

# Pioneer Career and Technology Center Board Meeting

Board Office Conference Room  
Monday, January 21, 2013  
7:00pm

ORGANIZATIONAL MEETING  
PIONEER CAREER AND TECHNOLOGY CENTER  
A Vocational School District  
BOARD OF EDUCATION

**Present:** Glenna Cannon, Superintendent; Becki Kimmel, Secretary, Board of Education; Mr. Tom Clutter, Board Member; Mrs. Mary Dixon, Board Member; Mr. Bill Hope, Board Member; Mr. Dennis Leader, Board Member; Mrs. JoAnn Nelson, Board Member; Mr. Thomas Showman, Board Member; Mr. Douglas Theaker, Board Vice President; Mr. Howard Koons, Board President; Jim Grubbs, Director of Business Affairs; Mr. Dennis Long, Board Member; Linda Schumacher, Treasurer

**Absent:** Mrs. Sandra Stone, Board Member; Mrs. Mary Jean Theaker, Board Member; Mary Lee Barr, Supervisor; Jim Calhoon, Supervisor; Martin Dzugan, Supervisor; Jason Fortman, Food Service Manager; Bob Hartwell, Technology Coordinator; Dena Kirby, Supervisor; Kris Kowalski, Assistant Director, High School; Mike Martin, Supervisor; Greg Nickoli, Director of Operations; Cindy Markley, Adult Education Site Coordinator

## 1 Roll Call

**Mr. Howard Koons, President Pro-Tem**

### Minutes

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

## 2 Pledge to the Flag

**Mr. Howard Koons, President Pro-Tem**

## 3 Moment of Silence

**Mr. Howard Koons, President Pro-Tem**

## 4 Administer Oath of Office to re-appointed Board members

**Linda Schumacher, Treasurer**

### Re-appointed Board Members

- Tom Clutter, Crestline Ex. Village Schools - 2013-2014-2015
- Mary Dixon, Mid-Ohio Ed. Service Center - 2013-2014-2015
- Bill Hope, Mid-Ohio Ed. Service Center - 2013-2014-2015
- Dennis Leader, Mid-Ohio Ed. Service Center - 2013-2014-2015
- Dennis Long, Galion City Schools - 2013 - 2014 - 2015
- Thomas Showman, Willard City Schools -2013-2014-2015
- Douglas Theaker, Mid-Ohio Ed. Service Center-2013-2014-2015

Howard Koons..... December 31, 2013  
 JoAnn Nelson ..... December 31, 2013  
 Sandra Stone ..... December 31, 2014  
 Mary Jean Theaker ..... December 31, 2014

**Minutes**

Administered oath of office to seven (7) re-appointed Board members

**5 Election of Pioneer District Board of Education President**

**Mr. Howard Koons, President Pro-Tem**

Chair received nominations for Office of President:

Douglas Theaker moved that Mr. Howard Koons be nominated for the Office of the President, Dennis Long seconded the motion and that nominations be closed.

Mr. Howard Koons was elected President of the Pioneer Career and Technology Center: A Vocational School District Board of Education for 2013.

**Minutes**

**Approved**

**Motioned:** Mr. Douglas Theaker, Board Vice President

**Seconded:** Mr. Dennis Long, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President			X
Mr. Dennis Long, Board Member	X		

**6 Election of Pioneer District Board of Education Vice-President**

**Mr. Howard Koons, President Pro-Tem**

Chair receives nominations for Office of Vice-President:

Dennis Long moved that Douglas Theaker be nominated for the Office of Vice-President, Tom Clutter seconded the motion and that nominations be closed.

Mr. Douglas Theaker was elected Vice-President of the Pioneer Career and Technology Center; A Vocational School District Board of Education for 2013.

**Treasurer, Linda Schumacher, administers the Oath of Office to Howard Koons as**

**Pioneer Board of Education President; and, to Douglas Theaker as Pioneer Board of Education Vice-President.**

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Long, Board Member

**Seconded:** Mr. Tom Clutter, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President			X
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

**7 Establish Pioneer Board of Education regular meeting time and place.**

**Mr. Howard Koons, Board President**

Recommendation of Superintendent Glenna R. Cannon that the regular meeting of the Pioneer Career and Technology Center: A Vocational School District Board of Education be held at 7:00 pm on the third Monday of each month at Pioneer Career and Technology Center.

**Minutes**

**Approved**

**Motioned:** Mr. Bill Hope, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

## 8 Appoint Legislative Liaison

Mr. Howard Koons, Board President

Mary Dixon nominated Sandra Stone as Legislative Liaison; seconded by JoAnn Nelson and moved that nominations be closed.

### Minutes

#### Approved

**Motioned:** Mrs. Mary Dixon, Board Member

**Seconded:** Mrs. JoAnn Nelson, Board Member

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

## 9 Appoint Student Achievement Liaison

Mr. Howard Koons, Board President

### Minutes

#### Approved

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mr. Bill Hope, Board Member

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

## 10 Appoint Finance Audit Committee

Mr. Howard Koons, Board President

Mr. Douglas Theaker made the motion to keep the current Financial Audit Committee of Mr. Howard Koons, Mr. Douglas Theaker and Thomas Showman; as members for 2013; seconded by Mary Dixon.

**Minutes**

**Approved**

**Motioned:** Mr. Douglas Theaker, Board Vice President

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

**11 Appoint Routine Annual Business**

**Mr. Howard Koons, Board President**

**11.1 Authorize Treasurer to pay outstanding bills.**

that Treasurer; Linda Schumacher, be authorized to pay outstanding contractual obligations for the year 2013 when due, including such items as utilities, bonded debt, salaries, and all other obligations, including invoices for supplies, equipment and services.

**Minutes**

**Approved**

**Motioned:** Mr. Tom Clutter, Board Member

**Seconded:** Mr. Thomas Showman, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

**11.2 Authorize Treasurer to Invest Interim Monies**

**Mr. Howard Koons, Board President**

that Pioneer Career and Technology Center; a Vocational School District Board of Education

Treasurer, Linda Schumacher, be authorized to invest interim and inactive deposits up to \$25,000,000, when surplus is available at the Citizens Bank; and/or PNC Bank; and/or US Bank, NA, Shelby Branch, Shelby, Ohio; and/or First Federal Bank of Ohio, Galion, Ohio; and/or Farmers Citizens Bank, Bucyrus, Ohio; and/or STAR OHIO/STAR PLUS, State Treasurers Investment Pool, Columbus, Ohio; and/or Richland Bank, Division of the Park National Bank, and, in all allowable investments under ORC 135.03, 135.08, 135.14, 135.032, 135.142 and 135.45 including certificates of deposit with FDIC insurance through MiltiBank Securities with any bank domiciled in Ohio and subject to inspection by the Ohio Superintendent of Financial Institutions.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

**11.3 Request Advance Payment on Current Collection of Taxes**

**Mr. Howard Koons, Board President**

that the Auditors of Richland, Crawford, Huron, Morrow, Ashland, Wyandot, Marion and Seneca counties be requested to issue an order to the Treasurers of Richland, Crawford, Huron, Morrow, Ashland, Wyandot, Marion and Seneca counties to pay the Treasurer of the Pioneer Career and Technology Center; A Vocational School District Board of Education all funds as may be available for distribution to the General Fund and to the Bond Retirement Fund; this warrant being an advance payment of the current collection of taxes due Pioneer Career and Technology Center; a Vocational School District from the February and August 2013 settlements.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		

Mr. Thomas Showman, Board Member	X
Mrs. Sandra Stone, Board Member	
Mrs. Mary Jean Theaker, Board Member	
Mr. Douglas Theaker, Board Vice President	X
Mr. Howard Koons, Board President	X
Mr. Dennis Long, Board Member	X

**11.4 Authorize Treasurer to prepare Blanket Certificates**

**Mr. Howard Koons, Board President**

that Treasurer, Linda Schumacher, may prepared so called "blanket" certificates for a sum not exceeding \$350,000 against any specific line item account over a period not extending beyond the end of the current fiscal year. The blanket certificates may, but need not, be limited to a specific vendor.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

**11.5 Approve Board of Education Expenses (Service Fund)**

**Mr. Howard Koons, Board President**

that an amount of \$15,000 be approved to Fund 001-2310-433/434, in accordance with R.C. 3315.15 ORC.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		

Mrs. JoAnn Nelson, Board Member	X
Mr. Thomas Showman, Board Member	X
Mrs. Sandra Stone, Board Member	
Mrs. Mary Jean Theaker, Board Member	
Mr. Douglas Theaker, Board Vice President	X
Mr. Howard Koons, Board President	X
Mr. Dennis Long, Board Member	X

**11.6 Appoint Purchasing Agent**

**Mr. Howard Koons, Board President**

that James M. Grubbs, Jr., Director of Business Affairs, be appointed purchasing agent for the Pioneer Career and Technology Center: A Vocational School District for the calendar year 2013 and that in accordance with the ORC Section 3313.51, shall be designated as the name required on each check should the Treasurer become incapacitated.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

**11.7 Authorize Employment of Personnel**

**Mr. Howard Koons, Board President**

that the Superintendent be authorized, 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 a subsequent vote of ratification by this Board; provided however, that upon ratification of this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer; however, the Board of Education shall not be required to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who had not satisfied any other prerequisite to employment created by law or Board policy.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
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Mr. Tom Clutter, Board Member	X
Mrs. Mary Dixon, Board Member	X
Mr. Bill Hope, Board Member	X
Mr. Dennis Leader, Board Member	X
Mrs. JoAnn Nelson, Board Member	X
Mr. Thomas Showman, Board Member	X
Mrs. Sandra Stone, Board Member	
Mrs. Mary Jean Theaker, Board Member	
Mr. Douglas Theaker, Board Vice President	X
Mr. Howard Koons, Board President	X
Mr. Dennis Long, Board Member	X

**11.8 Authorize Acceptance of Resignations      Mr. Howard Koons, Board President**

that the Superintendent be authorized, on behalf of the Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		

**11.9 Approve Board Member Training Reimbursement**

**Mr. Howard Koons, Board President**

Pioneer new Board member training, OSBA training or other education-related training workshops to exclude the OSBA Annual Capital Conference, for Board member training reimbursement when eligible.

**Minutes**

**Approved**

**Motioned:** Mr. Dennis Leader, Board Member

**Seconded:** Mrs. Mary Dixon, Board Member

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstaining</b>
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Leader, Board Member	X		
Mrs. JoAnn Nelson, Board Member	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member			
Mrs. Mary Jean Theaker, Board Member			
Mr. Douglas Theaker, Board Vice President	X		
Mr. Howard Koons, Board President	X		
Mr. Dennis Long, Board Member	X		