



# BOARD BULLETIN

## November 5, 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, November 5, 2018 at 6:30 p.m. in the Commons at the Buffalo Campus, 57090 Vocational Road, Senecaville, 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 October 8, 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 to purchase a Canon Image Runner Advance 6575i II copier from Gordon Flesch Company, Inc.

Approval of a three-year agreement with LGS Audit Services with The Auditor of State for FY 2019, FY 2020 and FY 2021.

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### Superintendent's Report

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Approval of the following district policies:

- Policy ACA/ACAA – Nondiscrimination on the Basis of Sex/Sexual Harassment
- Policy ACA-R/ACAA-R – Nondiscrimination on the Basis of Sex/Sexual Harassment Grievance Procedures

- Policy AFC-1 (Also GCN-1) – Evaluation of Professional Staff (Ohio Teacher Evaluation System)
- Policy AFC-2 (Also GCN-2) – Evaluation of Professional Staff (Administrators both Professional and Support)
- Policy BB – School Board Legal Status
- Policy BCFA – Business Advisory Council to the Board
- Policy BDDG – Minutes
- Policy BDDJ (Also KBCD) – Broadcasting and Taping of Board Meetings
- Policy DBD – Budget Planning (Five-Year Forecast)
- Policy DECA – Administration of Federal Grant Funds
- Policy DI – Fiscal Accounting and Reporting
- Policy DJ – Purchasing
- Policy DJB – Petty Cash Accounts
- Policy DJC – Bidding Requirements
- Policy DJF – Purchasing Procedures
- Policy DJF-R – Purchasing Procedures
- Policy DJH – Credit Cards
- Policy DN – School Properties Disposal
- Policy EBBA – First Aid
- Policy EBBA-R – First Aid
- Policy EBC – Emergency Management and Safety Plans
- Policy EBC-R – Emergency Management and Safety Plans (Administrative Rules/Protocols)
- Policy EEACD – Drug Testing for District Personnel Required to Hold a Commercial Driver's License
- Policy EEACD-R – Drug Testing for District Personnel Required to Hold a Commercial Driver's License
- Policy EFF – Food Sale Standards
- Policy EFG – Student Wellness Program
- Policy GA – Personnel Policies Goals
- Policy GBI – Staff Gifts and Solicitations

- Policy GBIA (Also IG DFA) – Online Fundraising Campaigns/Crowdfunding
- Policy GBK – No Tobacco Use on District Property by Staff Members
- Policy GBQ – Criminal Records Check
- Policy GCB-1 – Professional Staff Contracts and Compensation Plans (Teachers)
- Policy GCB-2 – Professional Staff Contracts and Compensation Plans (Administrators)
- Policy GCD – Professional Staff Hiring
- Policy GCE – Part-Time and Substitute Professional Staff Employment
- Policy GCN-1 (Also AFC-1) – Evaluation of Professional Staff (Ohio Teacher Evaluation System)
- Policy GCN-2 (Also AFC-2) – Evaluation of Professional Staff (Administrators both Professional and Support)
- Policy GCPD – Suspension and Termination of Professional Staff Members
- Policy GDB – Support Staff Contracts and Compensation Plans
- Policy GDC/GDCA/GDD – Support Staff Recruiting/Posting of Vacancies/Hiring
- Policy GDE – Part-Time, Temporary and Substitute Support Staff Employment
- Policy GDI – Support Staff Assignments and Transfers
- Policy GDPD – Suspension, Demotion and Termination of Support Staff Members
- Policy IGA – Basic Curricular Program
- Policy IGAD – Career-Technical Education
- Policy IGBI – English Learners
- Policy IGCH (Also LEC) – College Credit Plus
- Policy IGCH-R (Also LEC-R) – College Credit Plus
- Policy IGDF – Student Fundraising Activities
- Policy IG DFA (Also GBIA) – Online Fundraising Campaigns/Crowdfunding
- Policy IJA – Career Advising
- Policy JECAA – Admission of Homeless Students
- Policy JECAA-R – Admission of Homeless Students (Dispute Resolution Process)
- Policy JECBB – Interdistrict Open Enrollment (Joint Vocational Schools)
- Policy JED – Student Absences and Excuses
- Policy JEDA – Truancy
- Policy JEFB – Released Time for Religious Instruction

- Policy JFC – Student Conduct (Zero Tolerance)
- Policy JFCF – Hazing and Bullying (Harassment, Intimidation and Dating Violence)
- Policy JFCG – Tobacco Use by Students
- Policy JFCJ – Weapons in the Schools
- Policy JFG – Interrogations and Searches
- Policy JFG-R – Interrogations and Searches
- Policy JG – Student Discipline
- Policy JGD – Student Suspension
- Policy JGDA – Emergency Removal of Student
- Policy JGE – Student Expulsion
- Policy JHCA – Physical Examinations of Students
- Policy JP – Positive Behavioral Interventions and Supports (Restraint and Seclusion)
- Policy KBCD (Also BDDJ) – Broadcasting and Taping of Board Meetings
- Policy KGC – No Tobacco Use on District Property
- Policy KH – Public Gifts to the District
- Policy KI – Public Solicitations in the Schools
- Policy KKA – Recruiters in the Schools
- Policy LEA – Student Teaching and Internships
- Policy LEC (Also IGCH) – College Credit Plus
- Policy LEC-R (Also IGCH-R) – College Credit Plus

Appointment of Jodi Stapleton, Assistant Treasurer, as the Credit Card Compliance Officer according to Board Policy DJH – Credit Cards.

Approval of the following resignations:

- Scott Meredith – CARE Lead Instructor – effective 10-29-18

Approval of the retirement of Theodore Carpenter, Purchasing & Equipment Acquisition Coordinator, effective October 19, 2018. Mr. Carpenter has been an employee of the district for 26 years.

Approval of the Records Management Specialist job description.

Approval of the 2018-2019 Adult Education Part-Time Instructor salary schedule.

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 (CARE)

Approval of the following licensed personnel as substitutes:

- Heather Huhn-Garber – All Areas (MVESC)
- Earl Paazig – All Areas (MVESC)

Approval of the following classified personnel as substitutes:

- Tiffany Mohler – Food Service Worker

Approval of the following student job station personnel for employment:

- Kevin Roe – Building Maintenance Program student – to be issued a student job station contract for custodian work as needed effective 11-6-18

Approval of the following out-of-state professional visitations:

- May 31, 2019 – June 2, 2019 – Louisville, Kentucky – Mark Doerfler, Public Safety Coordinator – to attend the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) Accreditation Workshop for Paramedic Programs
- May 31, 2019 – June 2, 2019 – Louisville, Kentucky – Gary Green, Public Safety/ Paramedic Instructor – to attend the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) Accreditation Workshop for Paramedic Programs

Approval of an out-of-state field trip for Dental Assisting Program students to visit the Dental Hygiene Program at West Liberty University in West Liberty, West Virginia on November 30, 2018. Erica McConaughy, Dental Assisting Instructor, and Tiffany Bettinger, Guidance Counselor, will attend also.

Approval of the educational institutional membership for 2018-2019 to the Ohio Association for Career and Technical Education (Ohio ACTE), which includes the Superintendent’s membership, and the 2018-2019

Administration Division membership for Richard Hall, which includes NCLA membership.

Approval of the following donations:

- \$200.00 to be used for the 2018 car show from Jeff Drennen of Zanesville (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from Subway of Byesville/Bufalo (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from Buner Land Company (SkillsUSA – Buffalo Campus)
- \$200.00 to be used for the 2018 car show from McHugh Dodge (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from Brown’s Body Shop (SkillsUSA – Buffalo Campus)
- \$200.00 to be used for the 2018 car show from Sagle Auto Electric (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from Tansky Toyota (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from AutoZone (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from O’Reilly Auto Parts (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from Dunning’s of Cambridge (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from Dutro Ford (SkillsUSA – Buffalo Campus)
- \$100.00 to be used for the 2018 car show from Advanced Auto (SkillsUSA – Buffalo Campus)
- \$300.00 for two student cafeteria accounts from Chris Huey (Electrical Technologies Program)

Approval of a resolution of support for the Cambridge City School District’s 4.95 mills (10 years) emergency operating levy that will appear on the November 6, 2018 election ballot.

Approval of a resolution of support for the Zanesville City School District’s 5.2 mills (10 years) emergency requirements levy that will appear on the November 6, 2018 election ballot.

An executive session was held to discuss personnel matters [appointment, employment, dismissal,

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discipline, promotion, demotion, or compensation of employee(s) or student(s)].

The next regular meeting of the Mid-East Career and Technology Centers Board of Education will be held **December 10, 2018** at 6:30 p.m. in the Fox Room on the Zanesville Campus, 400 Richards Road, Zanesville, Ohio.