

RECORD OF PROCEEDINGS

HELD

December 10, 2020

The Board of Education of the Washington County Joint Vocational School District met for the Regular meeting on December 10, 2020 at 6:00 p.m. via Microsoft TEAMS.

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 Mr. Crone gave the opening prayer.

Introduction of Guests – Mike Elliott, Tony Huffman, Kaye Spiker, Paul Mock, and Evan Schaad

Paul Mock – OSBA Representative – presented Distinguished Board Member’s Jeff Lauer (15 Years of Service) and Hugh Arnold (30 Years of Service) with certificates. In addition, he presented Mr. Blatt with the plaque to for the Career Center receiving an Overall “A” for the 2019 Report Card Result.

Treasurer’s Report and Business

- a. FY19-20 Audit Update
- b. GEER Grant
- c. Charitable Trust Fund
- d. Lease & Maintenance Agreement for Copier
- e. T-Mobile Agreement

Resolution #58-20

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 November 12, 2020.
- b. Approve the Financial Report by fund/special cost center, check register, bank reconciliation, and record of cash and investments for the month of November 2020.
- c. Authorize the Treasurer to establish the **GEER-Governors Emergency Relief Fund** (Fund 508-9021) for the 2020-2021 school year; increase and approve revenue and appropriations in the amount of \$89,583.60.

d. Approve removal of stale dated checks:

Check #99338	Brittany Tallman	\$	9.50	10-31-2019
Check #99533	Mid-Ohio Valley SHRM		20.00	12-05-2019
Check #99576	Buckeye Educational Systems		1,544.00	12-12-2019
Check #100163	Dylan Girard		157.20	03-20-2020
Check #100210	Cassidy Davis		25.15	04-08-2020
Check #100211	Kyle Derenberger		20.90	04-08-2020
Check #100213	Brianna Greene		42.00	04-08-2020
Check #100225	Joseph Mills		10.10	04-08-2020
Check #100233	Tori Roberts		14.40	04-08-2020
Check #100240	Jasmin Wagner		25.00	04-08-2020
Check #100243	Le Ward		20.00	04-08-2020
Check #100361	Caitlyn Cordell		127.00	05-06-2020

e. Approve the increase in revenue and appropriations for **Charitable Trust Fund** (FUND 007-9004) in the amount of \$200,000.00 for fiscal year 2021.

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 #59-20 – Section 125 Premium Only Plan 2021

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

RESOLVED, that the form of Section 125 Cafeteria Plan effective January 01, 2021, 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 soon 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.

Resolution #60-20 – Lease Amount & Maintenance Agreement for Copier

Moved by Mr. Lauer and seconded by Ms. Adams Hall to approve the following resolution:

BE IT RESOLVED, That, upon recommendation of the Treasurer, that Donnellon McCarthy Enterprises dba NOE Office Equipment be awarded a lease agreement for sixty (60) months for four (4) Toshiba e-Studio 4515AC copiers at a lease cost of \$131.50 each per month for a total of \$6,312 annually; and,

BE IT FURTHER RESOLVED, That the following Maintenance Agreement including all labor, parts, supplies and staples for the period 12/20/2020 to 12/19/2025. This agreement also includes \$.0050 per copy for Black & White and \$0.0400 per copy for Color.

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. Hybrid Learning – Groups A & B will continue next 9 weeks
- b. WCCC Holiday Dinner December 15 & 16
- c. Sophomore Recruitment will be held in-person and virtually
- d. Culture at Career Center – “Every Student Matters”

Resolution #61-20

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

- a. Employ Adult Technical Training instructors for the year ending June 30, 2021:

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
*James Black	DIT	\$43.00	November 16, 2020
*James Black	Industrial Maintenance Mechanic	\$29.00	November 16, 2020
Joseph Sohn	Information Technology Professional	\$23.00	December 11, 2020
*Amber Valentine	Phlebotomy	\$20.80	November 13, 2020
**Lacey Wilson	Medical Assistant	\$22.40	December 11, 2020

(*)-Amended from the original contract amount approved per Board Resolution #53-20.

(**) – Pending BCI/FBI Background Check.

- b. Employ Adult Technical Training non-instructor for the year ending June 30, 2021:

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
Kayla Theiss	Surgical Technologist Support	\$23.00	December 10, 2020

- c. Employ the following substitute teacher at a rate of \$125/per day for 2020-2021 school year: Donna Matheny (pending BCI/FBI Background Check)
- d. Approve Commercial Facility Fire Contract with City of Marietta at a pro-rated cost of \$334.00 for January 1, 2021 and ending December 31, 2021. Originally approved per Board Resolution #23-20, May 1, 2020 through April 30, 2021.
- e. Anonymous donation of \$200,000 for the 15 High School programs of the Washington County Career Center.

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 #62-20 – Amend Salary Schedule for Permanent Substitute

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

Whereas, **David Schaad** was placed on the salary schedule at Step C-0 per Board Resolution #55-20 and

Whereas, David Schaad received his Master’s Degree in 1978.

BE IT RESOLVED, that, David Schaad, Permanent Substitute to be placed on the salary schedule at Step A-0, beginning November 17, 2020 at a daily rate of \$241.04 and be paid on an as need basis for in person instruction until the end of the 2020-2021 Academic Year.

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 #63-20 – Appointment of Pro-Tempe for Organizational Meeting

Moved by Mr. Lauer and seconded by Mr. Arnold to appoint **Mrs. West** as President Pro-Tempe for Organizational Meeting to be held on **January 14, 2021** at 6:00 PM.

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.

RECESS INTO EXECUTIVE SESSION

Moved by Mr. Arnold and seconded by Ms. Adams Hall to recess into Executive Session to evaluate the Superintendent and Treasurer as permitted by the Ohio Sunshine Law at 6:41 p.m.

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

ADJOURN EXECUTIVE SESSION

Mrs. West declared the meeting open in regular session at 6:59 p.m.

ADJOURNMENT

Moved by Mr. Booth 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
7:01 p.m.

President

Treasurer