



# BOARD BULLETIN

## December 10, 2018

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### Opening Report

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The Mid-East Career and Technology Centers Board of Education met for its regular meeting on Monday, December 10, 2018 at 6:30 p.m. in the Fox Room at the Zanesville Campus, 400 Richards Road, Zanesville, Ohio. Members and guests recited the Lord's Prayer and repeated the Pledge of Allegiance to the Flag. The meeting was then called to order by President Douth.

Approval of the minutes of the Board of Education's regular meeting held November 5, 2018.

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### Treasurer's Report

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Approval of all items listed under the Treasurer's financial reports.

Approval of three payments.

Approval of transfers.

Approval of budget modifications.

Approval of the Alternative Tax Budget.

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### Superintendent's Report

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Approval to rescind the Training Manager Services contract between Mid-East and The Marx Brothers Consulting LLC for the Truck Driver Training Program that was approved at the October 8, 2018 Board of Education meeting.

Approval of an employment contract for Scott Marx as Adult Education CDL Training Manager effective October 9, 2018 through November 1, 2019.

Approval of the following job descriptions:

- Adult Education Construction Program Instructor
- Adult Education Electrical Program Instructor
- Adult Education EMS Clinical Preceptor
- Adult Education EMS Program Instructor
- Adult Education Evening Security Officer
- Adult Education Firefighter Instructor
- Adult Education Heavy Equipment Operator Program Instructor
- Adult Education Power Lineman Program Instructor
- Adult Education Adjunct Instructor (All Areas)
- Adult Education Part-Time Testing Center Proctor
- Adult Education Welding Program Instructor

Approval of personnel for employment in the adult and federal programs, pending licensure and appropriate background checks:

- Adult Education Programs – Part-Time
- Career & Academic Readiness Education

Approval of the following licensed personnel extended time/supplemental contracts:

- Aimee Bartenschlag – Math/Science Instructor – to be issued a supplemental contract as a Tutor for a maximum of 5 hours per week for a maximum of 6 weeks effective 11-13-18

Approval of the following licensed personnel as substitutes:

- Jocelyn Flowers – All Areas
- Cheryl Forman – All Areas
- Abbie Harris – All Areas (MVESC)

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Approval of the following classified personnel for employment, based on verification of experience and appropriate background checks:

- Robin Jack – Switchboard/Receptionist – to be issued a one-year limited contract for 145 days (prorated from 260 days) effective 12-10-18

Approval of the following classified personnel as substitutes:

- Jocelyn Flowers – Administrative Assistant
- Grace Wilson – Instructional Assistant

Approval of an FMLA leave of absence for Michelle Johnson, Secretary to the Superintendent, effective November 13, 2018 for up to 12 weeks as permitted by law.

Approval of a leave of absence without pay for one Mid-East staff member.

Approval to raise the student hourly wage for current and future contracts with students from \$8.30 per hour to \$8.55 per hour effective January 1, 2019 (as per law).

Approval of the Adult Education Strategic Plan for 2018-2021.

Approval of the 2018-2019 Advisory Committee member lists.

Approval of the following agreements to provide situations and experiences for students in the following programs:

*Adult and HS Health Occupations Programs (Diploma RN, Practical Nursing, Medication Aide, State Tested Nurse Aide)*

- Between Mid-East and Continuing Healthcare at Adams Lane, Continuing Healthcare at Beckett House, Continuing Healthcare at Cedar Hill, Continuing Healthcare at Sterling Suites, and Continuing Healthcare at Willow Haven

Approval of the following donations:

- \$250.00 from Zanesville Gymnastics LLC (Building Maintenance and Custodial Services Programs)

- Three (3) tower harnesses and one (1) repaired super squeeze from Buckingham Manufacturing Co. Inc. (Power Line Technician Program)

Approval of the membership investment to the Zanesville-Muskingum County Chamber of Commerce for 2019.

Approval to participate in the OSBA Legal Assistance Fund for 2019.

Approval to purchase a Kubota L3301 DT 4 wheel drive tractor from Lashley Tractor Sales, Inc. to be used by the Natural Resource Conservation Program on the Zanesville Campus.

Election of Richard France as President Pro-Tem for the January Organizational meeting.

Approval to purchase 7.4 acres, more or less, that is adjacent to the Zanesville Campus at 400 Richards Road, Zanesville, Ohio (Parcel #73-03-01-01-000) and 5.0 acres, more or less, that is adjacent to the Zanesville Campus at 400 Richards Road, Zanesville, Ohio (Parcel #73-03-01-02-000).

Approval of architect fees from V2 Architects, Inc. for the purpose of Scope and Design Services and Site Massing Plan for the Zanesville and Buffalo Campuses.

An executive session was held to discuss personnel matters [appointment, employment, dismissal, discipline, promotion, demotion, or compensation of employee(s) or student(s)].

The Organizational/Regular meeting of the Mid-East Career and Technology Centers Board of Education will be held **January 14, 2019** at 6:30 p.m. in the Administrative Center Board Room, 400 Richards Road, Zanesville, Ohio.