Minutes of Organizational, Budget and Regular Meeting
Held January 11, 2018

The Annual Organizational, Budget, and Regular Meeting of the Ashland County-West Holmes Joint Vocational School District Board of Education was held on Thursday, January 11, 2018, at 7:00 p.m. in the Board Room of the Career Center.

Mr. Bargar, President, called the meeting to order.

Mrs. Smith, Treasurer, administered the Oath of Office to newly appointed Board members: Mr. Bargar, Mr. Chio and Mrs. Zickefoose.

Immediately following the Oath of Office, the roll was called as follows: Present: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose.

18-01-001 NOMINATION/ELECTION OF PRESIDENT
Mr. Bargar, President Pro-Tempore called for nominations for President of the Board for calendar year 2018. Mr. Chio nominated Mr. Hunter to be President and moved that nominations be closed and a unanimous ballot be cast. Mrs. Zickefoose seconded. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Abstain: Mr. Hunter. Nays: None. Motion carried.

The President assumed the chair.

18-01-002 NOMINATION/ELECTION OF VICE-PRESIDENT
Mr. Ewing nominated Mr. Chio to be Vice-President and moved that nominations be closed, seconded by Mr. Bargar. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

Mrs. Smith, Treasurer, administered the Oath of Office to Mr. Hunter and Mr. Chio.

Mr. Hunter, President, appointed the following calendar year 2018 standing committees:

- District’s Board Bylaws and Policies Manual Review/Edit Committee – Mr. Bargar, Mr. Donley, Mrs. Saffle.
- District’s Building and Grounds Committee – Mr. Chanay, Mr. Chio, Mr. Ewing.
- District’s Health Insurance Team – Mr. Chio.
Mr. Bargar moved, seconded by Mrs. Saffle to approve the following recommendations of Superintendent Parry:

18-01-004 ESTABLISH THE TIME, PLACE AND DATES OF THE REGULAR MEETINGS OF THE ASHLAND COUNTY-WEST HOLMES JOINT VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION
Approved to establish meetings of the Ashland County-West Holmes JVSD Board of Education be held on the third Thursday of each month at 6:00 p.m. in the Ashland County-West Holmes Career Center Board Conference Room, 1783 State Route 60, Ashland, Ohio (ORC 3313.15) for calendar year 2018. Additional meetings may be scheduled by the Board of Education at a time and place properly announced (ORC 3313.16).

18-01-005 ESTABLISH COMPENSATION AND MILEAGE FOR THE ASHLAND COUNTY-WEST HOLMES JVSD BOARD OF EDUCATION MEMBERS
Approved to establish compensation to be paid semi-annually for each Board Member at a rate of $125.00 for each Board of Education Meeting held during calendar year 2018, as needed and scheduled, and to receive mileage to and from each meeting at the district approved rate per mile for calendar year 2018.

18-01-006 ESTABLISH BOARD SERVICE FUND
Established a Board Service Fund in the General Fund in the amount of $10,000.00 for the purpose of paying expenses of the Board of Education for calendar year 2018.

18-01-007 AUTHORIZE SIGNATURE OF THE TREASURER
Designated the Treasurer as the official signer (by hand or mechanical facsimile signature) of all legal documents and/or expenditures of funds on behalf of the Board of Education for calendar year 2018.

18-01-008 AUTHORIZE THE TREASURER TO PAY FINANCIAL OBLIGATIONS ON BEHALF OF THE BOARD OF EDUCATION
Authorized the Treasurer to pay bills within the limits of appropriations during calendar year 2018 for all contractual obligations.

18-01-009 APPOINT PURCHASING AGENT
Appointed the Superintendent as purchasing agent for the district for calendar year 2018.

18-01-010 AUTHORIZE THE SUPERINTENDENT AND TREASURER TO APPLY FOR ALL AVAILABLE STATE AND FEDERAL FUNDS/GRANTS
Authorized and designated the Superintendent and Treasurer to apply for all available State and Federal funds/grants for calendar year 2018.

18-01-011 AUTHORIZE INVESTMENTS
Authorized the Treasurer to invest all interim and/or active funds as prescribed by Board Policy and the ORC for calendar year 2018.

18-01-012 AUTHORIZE TAX ADVANCES/COLLECTIONS
Authorized the Treasurer to make requests to the Auditors of Ashland and Holmes Counties for tax advances, collections and disbursements, when appropriate, for calendar year 2018.
18-01-013 APPROVE INTEREST PRORATION
Approved interest proration to the General Fund, Permanent Improvement Fund, Adult Education Fund, Cafeteria Fund, Building Trades Scholarship, Donald L. Coffman Scholarship, David Moore Scholarship, Jennifer Green Memorial Scholarship, Next Top Chef Scholarship, Crystal Finley Scholarship, and Greg Roach Scholarship Funds for calendar year 2018.

18-01-014 SELF-INSURANCE FUND INTEREST
Approved that any interest earned on the Jefferson Health Self-Insurance Fund will be posted only to Fund 024 – Self-Insurance Fund.

18-01-015 AUTHORIZE TEMPORARY EMPLOYMENT/EMERGENCY PERSONNEL
Authorized the Superintendent to employ temporary/emergency personnel, when needed, for calendar year 2018. Such temporary/emergency employments will be presented to the Board of Education for approval at its next regularly scheduled meeting.

18-01-016 AUTHORIZE LEGAL SERVICES
Authorized the Superintendent and Treasurer to use legal counsel as needed for calendar year 2018.

The roll was called on the Organizational Consent Agenda as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

18-01-017 RECOMMEND APPROVAL OF THE AGENDA AND ANY ADDITIONS/DELETIONS FOR THE JANUARY 11, 2018 BOARD OF EDUCATION
Mr. Lefelhoc moved, seconded by Mr. Donley to approve the agenda and any additions/deletions for the January 11, 2018, Board of Education Meeting. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

The Board recognized the following:

- The ACWH JVSD School Board for their commitment to providing quality career-technical and adult public education to the Ashland and West Holmes communities.

- Adult Education 2017-2018 Fall Director’s list acknowledging students who attained a 90 percent average in attendance and academic achievements.

18-01-018 REVIEW OF FISCAL YEAR 2019 TAX BUDGET
The Public Budget Hearing for Review of Fiscal Year 2019 Tax Budget was conducted by Julie Smith, Treasurer.

18-101-019 TREASURER’S CONSENT AGENDA
Mr. Chanay moved, seconded by Mr. Ewing to approve the following recommendations of Treasurer Smith:
18-01-020 APPROVAL OF THE MINUTES
Approved the Minutes of the December 21, 2017, Regular Board meeting.

18-01-021 DECEMBER FINANCIAL REPORT
Approved the December Financial Report.

The roll was called on the Treasurer’s Consent Agenda as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

18-01-022 ALTERNATIVE TAX BUDGET FOR FY2019
Mr. Lefelhoc moved, seconded by Mr. Chio to approve the Alternative Tax Budget for FY2019 as presented. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

18-01-023 SUPERINTENDENT’S CONSENT AGENDA
Mrs. Saffle moved, seconded by Mr. Bargar to approve the following recommendations of Superintendent Parry:

18-01-024 DONATION
Approved to accept the following donation and send a letter of appreciation to:

- Mansfield Plumbing Products for the donation of a commercial toilet and lavatory fixtures valued at $550.00 to Adult Education Plumbing Technologies to be used for educational purposes.

The roll was called on the Superintendent’s Consent Agenda as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

18-01-025 ADMINISTRATIVE AND EXEMPT SALARY SCHEDULES
Mr. Chio moved, seconded by Mr. Donley to approve the Administrative and Exempt Salary Schedules and Benefits, as presented, for the 2017-2018, 2018-2019 and 2019-2020 contract years for Principal, Assistant Principal, Adult Education Director, Assistant Adult Education Director, Assistant Treasurer, Supervisor of Maintenance, Supervisor of Technology, Secretary to the Superintendent/Treasurer and Adult Education Secretary. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.
18-01-026 APPROVE THE FOLLOWING ADULT EDUCATION SALARIES FOR FY18

Mr. Bargar moved, seconded by Mrs. Zickefoose to approve the following Adult Education Salaries for FY2018.

<table>
<thead>
<tr>
<th>Name</th>
<th>Program</th>
<th>Current Rate</th>
<th>Rate Effective FY2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-time</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rachel Arnold</td>
<td>Aspire</td>
<td>$16.50</td>
<td>$16.71</td>
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<tr>
<td>Brian Black</td>
<td>HVAC</td>
<td>$23.00</td>
<td>$23.29</td>
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<tr>
<td>Stephen Burns</td>
<td>Aspire</td>
<td>$15.00</td>
<td>$15.19</td>
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<td>Stevana Duncan</td>
<td>Dental Asst</td>
<td>$23.00</td>
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<tr>
<td>John Gaus</td>
<td>Aspire</td>
<td>$20.25</td>
<td>$20.50</td>
</tr>
<tr>
<td>Jeanie Haapalainen</td>
<td>Business Office</td>
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<td>$23.29</td>
</tr>
<tr>
<td>Gary Kline</td>
<td>Welding</td>
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<td>$23.29</td>
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<tr>
<td>Richard Price</td>
<td>Maint Training</td>
<td>$23.00</td>
<td>$23.29</td>
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<tr>
<td>Keith Rittenhouse</td>
<td>Quality Services</td>
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<tr>
<td>Larry Rogers</td>
<td>Aspire</td>
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<td>$15.19</td>
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<tr>
<td>Adrea Tennant</td>
<td>Corp. Services</td>
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<td>$25.31</td>
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<tr>
<td>John Whitmer</td>
<td>HVAC</td>
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<td>$20.25</td>
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<td>Full-Time</td>
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<td>Jeffrey Jones</td>
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<td>Margaret Dalton</td>
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<tr>
<td>Classified Full Time</td>
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<td></td>
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<tr>
<td>Vicki Loucks</td>
<td>Financial Aid</td>
<td>$43,657.00</td>
<td>$44,202.71</td>
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</tbody>
</table>

The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoch, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

18-01-027 APPROVE EXEMPT AND ADULT EDUCATION INSURANCE CONTRIBUTIONS

Mr. Chio moved, seconded by Mr. Ewing to approve Exempt and Adult Education Insurance Contributions. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoch, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

Superintendent information items:

- The White Apron.
- Next Regular Board of Education Meeting – Thursday, February 15, 6:00 p.m.
- Building Use: Ashland Yesteryear Machinery Club.

There were no Committee Reports. Board members provided associate school reports.
18-01-028 EXECUTIVE SESSION
At 7:42 p.m., Mr. Hunter called to enter into Executive Session for the purpose of discussing employment of Administrative Personnel. Mr. Ewing moved, seconded by Mr. Chio. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

By common consent of all members present, the Board of Education returned to Regular Session at 7:51 p.m.

18-01-029 ADJOURNMENT
Mr. Lefelhoc moved, seconded by Mr. Chanay to adjourn the Regular Meeting at 7:51 p.m. The roll was called as follows: Ayes: Mr. Bargar, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Lefelhoc, Mrs. Saffle, Mrs. Zickefoose. Nays: None. Motion carried.

[Signatures]
President
Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, David M. Harper, being duly sworn, say that you will support the Constitution of the United States and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as President of the Board of Education of the Ashland County-West Holmes Joint Vocational School District to the best of your ability and in accordance with laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is elected and qualified?

If so, answer I will.

Sworn to before me and signed in my presence,
this 11th day of January, 2018.

[Signature]
President

[Signature]
Julie Smith, Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, Jason Chio, being duly sworn, say that you will support the Constitution of the United States and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as Vice President of the Board of Education of the Ashland County-West Holmes Joint Vocational School District to the best of your ability and in accordance with laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is elected and qualified?

If so, answer I will.

Sworn to before me and signed in my presence, this 11th day of January, 2018.

Vice President

Julie Smith, Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, James Bargar, being duly sworn, say that you will support the Constitution of the United States and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as a Member of the Board of Education of the Ashland County-West Holmes Joint Vocational School District to the best of your ability and in accordance with laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is elected and qualified?

If so, answer I will.

Sworn to before me and signed in my presence, this 11th day of January, 2018.

James Bargar, Member

Julie Smith, Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, Jason Chio, being duly sworn, say that you will support the Constitution of the United States and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as a Member of the Board of Education of the Ashland County-West Holmes Joint Vocational School District to the best of your ability and in accordance with laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is elected and qualified?

If so, answer I will.

Sworn to before me and signed in my presence,
this 11th day of January, 2018.

[Signature]
Jason Chio, Member

[Signature]
Julie Smith, Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, Tina Zickefoose, being duly sworn, say that you will support the Constitution of the United States and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as a Member of the Board of Education of the Ashland County-West Holmes Joint Vocational School District to the best of your ability and in accordance with laws now in effect and hereafter to be enacted during your continuance in said office and until your successor is elected and qualified?

If so, answer I will.

Sworn to before me and signed in my presence, this 11th day of January, 2018.

Tina Zickefoose, Member

Julie Smith, Treasurer