



Cuyahoga Valley Career Center
January 2024 Organizational Board Meeting
January 11, 2024, 5:30 pm - 6:00 pm
Conference Room A

MINUTES

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**Cuyahoga Valley Career Center
Board/Admin Team
January 2024 Organizational Board Meeting
Thursday, January 11, 2024, 5:30 pm - 6:00 pm
Conference Room A**

In Attendance

Ashley Thomas; Gary Suchocki; Jacquelyn Arendt; James Virost; Jennifer Burke; Rachel Malec; Rhonda Crawford; Robert Felber; Russell 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.

AGENDA

Ms. Thomas called the meeting to order at 5:30 PM.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. WELCOME AND OATHS of OFFICE:**

Three-Year Term

- * Rachel Malec, Brecksville-Broadview Heights
- * Russell Fortlage, Independence
- * Jacquelyn Arendt, North Royalton
- * Jennifer Burke, Revere

One-Year Term

- * Rhonda Crawford, Twinsburg (Rotating)

OATH OF OFFICE: I, _____, do hereby solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will perform faithfully to the best of my ability the duties of Board of Education Member of the Cuyahoga Valley Career Center.

IV. ROLL CALL:

Mrs. Arendt _____ Mrs. Burke _____ Mrs. Crawford _____
Mr. Felber _____ Mr. Fortlage _____ Mrs. Malec _____
Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____

V. Election of President for Calendar Year 2024 (Ashley Thomas, President Pro-Tempore presiding.)

A. Open Nominations for President:

Moved by Ms. Thomas to open nominations
Nominations:

(1) Ms. Thomas

Nominated by: Mr. Felber

Seconded by: Mrs. Arendt

(2) Mrs. Arendt

Nominated by: Ms. Thomas

Seconded by: Mrs. Burke

Ms. Thomas declined nomination.

B. Close Nominations for President:

Moved by Ms. Thomas to close nominations
Seconded by: Mr. Suchocki

C. Election of Board President:

Mrs. Arendt as President

• **ROLL CALL:**

Mrs. Burke _____ Mrs. Crawford _____ Mr. Felber _____

Mr. Fortlage _____ Mrs. Malec _____ Mr. Suchocki _____

Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____

Move: Robert Felber Second: Gary Suchocki Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Russell Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

OATH OF OFFICE:

I, Jacquelyn Arendt, do hereby solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will perform faithfully to the best of my ability the duties of Board of Education President of the Cuyahoga Valley Career Center.

VI. Election of Vice-President for Calendar Year 2024 (Newly elected

President presiding.)

A. Open Nominations for Vice-President:

Moved by Mrs. Arendt to open nominations

Nominations:

(1) Mrs. Thomas

Nominated by: Mr. Suchocki

Seconded by: Mrs. Burke

(2) _____

Nominated by: _____

Seconded by: _____

B. Close Nominations for Vice-President:

Moved by Mrs. Arendt to close nominations and cast unanimous ballot for the sole nominee for Board Vice President

Seconded: Mr. Felber

C. Election of Board Vice-President of Board of Education

Ms. Thomas as Vice-President

• ROLL CALL:

Mrs. Crawford _____ Mr. Felber _____ Mr. Fortlage _____

Mrs. Malec _____ Mr. Suchocki _____ Ms. Thomas _____

Mr. Virost _____ Mrs. Arendt _____ Mrs. Burke _____

Move: Jacquelyn Arendt Second: Robert Felber Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Russell Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

OATH OF OFFICE:

I, Ashley Thomas, do hereby solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will perform faithfully to the best of my ability the duties of Board of Education Vice President of the Cuyahoga Valley Career Center.

VII. Resolution #2024-1 1 A Resolution Fixing the Time and Place of Meetings of the Cuyahoga Valley Career Center Board of Education:

BE IT RESOLVED that the Cuyahoga Valley Career Center Board of Education shall hold its meetings on the following Thursdays:

Regular Meetings

- February 29, 2024
- March 21, 2024
- April 25, 2024
- May 30, 2024
- June 27, 2024
- July: no meeting scheduled
- August 29, 2024
- September 26, 2024
- October 24, 2024 (All Boards Dinner)
- November: no meeting scheduled
- December 12, 2024
- January 9, 2025*

*Organizational Meeting

- January 9, 2025

Regular meetings will begin at 6:00 p.m. (unless otherwise noted) in Conference Room A at Cuyahoga Valley Career Center located at 8001 Brecksville Road, Brecksville, Ohio.

Note: Unless otherwise noted, the Ad Hoc Committees' time and place will always precede the Regular Meeting of the Board at 5:30 p.m.

• ROLL CALL:

Mr. Felber____ Mr. Fortlage____ Mrs. Malec____
 Mr. Suchocki____ Ms. Thomas____ Mr. Virost____
 Mrs. Arendt____ Mrs. Burke____ Mrs. Crawford____

Move: Russell Fortlage Second: Robert Felber Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Russell Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

VIII. Resolution #2024-1 2 A Resolution Establishing a Service Fund:

WHEREAS, Revised Code 3315.15 provides for the setting aside from the General Fund a sum not to exceed two dollars (\$2.00) for each child enrolled or twenty thousand dollars (\$20,000) whichever is greater, such sum of money to be known as the "Service Fund" to be used in paying expenses of members of the Board actually incurred in the performance of their duties or of their official representatives when sent out of the school district, now

THEREFORE, BE IT RESOLVED that the Board of Education of the Cuyahoga

Valley Career Center does hereby establish a Service Fund, such fund to be set aside as an account within the General Fund, in accordance to the provisions of ORC 3315.15.

- ROLL CALL:

Mr. Fortlage _____ Mrs. Malec _____ Mr. Suchocki _____
Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____
Mrs. Burke _____ Mrs. Crawford _____ Mr. Felber _____

Move: Ashley Thomas Second: Gary Suchocki Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Russell Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

IX. Resolution #2024-1 3 ORGANIZATIONAL BUSINESS

(Items A. through X. may be handled as one motion.)

A. General Counsel:

Authorize the Cuyahoga Valley Career Center to retain as general counsel the law firms of Pepple & Waggoner, Ltd., and Squire Patton Boggs LLP.

2024-1 3 (1)

B. Construction Related Counsel:

Authorize Cuyahoga Valley Career Center to retain as construction related counsel The Riley Law Firm, LLC.

2024-1 3 (2)

C. CVCC Ad Hoc Committees:

Approve Committees of Board Members, who shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board, and act in an advisory capacity, but shall not take action on behalf of the Board; committees shall consist of no more than four (4) members; members shall be appointed by the President; each Board Committee shall be convened by a Chairperson who shall report for the Committee; as approved by the Board of Education, and recommended by the Superintendent.

2024-1 3 (3)

D. Organizational Meeting President Pro Tempore:

Approve Board President to serve as President Pro Tempore during the 2025 January Organizational meeting. If sitting President's term expires prior to Organizational meeting, the Vice President will serve as President Pro Tempore. If both the President and Vice President terms expire, the

selection of President Pro Tempore will take place during the December Board meeting.

2024-1 3 (4)

E. Dispense with Reading of Board Minutes:

Authorize that the reading of the Board Minutes be dispensed with as these are made available in advance of Board meetings.

2024-1 3 (5)

F. Board Participation in Meetings:

Authorize to continue Board Member participation in regional, state, and national meetings, directed toward achieving the Board's goals and objectives. Members of the Board of Education are encouraged to be actively involved in these areas. The Superintendent is expected to provide information and to assist members of the Board of Education in the pursuance of the District Goals, as recommended by the Board of Education.

2024-1 3 (6)

G. Local, Regional, State, and National Organization Participation:

Approve the continuing District participation in local, regional, state, and national organizations which support the goals and purposes of the Cuyahoga Valley Career Center consistent with appropriation levels and in keeping with the Purchasing Policy of the District.

2024-1 3 (7)

H. Fiscal Procedures:

WHEREAS, in order to provide for the prompt transactions of fiscal affairs for 2024, it is necessary that authority be granted to the fiscal officer to proceed with related functions in this regard, now

THEREFORE BE IT RESOLVED by the Board of Education of the Cuyahoga Valley Career Center that the Treasurer be authorized to perform the following functions during 2024:

1. Invest funds, whenever practical as permitted by law, either in short-term or long-term investments, and to give a report to the Board each month;
2. Provide payments to employees for salaries and expenses, and to suppliers for goods and services within appropriations; and
3. Use a facsimile signature.

BE IT FURTHER RESOLVED that the Superintendent and Treasurer do internal appropriation transfers and/or transfers to other funds, as well as cash advances whenever necessary under provisions of the purchasing and other financial policies of the District.

2024-1 3 (8)

I. Change Orders:

Authorize Michael McDade, Business Manager, to approve construction project change orders of \$50,000 and less and for David Mangas, Superintendent, and Michael McDade, Business Manager, to approve construction project change orders of \$50,001 to \$100,000.

2024-1 3 (9)

J. Prevailing Wage Coordinator:

Pursuant to the requirements of Chapter 4115 of the Ohio Revised Code, it is recommended that Michael McDade, Business Manager, (or the Superintendent's designee) be designated as the school district's Prevailing Wage Coordinator for 2024.

2024-1 3 (10)

K. Board's Suspension Hearing Officer:

It is recommended that Marcy Green, Assistant Superintendent, (or the Superintendent's designee) be designated as the school district's Board's Suspension Hearing Officer for 2024.

2024-1 3 (11)

L. Title IX Coordinator:

Per the requirements of Title IX, the administration recommends the appointment of Marcy Green, Assistant Superintendent, (or the Superintendent's designee) as the Title IX Coordinator for the Cuyahoga Valley Career Center for 2024.

2024-1 3 (12)

M. Title IX Investigator:

Per the requirements of Title IX, the administration recommends the appointment of Michael McDade, Business Manager, (or the Superintendent's designee) as the Title IX Investigator for the Cuyahoga Valley Career Center for 2024.

2024-1 3 (13)

N. AHERA and Safety Coordinator:

Pursuant to the requirements of Public Law 101-236, it is recommended that

Michael McDade, Business Manager, (or the Superintendent's designee) be designated as the school district AHERA and Safety Coordinator for 2024.

2024-1 3 (14)

O. Title VI Coordinator:

Per the requirements of Title VI, the administration recommends the appointment of Marcy Green, Assistant Superintendent and Michael McDade, Business Manager, (or the Superintendent's designee) as the Title VI Coordinator(s) for Cuyahoga Valley Career Center for 2024.

2024-1 3 (15)

P. Section 504 of the Rehabilitation Act of 1973/ADA:

Per the requirements of Section 504/ADA, the administration recommends the appointment of Michael McDade, Business Manager, (or the Superintendent's designee) as the Section 504/ADA Coordinator for the Cuyahoga Valley Career Center for 2024.

2024-1 3 (16)

Q. Participation in State and Federal Grants:

Approve Cuyahoga Valley Career Center's participation in all state and federal programs and grants requiring Board approval including, but not limited to, Carl D. Perkins, High Schools That Work, Federal Pell and Direct Loans.

2024-1 3 (17)

R. Drug Free Compliance Officer:

It is recommended that the Superintendent, David Mangas, shall be designated Compliance Officer and shall establish whatever programs and procedures are necessary to meet the federal certification requirements but which also comply or do not interfere with collectively-bargained agreements (Drug-Free Workplace Policy #3122.01/page 1 of 1 - Professional Staff), as recommended by the Superintendent.

2024-1 3 (18)

S. Expulsion Hearing Officer:

It is recommended that the Assistant Superintendent, Marcy Green, (or the Superintendent's designee) be designated as the Cuyahoga Valley Career Center's Expulsion Hearing Officer for 2024.

2024-1 3 (19)

T. Appeal Hearing Officer:

It is recommended that the Superintendent, David Mangas, (or the

Superintendent's designee) be designated as the Cuyahoga Valley Career Center's Appeal Hearing Officer for 2024.

2024-1 3 (20)

U. Superintendent to Accept Resignations:

It is recommended that the Superintendent, David Mangas, accept resignations, which have been submitted by employees during times when this Board is not in session. Upon approval by this Board, such resignations shall be deemed irrevocable after the Superintendent's acceptance.

2024-1 3 (21)

V. Superintendent to Make Offers of Employment:

It is recommended to authorize the Superintendent, David Mangas, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to approval by this Board; provided however, that upon approval by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

The authorization provided by this resolution shall (remain in effect until withdrawn by formal action of this Board) commence on January 11, 2024 and remain in effect through January 9, 2025.

2024-1 3 (22)

W. Long-Term Substitutes for Certified Positions:

Authorize the Superintendent to employ Long-Term Substitutes for Certified positions when certificate/license, state boards, or other circumstances require an industry-trained professional to deliver instruction. The employment will be at Step 0-A of the Teacher Salary Schedule and be considered when the leave is greater than 10 days.

2024-1 3 (23)

X. Long-Term Substitutes for Classified Exempt Positions:

Authorize the Superintendent to employ Long-Term Substitutes for Classified Exempt Positions when circumstances require an industry-trained professional to execute essential duties. The employment will be at Step 0, plus stipend, on the Classified Exempt Salary Schedule Treasurer's

Assistant/Administrative Assistant 260 Days of the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan and be considered when the leave is greater than 10 days.

2024-1 3 (24)

• ROLL CALL:

Mrs. Malec _____ Mr. Suchocki _____ Ms. Thomas _____
Mr. Virost _____ Mrs. Arendt _____ Mrs. Burke _____
Mrs. Crawford _____ Mr. Felber _____ Mr. Fortlage _____

Move: Rhonda Crawford Second: Jennifer Burke Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Russell Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

X. ADJOURN

5:51 PM

• ROLL CALL:

Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____
Mrs. Arendt _____ Mrs. Burke _____ Mrs. Crawford _____
Mr. Felber _____ Mr. Fortlage _____ Mrs. Malec _____

Move: Robert Felber Second: Gary Suchocki Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Russell Fortlage, Robert Felber, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

Next meetings:

Regular Meetings:

* Thursday, January 11, 2024 immediately following Organizational Meeting in Conference Room A.

* Thursday, February 29, 2024 at 6:00 PM in Conference Room A.

*APPROVED: _____

*ATTESTED: _____

*DATE: _____

Joseph L. Smith
Ruth Bernard
2-29-2024

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