



**CUYAHOGA VALLEY  
CAREER CENTER**

**Cuyahoga Valley Career Center**

**September 2023 Board Meeting**

**September 28, 2023, 6:30 pm - 8:00 pm  
Conference Room A**

**MINUTES**

# MINUTES

## Cuyahoga Valley Career Center Board

### September 2023 Board Meeting

Thursday, September 28, 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 6:32 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**

\* Food Services Annual Report

#### **V. SUPERINTENDENT'S REPORT**

\* Student Enrollment  
\* Facilities & Operations Presentation  
\* News Flash | Student Connections | Alumni Spotlight

#### **VI. BOARD COMMENTS**

#### **VII. COMMITTEE REPORTS**

\* Buildings & Grounds Committee, Gary Suchocki, Chairperson: 6:00 p.m. on Sept. 28, 2023, Central Office Conference Room  
\* Policy Committee, Robert Felber, Chairperson: 2:00 p.m. on Sept. 26, 2023,

Conference Room 670

First Reading of the following policies:

<u>Policy No.</u>	<u>Policy Name</u>
0164	Notice of Meetings
0131.1	Technical Corrections
2271	College Credit Plus
3120.09	RESCIND - Volunteers
3215	Tobacco Use Prevention
4120.09	RESCIND - Volunteers
4215	Tobacco Use Prevention
5310	Health Services
5512	Tobacco Use Prevention
5610	Removal, Suspension, Expulsion and Permanent Exclusion of Students
6325	Procurement - Federal Grants/Funds
7434	Tobacco Use Prevention
7540	Computer Technology & Networks
7540.01	Technology Privacy
7540.02	Web Accessibility, Content, Apps and Services
7540.03	Student Technology Acceptable Use & Safety
7540.04	Staff Technology Acceptable Use & Safety
8300	Continuity of Organizational Operations Plan
8305	Information Security
8315	Information Management
8390	Animals on District Property
8400	School Safety
8420	Emergency Situations at Schools
8462	Student Abuse and Neglect
9160	Public Attendance at School Events

**VIII. APPROVAL OF MINUTES**

\* Regular Meeting of August 31, 2023

• ROLL CALL:

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

Move: Jennifer Burke Second: Jacquelyn Arendt 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 #2023-9 28 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:

Accept the Financial Report for the month of August 2023.

- ROLL CALL:

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

Mr. Suchocki\_\_\_\_ Ms. Thomas\_\_\_\_ Mr. Virost\_\_\_\_

Mr. Wiant\_\_\_\_ Mrs. Arendt\_\_\_\_ Mrs. Burke\_\_\_\_

Move: Russ Fortlage Second: Jacquelyn Arendt 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 #2023-9 29 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 AND CLASSIFIED EXEMPT**

- Resignation/Retirement:

Accept the resignation of Christopher Miklovic, School of Nursing Instructor, effective September 24, 2023.

**2023-9 29 (1)**

- Replacement:

Approve to replace Nursing Instructor.

**2023-9 29 (2)**

- Employment:

Per Resolution # , approve the employment of Delbra Pace as Adult Education School of Nursing Instructor, effective September 18, 2023 through July 31, 2024, on a one-year, limited contract for 185 days at Teacher/Coordinator, Step 10 plus applicable holidays per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

**2023-9 29 (3)**

**B. CERTIFICATED**

- Adult Education Instructors' List 2023-24 School Year:

Approve the addition of Laurie Robusto and Lewis Fletcher to the part-time Adult Education Instructors' List for the 2023-24 school year.

**2023-9 29 (4)**

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

Approve adding Jennifer Osbourne to the 2023-24 High School Substitute Teachers' List as assigned and approved.

**2023-9 29 (5)**

- Salary Placement:

Approve the corrected placement for the 2023-24 contract year of Stephanie Duttry, Transition Coordinator, from Step 10E to 10G, per the Cuyahoga Valley Federation of Teachers Negotiated Agreement based upon verification of education and work experience.

**2023-9 29 (6)**

- Salary Adjustments - Additional College Credits:  
Approve salary adjustments due to additional course work.

**2023-9 29 (7)**

- Professional Growth Days:  
Approve the change of date on the June 29, 2023 Professional Growth Days exhibit to read:

\*Victoria Vachon to attend: Resident Educator Mentor Training at the ESC of Summit County on August 14 & 15, 2023.

**2023-9 29 (8)**

- Professional Growth Days:  
In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve the following staff person(s) for professional growth days. Professional growth days are granted outside of the normal working day.

**2023-9 29 (9)**

- Overnight Fieldtrip:  
Approve a student overnight trip for SkillsUSA Fall Conference for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, November 9-10, 2023. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-9 29 (10)**

- Overnight Fieldtrip:  
Approve a student overnight trip for Regional Officer Training Institute (ROTI) for all eligible students, instructors, and administrators. The training will take place at Deer Creek State Park in Mount Sterling, Ohio, January 15-18, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world

events.

**2023-9 29 (11)**

- Overnight Fieldtrip:

Approve a student overnight trip for SkillsUSA State Conference for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, April 9-10, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-9 29 (12)**

- Overnight Fieldtrip:

Approve a student overnight trip for SkillsUSA National Leadership & Skills Conference for all eligible students, instructors, and administrators. The conference will take place in Atlanta, Georgia, June 24-28, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-9 29 (13)**

- Overnight Fieldtrip:

Approve a student overnight trip for Business Professionals of America (BPA) State Conference for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, March 7-8, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-9 29 (14)**

- Overnight Fieldtrip

Approve a student overnight trip for Business Professionals of America (BPA) National Conference for all eligible students, instructors, and

administrators. The conference will take place in Chicago, Illinois, May 10-14, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay.

Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

### **2023-9 29 (15)**

- Overnight Fieldtrip:

Approve a student overnight trip for Health Occupation Students of America (HOSA) State Conference for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, April 10-11, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

### **2023-9 29 (16)**

- Overnight Fieldtrip:

Approve a student overnight trip for Health Occupation Students of America (HOSA) National Conference for all eligible students, instructors, and administrators. The conference will take place in Houston, Texas, June 26-29, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

### **2023-9 29 (17)**

- Overnight Fieldtrip:

Approve a student overnight trip for Educator's Rising State Conference for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, March 3-5, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and



administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-9 29 (18)**

- Overnight Fieldtrip:

Approve a student overnight trip for Educator's Rising Officer Leadership Retreat for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, April 23-24, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-9 29 (19)**

- Overnight Fieldtrip:

Approve a student overnight trip for Educator's Rising National Conference for all eligible students, instructors, and administrators. The conference will take place in Washington, D.C, June 28-July 1, 2024. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2023-9 29 (20)**

**C. CLASSIFIED**

- Student Employment:

Approve the employment of Nathan Alexander and Sincere Wright to perform services on an as needed basis at the current Student Employment Rate for the 2023-24 school year.

**2023-9 29 (21)**

- ROLL CALL:

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

Move: Robert Felber Second: Ashley Thomas Status: Passed

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt,

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

Resolution #2023-9 30 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.  
**2023-9 30 (1)**
- Donations:  
Accept donations per Resolution #1976-167, as listed:  
**2023-9 30 (2)**
- Approve School Calendar Change:  
Approve changing the Teacher In-Service Day from March 12, 2024 to March 19, 2024 and revising the 2023-24 School Calendar.  
**2023-9 30 (3)**
- Off-Site Campus Training:  
Approve the addition of the listed locations to the Off-Site Campus Training Locations for the 2023-24 school year.  
**2023-9 30 (4)**
- Associate District Expense Reimbursement for CVCC Functions:  
Approve reimbursement of up to \$105 per day per substitute teacher for associate district teaching staff who attend various CVCC functions during the school day and associated student transportation costs during the 2023-24 school year.  
**2023-9 30 (5)**
- Professional Meeting Days:  
Approve Superintendent David Mangas and Executive Administrative Assistant Melinda Jencson to attend multiple meetings and OSBA Capital Conference in Columbus from November 8, 2023 through November 14, 2023.  
**2023-9 30 (6)**

- Approve Memorandum of Understanding:  
Approve utilization of Student Resource Officer and three-year Memorandum of Understanding between Cuyahoga Valley Career Center and the City of Brecksville, Ohio beginning October 1, 2023.  
**2023-9 30 (7)**
- Approve Agreement:  
Approve the Apprenticeship Agreement between Cuyahoga Valley Career Center and Die-Matic Corporation to provide Tool & Die Apprenticeship Program for the 2023-24 school year.  
**2023-9 30 (8)**
- Approve Agreement:  
Approve Contracted Services Agreement between Cuyahoga Valley Career Center and Laura Icardi/ACT Test Prep for ACT/SAT Test Prep Courses for the 2023-24 school year.  
**2023-9 30 (9)**
- Approve Agreement:  
Approve the Apprenticeship Agreement between Cuyahoga Valley Career Center and IEC Northern Ohio to provide the Electrical Apprenticeship Program for the 2023-24 school year.  
**2023-9 30 (10)**
- Approve Agreement:  
Approve Cost Reimbursement Research Subaward Agreement between Cuyahoga Valley Career Center and Youngstown State University for the implementation of Ohio's Broadband and 5G Workforce Strategy.  
**2023-9 30 (11)**
- Approve Agreements:  
Approve Machining Technology Apprenticeship Agreements between Cuyahoga Valley Career Center and CAM Engineered Products.  
**2023-9 30 (12)**
- Accept Proposal:  
Accept proposal submitted by Construction Resources, Inc. for Consultant Services related to Roof Project Design and Bid in the amount of \$99,004.00.  
**2023-9 30 (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: Jacquelyn Arendt Status: Passed

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

### **XIII. ADJOURN**

7:09 PM

• **ROLL CALL:**

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

Move: Robert Felber Second: Jennifer Burke Status: Passed

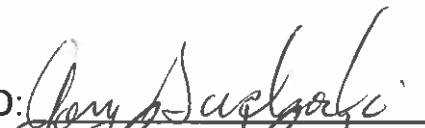

Yes: James Virost, James Gilbride, Gary Suchocki, Jacquelyn Arendt,  
Russ Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Michael  
Wiant

Next meeting: All Boards' Dinner, Thursday, Oct. 26, 2023 at 5:00  
PM. Board Meeting will immediately follow in Conference Room A.

\*APPROVED:

\*ATTESTED:

\*DATE:

  
  
10-26-2023