



**CUYAHOGA VALLEY  
CAREER CENTER**

**Cuyahoga Valley Career Center**

**August 2023 Board Meeting**

**August 31, 2023, 6:30 pm - 8:00 pm  
Conference Room A**

**MINUTES**

# MINUTES

## Cuyahoga Valley Career Center Board

### August 2023 Board Meeting

Thursday, August 31, 2023, 6:30 pm - 8:00 pm

### Conference Room A

#### In Attendance

Ashley Thomas; Gary Suchocki; Jacquelyn Arendt; James Gilbride; James Virost; Jennifer Burke; Michael Wiant; Robert Felber; Russ Fortlage

Cuyahoga Valley Career Center prepares youth and adults to enter, compete, advance, and lead in an ever changing world of work, college, and careers.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda item.

#### I. CALL TO ORDER:

Mr. Suchocki called the meeting to order at 6:30 PM.

#### II. PLEDGE OF ALLEGIANCE

#### III. ROLL CALL:

Mrs. Arendt\_\_\_\_ Mrs. Burke\_\_\_\_ Mr. Felber\_\_\_\_  
Mr. Fortlage\_\_\_\_ Mr. Gilbride\_\_\_\_ Mr. Suchocki\_\_\_\_  
Ms. Thomas\_\_\_\_ Mr. Virost\_\_\_\_ Mr. Wiant\_\_\_\_

#### IV. PRESIDENT'S REPORT

- \* OSBA 2023 Capital Conference November 12-14 in Columbus at the Greater Columbus Convention Center
- \* 2023 OSBA Aptitude Award

#### V. SUPERINTENDENT'S REPORT

- \* Opening Day Staff Meeting - August 21, 2023
- \* High School Student Handbook and Program Guide
- \* All Boards' Dinner
- \* State Board of Nursing Requirements
- \* News Flash

Ms. Thomas arrived at 6:42 PM.

#### VI. BOARD COMMENTS

## **VII. COMMITTEE REPORTS**

## **VIII. APPROVAL OF MINUTES**

\* Regular Meeting of June 29, 2023

- **ROLL CALL:**

Mrs. Burke \_\_\_\_\_ Mr. Felber \_\_\_\_\_ Mr. Fortlage \_\_\_\_\_  
Mr. Gilbride \_\_\_\_\_ Mr. Suchocki \_\_\_\_\_ Ms. Thomas \_\_\_\_\_  
Mr. Virost \_\_\_\_\_ Mr. Wiant \_\_\_\_\_ Mrs. Arendt \_\_\_\_\_

Move: Jacquelyn Arendt Second: James Gilbride Status: Passed

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt,  
Russ Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Michael  
Wiant

## **IX. COMMENTS FROM THE PUBLIC**

The Board values and encourages public comment on education issues. Anyone having an interest in actions of the Board may participate during the open forum portion of the meeting. If possible, please identify yourself, prior to the meeting, to the Board President or Superintendent. Should your comments include a question, it may not be possible to provide you with the information you request at the meeting.

The speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints about school personnel or other persons at a public session. Other channels provide for Board consideration of complaints involving individuals.

Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if and when appropriate.

Each statement made by a participant shall be limited to five (5) minutes duration.

## **X. FINANCES**

Resolution **#2023-8 25** Routine Items recommended (may be handled as one motion).

Move to accept all of the following routine financial items, as recommended by the Treasurer.

- **Treasurer's Report:**

Acceptance of the Financial Report for the months of June and July

2023.

**2023-8 25 (1)**

- Advances and Transfers to Various Funds:

Authorize the Treasurer to make advances and transfers as listed in attachment.

**2023-8 25 (2)**

- ROLL CALL:

Mr. Felber\_\_\_\_ Mr. Fortlage\_\_\_\_ Mr. Gilbride\_\_\_\_  
Mr. Suchocki\_\_\_\_ Ms. Thomas\_\_\_\_ Mr. Virost\_\_\_\_  
Mr. Wiant\_\_\_\_ Mrs. Arendt\_\_\_\_ Mrs. Burke\_\_\_\_

Move: Robert Felber Second: James Virost Status: Passed

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Michael Wiant

**XI. NEW BUSINESS - Personnel**

Resolution #2023-8 26 Personnel Items Recommended (may be handled as one motion).

Move to accept all of the following administrative, certified and classified personnel recommendations, conditioned on statutes of the state as revised and consolidated into general provisions, titles, chapters and sections including all bills passed and filed contained in the Ohio Revised Code, as recommended by the Superintendent.

**A. ADMINISTRATIVE, SUPPORT, & CLASSIFIED EXEMPT**

- Employment:

Per Resolution #2023-5 20 (2), approve the employment of Diane Duryea as Business Liaison, effective July 10, 2023 through June 30, 2024, on a one year, limited contract for 220 days annual, at Liaison, Step 10 per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

**2023-8 26 (1)**

- Amend Resolution #2023-6 23 (2):

Amend Resolution #2023-6 23 (2) to employ Michelle Hasman as Career Specialist, effective August 14, 2023 through June 30, 2024, on a one-year part-time limited contract for 1050 hours, at Career Specialist, Step 0, per the Addendum to the Administrative, Support and Classified

Exempt Employees Compensation and Fringe Benefit Plan.

**2023-8 26 (2)**

- School of Nursing Curriculum Revision/Development:

Approve Adult Education Full-time School of Nursing Instructors to update curriculum for the five-year period beginning July 1, 2023 through June 30, 2028, not to exceed a total pool of 40 hours, at the rate of \$29.30 per hour.

**2023-8 26 (3)**

**B. CERTIFICATED**

- Adult Education 2023-24 Instructors' List:

Approve adding Robert Ponstingle to the part-time Adult Education Instructors' List for the 2023-24 school year.

**2023-8 26 (4)**

- High School Substitute Teachers' List 2023-24 School Year:

Approve adding James Scanlon, effective September 1, 2023 to the 2023-24 High School Substitute Teachers' List as assigned and approved.

**2023-8 26 (5)**

- Tuition Reimbursement:

Approve Matthew Harding, Power Equipment Technology Instructor, to be reimbursed tuition expenses for classes (up to four) taken from Summer 2023 through September 15, 2024 at any approved Career Technical Licensure Program for certification, not to exceed \$3,000. This resolution is an exception based on being in the second year of the profession, but a first year employee at Cuyahoga Valley Career Center.

**2023-8 26 (6)**

- Resident Educator Program/Career Technical Teacher Mentorship Program:

Per Article 12 "Additional Compensation, H. Resident Educator Program" and "I. Career Technical Teacher Mentorship Program" approve Shawn Fahey, Tim Moore, Angela Nonno, Charles Russo, Joan Schentur, and Lauren Visnick as Lead Instructors for the 2023-24 school year to be paid by authorized time sheet at the current Summer Work Rate, reimbursed up to 15 hours.

**2023-8 26 (7)**

- Resident Educator Program/Career Technical Teacher Mentorship

Program:

Per Article 12 "Additional Compensation, H. Resident Educator" and "I. Career Technical Teacher Mentorship" approve Michael Kapis, Jr., Matthew Harding, Heather Nelligan, and Michael Zana (all First Years) to be reimbursed up to 30 hours and Melissa Fox and Jamie Yax, (Non-First Years) to be reimbursed up to eight (8) hours for the 2023-24 school year. All to be paid by authorized time sheet at the current Summer Work Rate.

**2023-8 26 (8)**

- Resident Educator Program Coordinator:

Per Article 12 "Additional Compensation, H. Resident Educator Program" approve John Spano as the Program Coordinator for the Resident Educator Summative Assessment (RESA) program for the 2023-24 school year to be paid by authorized time sheet at 120% of the current Summer Work Rate, reimbursed up to 30 hours.

**2023-8 26 (9)**

- Overnight Field Trip:

Approve a student overnight trip to attend the National ACTE Policy Seminar in Washington, D.C. March 17-20, 2024 for eight students, Kelli Casini, Legislative Liaison, and Charles Russo, Chaperone. In accordance with Article 12, "Additional Compensation" of the agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors' and students' expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

**2023-8 26 (10)**

C. CLASSIFIED

- Employment:

Per Resolution **#2023-4 17 (22)**, approve the employment of Makayla Robertson as Media Specialist, effective August 21, 2023 through June 30, 2024, on a one-year, limited contract for 260 days annual, at Media Specialist, Step 2, per the agreement between the Cuyahoga Valley Career Center Board of Education and the Ohio Association of Public School Employees (OAPSE).

**2023-8 26 (11)**

- Employment:

Per Resolution **#2023-3 14 (7)**, approve the employment of Sally Perez

as Cashier/Cook, effective August 21, 2023 through June 30, 2024, on a one year, part-time limited contract, for 180 days annual, at Cafeteria, Step 0, per the agreement between the Cuyahoga Valley Career Center Board of Education and the Ohio Association of Public School Employees (OAPSE).

**2023-8 26 (12)**

- Student Employment:

Approve the employment of Luke Burmeister to perform services on an as needed basis at the current Student Employment Rate, effective August 21, 2023 through the 2023-24 school year.

**2023-8 26 (13)**

- ROLL CALL:

Mr. Fortlage\_\_\_\_\_ Mr. Gilbride\_\_\_\_\_ Mr. Suchocki\_\_\_\_\_  
Ms. Thomas\_\_\_\_\_ Mr. Virost\_\_\_\_\_ Mr. Wiant\_\_\_\_\_  
Mrs. Arendt\_\_\_\_\_ Mrs. Burke\_\_\_\_\_ Mr. Felber\_\_\_\_\_

Move: Ashley Thomas Second: Jacquelyn Arendt Status: Passed

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Michael Wiant

**XII. NEW BUSINESS - Non-personnel**

Resolution #2023-8 27 Non-personnel Items Recommended (may be handled as one motion).

Move to accept all of the following items, as recommended by the Superintendent.

- Disposal of Inventory Items:

Approve the disposal of varied inventory items as listed.

**2023-8 27 (1)**

- Donations:

Accept donations per Resolution #1976-167 as listed:

**2023-8 27 (2)**

- Adult, Tuition, Community School Students Enrolled in High School Programs:

Approve adult, tuition, and community school students for enrollment in high school programs as listed.

**2023-8 27 (3)**

- Professional Meeting Days:

Approve Terri Lynn Brosseau, Adult Education Coordinator, Melissa Fox, Cosmetology Instructor, Sheila Loeding, School of Nursing Instructor, Lea Bacci, Administrative Assistant, and Amanda Jaronowski, Career Specialist to attend the ACTE CareerTech Vision Conference November 29-December 2, 2023 in Phoenix, Arizona. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-8 27 (4)**

- Professional Meeting Days:

Approve Maria Dworning, Accounts Payable, to attend the APP2P Fall Conference & Expo November 13-15, 2023 in Las Vegas, Nevada. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-8 27 (5)**

- Authorize to Pay Brecksville Police Officers:

Authorize payment of Brecksville police officers during the 2023-24 school year as needed.

**2023-8 27 (6)**

- Authorize Funds for Career Technical Education (CTE) Partnership:

Authorize CVCC providing funding for \$30,000 for each associate district for FY24. Funds will support Career and Technical Education through activities/projects agreed to by the CVCC Superintendent and Associate District Superintendents as listed in the attachment.

**2023-8 27 (7)**

- Membership in Hospital Purchasing Service:

Approve membership in the Hospital Purchasing Service (HPS) for the 2023-24 school year.

**2023-8 27 (8)**

- Approve Contract for School Emergency and Safety Plan Services:

Approve Contract with Ohio Schools Council for School Emergency and Safety Plan Services from July 1, 2023 through June 30, 2024.

**2023-8 27 (9)**

- Approve Contract Addendum:



Approve a contract addendum with Ohio Department of Youth Services which extends the current contract by 24 months, to expire June 30, 2025.

**2023-8 27 (10)**

- Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and Desidara, Inc. for Social Media Content and Organic Posting for eight weeks, beginning July 18, 2023.

**2023-8 27 (11)**

- Approve Agreement:

Approve agreement between The School of Nursing at Cuyahoga Valley Career Center and Altenheim Skilled Nursing in Strongsville for them to provide clinical experiences for students, effective August 2023 through December 2027.

**2023-8 27 (12)**

- Approval of Bids for Server Room Back-up Power System Project:

Approve the bid presented by Westland Heating, Air Conditioning and Plumbing in the amount of \$203,500.00 for the Server Room Back-up Power System project and reject all other bids.

**2023-8 27 (13)**

- ROLL CALL:

Mr. Gilbride\_\_\_\_ Mr. Suchocki\_\_\_\_ Ms. Thomas\_\_\_\_  
Mr. Virost\_\_\_\_ Mr. Wiant\_\_\_\_ Mrs. Arendt\_\_\_\_  
Mrs. Burke\_\_\_\_ Mr. Felber\_\_\_\_ Mr. Fortlage\_\_\_\_

Move: James Gilbride Second: Robert Felber Status: Passed

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Michael Wiant

**XIII. MOTION TO GO TO EXECUTIVE SESSION (Board will reconvene after Executive Session; no action will be taken):**

For the purpose of discussing the "employment of a public employee."

7:39 PM

- ROLL CALL:

Mr. Suchocki\_\_\_\_ Ms. Thomas\_\_\_\_ Mr. Virost\_\_\_\_  
Mr. Wiant\_\_\_\_ Mrs. Arendt\_\_\_\_ Mrs. Burke\_\_\_\_

Mr. Felber\_\_\_\_ Mr. Fortlage\_\_\_\_ Mr. Gilbride\_\_\_\_

Move: Gary Suchocki Second: Jacquelyn Arendt Status: Passed

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Michael Wiant

**XIV. CALL TO ORDER FOLLOWING EXECUTIVE SESSION:**

8:37 PM

**XV. ADJOURN**

8:38 PM

• ROLL CALL:

Ms. Thomas\_\_\_\_ Mr. Virost\_\_\_\_ Mr. Wiant\_\_\_\_

Mrs. Arendt\_\_\_\_ Mrs. Burke\_\_\_\_ Mr. Felber\_\_\_\_

Mr. Fortlage\_\_\_\_ Mr. Gilbride\_\_\_\_ Mr. Suchocki\_\_\_\_

Move: Gary Suchocki Second: Jacquelyn Arendt Status: Passed

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt, Russ Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Michael Wiant

Next meeting: Thursday, Sept. 28, 2023 at 6:30 PM in Conference Room A.

\*APPROVED: *Gary Suchocki*

\*ATTESTED: *Russ Fortlage*

\*DATE: 9-28-23