Minutes of **Organizational, Budget and Regular** Meeting  
**Held January 12, 2017**

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 12, 2017, at 7:00 p.m. in the Board Room of the Career Center.

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

The Pledge of Allegiance was led by Mr. Donley.

Mrs. Smith, Treasurer, administered the Oath of Office to newly appointed Board members: Mr. Chanay, Mr. Ewing and Mrs. Saffle.

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. Kick, Mrs. Saffle.

**17-01-001 NOMINATION/ELECTION OF PRESIDENT**  
Mr. Donley, President Pro-Tempore called for nominations for President of the Board for calendar year 2017. Mr. Hunter nominated Mr. Bargar to be President and moved that nominations be closed and a unanimous ballot be cast. Mr. Chio seconded. The roll was called as follows: Ayes: Mr. Hunter, Mr. Chio, Mr. Bargar, Mr. Ewing, Mr. Chanay, Mr. Donley, Mr. Kick, Mrs. Saffle. Nays: None. Motion carried.

The President assumed the chair.

**17-01-002 NOMINATION/ELECTION OF VICE-PRESIDENT**  
Mr. Donley called for nominations for Vice-President of the Board for calendar year 2017. Mr. Donley nominated Mr. Hunter to be Vice-President and moved that nominations be closed, seconded by Mr. Kick. The roll was called as follows: Ayes: Mr. Donley, Mr. Kick, Mr. Chanay, Mr. Chio, Mr. Ewing, Mrs. Saffle, Mr. Bargar. Abstain: Mr. Hunter. Nays: None. Motion carried.

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

**17-01-003 ORGANIZATIONAL CONSENT AGENDA**  
Mr. Ewing moved, seconded by Mr. Chio to approve the following recommendations of Superintendent Parry:

**17-01-004 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 7:00 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 2017. Additional meetings may be scheduled by the Board of Education at a time and place properly announced (ORC 3313.16).
17-01-005  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 2017, as needed and scheduled, and to receive mileage to and from each meeting at the district approved rate per mile for calendar year 2017.

17-01-006  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 2017.

17-01-007  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 2017.

17-01-008  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 2017 for all contractual obligations.

17-01-009  APPOINT PURCHASING AGENT
Appointed the Superintendent as purchasing agent for the district for calendar year 2017.

17-01-010  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 2017.

17-01-011  AUTHORIZE INVESTMENTS
Authorized the Treasurer to invest all interim and/or active funds as prescribed by Board Policy and the ORC for calendar year 2017.

17-01-012  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 2017.

17-01-013  APPROVE INTEREST PRORATION
Approved interest proration to the General Fund, Permanent Improvement 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 2017.

17-01-014  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.
17-01-015 AUTHORIZE TEMPORARY EMPLOYMENT/EMERGENCY PERSONNEL  
Authorized the Superintendent to employ temporary/emergency personnel, when needed, for calendar year 2017. Such temporary/emergency employments will be presented to the Board of Education for approval at its next regularly scheduled meeting.

17-01-016 AUTHORIZE LEGAL SERVICES  
Authorized the Superintendent and Treasurer to use legal counsel as needed for calendar year 2017.

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

17-01-017 REVIEW OF FISCAL YEAR 2018 TAX BUDGET  
The Public Budget Hearing for Review of Fiscal Year 2018 Tax Budget was conducted by Julie Smith, Treasurer.

17-01-018 RECOMMEND APPROVAL OF THE AGENDA AND ANY ADDITIONS/DELETIONS FOR THE JANUARY 12, 2017 BOARD OF EDUCATION  
Mrs. Saffle moved, seconded by Mr. Kick to approve the agenda and any additions/deletions for the January 12, 2017, Board of Education Meeting. The roll was called as follows: Ayes: Mrs. Saffle, Mr. Kick, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Bargar. Nays: None. Motion carried.

The Board recognized the following:

- Board of Education Member, Mr. Tom Donley, Mapleton Local Schools, for his service as President of the Ashland County-West Holmes Joint Vocational School District in calendar year 2016.

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

- Student Recognitions:
  - **Casey Freeman**, Junior, Auto Body Technology, Triway High School, and his parents, Brian and Linda Freeman, for achieving the January Junior Student of the Month.
  - **Hannah Strickling**, Senior, Automotive Technology, Hillsdale High School, and her mother, Wendy Strickling, for achieving the January Senior Student of the Month.
  - **Austin Holbrook**, Senior, Hillsdale High School, Engineering & Design Technology, for being named the Elks Teen of the Month for December.

Held a Public Hearing on the Issue of the Ashland County-West Holmes Career Center 2017-2018 School Calendar, Rod Cheyney, Principal and Mike Parry, Superintendent.

Mike Parry, Superintendent gave an update on PublicSchoolWORKS.

Review of the Spire Advertising & Web Design Marketing Proposal was presented by Mike Parry, Superintendent.
Community Reinvestment Area (CRA) – Montgomery Township was reviewed by Julie Smith, Treasurer.

17-101-019  TREASURER’S CONSENT AGENDA
Mr. Hunter moved, seconded by Mr. Chio to approve the following recommendations of Treasurer Smith:

17-01-020  APPROVAL OF THE MINUTES
Approved the Minutes of the December 15, 2016, Regular Board meeting.

17-01-021  DECEMBER FINANCIAL REPORT
Approved the December Financial Report.

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

17-01-022  ALTERNATIVE TAX BUDGET FOR 2018
Mr. Ewing moved, seconded by Mr. Chanay to approve the Alternative Tax Budget for FY2018 as presented. The roll was called as follows: Ayes: Mr. Ewing, Mr. Chanay, Mr. Chio, Mr. Donley, Mr. Hunter, Mr. Kick, Mrs. Saffle, Mr. Bargar. Nays: None. Motion carried.

17-01-023  APPROPRIATIONS MODIFICATION
Mr. Donley moved, seconded by Mr. Ewing to authorize an increase in appropriations for Fund 599 in the amount of $7,596.84 and increase appropriations for Fund 035 in the amount of $528.51. The roll was called as follows: Ayes: Mr. Donley, Mr. Ewing, Mr. Chanay, Mr. Chio, Mr. Hunter, Mr. Kick, Mrs. Saffle, Mr. Bargar. Nays: None. Motion carried.

17-01-024  TRANSFER OF FUNDS
Upon the recommendation of Treasurer Smith, Mr. Kick moved, seconded by Mrs. Saffle to authorize a transfer of $162.35 from the General Fund 001 to the Permanent Improvement Fund 003. The roll was called as follows: Aye: Mr. Kick, Mrs. Saffle, Mrs. Chanay, Mr. Chio, Mr. Donley, Mr. Ewing, Mr. Hunter, Mr. Bargar. Nays: None. Motion carried.

Mr. Bargar, President, appointed the following calendar year 2017 standing committees:

- District’s Board Bylaws and Policies Manual Review/Edit Committee – Mr. Donley, Mr. Kick, Mrs. Saffle
- District’s Building and Grounds Committee – Mr. Chanay, Mr. Ewing, Mr. Kick
- District’s Health Insurance Team – Mr. Chio
- Board’s Negotiations Representative – Mr. Chio

17-01-025  SUPERINTENDENT’S CONSENT AGENDA
Mr. Chio moved, seconded by Mrs. Saffle to approve the following recommendations of Superintendent Parry:
17-01-026 CLASSIFIED EMPLOYMENT – ADULT EDUCATION EVENING SECRETARY
Approved the employment of Nicole R. Davis, Adult Education Evening Secretary, on a one-
year contract, effective January 3, 2017 through June 30, 2017, salary per the Adult Education
Secretarial salary schedule, step 9, with weekly hours per Director and not to exceed 29, no
benefits, no holidays. Employment based on compliance with Board Policies #4121 and #4160.

17-01-027 CLASSIFIED EMPLOYMENT – SUPPLEMENTAL 2017 SCHOOL YEAR
Approved the employment of Karen Humphrey, On Board Instructor/Bus Driver Training, on a
one-year contract, effective January 12, 2017 through June 30, 2017, $20.00 per hour, with hours
as needed. Employment based on compliance with Board Policies #4121 and #4160.

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

17-01-028 PUBLIC SCHOOL WORKS AGREEMENT
Mr. Hunter moved, seconded by Mr. Ewing to approve an agreement between Ashland County-
West Holmes JVSD Board of Education and PublicSchoolWORKS for federal, state and BOE
compliance services. The roll was called as follows: Ayes: Mr. Hunter, Mr. Ewing, Mr.
Chanay, Mr. Chio, Mr. Donley, Mr. Kick, Mrs. Saffle, Mr. Bargar. Nays: None. Motion carried.

17-01-029 SPIRE ADVERTISING AGREEMENT
Mr. Chio moved, seconded by Mr. Donley to approve an agreement with Spire Advertising to
provide a marketing plan and redesigned website. The roll was called as follows: Ayes: Mr.
Chio, Mr. Donley, Mr. Chanay, Mr. Ewing, Mr. Hunter, Mr. Kick, Mrs. Saffle, Mr. Bargar.
Nays: None. Motion carried.

Superintendent information items:

• Reviewed Department Reports

• Next Regular Board of Education Meeting – Thursday, February 16, 2017, 7:00 p.m.

• Building Use: Ashland Yesteryear Machinery Club

There were no Committee Reports. Board members provided associate school reports.

17-01-030 ADJOURNMENT
Mrs. Saffle moved, seconded by Mr. Donley to adjourn the Regular Meeting at 8:58 p.m. The
roll was called as follows: Ayes: Mrs. Saffle, Mr. Donley, Mr. Chanay, Mr. Chio, Mr. Ewing,
Mr. Hunter, Mr. Kick, Mr. Bargar. Nays: None. Motion carried.
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, Lindsey Saffle, 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 12th day of January, 2017.

Lindsey Saffle, Member

Julie Smith, Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, Forrest Chanay, 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 12th day of January, 2017.

Forrest Chanay, Member

Julie Smith, Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, Rick Ewing, 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 12th day of January, 2017.

[Signature]
Rick Ewing, Member

[Signature]
Julie Smith, Treasurer
OATH OF OFFICE

The State of Ohio, Ashland County, Ashland, Ohio

Do you, [Name], 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 [Position] 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 12th day of January, 2017.

[Signature]
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 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 12th day of January, 2017.

[Signature]
President

[Signature]
Julie Smith, Treasurer