-+9RECORD OF PROCEEDINGS

HELD

November 9, 2023

The Board of Education of the Washington County Joint Vocational School District met for the Regular meeting on November 9, 2023, at 6:00 p.m. in the Annex Board Room.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Absent; 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 – Evan Schaad, Mike Elliott, Lieutenant Eric Hunter, Chris Porter, John Johnson and Family, Connor Pritchett and Parents, Haddon Lockyer and Family, and Haley Travis and Father.

Recognition of Student of the Month for November – Haddon Lockyer and Haley Travis. Also recognized Sophomore Academy students with 3.0 GPA or better – John Johnson and Connor Pritchett

Staff Lieutenant Eric Hunter discussed concerns with having elections in school buildings and gathered input from Board members and staff for a meeting with Board of Elections.

Treasurer’s Report and Business

1. Finance Committee was held earlier (November 9, 2023) at 5:15 PM
2. 5-Year Financial Forecast Presented

**Resolution #58-23**

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

1. Waive the reading and approve the minutes of the regular meeting of October 12, 2023.
2. 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 2023.
3. Authorize the Treasurer to establish **Ohio K-12 Connectivity Fund** (451-9024) for the 2023-2024 school year, increase and approve revenue and appropriations in the amount of $1,800.
4. Authorize the Treasurer to increase and approve revenue and appropriations in the amount of $5,000 for the Orion Engineered Carbons Scholarship Fund (007-9005).
5. Approve 5-year Financial Forecast, below:

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

Mrs. West, Aye. President West declared the resolution adopted.

**Resolution #59-23 – Section 125 Premium Only Plan 2024**

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

RESOLVED, that the form of Section 125 Cafeteria Plan effective January 01, 2024, 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, Absent; 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

Report

1. Advisory Committee Meeting
2. Thanksgiving Dinner – Wednesday, November 22
3. Honor Roll – 1st Nine Weeks
4. Directly Enrolled – Travis Morris & Sophia Thibault
5. Morgan County – Jordan Harlow
6. Board Appreciation Dinner – December 14 (next meeting)
7. Nutrition Standards
8. Renovation 400 Hallway
9. Grant Opportunities still active – Appalachian Community Grant (ACG) and Governor Equipment Grant

**Resolution #60-23**

Moved by Mr. Lauer and seconded by Mr. Booth to approve the following consent agenda item:

1. Accept the following donations:

1. Orion Engineered Carbons, 11135 State Route 7, Belpre, OH donated $5,000 to the 2022 Orion Scholarship Fund to the Industrial Programming - Adult Technical Training.

1. Employ the following part-time Adult Technical Training instructors for the year ending June 30, 2024:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Area** | **Rate/Hr.** | **Effective** |
| \*James Mason | EMT | $23.60 | November 18,2023 |
| \*\*Emily Seaman | EMT | $24.40 | August 14, 2023 |
| \*\*\*Ceola Strahler | Medical Billing Specialist | $25.20 | September 25, 2023 |

\*Pending new hire paperwork and background check  
 \*\*Amended from the original contract amount approved per Board Resolution #47-23.

\*\*\*Amended from the original contract amount approver per Board Resolution #40-23.

1. Employ Jeffrey Ritzman as the Resident Educator Coach who will meet a minimum of 10 hours for the 2023-2024 school year, to be paid $50 per hour up to $500.00, per Section 11.12 of the negotiated agreement.
   * + 1. Christopher Porter – Year 2
2. Approve Commercial Facility Fire Contract with Marietta at the cost of $500 for one year beginning January 1, 2024, ending December 31, 2024.
3. Recommend an update on Resolution #47-23 to appoint Christopher Palmer, in the place of Lynette Snyder, as the Business Professional of America advisor for the student activity program and sponsor for the 2023-2024 school year.
4. Recommend Shari Elfline as the Students Solving Problems for the student activity programs and sponsor for the 2023-2024 school year, Resolution #39-23.
5. Approve the Gramm Leach Bliley Act Cybersecurity Plan for Adult Technical Training.
6. Approve Club Activity budgets for 2023-2024, below:

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

Mrs. West, Aye. President West declared the resolution adopted.

**Resolution #61-23 – Approve Neola Policies**

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

BE IT RESOLVED, the board approves the following policy changes (new, replacement, rescind, revised) as set forth below:

|  |  |  |
| --- | --- | --- |
| **Policy Number** | **Policy Name** | **Change** |
| 0141.2 | Conflict of Interest | Revised |
| 5330 | Use of Medications | Revised |
| 5330.05 | Procurement and Use of Naloxone | Revised |
| 5337 | Students with Active Seizure Disorders | New |
| 6240 | Board of Revision Complaints and Countercomplaints | New |
| 6700 | Fair Labor Standards Act | Revised |
| 7440 | Facility Security | Revised |
| 8120 | School Calendar | Revised |
| 8330 | Student Records | Revised |
| 8650 | Transportation by School Van | Revised |
| 9160 | Public Attendance at School Events | Revised |

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

Mrs. West, Aye. President West declared the resolution adopted.

**Resolution #62-23 – Approve Family & Medical Leave for Heidi Comstock**

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

BE IT RESOLVED, upon recommendation of the Superintendent, Heidi Comstock, Compliance & Workforce Development Manager, be approved for Family & Medical Leave (FMLA) beginning December 15, 2023, through December 14, 2024, (using sick leave, personal, and days without pay) per the FMLA and Board Policy 3430.01.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Absent; 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 Ms. Adams Hall to adjourn.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Absent, 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 Treasurer