



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

December 18, 2025

***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
Celestia Mack - New Riegel
Gwen Stallard - 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**

CONTENTS

December 18, 2025

-  **Agenda - Summary**
-  **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 Community Room, Tiffin, Ohio

December 18, 2025

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 November 20, 2025 regular meeting
- E.** Executive Session
- F.** Administrative reports and discussion
- G.** Approval of Agenda (Additions, deletions, movement of consent agenda items)

H. Consent Agenda

Superintendent's reports and recommendations.

The Superintendent recommends that the Board of Education approve the Consent Agenda Items **H.1.** through **H.3.** 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.

H.1. Personnel

- a) Approve the one-year probationary certified teaching contract for Jaymz Witten, Manufacturing/Welding Instructor, for the remainder of the 2025-2026 school year at an annual salary of \$47,500, 20 days extended time per the collective bargaining agreement, effective January 5, 2026 through June 30, 2026 pending proper credentials.
- b) Approve the following full-time classified contracts for the remainder of the 2025-2026 school year:
 - 1. Kristen Askins, VTC SSBE Coordinator, effective January 5, 2026 at an annual salary of \$31,200.
 - 2. Marco Garcia, VTC Custodian, effective January 5, 2026, class 1, step 5 on the custodial/maintenance (C) salary schedule.
 - 3. Alberto Pina, VTC Custodian, effective January 5, 2026, class 1, step 1 on the custodial/maintenance (C) salary schedule.
- c) Approve the part-time adult education instructor contract for Fanny Clymer as assigned for the 2025-2026 school year, at the Board approved rate.

d) Approve the following classified part-time contracts as classified substitute to work as assigned for the 2025-2026 school year, at the Board approved rate:

Kathryn Chudzinski

Joy Marsh

Jennifer Sharp

e) Approve the classified part-time contract as bus driver for Edward Williams to work as assigned for the 2025-2026 school year at the Board approved hourly rate.

f) Accept the resignation of Bryan Zimmerman, Director of Operations, for purposes of retirement effective June 30, 2026.

g) Accept the resignation of Aaron Thompson, Satellite Manufacturing Instructor, effective December 31, 2025.

h) Accept the resignation of Andrew Reinhart, SCTC AIM Market Street Manufacturing Instructor, effective December 19, 2025.

i) Accept the resignation of Eric Gibson, SCTC Custodian, effective December 18, 2025.

H.2. Board Policy

Approve the following updated Board Policy as presented:

AC Nondiscrimination

ACAA Sexual Harassment

DBD Budget Planning

DE Revenue from Tax Sources

DJC Bidding Requirements

DLC Expense Reimbursements

EBC Emergency Management and Safety Plans

EEAC School Bus Safety Program

EEACD Drug Testing of District Personnel (Van and Bus Drivers with CDL)

EHA District Records Commission, Retention, and Disposal

FD (also KBE) Tax Issues

FEF Construction Contracts, Bidding, and Awards

GBQ Criminal Records Check

IKA Grading Systems

JECBB Interdistrict Open Enrollment

JED Student Absences and Excuses

JEDA Truancy

JEDC Religious Expression Days

JFCK Student Cell Phones and Electronic Communication Devices

JHG Reporting Child Abuse and Mandatory Training

KBA Public's Right to Know

H.3. Donations

a) Accept a donation of gel nail supplies with a value of \$2,058 from MW Nails and Spa to VTC Cosmetology.

b) Accept a donation of \$5,000 from the Ohio State Eagles Charity Fund distributed as follows: \$2,000 to SCTC SkillsUSA, \$2,000 to SCTC Drug Free Club, and \$1,000 to SCTC student incentives.

I. Financial Consent Agenda

The Treasurer recommends that the Board of Education approve the Financial Consent Agenda Items **I.1.** and **I.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 Treasurer requests that any such item be removed from the consent agenda and voted upon separately.

I.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

I.2. General Fund Transactions

Approve a return of advance of \$238,988.05 to the General Fund (001) from Fund 499-9125 CT Equipment Grant.

J. Organizational Meeting 2026

Set the time, date, and location for the 2026 Organizational Meeting.

K. President Pro Temp

Appoint the President Pro Tem for the 2026 Organizational Meeting.

L. Non-Consent Action Items

M. Legislative Liaison Report

N. Board Initiated Business

O. 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: January 15, 2026, in the Vanguard-Sentinel Administration Building, Fremont, Ohio

**MINUTES OF THE VANGUARD-SENTINEL CAREER & TECHNOLOGY
CENTERS BOARD OF EDUCATION REGULAR MEETING**
Administration Building, Fremont, Ohio
November 20, 2025

The Vanguard-Sentinel Career and Technology Centers Board of Education met for its regular meeting on Thursday, November 20, 2025 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, Kisabeth, Mack, Messersmith, Morris, Price, Shaw, Stacklin, and Stallard. Timmons and Wade were absent.

MOTION#8435

Kisabeth moved and Depinet seconded the motion to approve the October 16, 2025 regular meeting minutes. The vote on the motion was all “Yes” by Damschroder, Depinet, Kisabeth, Mack, Messersmith, Morris, Price, Shaw, Stacklin, and Stallard. Greenslade abstained. A “No” vote was not heard. Motion carried.

Administrative reports and discussion.

Mr. Wade entered the meeting at 6:02 pm.

MOTION#8436

Messersmith moved and Greenslade seconded the motion for Approval of Agenda. (Additions, deletions, movement of consent agenda items) The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Kisabeth, Mack, Messersmith, Morris, Price, Shaw, Stacklin, Stallard, 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.3.** 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 one-year full-time classified contract for Whitney Witte, VTC Administrative Assistant, step 5 on the administrative assistant (A) salary schedule for the 2025-2026 school year effective November 26, 2025.
- b) Accept the resignation of Matias Silvas, VTC Custodian, effective November 14, 2025.
- c) Accept the following resignations for purposes of retirement:
 - 1) Barbara Mitchell, VTC Testing Coordinator, effective May 31, 2026.
 - 2) Carl Rusch, SCTC Collision Repair Instructor, effective May 31, 2026.

d) Approve an FMLA leave of absence for Mark Long from November 10, 2025 through February 2, 2026.

e) Approve an unpaid leave of absence for Greg Chaney for 2 days between December 18, 2025 and December 19, 2025.

f) Approve an unpaid leave of absence for Riley Sweeney for 3 days between December 17, 2025 and December 19, 2025.

G.2. Agreements

Approve the component sales agreement between Vanguard-Sentinel Career and Technology Centers and NOECA for the 2025-2026 school year at an e-rate discounted cost of \$58,734.20.

G.3. Donations

a) Accept a donation of \$500 from the Ohio FFA Foundation to the SCTC FFA.

b) Accept a donation of \$200 from the Tiffin K of C to the SCTC Drug Free Club.

c) Accept a donation of \$300 from the Cookie Lady to the VTC SkillsUSA.

d) Accept a donation of \$100 from Al Baumann Chevrolet to the VTC SkillsUSA.

e) Accept a donation of \$140.50 from the Seneca County Fair to the SCTC FFA.

f) Accept a donation of \$200 from Beck Suppliers to the VTC SkillsUSA.

g) Accept a donation of \$140 from Mazda Direct to the VTC SkillsUSA.

h) Accept a donation of \$1,000 from Crown Battery to the VTC SkillsUSA.

i) Accept a donation of \$150 from Wanda Kay Smith to the VTC SkillsUSA.

j) Accept a donation of \$250 from JSF Ventures to the VTC SkillsUSA.

MOTION#8437

Depinet moved and Mack 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, Kisabeth, Mack, Messersmith, Morris, Price, Shaw, Stacklin, Stallard, 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.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) Amended Certificate
- h) Appropriations Resolution

H.2. Grants

Establish Fund 499-9125 CT Education Equipment Grant.

H.3. General Fund Transactions

Approve an advance of \$238,988.05 from General Fund (001) to Fund 499-9125.

MOTION#8438

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

I. Non-Consent Action Items

J. Legislative Liaison Report

K. Board Initiated Business

L. Executive Session

MOTION#8439

Messersmith moved and Depinet seconded the motion to enter Executive Session to discuss employment and compensation of personnel. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Kisabeth, Mack, Messersmith, Morris, Price, Shaw, Stacklin, Stallard, and Wade. A “No” vote was not heard. Motion carried. The Board entered Executive Session at 6:49 p.m. and exited at 7:04 p.m.

MOTION#8440

Mack moved and Stacklin seconded the motion to adjourn the meeting. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Kisabeth, Mack, Messersmith, Morris, Price, Shaw, Stacklin, Stallard, and Wade. A “No” vote was not heard. Motion carried. Meeting adjourned at 7:05 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.

Next meeting: December 18, 2025 in the Sentinel Community Room, Tiffin, Ohio

Tim Damschroder, President

Alex Binger, Treasurer