

RECORD OF PROCEEDINGS

HELD

May 12, 2022

The Board of Education of the Washington County Joint Vocational School District met for the Regular meeting on May 12, 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 Mr. Crone gave the opening prayer.

Introduction of Guests – Finn George & Family, Megan Bee & Mother, Cierra Cook & Family, Austin Stull & Mother, Levi Gregory & Mother, Jason Carney & Mother, Mike Elliott, Kaye Spiker, Evan Schaad, and Tim Kirkpatrick.

Resolution #27-22 – 2021-2022 Outstanding Student

Moved by Mr. Booth and seconded by Mr. Arnold to recognize 2021-2022 Outstanding Students from each Home School:

Home School	Name	Program
Belpre	Finn George	Landscape Construction & Turf Management
Fort Frye	Megan Bee	Graphic Design & Video Production
Frontier	Cierra Cook	Patient Health Care
Marietta	Austin Stull	Heavy Equipment
Warren	Levi Gregory	Graphic Design & Video Production
Waterford	Jason Carney	Masonry

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 #28-22 – Alumni Hall of Fame Award Winner

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

Alumni Hall of Fame Award Winner

Emily (Pickens) Jones, Building Technology/Carpentry Program, Class of 2013
Nominated by: Mr. George Pickens

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.

Treasurer's Report and Business

- a. Finance Committee met at 5:15 PM
- b. Presentation of Updated Five-Year Financial Forecast

Resolution #29-22

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 April 14, 2022.
- b. Approve the Financial Report by fund/special cost center, check register, bank reconciliation, and record of cash and investments for the month of April 2022.
- c. Amend Five-Year Forecast.
- d. Authorize the Treasurer to enter into an agreement with META for software and network services and support for the 2022-2023 school year at \$16.75 per student enrolled:

Fiscal Support	Included in Price
SIS Support	Included in Price
EMIS Support	Included in Price
Purchasing Co-op Membership	Included in Price
INFOhio Updated Library Services	\$2.90/student
Gaggle Accounts	\$3,140.00
Content Filtering	\$1,000.00
Connectivity: Internet Access & Transport	\$2,400.00 per month

- e. Approve transfer of \$10,000 to Student C&B account (200) from General Fund (001).
- f. Authorize the Treasurer to establish the **Amplifying Ohio Pathways** (Fund 507-9023) for the 2022-2023 school year; approve revenue and appropriations in the amount of \$100,000.

- g. Authorize the Treasurer to establish the **Career Exploration ODJFS** (Fund 599-922T) for the 2021-2022 school year; approve revenue and appropriations in the amount of \$88,805.

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.

The Washington County Career Center
 Washington County
 Schedule of Revenues, Expenditures and Changes in Fund Balances
 For the Fiscal Years Ended June 30, 2019, 2020 and 2021 Actual;
 Forecasted Fiscal Years Ending June 30, 2022 Through 2026

	Actual			Average Change	Forecasted				
	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021		Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026
Revenue:									
1.010 General Property Tax (Real Estate)	\$1,863,528	\$1,978,560	\$2,024,843	4.3%	\$2,062,315	\$2,196,392	\$2,272,203	\$2,276,591	\$2,336,893
1.020 Public Utility/Personal Property Tax	\$714,229	\$808,948	\$671,343	-1.9%	\$713,690	\$756,371	\$759,754	\$764,404	\$767,134
1.030 Income Tax	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
1.035 Unrestricted State Grants-in-Aid	\$2,474,435	\$2,469,085	\$2,482,629	0.2%	\$2,720,927	\$3,054,703	\$3,055,343	\$3,055,996	\$3,056,662
1.040 Restricted State Grants-in-Aid	\$1,128,148	\$1,127,471	\$1,127,464	0.0%	\$1,332,538	\$1,253,341	\$1,253,341	\$1,253,341	\$1,253,341
1.045 Restricted Federal Grants In Aid	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
1.050 Property Tax Allocation	\$272,592	\$280,643	\$289,943	3.1%	\$287,258	\$304,607	\$322,700	\$323,578	\$332,612
1.060 All Other Revenues	\$198,923	\$315,613	\$367,148	37.5%	\$271,669	\$231,924	\$132,182	\$82,442	\$57,705
1.070 Total Revenues	\$6,651,855	\$6,980,320	\$6,963,370	2.3%	\$7,388,397	\$7,797,338	\$7,795,523	\$7,756,352	\$7,804,347
Other Financing Sources									
2.010 Proceeds from Sale of Notes	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
2.020 State Emergency Loans and Advancements (Approved)	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
2.040 Operating Transfers-In	\$85,000	\$81,500	\$92,166	4.5%	\$93,957	\$93,000	\$93,000	\$93,000	\$93,000
2.050 Advances-In	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
2.060 All Other Financing Sources	\$70,759	\$98,123	\$74,944	7.5%	\$70,445	\$70,445	\$70,445	\$70,445	\$70,445
2.070 Total Other Financing Sources	\$155,759	\$179,623	\$167,110	4.2%	\$164,402	\$163,445	\$163,445	\$163,445	\$163,445
2.080 Total Revenues and Other Financing Sources	\$6,807,614	\$7,159,943	\$7,130,480	2.4%	\$7,552,799	\$7,960,783	\$7,958,968	\$7,919,797	\$7,967,792
Expenditures									
3.010 Personal Services	\$3,173,863	\$3,219,503	\$3,282,872	1.7%	\$3,626,254	\$3,681,935	\$3,746,954	\$3,855,039	\$3,966,282
3.020 Employee Retirement Insurance Benefits	\$1,356,980	\$1,373,616	\$1,470,474	4.1%	\$1,573,048	\$1,699,992	\$1,835,144	\$1,963,744	\$2,103,660
3.030 Purchased Services	\$660,169	\$655,017	\$603,151	-4.3%	\$618,784	\$645,061	\$672,514	\$701,195	\$731,161
3.040 Supplies and Materials	\$384,371	\$429,915	\$399,785	2.4%	\$417,749	\$430,282	\$443,191	\$456,487	\$470,181
3.050 Capital Outlay	\$314,835	\$136,205	\$88,576	-45.9%	\$225,000	\$200,000	\$200,000	\$200,000	\$200,000
3.060 Intergovernmental	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.010 Debt Service:									
4.010 Principal-All (Historical Only)	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.020 Principal-Notes	\$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 Advancements	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.050 Principal-HB 264 Loans	\$163,348	\$378,146	\$68,249	24.8%	\$68,249	\$0	\$0	\$0	\$0
4.055 Principal-Other	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$0	\$0
4.060 Interest and Fiscal Charges	\$15,831	\$16,059	\$0	-49.3%	\$0	\$0	\$0	\$0	\$0
4.300 Other Objects	\$110,545	\$99,188	\$101,110	-4.2%	\$102,551	\$104,015	\$105,502	\$107,014	\$108,549
4.500 Total Expenditures	\$6,179,942	\$6,307,647	\$6,014,217	-1.3%	\$6,631,635	\$6,761,285	\$7,003,305	\$7,283,479	\$7,579,833
Other Financing Uses									
5.010 Operating Transfers-Out	\$243,183	\$291,500	\$602,166	63.2%	\$153,000	\$153,000	\$153,000	\$153,000	\$153,000
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	\$243,183	\$291,500	\$602,166	63.2%	\$153,000	\$153,000	\$153,000	\$153,000	\$153,000
5.050 Total Expenditures and Other Financing Uses	\$6,423,125	\$6,599,147	\$6,616,383	1.5%	\$6,784,635	\$6,914,285	\$7,156,305	\$7,436,479	\$7,732,833
6.010 Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	\$384,489	\$560,796	\$514,097	18.8%	\$768,164	\$1,046,497	\$802,663	\$483,318	\$234,959
7.010 Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Levies	\$5,430,146	\$5,814,635	\$6,375,431	8.4%	\$6,889,528	\$7,657,692	\$8,704,189	\$9,506,832	\$9,990,171
7.020 Cash Balance June 30	\$5,814,635	\$6,375,431	\$6,889,528	8.9%	\$7,657,692	\$8,704,189	\$9,506,832	\$9,990,171	\$10,225,129
8.010 Estimated Encumbrances June 30	\$69,992	\$43,180	\$82,680	26.6%	\$82,680	\$82,680	\$82,680	\$82,680	\$82,680

Superintendent’s Report and Business

- a. Senior Awards Assembly – Tuesday, May 24, 2022, @ 9:30 AM – Marietta College – Dyson Baudo Recreation Center
- b. Staff Appreciation Breakfast – Friday, May 27, 2022, @ 8:30 AM – DCB Commons
- c. July Board Meeting – move to Monday, June 27, 2022, @ 6 PM
- d. Negotiations
- e. Career Camp 2022 – June 6-10, 2022
- f. Connect ED Quarterly Newsletter
- g. Buckeye Hills Regional Council Award

Recess into Executive Session

Moved by Mr. Arnold and seconded by Mr. Booth to recess into Executive Session to consider matters required to be kept confidential by federal law or regulations or state statutes at 6:34 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. President West declared the resolution adopted.

President Mrs. West declared the meeting back in session at 6:44 p.m.

Resolution #30-22

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

- a. Employ the following part-time Adult Technical Training instructors for the year ending June 30, 2022:

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
Gene Bartlett	CDL – DIT	\$45.00	May 16, 2022
*Pamela Pfalzgraf	Medical Billing Specialist	\$20.80	May 16, 2022
Nichoale Shaulis	Medical Assistant	\$22.40	March 16, 2022
Chelsea Warren	Aspire	\$24.00	May 26, 2022
Brian Wise	CDL - DIT	\$43.00	May 16, 2022

*Pending BCI/FBI background checks and Ohio Department of Education license.

- b. Employ the following substitute teacher at a rate of \$150/per day for the 2021-2022 school year: Leona Jewell, pending new hire paperwork.
- c. Renew Certificated Staff Contracts beginning August 22, 2022:

Secondary	Contract
Barth, Chad	1 Yr.
Dailey, Daniel	2 Yr.
Elfline, Shari	2 Yr.
Lipot, Jason	4 Yr.
Pinkerton, Amy	1 Yr.
Stacy, Tyler	1 Yr.
Warren, Chelsea	1 Yr.
Webb, Bobbi	Continuing
Wright, Robin	1 Yr.

d. Renew Classified Staff Contracts beginning July 1, 2022:

Name	Contract	Step/Classification
Bradford, Stacy	2 Yr.	II-10 (Classified)
Canfield, Michael	2 Yr.	I-5 (Custodial Service)
Chidester, Erica	2 Yr.	III-6 (ATT Manager)
Copen, Curtis	2 Yr.	III-6 (ATT Manger)
Fouss, Alexa	2 Yr.	II-2 (Classified)
Heiss, Aaron	2 Yr.	III-5 (ATT Manager)
Heiss, Rachel	2 Yr.	II-4 (Classified)
Hilverding, Rebecca	2 Yr.	I-2 (Transition/Placement Coordinator)
Ketelsen, Wendy	2 Yr.	I-6 (Financial Aid/Student Services Coordinator)
Lewis, Corey	2 Yr.	I-6 (Information Technology Specialist)
Rogers, Joseph	2 Yr.	I-5 (Custodial Service)
Sauls, Eric	2 Yr.	II-5 (Custodial Service)
Sauls, Sara	2 Yr.	I-5 (Health & Wellness Specialist)

- e. Approve classified calendars for the 2022-2023 school year.
- f. Approve syllabus and textbook for “Forensic Science” 3rd edition (ISBN 9780357124987).
- g. Accept the resignation of Melinda White, Attendance Secretary effective June 3, 2022.
- h. Approve Memorandum of Understanding for Fiber Optic Technician initiative effective May 3, 2022 with Noble Local Schools, Belmont Harrison Career Center, and Mid-East Career Center.
- i. Approve agreement with Ohio Valley Educational Services Center for 125 Student/Licenses per year for credit recovery online curriculum effective July 1, 2022 - June 30, 2026 at a cost of \$8,375 per year (plus CODB of 3.5%).

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 #31-22 – Classified Wage Schedule

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

WHEREAS, the current Classified Staff Salary Schedule has reported annual salary amounts, hours per year, and annual longevity by class.

BE IT RESOLVED, the Treasurer recommends the Classified Wage Schedule be converted to hourly rate step increments with a base pay of \$14.57 and each step has a consistent incremental index movement by class calculated from the base.

BE IT FURTHER RESOLVED, the Classified Wage Schedule with Index be effective May 1, 2022, for any classified positions that are being advertised to be filled between May 1, 2022 and June 30, 2022.

BE IT FURTHER RESOLVED, all other classified employees will be converted to Classified Wage Schedule with Index effective July 1, 2022.

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
 CLASSIFIED WAGE SCHEDULE WITH INDEX
 Effective 5/1/2022

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 10
A	\$ 14.57 1.000	\$ 15.29 1.050	\$ 16.02 1.100	\$ 16.75 1.150	\$ 17.48 1.200	\$ 18.21 1.250	\$ 18.93 1.300
B	\$ 16.75 1.150	\$ 17.55 1.205	\$ 18.35 1.260	\$ 19.15 1.315	\$ 19.95 1.370	\$ 20.76 1.425	\$ 21.56 1.480
C	\$ 18.21 1.250	\$ 19.08 1.310	\$ 19.95 1.370	\$ 20.83 1.430	\$ 21.70 1.490	\$ 22.58 1.550	\$ 23.45 1.610
D	\$ 19.66 1.350	\$ 20.61 1.415	\$ 21.56 1.480	\$ 22.50 1.545	\$ 23.45 1.610	\$ 24.40 1.675	\$ 25.34 1.740
E	\$ 20.39 1.400	\$ 21.41 1.470	\$ 22.43 1.540	\$ 23.45 1.610	\$ 24.47 1.680	\$ 25.49 1.750	\$ 26.51 1.820
F	\$ 25.49 1.750	\$ 26.51 1.820	\$ 27.53 1.890	\$ 28.55 1.9600	\$ 29.57 2.030	\$ 30.59 2.100	\$ 31.61 2.170
G	\$ 26.22 1.800	\$ 27.31 1.875	\$ 28.40 1.950	\$ 29.49 2.025	\$ 30.59 2.100	\$ 31.68 2.175	\$ 32.77 2.250
H	\$ 31.31 2.150	\$ 32.41 2.225	\$ 33.50 2.300	\$ 34.59 2.375	\$ 35.68 2.450	\$ 36.78 2.525	\$ 37.87 2.600
I	\$ 32.04 2.200	\$ 33.50 2.300	\$ 34.96 2.400	\$ 36.41 2.500	\$ 37.87 2.600	\$ 39.33 2.700	\$ 40.78 2.800
J	\$ 32.77 2.250	\$ 34.37 2.360	\$ 35.98 2.470	\$ 37.58 2.580	\$ 39.18 2.690	\$ 40.78 2.800	\$ 42.38 2.910
K	\$ 34.96 2.400	\$ 36.70 2.520	\$ 38.45 2.640	\$ 40.20 2.760	\$ 41.95 2.880	\$ 43.70 3.000	\$ 45.44 3.120
L	\$ 35.68 2.450	\$ 37.50 2.575	\$ 39.33 2.700	\$ 41.15 2.825	\$ 42.97 2.950	\$ 44.79 3.075	\$ 46.61 3.200

Movement on Scale

Employees who are issued a Limited or Continuing Contract or work a total of 1575 hours annually will be eligible for movement to the next available step in July of each year.

Longevity

Classified employee who is employed a total of 1575 hours per fiscal year and has completed six (6) or more years of service will become eligible for longevity payments upon issuance of Annual Salary Notice effective July 1 each year as listed below:

Years of Service	Payment (per hour)
6.01 - 10.00	\$ 0.15
10.01 - 15.00	0.30
15.01 - 20.00	0.45
20.01 - 25.00	0.60
25.01 +	0.75

Resolution #32-22 – Accept Retirement of Kaye Spiker, Assistant Director

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

WHEREAS, **Kaye Spiker, Assistant Director** with 22 years of service at the Career Center has requested to be released from her contract of employment for retirement purposes by way of her letter of retirement effective May 31, 2022 previous Resolution #63-21 and,

BE IT RESOLVED, That severance pay be provided under the provisions of her contract; and,

BE IT FURTHER RESOLVED, That the Board of Education commends her for her public service rendered, commitment to students, and loyalty to the school and the community; and,

BE IT FURTHER RESOLVED, That this retirement is accepted with deep regret, but with best wishes and sincere appreciation.

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 #33-22 – Employ Assistant Director – Tim Kilpatrick

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

WHEREAS, Assistant Director, Kaye Spiker, has submitted her resignation for retirement purposes, effective, May 31, 2022; and, upon the recommendation of the Superintendent, that **Tim Kilpatrick** be employed as Assistant Director with the following terms and conditions.

Employ: **Tim Kilpatrick**
3-year contract (219 days/year)
Beginning 8/1/2022 Ending 6/30/2025
(FY 2022-23, 2023-24, 2024-25)
Salary Effective 8/1/2022 - \$96,816
NOTE: Cost of living increase for 2022-2023 TBD.

BE IT FURTHER RESOLVED that the Assistant Director receive all benefits afforded to other administrative employees, including severance pay, personal leave, hospitalization, dental, vision, and life insurance.

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. Booth and seconded by Mr. Lauer 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
6:47 p.m.

President

Treasurer