



# BOARD BULLETIN

## July 9, 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, July 9, 2018 at 6:30 p.m. in the Administrative Center Board Room, 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.

A public hearing was held to discuss the retirement/rehire of Shannon Kenily, Coordinator of Business Partnerships & Placement, with no public participation.

Approval of the minutes of the Board of Education's regular meeting held June 13, 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 two payments.

Approval of the beginning district revenue and appropriations for all funds.

Approval of transfers.

Approval of the Student Activity Budgets for the 2018-2019 school year.

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### Superintendent's Report

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Approval of the retirement of Shannon Kenily, Coordinator of Business Partnerships & Placement, effective June 30, 2018. Mrs. Kenily has been an employee of the district for 30 years.

Approval of calendars for Mid-East personnel for the 2018-2019 school year.

Approval of the following administrative personnel for employment, based on verification of experience, licensure (if applicable), and appropriate background checks:

- Shannon Kenily – Coordinator of Business Partnerships & Placement – to be issued a one-year contract for 217 days effective 8-1-18
- Renae Lyons – District EMIS Coordinator – to be issued a two-year contract for 260 days effective 7-1-18 (*revised from the June 13, 2018 Board of Education meeting*)

Approval to rescind the club advisory supplemental contract for Tom Cusma for SkillsUSA that was approved at the June 13, 2018 Board of Education meeting.

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

- Adult Education Programs – Part-Time

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

- Taylor Kohler – English Instructor – to be issued a one-year limited contract for 185 days effective 8-16-18
- James Petrofes – Robotics, Automation & Design Instructor – to be issued a salary notice changing his classification on the Instructor Salary Schedule per the Negotiated Agreement, Article VI, D, 3, b
- Joshua Swingle – Auto Body Repair Technology Instructor – to be issued a salary notice changing his classification on the Instructor Salary Schedule per the Negotiated Agreement, Article VI, D, 2, b
- Kristin Nau – Intervention Specialist – to be issued a one-year limited contract for 185 days effective 8-16-18

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

- Jalena Laipply – Restaurant & Food Service Operations Instructor – to be issued a supplemental contract as needed effective 8-20-18
- Carl Moore – Part-Time Health/Physical Education Instructor – to be issued a supplemental contract for 6 days (3.5 hours per day) effective 8-20-18
- Josh Moore – Intervention Specialist/VOSE Coordinator – to be issued an extended time contract for 10 days effective 7-1-18 (*revised from the June 13, 2018 Board of Education meeting*)
- Linda Vaughn – Restaurant & Food Service Operations Instructor – to be issued a supplemental contract as needed effective 8-20-18

Approval of the following supplemental contracts for club advisory work during the 2018-2019 school year:  
*Zanesville Campus*

- Dennis Polvinale – SkillsUSA

Approval of substitute teachers hired through the Muskingum Valley ESC that wish to act as substitute teachers at both the Zanesville and Buffalo Campuses for the 2018-2019 school year.

Approval of substitute teachers hired through the Ohio Valley ESC that wish to act as substitute teachers at both the Zanesville and Buffalo Campuses for the 2018-2019 school year.

Approval of the following licensed personnel as substitutes:

- Mike Andrews – All Areas (OVESC)
- Steven Box – All Areas (OVESC)
- Paul Debolt – All Areas
- Scott Gallagher – All Areas
- Dwain Gregg – All Areas (OVESC)
- Stephanie Harper – All Areas
- Anettra Hastings – All Areas (OVESC)
- Vicki Hickman – All Areas (OVESC)
- Albert Kinsey – All Areas
- David McDonald – All Areas
- Tina McDonald – All Areas
- Gail McGreevy – All Areas
- Deborah Mingroni – All Areas (OVESC)
- Emily Paslay – All Areas
- Maryanne Sawczuk – All Areas
- Robert Sharp – All Areas

- John Schockling – All Areas
- Terida Williams – All Areas (OVESC)
- Connie J. Wilson – All Areas

Approval of the following classified personnel supplemental contracts:

- Karen Butler – Instructional Assistant – to be issued a supplemental contract as needed effective 8-20-18

Approval of the following classified personnel as substitutes:

- Kimberly Davis – Administrative Assistant
- James Keirns – Bus Driver
- Jane Paul – Instructional Assistant
- Chris Polvinale – Security Officer
- Alexis Weaver – Instructional Assistant
- Connie J. Wilson – Instructional Assistant

Approval of an employment contract for Andrea Woodby as Testing Coordinator at the Buffalo Campus for 9.5 hours effective 5-1-18.

Approval of an employment contract for Joseph Pastre as Testing Coordinator at the Zanesville Campus for 4.25 hours effective 5-1-18.

Approval of an employment contract for Joseph Pastre as Testing Coordinator at the Zanesville Campus as needed (350 hours maximum) effective 8-22-18.

Approval of the following 2018-2019 handbooks:

- Adult Education Student Handbook (Addendums: Adult Practical Nursing; Diploma RN; Multi-Skilled Technician; Emergency Medical Technician; Marietta High School Emergency Medical Technician; Advanced Emergency Medical Technician; Emergency Medical Responder; Paramedic; Fire Training)
- Exempt Full-Time and Regular Part-Time Adult Education Instructor Handbook
- CARE Student Handbook
- CARE Policy Handbook
- Handbook for Licensed Administrative Employees
- Handbook for Non-Licensed Administrative and Paraprofessional Employees
- Handbook for Confidential Classified Employees
- Handbook for Students and Parents
- High School Practical Nursing Addendum
- Faculty Handbook
- Substitute Teacher Handbook

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- Children’s Learning Center Staff Handbook
  - Children’s Learning Center Parent Handbook
  - Children’s Learning Center High School Lab Assistant Handbook

Approval of the following new textbooks to use during the 2018-2019 school year:

- Biology and Applied Life Science – *Miller and Levine Biology 2019 Student Edition + Digital Courseware* – Publisher: Pearson

Approval to purchase textbooks for the adult and secondary Health Technology Programs for the 2018-2019 school year from Rittenhouse Books.

Approval to purchase lab kits for the adult and secondary Practical Nursing Programs for the 2018-2019 school year from Coursey Enterprises.

Approval to purchase uniforms for the Adult Practical Nursing, Diploma RN, and Multi-Skilled Technician Programs for the 2018-2019 school year from Imlay’s Uniforms.

Approval of an articulation agreement between Mid-East and The University of Akron for applicable programs effective May 1, 2018.

Approval of the following donations:

- 2006 Chevrolet Malibu from Stephen B. Ogle & Associates III (Auto Technology Program)
- 1996 Nissan Maxima from Dorothy Knauer (Auto Technology Program)

Approval of membership to the Ohio Coalition for Equity & Adequacy of School Funding for the 2018-2019 school year.

Approval of Genesis Occupational Health Services and WorkPro of Southeastern Ohio Regional Medical Center as authorized providers for pupil transportation physicals for the 2018-2019 school year.

Approval of a contract between Mid-East and The Nutrition Group to provide food management services to the District for the 2018-2019 school year.

Approval of an agreement between Mid-East and Ohio Valley ESC for aide services for the BEST Program at the Buffalo Campus for the 2018-2019 school year.

Approval to enter into a contract with Sands Decker CPS for engineering services concerning 2018-2019 facility pavement rehabilitation.

Approval to purchase one pickup truck and one small cargo van.

Approval to purchase a Kubota RTV-X 1100 utility vehicle with a six foot front blade from Lashley Tractor Sales, Inc.

Approval to participate in the Southwestern Ohio Educational Purchasing Council and OME-RESA Cooperative School Bus Purchasing Program.

Approval of a shared services agreement between Mid-East and East Guernsey Local School District to share District EMIS Coordinator services for two years effective July 1, 2018 through June 30, 2020.

Approval of a resolution appointing the Muskingum Valley ESC Business Advisory Council to serve as the Business Advisory Council for Mid-East.

An executive session was held to discuss personnel matters (evaluation of Superintendent and Treasurer).

The next regular meeting of the Mid-East Career and Technology Centers Board of Education will be held **August 13, 2018** at 6:30 p.m. in the Administrative Center Board Room, 400 Richards Road, Zanesville, Ohio.