



**CUYAHOGA VALLEY
CAREER CENTER**

Cuyahoga Valley Career Center

December 2023 Board Meeting

**December 7, 2023, 5:30 pm - 7:00 pm
Conference Room A**

MINUTES

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Cuyahoga Valley Career Center Board

December 2023 Board Meeting

Thursday, December 7, 2023, 5:30 pm - 7:00 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 5:30 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

* New Staff Members | New Positions

- * Leah Bierman, Educational Aide
- * Stephanie Duttry, Transition Coordinator
- * Matthew Harding, Power Equipment Technology Instructor
- * Michelle Hasman, Career Specialist
- * Michael Kapis, Jr., Auto Body Repair & Refinishing Instructor
- * Stacey Kaufman, Educational Aide
- * Heather Nelligan, Fire & EMS Academy Instructor
- * Maurice Taylor, Assistant Principal
- * Sally Perez, Cafeteria Worker/Cook
- * Diane Duryea, Business Liaison
- * Delbra Pace, School of Nursing Instructor

- * Makayla Robertson, Media Specialist
- * Erin Butler, AE Part-time Instructor
- * Rebekah Faber, AE Part-time Instructor
- * Lewis Fletcher, AE Part-time Instructor
- * Jacob Giesy, AE Part-time Instructor
- * Kelley Graves, AE Part-time Instructor
- * Calvinia Hall-Walker, AE Part-time Instructor
- * Robert Ponstingle, AE Part-time Instructor
- * Tamara Richards, AE Part-time Instructor
- * Laura Robusto, AE Part-time Instructor
- * Carrie Simon, AE Part-time Instructor
- * Destiny Thomas, AE Part-time Instructor

NOTE TO OUR GUESTS: Thank you for being here and supporting our school and staff. We will take a short break to greet and welcome our new staff members. Those not interested in remaining for the business portion of the Board meeting are welcome to leave.

- * Board Meeting Start Time
- * Proposed Board Meeting Dates for 2024
 - February 29, 2024
 - March 28, 2024
 - April 25, 2024
 - May 30, 2024
 - June 27, 2024
 - July: no meeting scheduled
 - August 29, 2024
 - September 26, 2024
 - October 31, 2024 (All Boards' Dinner)
 - December 12, 2024
 - January 9, 2025 (Organizational and Regular Meetings)

- ** Reminder:
 - Organizational Meeting - January 11, 2024 (5:30 p.m.)
 - Regular Meeting - January 11, 2024

V. SUPERINTENDENT'S REPORT

- * Board Appreciation
- * Strategic Plan Update
- * News Flash | The Student Connection | Alumni Spotlight

VI. BOARD COMMENTS

VII. COMMITTEE REPORTS

- * Business & Finance Committee Meeting, Jim Virost, Chairperson: Thursday,

VIII. APPROVAL OF MINUTES

Regular Meeting of October 26, 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. APPROVAL OF MINUTES

Special Board Meeting of November 16, 2023.

• ROLL CALL:

Mr. Felber____ Mr. Fortlage____ Mr. Gilbride____
Mr. Suchocki____ Ms. Thomas____ Mr. Virost____
Mr. Wiant____ Mrs. Arendt____ Mrs. Burke____

Move: Jennifer Burke Second: Robert Felber Status: Passed

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

Abstain: Ashley Thomas

X. 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.

XI. FINANCES

Resolution #2023-12 36 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 month of October 2023.

2023-12 36 (1)

- Five Year Forecast:

Acceptance of the Five Year Forecast.

2023-12 36 (2)

- Tax Settlement Advances:

Authorize a request to the Auditors of Cuyahoga and Summit Counties to draw their warrants, and the Treasurers of said counties by and hereby are requested to pay to the Treasurer of the Board, from time-to-time as funds are available, any money in the County Treasuries to the account of this Board and lawfully applicable to the purpose of tax year 2023 payable in calendar year 2024, and to the purpose of tax year 2024 payable in calendar year 2025.

2023-12 36 (3)

- Create Fund:

Approve the creation of Fund 495 to account for the OFCC Construction grant as stipulated in the grant award and as authorized by the Auditor of State.

2023-12 36 (4)

- ROLL CALL:

Mr. Fortlage_____ Mr. Gilbride_____ Mr. Suchocki_____

Ms. Thomas_____ Mr. Virost_____ Mr. Wiant_____

Mrs. Arendt_____ Mrs. Burke_____ Mr. Felber_____

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

XII. NEW BUSINESS - Personnel

Resolution #2023-12 37 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

- Approve Funding Change:

Approve the following positions being 100% funded from General Fund (001), effective FY2025

* Assistant Superintendent

* Administrative Assistant to the Assistant Superintendent

2023-12 37 (1)

- Reinstate Position:

Approve the reinstatement of the following position, effective June 1, 2024:

* Adult Education Director

2023-12 37 (2)

- Approve Promotion:

Approve the promotion of Terri Lynn Brosseau from Adult Education Coordinator to Adult Education Director, effective June 1, 2024 through July 31, 2025, on a two-year, limited contract for 260 days annual at Director, Step 1 per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

2023-12 37 (3)

- Replacement:

Approve to replace Adult Education Coordinator.

2023-12 37 (4)

- Resignation/Retirement:

Accept the resignation of Sheila Loeding, School of Nursing Instructor, effective January 7, 2024.

2023-12 37 (5)

- Replacement:

Replace the School of Nursing Instructor position.

2023-12 37 (6)

- Employment:

Per Resolution #2023-12 37 (6), approve the employment of Destiny Thomas as Adult Education School of Nursing Instructor, effective January 8, 2024 through July 31, 2024, on a one-year, limited contract for 185 days at Teacher/Coordinator, Step 3 plus applicable holidays per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

2023-12 37 (7)

B. CERTIFICATED

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

Approve the addition of Kara Johnson, Gerald Steele, and Bradley Seastrand, Jr. to the part-time Adult Education Instructors' List for the 2023-24 school year.

2023-12 37 (8)

- High School Substitutes' List 2023-24 School Year:

Approve the addition of Mackenzie Hance to the High School Substitutes' List for the 2023-24 school year.

2023-12 37 (9)

- Amend Resolution:

Amend Professional Growth **Resolution #2023-10 32 (4)** to start date of November 18, 2023.

2023-12 37 (10)

- Professional Growth Days/Out-of-State Trips:

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 and/or out-of-state trips. Professional growth days are granted outside of the normal working day.

2023-12 37 (11)

- Saturday Detention:

Approve the following personnel to be added to supervise the pre-scheduled Saturday Detentions during the 2023-24 school year:

*Stephanie Duttry

Per Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, the person assigned to supervise Saturday Detentions will be under the supervision of Maurice Taylor, Assistant Principal, and paid a \$50.00 stipend.

2023-12 37 (12)

- New Position -

Parks & Environmental Resources Program Instructor:

Authorize the employment of a full-time instructor for the Parks & Environmental Resources Program for the 2024-25 school year.

2023-12 37 (13)

C. CLASSIFIED

- Classified Substitute List 2023-24 School Year:

Approve adding Makenzie Hance to the 2023-24 Classified Substitute List.

2023-12 37 (14)

- New Position - Educational Aide:

Authorize the addition of a full-time Educational Aide, effective for the 2024-25 school year.

2023-12 37 (15)

- Resignation/Retirement:

Accept the resignation of Morgan Irving, Educational Aide, effective November 9, 2023.

2023-12 37 (16)

- Replacement:

Approve the replacement of Educational Aide.

2023-12 37 (17)

- 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. NEW BUSINESS - Non-personnel

Resolution #2023-12 38 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:

2023-12 38 (1)

- Donations:

Accept donations per Resolution #1976-167, as listed:

2023-12 38 (2)

- Professional Meeting Days:

Approve Superintendent David Mangas to visit Gateway Technical College in Sturtevant, Wisconsin December 13-15, 2023. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

2023-12 38 (3)

- Approve Agreement:

Approve the Local Cisco Academy Agreement between Cuyahoga Valley Career Center and Cuyahoga Community College for the period beginning July 1, 2023 and ending June 30, 2024, and the \$1,000 annual fee paid to Cuyahoga Community College.

2023-12 38 (4)

- Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and Cleveland Public Library to provide Boiler Certification Training for the 2023-24 school year.

2023-12 38 (5)

- Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and the Middleburg Heights Fire Department to provide clinical sites for CVCC EMT students.

2023-12 38 (6)

- Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and MPR Business Solutions LLC to provide "Train the Trainer/Mentor" Course for NVENT.

2023-12 38 (7)

- New Program Addition:

Authorize the addition of the Parks & Environmental Resources Program for the 2025-26 school year.

2023-12 38 (8)

- Approve Strategic Plan and Accompanying Road Map to the Future

Approve and adopt the 2023-2028 Strategic Plan and accompanying Road Map to the Future, as presented.

2023-12 38 (9)

- Accept Technical Proposal:

Accept High-bay Addition Technical Proposal submitted by GPD for architectural and engineering services for design work associated with the renovation and construction of new lab areas.

2023-12 38 (10)

- ROLL CALL:

Mr. Suchocki____ Ms. Thomas____ Mr. Virost____
Mr. Wiant____ Mrs. Arendt____ Mrs. Burke____
Mr. Felber____ Mr. Fortlage____ Mr. Gilbride____

Move: Jacquelyn Arendt Second: Michael Wiant Status: Passed

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

XIV. ADJOURN

6:58 PM

- ROLL CALL:

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

Move: James Gilbride Second: Michael Wiant Status: Passed

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

Next meetings:

* Organizational Board Meeting: Thursday, January 11, 2024 at 5:30
p.m. in Conference Room A

* Regular Meeting: Thursday, January 11, 2024 at the conclusion of
the Organizational Meeting in Conference Room A

*APPROVED: _____

*ATTESTED: _____

*DATE: _____

James Virost
Jennifer Burke
1-11-24

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