

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

Organizational Meeting Agenda

- A. Call meeting to order – Mr. Tim Damschroder, President Pro Tem**
- B. Pledge of Allegiance to the Flag**
- C. Organizational Meeting**

C.1. Oath of Office - New Term

Administer the Oath of Office to the following member school representatives for new terms, ending December 31, 2029:

- Fremont: Thomas Price
- Hopewell-Loudon: Linda Depinet
- New Riegel: Celestia Mack
- Gibsonburg: Tim Damschroder
- Lakota: Nancy Timmons

C.2. Oath of Office - Unexpired Term

Administer the Oath of Office to the following member school representative for an unexpired term, ending December 31, 2026: - Port Clinton: Michele Mueller

C.3. Roll Call

C.4. Nominations and Election of Board President

C.5. Nominations and Election of Board Vice-President

C.6. Meeting Schedule

Establish the following Board resolution: the day, time, and place of regular meetings for the period of February 1, 2026 through December 31, 2026.

C.7. Legislative Liaison

Appoint legislative liaison member to Ohio School Boards Association (OSBA).

C.8. Finance Committee

Appoint the Finance Committee members for meetings to take place prior to the August and December Board meetings.

C.9. Tax Collections and Investment

Authorize the Treasurer to request advances on tax collections and investment of interim funds that become available to excess of regular operating costs.

C.10. Purchasing Agent

Authorize the Superintendent of Schools to serve as purchasing agent for the VSCTC District.

C-11. Purchase Order Limits

Purchase Order Limits
The Board authorizes the use of blanket purchase orders not to exceed either \$300,000.00 or the amount of the account appropriation, per order, whichever is lower. No such blanket purchase order will extend beyond the end of the fiscal year.

C.12. Appoint Superintendent as the Credit Card Compliance Officer

D. Adjournment



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

January 15, 2026

Administration Building, Fremont, Ohio

6:15 p.m.

Tim Damschroder – Gibsonburg
Nancy Greenslade - Clyde-Green Springs
Thomas Wade - Fostoria
Thomas Price - Fremont
Linda Depinet - Hopewell-Loudon
Nancy Timmons – Lakota
Josh Messersmith - Mohawk
Celestia Mack - New Riegel
Gwen Stallard - Old Fort
Michele Mueller - Port Clinton
Dan Stacklin - Seneca East
Larry Kisabeth - Tiffin
Jim Morris - Upper Sandusky

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

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

CONTENTS

January 15, 2026

- **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**

Administration Building, Fremont, Ohio

January 15, 2025

Regular Meeting Agenda

- A. Call meeting to order – President**
- B. Roll Call**
- C. Approve the minutes of the December 18, 2025 regular meeting**
- D. Approve the minutes of the December 18, 2025 Audit and Finance Committee 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** 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 item be removed from the consent agenda and voted upon separately.

G.1. Personnel

Approve the part-time adult education firefighter instructor contract for Joe Kelbley as assigned for the 2025-2026 school year, at the Board approved rate.

G.2. Annual Membership Investments

Approve the renewal of the following membership investments for the period of January 1, 2026 to December 31, 2026:

- a) Ohio School Board Association Electronic Briefcase, School Management News, and Legislative Services- \$4,831.00
- b) Fostoria Area Chamber of Commerce - \$185.00
- c) Chamber of Commerce of Sandusky County - \$275.00
- d) Wyandot Chamber of Commerce - \$170.00
- e) Port Clinton Area Chamber of Commerce - \$290.00
- f) Seneca County Collaborative Diamond Membership - \$6,000
- g) Fostoria Economic Development - \$250.00

G.3. Donations

Accept a donation of \$100 from Lyne Walby to the VTC Sunshine Committee.

H. Financial Consent Agenda

The Treasurer recommends that the Board of Education approve the Financial Consent Agenda Items **H.1.** through **H.7**. 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 items 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 of Available Resources
- h) FY 2026 Appropriations

H.2. Report of Estimated Tax Revenue

Approve the Report of Estimated Tax Revenue (replaces tax budget) for the period of July 1, 2026 – June 30, 2027.

H.3. Then and Now

- a) Approve a then and now payment of \$3,760 to Beauty School Boss for an annual Cosmetology software.
- b) Approve a then and now payment of \$12,787 to Bureau of Workers’ Compensation for 2026 workers compensation program.

H.4. General Fund Transactions

- a) Approve a transfer of \$25,000 from General Fund (001) to Cafeteria Fund (006).
- b) Make the advance originally approved October 20, 2022 of \$2,101.50 from General Fund (001) to Tower Technician Federal (599) into a permanent transfer.

H.5. Grants

Accept a Walmart Spark Grant of \$1,250 and establish Fund 019-9126.

H.6. Contracts

Approve service agreements with US Omni & TSACG Compliance Services Inc. to provide third party administrator services for 403(b) and 457(b) plans.

H.7. Approve the 403(b) and 457(b) plans as presented.

I. Non-Consent Action Items

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.

**MINUTES OF THE VANGUARD-SENTINEL CAREER & TECHNOLOGY
CENTERS BOARD OF EDUCATION REGULAR MEETING**
Sentinel Community Room, Tiffin, Ohio
December 18, 2025

The Vanguard-Sentinel Career and Technology Centers Board of Education met for its regular meeting on Thursday, December 18, 2025 at 6:00 p.m. in the Sentinel Community Room.

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, Stallard, Timmons, and Wade.

MOTION#8441

Depinet moved and Messersmith seconded the motion to approve the November 20, 2025 regular meeting minutes. The vote on the motion was all “Yes” by Damschroder, Depinet, Greenslade, Kisabeth, Mack, Messersmith, Morris, Price, Shaw, Stacklin, Stallard, Timmons, and Wade. A “No” vote was not heard. Motion carried.

MOTION#8442

Kisabeth moved and Mack 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, Timmons, and Wade. A “No” vote was not heard. Motion carried. The Board entered Executive Session at 6:03 p.m. and exited at 6:10 p.m.

Administrative reports and discussion.

MOTION#8443

Greenslade moved and Stallard 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, Timmons, and Wade. A “No” vote was not heard. Motion carried.

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.

MOTION#8444

Depinet moved and Messersmith 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, Timmons, and Wade. A "No" vote was not heard. Motion carried.

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.

MOTION#8445

Stallard moved and Morris 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, Timmons, and Wade. A "No" vote was not heard. Motion carried.

J. Organizational Meeting 2026

The Board set the time, date, and location for the 2026 Organizational Meeting to be held at 6:00 pm on January 15, 2026 in the Administration Building in Fremont.

K. President Pro Temp

The Board appointed Tim Damschroder as the President Pro Tem for the 2026 Organizational Meeting.

L. Non-Consent Action Items

M. Legislative Liaison Report

N. Board Initiated Business

MOTION#8446

Shaw moved and Mack 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, Timmons, and Wade. A “No” vote was not heard. Motion carried. Meeting adjourned at 6:33 p.m.

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

Tim Damschroder, President

Alex Binger, Treasurer