaching contract for Matthew Weber, AIM Construction Instructor, at the annual salary of \$52,000, for the 2024-2025 school year effective July 1, 2024, with 20 days extended time at the daily rate of pay per the Collective Bargaining Agreement pending proper credentials.
- c) Approve a one-year, full-time classified employment contract for Whitney Witte, VTC SSBE Coordinator, for the 2024-2025 school year effective July 1, 2024 at an annual salary of \$31,200.
- d) Approve a one-year, full-time classified employment contract for Jennifer Younker, VTC Educational Aide, for the 2024-2025 school year effective July 1, 2024, step 8 on the educational aide (E) salary schedule pending proper credentials.
- e) Approve a part-time adult education contract for Sharon Devine, EMS/Paramedic Coordinator, to work as assigned for the remainder of the 2023-2024 school year effective April 22, 2024 at the rate of \$40 an hour.

f) Approve a part-time adult education contract for Adam Shearn, Fire Coordinator, to work as assigned for the remainder of the 2023-2024 school year effective April 22, 2024 at the rate of \$40 an hour.

g) Approve a part-time certified substitute contract for Thomas Thomson to work as assigned for the remainder of the 2023-2024 school year at the Board approved rate.

h) Approve a part-time classified contract as bus driver for Timothy Buczek to work as assigned for the remainder of the 2023-2024 school year at the Board approved rate pending proper credentials.

i) Accept the resignation of Sara Wilbur, VTC Health and Wellness Coordinator, effective July 31, 2024.

G.2. Approve the 2024-2025 VSCTC DEW Blended Learning Declaration to Establish or Continue a Blended Learning Model.

H. Financial Consent Agenda

The Treasurer recommends that the Board of Education approve the Financial Consent Agenda Items **H.1.** and **H.2.** Action by the Board of Education in “Adoption of the Consent Agenda” means that these items are 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) 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

H.2. Board Committees

Establish a Finance and Audit Committee and appoint Linda Depinet, Nancy Greenslade, Josh Messersmith and Dan Stacklin as members of the committee.

H.3. General Fund Transactions

Return advances totaling \$98,170.62 from Classroom Facilities (010) to General Fund (001).

I. Non-Consent Action Item

I.1. Certified Employees Master Agreement

Approve the Certified Employees Master Agreement as presented effective July 1, 2024 through June 30, 2027.

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.

Next meeting: May 16, 2024 in the Vanguard-Sentinel Administration Building, Fremont, Ohio

**MINUTES OF THE VANGUARD-SENTINEL CAREER & TECHNOLOGY
CENTERS BOARD OF EDUCATION REGULAR MEETING
Vanguard-Sentinel Administration Building, Fremont, Ohio
March 21, 2024**

The Vanguard-Sentinel Career and Technology Centers Board of Education met for its regular meeting on March 21, 2024 at 6:00 p.m. in the Vanguard-Sentinel Administration Building.

The meeting was called to order by Tim Damschroder, President, at 6:00 p.m.

The Board recited the Pledge of Allegiance.

The following members responded to roll call; Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. Messersmith, Steyer, and Timmons were absent.

MOTION#8306

Depinet moved and Stacklin seconded the motion to approve the February 15, 2024 regular meeting minutes. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. A “No” vote was not heard. Motion carried.

Administrative reports and discussion.

MOTION#8307

Greenslade moved and Kisabeth seconded the motion for Approval of Agenda with the addition of **G.5.** (Additions, deletions, movement of consent agenda items) The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. A “No” vote was not heard. Motion carried.

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.5.** 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. Personnel

a) Approve the following full-time classified contracts as custodians for the 2023-2024 school year:

Darrian Ayers, VTC Custodian, class 1, step 1 on the Custodial/Maintenance (C) salary schedule.
Gregory Gase, SCTC Custodian, class 1, step 5 on the Custodial/Maintenance (C) salary schedule.
Logan Nesbitt, VTC Custodian, class 1, step 1 on the Custodial/Maintenance (C) salary schedule.

b) Approve a one-year, part-time certified substitute contract for Micah Rettig to work as assigned for the 2023-2024 school year at the Board approved rate.

c) Approve the one-year, part-time, grant-funded Aspire aide contract for Virginia Sanchez to work as assigned for the 2023-2024 school year at the Board approved rate.

d) Approve the one-year, part-time, grant-funded Aspire instructor contract for Mary Ann Zambrano to work as assigned for the 2023-2024 school year at the Board approved rate pending proper credentials.

e) Approve the following one-year, part-time adult education instructor contracts to work as assigned for the 2023-2024 school year at the Board approved rate pending proper credentials:

Charita Hartman

Jason Pastor

f) Approve an unpaid leave of absence for Rhonda Warneck for 4 days from February 27, 2024 through March 12, 2024.

g) Approve an FMLA long-term unpaid leave of absence for Hannah Bumb as needed effective February 26, 2024 through May 31, 2024.

h) Approve the following 2023-2024 school year Youth Club Advisor stipends donated back to the club/program, as listed:

Jim Baker: SkillsUSA (\$377.77)

Danielle Daniel: SkillsUSA (\$188.89)

Nichole England: SkillsUSA (\$377.77)

Zachary Gaietto: SkillsUSA (\$377.77)

Adam Hellman: SkillsUSA (\$377.77)

Kayla Kleinfelter: SkillsUSA (\$188.89)

Russ Markwith: SkillsUSA (\$377.77)

Cathy Thomas: FEA (\$188.89)

Floyd Collins: SkillsUSA (\$188.89)

Tony Darr: SkillsUSA (\$113.33)

Tom Fought: SkillsUSA (\$377.77)

Mary Green: SkillsUSA (\$188.89)

Ben Kleinfelter: SkillsUSA (\$188.89)

Andrea Lasch: SkillsUSA (\$377.77)

Sarra Ottney: SkillsUSA (\$188.89)

i) Approve the following 2023-2024 school year Youth Club Advisor stipends to be paid, as listed:

Michael Batdorf: SkillsUSA (\$377.77)

Anna Creswell: FFA (\$377.77)

Linda Daniel: SkillsUSA (\$377.77)

Seth Fitzgerald: DECA (\$377.77)

Mary Green: SkillsUSA (\$188.89)

Adam Horner: FFA (\$377.77)

Tracey Kardotzke: SkillsUSA (\$377.77)

Ben Kleinfelter: SkillsUSA (\$188.89)

Marcus Kreais: SkillsUSA (\$377.77)

Mark Long: CBI (\$377.77)

Steve Newland: SkillsUSA (\$377.77)

Sarra Ottney: SkillsUSA (\$188.89)

Sandy Reinhart: SkillsUSA (\$377.77)

Robert Selvey: FFA (\$377.77)

Jeff Smith: SkillsUSA (\$377.77)

Abigail Steinmetz: SkillsUSA (\$377.77)

Keith Thurston: SkillsUSA (\$377.77)

Jacob Webb: SkillsUSA (\$377.77)

Brian Zender: FFA (\$377.77)

Floyd Collins: SkillsUSA (\$188.89)

Danielle Daniel: SkillsUSA (\$188.89)

Tony Darr: SkillsUSA (\$264.44)

Tina Gibson: BPA/DECA (\$377.77)

Michele Hollister: DECA (\$377.77)

Anna Horner: FFA (\$377.77)

Valerie Karhoff: Lakota FFA (\$377.77)

Kayla Kleinfelter: SkillsUSA (\$188.89)

Jeremy Leavitt: SkillsUSA (\$377.77)

Bryan Moreland: SkillsUSA (\$377.77)

Melissa Null: SkillsUSA (\$377.77)

David Rapp: FFA (\$377.77)

Carl Rusch: SkillsUSA (\$377.77)

Elizabeth Slattman: CBI (\$377.77)

Brian Sneider: SkillsUSA (\$377.77)

Cathy Thomas: FEA (\$188.89)

Abbi Venturino: CBI (\$377.77)

Jacob Wolf: SkillsUSA (\$377.77)

Barrett Zimmerman: FFA (\$377.77)

G.2. Medical Payment

a) Approve the medical payment in the amount of \$33.00 on behalf of Vanguard student, Jordyn Wedge.

b) Approve the medical payments totaling \$1,064.31 on behalf of Vanguard student, Katie Stroble.

G.3. Approve a purchase order for \$28,000.00 to Ohio Alliance and Direct Support Professionals for the AIM Health Program.

G.4. Donations

a) Accept a donation of \$1,000.00 from JHI Group to SCTC SkillsUSA.

b) Accept a donation of \$500.00 from District 4 FFA to the SCTC FFA.

c) Accept a donation of \$1,000.00 from Clark and Elisabeth Hutson to the SCTC Cosmetology program.

d) Accept a donation of \$150.00 from Mary Burgess Todd to SCTC SkillsUSA.

e) Accept a donation of \$150.00 from Phylis Watkins to VTC Building Trades.

G.5. Settlement Agreement

Approve the settlement agreement and release of all claims between Vanguard-Sentinel Career & Technology Centers the Ohio Facilities Construction Commission Ohio Farmers Insurance and Warner Mechanical as presented whereas Warner Mechanical agrees to pay Vanguard-Sentinel Career & Technology Centers the sum of \$1 million dollars.

MOTION#8308

Depinet moved and Morris seconded the motion for Approval of Consent Agenda (Superintendent's reports and recommendations). The vote on the motion was all "Yes" by Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. A "No" vote was not heard. Motion carried.

H. Financial Consent Agenda

The Treasurer recommends that the Board of Education approve the Financial Consent Agenda Items **H.1.** through **H.4.** Action by the Board of Education in "Adoption of the Consent Agenda" means that these items are 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
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- h) Appropriation Amendments

H.2. General Fund Transactions

Transfer \$25,000.00 from 001 General Fund to 006 Cafeteria Fund.

H.3. Grants

Accept a grant from the PPG Foundation in the amount of \$25,000.00 and establish 019-9024 PPG Foundation Grant Fund.

H.4. Then and Now Payments

Approve then and now payments totaling \$21,036.57 to City of Fremont for School Resource Officer services.

MOTION#8309

Depinet moved and Hohman seconded the motion to approve the Financial Consent Agenda as presented. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. A “No” vote was not heard. Motion carried.

I. Non-Consent Action Item

RESOLUTION RANKING DESIGN BUILD PROPOSALS AND AUTHORIZING A CONTRACT WITH THE TOP-RANKED FIRM RELATED TO ITS CAREER TECH FACILITY EXPANSION PROJECT

WHEREAS, the Board of Education (hereafter referred to as the “Board”) publicly announced a contract for Design Build services for its Career Tech Facility Expansion Project (the “Project”); and

WHEREAS, the Board engaged the services of a Criteria Architect, Garmann Miller; and

WHEREAS, the Board has the Ennis Britton Consulting Group as its Owner’s Representative; and

WHEREAS, the Board authorized the Superintendent, with the assistance of the Criteria Architect and Owner’s Representative to solicit and separately rank statements of qualification and proposals from qualified design-build firms and to rank the same; and

WHEREAS, the Superintendent received and reviewed said statements and proposals with the assistance of the Owner’s Representative and the Board’s counsel and has made a recommendation to the Board regarding the ranking of the same; and

NOW, THEREFORE, BE IT RESOLVED, by the Board, that after careful consideration and evaluation of the information before it:

Section 1. The Board hereby accepts the recommendation of the Superintendent of the following ranking of the short-listed design-build firms:

1. Janotta & Herner
2. Alvada Construction
3. Clouse Construction

Section 2. The Superintendent, with the assistance of the Owner’s Representative, the Criteria Architect, and the Board’s counsel is hereby authorized to negotiate a contract with the top-ranked firm in accordance with RC 153.65-153.71. The President and Treasurer are authorized to execute said contract upon satisfaction of all conditions precedent to execution, as recommended by the Board’s counsel. If the Superintendent is unable to negotiate a satisfactory contract, the Superintendent shall terminate negotiations and move to the next ranked firm. This process shall continue, as necessary, to the third-ranked firm.

Section 3. That this Board hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Board; and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of this Board, which may be inconsistent or duplicative with the provisions of this Resolution.

MOTION#8310

Kisabeth moved and Stacklin seconded the motion to approve the **Non-Consent Action Item I.1** as presented. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. A “No” vote was not heard. Motion carried.

- J. Legislative Liaison Report
- K. Board Initiated Business
- L. Executive Session

MOTION#8311

Depinet moved and Hohman seconded the motion to enter Executive Session to discuss contract negotiations. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. A “No” vote was not heard. Motion carried. The Board entered Executive Session at 6:38 pm and exited at 6:52 pm.

MOTION#8312

Greenslade moved and Depinet seconded the motion to adjourn the meeting. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Hohman, Kisabeth, Morris, Price, Shaw, Stacklin, and Wade. A “No” vote was not heard. Motion carried. Meeting adjourned at 6:53 p.m.

- 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: April 18, 2024 in the Sentinel Community Room, Tiffin, Ohio

Tim Damschroder, President

Alex Binger, Treasurer