

RECORD OF PROCEEDINGS

HELD

October 10, 2019

The Board of Education of the Washington County Joint Vocational School District met for the Regular meeting on October 10, 2019 at 6:00 p.m. in the Foor Technology Center.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lang, Aye; Mr. Lauer, Aye; Mrs. West, Aye;

The Pledge of Allegiance was recited and Mr. Crone gave the opening prayer.

Introduction of Guests – Tony Huffman, Kaye Spiker, Mike Kelly, Mike Elliott, Paul Mock, Fred Meredith, Kay Hineman (Wife) of the late Rod Hineman, and Tom and Kimberly Weiner.

Paul Mock - OSBA Representative & Fred Meredith – SE Region Executive Committee attended the meeting to give special recognition to the family of Rod Hineman for 20 years of service as a Board Member of both Belpre City Schools and Washington County Career Center.

Treasurer's Report and Business

- a. Finance Committee met at 5:00 prior to our regular meeting.
- b. Audit Update
- c. Presentation of the 5 -Year Forecast for the period FY20-FY24

Resolution #63-19

Moved by Mr. Arnold and seconded by Mr. Lauer to approve the following consent agenda items:

- a. Waive the reading and approve the minutes of the regular meeting of September 12, 2019.
- b. Approve the Financial Report by fund/special cost center, check register, bank reconciliation, and record of cash and investments for the month of September 2019.
- c. Authorize the Treasurer to reimburse each participating school district one-half of the expenses for members attending Capital conference, November 10-12.
- d. Authorize the Treasurer to establish the **Student Wellness and Success** (Fund 467-9020) for the 2019-2020 school year.
- e. Approve 5-Year Financial Forecast, below:

WASHINGTON COUNTY CAREER CENTER - WASHINGTON COUNTY Schedule Of Revenue, Expenditures and Changes In Fund Balances Actual and Forecasted Operating Fund								
	ACTUAL			FORECASTED				
	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
Revenue:								
1.010 - General Property Tax (Real Estate)	1,781,197	1,858,379	1,863,528	1,961,092	1,980,698	1,987,783	2,041,153	2,077,120
1.020 - Public Utility Personal Property	476,951	586,766	714,228	681,720	734,766	736,647	741,214	745,781
1.030 - Income Tax	-	-	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	2,627,577	2,556,475	2,474,437	2,473,969	2,473,969	2,523,969	2,525,969	2,527,969
1.040 - Restricted Grants-in-Aid	1,108,621	1,105,045	1,128,150	1,128,150	1,128,150	1,148,150	1,153,150	1,158,150
1.045 - Restricted Federal Grants-in-Aid - SFSF	-	-	-	-	-	-	-	-
1.050 - Property Tax Allocation	261,799	272,160	272,591	284,434	295,952	296,582	304,419	312,271
1.060 - All Other Operating Revenues	189,977	182,856	198,923	265,501	262,501	262,501	157,501	132,501
1.070 - Total Revenue	6,446,122	6,561,681	6,651,857	6,794,866	6,876,036	6,955,632	6,923,406	6,953,792
Other Financing Sources:								
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-	-	-
2.020 - State Emergency Loans and Advancements	-	-	-	-	-	-	-	-
2.040 - Operating Transfers-In	73,508	83,248	85,000	81,500	80,000	80,000	80,000	80,000
2.050 - Advances-In	-	-	-	-	-	-	-	-
2.060 - All Other Financing Sources	61,025	105,949	70,759	107,000	74,500	74,500	74,500	74,500
2.070 - Total Other Financing Sources	134,533	189,197	155,759	188,500	154,500	154,500	154,500	154,500
2.080 - Total Revenues and Other Financing Sources	6,580,655	6,750,878	6,807,616	6,983,366	7,030,536	7,110,132	7,077,906	7,108,292
Expenditures:								
3.010 - Personnel Services	2,852,081	2,974,207	3,173,863	3,308,403	3,433,881	3,554,314	3,644,601	3,737,182
3.020 - Employees' Retirement/Insurance Benefits	1,255,581	1,299,332	1,356,980	1,383,517	1,477,320	1,565,256	1,640,327	1,766,490
3.030 - Purchased Services	672,974	600,273	660,169	664,267	628,863	673,058	636,058	642,058
3.040 - Supplies and Materials	472,967	349,708	384,371	557,590	382,228	390,505	398,145	398,145
3.050 - Capital Outlay	168,608	334,195	314,836	333,209	300,171	320,171	310,171	291,171
3.060 - Intergovernmental	-	-	-	-	-	-	-	-
Debt Service:								
4.010 - Principal-All Years	210,848	159,520	163,348	-	-	-	-	-
4.020 - Principal - Notes	-	-	-	-	-	-	-	-
4.030 - Principal - State Loans	-	-	-	-	-	-	-	-
4.040 - Principal - State Advances	-	-	-	-	-	-	-	-
4.050 - Principal - HB264 Loan	-	-	-	99,086	103,241	107,570	-	-
4.055 - Principal - Other	-	-	-	68,249	68,249	68,249	-	-
4.060 - Interest and Fiscal Charges	24,946	19,658	15,831	11,843	7,688	3,359	-	-
4.300 - Other Objects	104,298	98,444	110,544	104,092	108,489	110,024	111,586	113,176
4.500 - Total Expenditures	5,762,303	5,835,337	6,179,942	6,530,256	6,510,130	6,792,506	6,740,888	6,948,222
Other Financing Uses								
5.010 - Operating Transfers-Out	333,508	361,952	-	291,500	140,000	140,000	140,000	140,000
5.020 - Advances-Out	-	-	243,183	-	-	-	-	-
5.030 - All Other Financing Uses	-	-	-	10,000	10,000	10,000	10,000	10,000
5.040 - Total Other Financing Uses	333,508	361,952	243,183	301,500	150,000	150,000	150,000	150,000
5.050 - Total Expenditures and Other Financing Uses	6,095,811	6,197,289	6,423,125	6,831,756	6,660,130	6,942,506	6,890,888	7,098,222
Excess of Rev & Other Financing Uses Over (Under)								
6.010 - Expenditures and Other Financing Uses	484,844	553,589	384,491	151,610	370,406	167,626	187,018	10,070
Cash Balance July 1 - Excluding Proposed Renewal/ Replacement and New Levies	4,391,713	4,876,557	5,430,146	5,814,637	5,966,247	6,336,654	6,504,280	6,691,298
7.020 - Cash Balance June 30	4,876,557	5,430,146	5,814,637	5,966,247	6,336,654	6,504,280	6,691,298	6,701,369
8.010 - Estimated Encumbrances June 30	124,108	82,827	69,992	75,000	75,000	75,000	75,000	75,000
Reservations of Fund Balance:								
9.010 - Textbooks and Instructional Materials	-	-	-	-	-	-	-	-
9.020 - Capital Improvements	73,508	83,248	85,000	81,500	80,000	80,000	80,000	80,000
9.030 - Budget Reserve	98,182	98,182	98,182	-	-	-	-	-
9.040 - DPLA	-	-	-	-	-	-	-	-
9.050 - Debt Service	-	-	-	-	-	-	-	-
9.060 - Property Tax Advances	-	-	-	-	-	-	-	-
9.070 - Bus Purchases	-	-	-	-	-	-	-	-
9.080 - Subtotal	171,690	181,430	183,182	81,500	80,000	80,000	80,000	80,000
Fund Balance June 30 for Certification								
10.010 - of Appropriations	4,580,760	5,165,889	5,561,463	5,809,747	6,181,654	6,349,280	6,536,298	6,546,369

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
 Mr. Lang, Aye; Mr. Lauer, Aye; Mrs. West, Aye;
 President West declared the resolution adopted.

Superintendent’s Report and Business

- a. Report Card Results and recognition sign
- b. Updated Board Policies and Campus Wide No Smoking Adoption
- c. Greenhouse, Storage Building, and Front Office Project Updates
- d. Advisory Committee meeting was held on Tuesday, October 8

Resolution #64-19

Moved by Mr. Lang seconded by Mr. Arnold to adopt the consent agenda items:

- a. Accept the following donations:
 1. Schott’s Repair Service, Inc., 5503 State Route 821, Whipple, OH 45788, \$100.00 donation to Diesel Truck Mechanic.
 2. Marietta Transfer Company, Inc., PO Box 36, Marietta, OH 45750, \$100.00 donation to Diesel Truck Mechanic
- b. Employ the following part-time Adult Technical Training instructors for the year ending June 30, 2020:

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
Rachael Boyer	Medical Assistant	\$21.60	September 18, 2019
Jack Duvall	Chemical Technician	\$29.00	October 10, 2019
Jennifer Osborne	Phlebotomy	\$22.40	October 10, 2019

- c. Approve Club Activity budgets for 2019-2020, see below:

Summary of Club Activity Budgets
2019-2020

CLUB	PRIOR YEAR'S BALANCE	ESTIMATED INCOME	ESTIMATED EXPENDITURES	ESTIMATED ENDING BALANCE
<u>CULTURAL AND BENEVOLENT FUND</u>	\$ 35,859.15	\$ 3,356.00	\$ 21,700.00	\$ 17,515.15
<u>STUDENT ADVISORY COUNCIL</u>	2,728.30	7,995.00	8,360.00	2,363.30
<u>NATIONAL TECHNICAL HONOR SOCIETY</u>	1,927.07	900.00	2,350.00	477.07
<u>BUSINESS PROFESSIONALS OF AMERICA</u>				
Chapter	3,280.29	7,740.00	10,740.00	280.29
Digital Design & Video Production	991.67	-	700.00	291.67
Digital Marketing	466.14	2,650.00	2,500.00	616.14
<u>FUTURE FARMERS OF AMERICA</u>				
Chapter	4,076.84	837.50	2,987.50	1,926.84
Landscape & Turf Management	776.43	-	600.00	176.43
<u>SkillsUSA</u>				
Chapter	7,542.78	10,476.00	17,808.50	210.28
Auto Collision	856.50	1,150.00	1,800.00	206.50
Auto Mechanics	1,441.61	260.00	1,199.97	501.64
Building Tech/Carpentry	1,409.97	1,200.00	1,650.00	959.97
Cosmetology	506.12	300.00	200.00	606.12
Diesel Truck Mechanics	3,019.00	2,000.00	2,400.00	2,619.00
Electricity	567.04	1,400.00	1,967.04	-
Heavy Equipment	698.59	900.00	900.00	698.59
Masonry	192.68	-	192.68	-
Medical College Prep	770.43	500.00	1,252.00	18.43
Patient Health Care	1,300.50	-	928.00	372.50
Sports Medicine & Exercise Science	838.60	804.00	1,360.00	282.60
Welding	540.00	-	540.00	-

- d. Approve Adult Technical Training 2021 Student Calendar
- e. Approve 2019-2020 Adult Technical Training Student Handbook

2021							IMPORTANT DATES																																																																																																										
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Please note: Students attending two days per week, 8 hours per day may have class on a non-scheduled day if a holiday falls on a normally scheduled class day.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye; Mr. Lang, Aye; Mr. Lauer, Aye; Mrs. West, Aye; President West declared the resolution adopted.

Resolution #65-19 – Approve Board Policy

Moved by Mr. Lauer and seconded by Mr. Booth to adopt the following resolution:

BE IT RESOLVED, The Board approves the following policy changes (new, revised) as set forth below:

<u>Policy Number</u>	<u>Policy Name</u>	<u>Change</u>
1310	Employment of the Treasurer	Revised
1340	Non-Reemployment of the Treasurer	Revised
1436	Personal Leave by Administrators	New
1615	Use of Tobacco by Administrators	New
2450	Adult and Community Education	New
3215	Use of Tobacco by Professional Staff	Revised
4215	Use of Tobacco by Classified Staff	Revised
4436	Personal Leave by Classified Staff	Revised
5200	Attendance	Revised
5230	Late Arrival and Early Dismissal	New
5512	Use of Tobacco	Revised
7300	Disposition of Real Property/Personal Property	Revised
7434	Use of Tobacco on School Premises	Revised
7440.03	Small Unmanned Aircraft Systems	New
8400	School Safety	Revised
8462	Student Abuse and Neglect	Revised
8500	Food Services	Revised
9700.01	Advertising and Commercial Activities	New

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
 Mr. Lang, Aye; Mr. Lauer, Aye; Mrs. West, Aye;
 President West declared the resolution adopted.

Resolution #66-19 – Approve Agreement with L&P Services

Moved by Mr. Arnold and seconded by Mr. Lang to adopt the following resolution:

Authorize the Treasurer to enter into an agreement with **Life & Purpose Behavioral Health**, effective October 11, 2019 and to expire June 30, 2020 for behavioral health services utilizing the Student Wellness and Success Funds in the amount of \$45,000.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
 Mr. Lang, Aye; Mr. Lauer, Aye; Mrs. West, Aye;
 President West declared the resolution adopted.

ADJOURNMENT

Moved by Mr. Lauer and seconded by Mr. Arnold to adjourn.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Ayes; Mr. Booth, Aye;
Mr. Lang, Aye; Mr. Lauer, Aye; Mrs. West, Aye;
President West declared the meeting adjourned at 6:42 p.m.

President

Treasurer