

## RECORD OF PROCEEDINGS

HELD

November 10, 2022

The Board of Education of the Washington County Joint Vocational School District met for the Regular meeting on November 10, 2022, at 6:00 p.m. in the Annex Board Room.

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

The Pledge of Allegiance was recited and Mrs. West gave the opening prayer.

Introduction of Guests – Mike Elliott, Evan Schaad, Tim Kilpatrick, and 5 Sophomore students and their families.

Treasurer's Report and Business

- a. Finance Committee Met today at 5:15 PM
- b. Presentation of Five-Year Forecast

### **Resolution #67-22**

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 October 13, 2022.
- b. Approve the Financial Report by the fund/special cost center, check register, bank reconciliation, and record of cash and investments for the month of October 2022.
- c. Authorize the Treasurer to establish **Ohio K-12 Connectivity Fund** (Fund 451-9023) for the 2022-2023 school year, increase and approve revenue and appropriations in the amount of \$1,800.
- d. Approve 5-year Financial Forecast, below:

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

**Washington County Career Center**  
 Washington County  
 Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the Fiscal Years Ended June 30, 2020, 2021 and 2022 Actual;  
 Forecasted Fiscal Years Ending June 30, 2023 Through 2027

	Actual			Average Change	Forecasted				
	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022		Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027
<b>Revenues:</b>									
1.010 General Property Tax (Net Excess)	\$1,978,560	\$2,024,943	\$2,062,582	2.1%	\$2,302,534	\$2,454,744	\$2,438,311	\$2,523,240	\$2,564,233
1.020 Public Utility/Personal Property Tax	\$808,948	\$671,343	\$713,694	-5.4%	\$753,783	\$757,245	\$761,804	\$764,601	\$769,160
1.030 Income Tax	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
1.035 Unrestricted State Grants-in-Aid	\$2,469,085	\$2,482,629	\$2,895,942	8.4%	\$3,070,943	\$3,072,234	\$3,079,551	\$3,074,895	\$3,076,265
1.040 Restricted State Grants-in-Aid	\$1,127,471	\$1,127,464	\$1,337,973	9.3%	\$1,445,778	\$1,445,778	\$1,445,778	\$1,445,778	\$1,445,778
1.045 Restricted Federal Grants In Aid	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
1.070 Property Tax Allocation	\$280,643	\$289,943	\$287,404	1.2%	\$314,023	\$346,683	\$347,544	\$357,138	\$366,771
1.060 All Other Revenues	\$315,613	\$367,148	\$256,387	-6.9%	\$286,710	\$161,971	\$112,234	\$112,234	\$87,768
1.070 Total Revenues	\$6,980,320	\$6,943,370	\$7,553,982	4.3%	\$8,173,772	\$8,238,657	\$8,199,222	\$8,253,171	\$8,309,975
<b>Other Financing Sources:</b>									
2.010 Proceeds from Sale of Notes	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
2.020 State Emergency Loans and Advances (Approved)	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
2.040 Operating Transfer-In	\$81,500	\$92,166	\$93,937	7.3%	\$105,390	\$105,390	\$105,390	\$105,390	\$105,390
2.050 Advances-In	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
2.060 All Other Financing Sources	\$98,123	\$74,944	\$69,612	-11.4%	\$69,612	\$69,612	\$69,612	\$69,612	\$69,612
2.070 Total Other Financing Sources	\$179,623	\$167,110	\$163,549	-4.3%	\$175,002	\$175,002	\$175,002	\$175,002	\$175,002
2.080 Total Revenues and Other Financing Sources	\$7,159,943	\$7,110,480	\$7,717,531	3.9%	\$8,348,774	\$8,413,659	\$8,374,224	\$8,428,173	\$8,484,977
<b>Expenditures:</b>									
3.010 Personal Services	\$3,219,503	\$3,282,872	\$3,687,997	7.2%	\$3,838,999	\$3,985,978	\$4,145,289	\$4,288,948	\$4,433,518
3.020 Employee Retirement Insurance Benefits	\$1,373,616	\$1,470,474	\$1,576,596	7.1%	\$1,691,990	\$1,823,133	\$1,971,592	\$2,120,408	\$2,282,339
3.030 Purchased Services	\$655,017	\$603,151	\$719,335	5.7%	\$820,762	\$855,707	\$892,195	\$930,297	\$970,088
3.040 Supplies and Materials	\$429,915	\$399,785	\$428,244	0.1%	\$441,092	\$454,324	\$467,953	\$481,592	\$496,472
3.050 Capital Outlay	\$136,205	\$88,376	\$141,401	12.3%	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
3.060 Intergovernmental	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
<b>Debt Service:</b>									
4.010 Principal-All (Historical Only)	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.020 Principal-Now	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.030 Principal-State Loans	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.040 Principal-State Advances	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.050 Principal-2013 264 Loans	\$378,146	\$68,249	\$68,994	-40.4%	\$0	\$0	\$0	\$0	\$0
4.055 Principal-Other	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.060 Interest and Fiscal Charges	\$16,079	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.300 Other Objects	\$99,186	\$101,110	\$104,096	2.4%	\$107,822	\$109,365	\$110,832	\$112,325	\$114,142
4.500 Total Expenditures	\$6,307,647	\$6,034,217	\$6,726,633	3.6%	\$7,100,665	\$7,428,487	\$7,787,961	\$8,134,070	\$8,496,539
<b>Other Financing Uses:</b>									
5.010 Operating Transfer-Out	\$291,500	\$602,166	\$333,937	31.0%	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000
5.020 Advances-Out	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
5.030 All Other Financing Uses	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
5.040 Total Other Financing Uses	\$291,500	\$602,166	\$333,937	31.0%	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000
5.050 Total Expenditures and Other Financing Uses	\$6,599,147	\$6,636,383	\$7,060,570	3.7%	\$7,325,665	\$7,653,487	\$8,012,961	\$8,359,070	\$8,721,539
6.010 Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	\$560,796	\$574,097	\$656,941	9.7%	\$1,023,109	\$785,172	\$366,263	\$69,103	-\$236,562
7.010 Cash Balance July 1 - Excluding Proposed Renewal Replacement and New Levies	\$5,814,635	\$6,375,431	\$6,889,528	8.9%	\$7,546,469	\$8,569,578	\$9,329,750	\$9,691,013	\$9,760,116
7.020 Cash Balance June 30	\$6,375,431	\$6,889,528	\$7,546,469	8.8%	\$8,569,578	\$9,329,750	\$9,691,013	\$9,760,116	\$9,823,534
8.010 Estimated Encumbrances June 30	\$43,180	\$82,680	\$105,396	79.3%	\$105,396	\$105,396	\$105,396	\$105,396	\$105,396

**Resolution #68-22 – Section 125 Premium Only Plan 2023**

Moved by Mr. Lyons and seconded by Mr. Arnold to approve the following resolution:

RESOLVED, that the form of Section 125 Cafeteria Plan effective January 01, 2023, is hereby approved and adopted and the Treasurer of the Washington County Career Center is authorized and directed to execute the Plan as the “Administrator”.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the Administrator shall act as possible to notify the employees of the adoption of the Plan in the form of the Summary of Plan Description.

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

Superintendent’s Report and Business

- a. Advisory Committee Meetings
- b. Thanksgiving Dinner – Tuesday, November 22
- c. Honor Roll – 1<sup>st</sup> Nine Weeks
  - i. Directly Enrolled – Bryar Gilliland – 3.0 GPA
  - ii. Directly Enrolled – Sophia Thibault – 4.0 GPA
- d. Medical Renovation
- e. Restroom Renovation
- f. Board Appreciation Dinner – December 10 (next meeting)
- g. Nutrition Standards
- h. Customized Training Update
- i. Practical Nursing
- j. Driver’s Education
- k. Appalachia Community Grant Program

**Resolution #69-22**

Moved by Mr. Booth and seconded by Mr. Lyons to approve the following consent agenda items:

- a. Accept the following donations:
  - 1. Appalachian Ohio Manufacturers’ Coalition, PO Box 587, Marietta, OH, donated food for Manufacturing day.
  - 2. City of Marietta, 301 Putnam Street, Marietta, OH donated tents, tables, and chairs for Manufacturing day.
- b. Employ the following part-time Adult Technical Training instructors for the year ending June 30, 2023.

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
Katie Edwards	Medical Billing Specialist	\$23.60	November 14, 2022
*Jeff Stewart	Chemical Operator	\$27.00	November 14, 2022
*Jeff Stewart	Chemical Technician	\$27.00	November 14, 2022
*Jeff Stewart	DIT	\$40.00	November 14, 2022
Lacey Wilson	Health Specialized Training	\$24.40	November 14, 2022
Lacey Wilson	Medical Assistant	\$24.40	November 14, 2022
Lacey Wilson	Medical Billing Specialist	\$24.40	November 14, 2022

(\* ) Pending new hire paperwork and Ohio Department of Education permit.

- c. Employ Bobbi Webb as the Resident Educator Coach who will meet a minimum of 10 hours for the 2022-2023 school year, to be paid \$50 per hour up to \$500.00, per Section 11.12 of the negotiated agreement.

Christopher Porter – Year 1

- d. Approve Assistant to the Secondary Director job description.
- e. Approve Club Activity budgets for 2022-2023, below:

**Summary of Club Activity Budgets**  
**2022-2023**

CLUB	PRIOR YEAR'S BALANCE	ESTIMATED INCOME	ESTIMATED EXPENDITURES	ESTIMATED ENDING BALANCE
<u>CULTURAL AND BENEVOLENT FUND</u>	\$ 31,703.54	\$ 6,356.00	\$ 22,750.00	\$ 15,309.54
<u>STUDENT ADVISORY COUNCIL</u>	8,387.94	5,900.00	7,151.00	7,136.94
<u>NATIONAL TECHNICAL HONOR SOCIETY</u>	1,667.85	600.00	1,875.00	392.85
<u>BUSINESS PROFESSIONALS OF AMERICA</u>				
Chapter	7,939.73	7,940.00	13,440.00	2,439.73
Graphic Design & Video Production	1,299.98	400.00	1,150.00	549.98
Digital Marketing	1,439.76	4,000.00	3,500.00	1,939.76
<u>FUTURE FARMERS OF AMERICA</u>				
Chapter	7,670.16	885.00	5,170.00	3,385.16
Landscape & Turf Management	500.14	-	400.00	100.14
<u>SkillsUSA</u>				
Chapter	11,667.29	11,076.00	20,171.00	2,572.29
Auto Collision Repair & Refinishing	466.13	500.00	700.00	266.13
Auto Mechanics	1,234.78	700.00	1,475.00	459.78
Building Technology -Carpentry	2,877.44	1,600.00	3,050.00	1,427.44
Cosmetology	1,028.92	550.00	1,500.00	78.92
Diesel Truck Mechanics	1,610.33	1,800.00	2,200.00	1,210.33
Electricity	480.97	2,500.00	2,950.00	30.97
Heavy Equipment	1,242.63	1,500.00	1,700.00	1,042.63
Masonry	321.53	220.00	541.53	-
Medical College Prep	1,697.10	460.00	2,150.00	7.10
Patient Health Care	1,576.40	550.00	2,075.00	51.40
Pre-Nursing	277.75	100.00	330.00	47.75
Sports Medicine & Exercise Science	1,309.23	-	1,280.00	29.23
Welding	1,374.84	470.00	1,575.00	269.84

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

**Resolution #70-22 – Approve an update of Step E on the Classified Wage Schedule**

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

WHEREAS, the Board approved a new Classified Wage Schedule on May 12, 2022 meeting (Resolution #31-22),

WHEREAS, Step E has an index of 1.400, which is .05 higher than Step D.

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 10
D	1.350	1.415	1.480	1.545	1.610	1.675	1.740
E	1.400	1.470	1.540	1.610	1.680	1.750	1.820
F	1.750	1.820	1.890	1.9600	2.030	2.100	2.170

BE IT RESOLVED, STEP E index be changed to 1.55, which will be the midway point between Steps D and F, effective January 1, 2023

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 10
D	1.350	1.415	1.480	1.545	1.610	1.675	1.740
E	1.550	1.620	1.690	1.760	1.830	1.900	1.970
F	1.750	1.820	1.890	1.9600	2.030	2.100	2.170

BE IT FURTHER RESOLVED, all positions currently in Class E contracts be amended to include the newly calculated rate effective for the pay schedule received after January 1, 2023.

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

**Resolution #71-22 – Approve Buckeye Hills Regional Council as lead technical assistance grant**

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

WHEREAS, the Appalachian Community Grant Program, created by House Bill 377, provides support to political subdivisions, educational institutions, port authorities, community improvement corporations, and nonprofits within the 32-county Ohio Appalachian region to undertake projects related to Infrastructure, Workforce, and Healthcare, and

WHEREAS, Buckeye Hills Regional Council is the designated Local Development District for Athens, Hocking, Meigs, Monroe, Morgan, Noble, Perry, and Washington counties, as recognized by the Ohio Governor’s Office of Appalachia and the Appalachian Regional Commission, and

WHEREAS, the Appalachian Grant Program guidelines encourage applicants to work with their Local Development District to compile and complete their applications for eligible projects under the Appalachian Community Grant Program, and

WHEREAS Buckeye Hills Regional Council intends to make applications for technical assistance on behalf of the communities and partners in the Muskingum River Corridor, the Ohio River Corridor, and additional areas throughout the region for downtown revitalization, trails, tourism, healthcare, and education,

NOW, THEREFORE, BE IT RESOLVED That Washington County Career Center wishes to partner with Buckeye Hills Regional Council on the technical assistance application described above and authorizes Buckeye Hills Regional Council to apply on its behalf to the Appalachian Community Grant Program for the aforementioned planning project.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;  
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, 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, Aye; Mr. Booth, Aye;  
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;  
Mrs. West, Aye. President West declared the meeting adjourned at  
6:52 p.m.

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President

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Treasurer