

Pioneer Career and Technology Center Board Meeting

Board Office Conference Room
Monday, July 15, 2013
7:00pm

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; Mrs. Sandra Stone, Board Member; Mrs. Mary Jean Theaker, 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: 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, Board President

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			
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
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, Board President

3 Moment of Silence

Mr. Howard Koons, Board President

4 Approval of Minutes

Mr. Howard Koons, Board President

 [June 2013 Board Minutes.pdf](#)

Minutes

Approved

Motioned: Mr. Douglas Theaker, Board Vice President

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

5 Financial Report

Linda Schumacher, Treasurer

 [June Financial Report.pdf](#)

Minutes

Approved

Motioned: Mrs. Sandra Stone, Board Member

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

6 Recognition of Guests

Mr. Howard Koons, Board President

7 EAP Representative

Rick Stephens, EAP President

8 Public Input

Mr. Howard Koons, Board President

Board Policy Manual Section 0164

9 Correspondence

Mr. Howard Koons, Board President

10 Legislative Liason Report

Mrs. Sandra Stone, Board Member

11 Superintendent's Report

Glenna Cannon, Superintendent

 [July Superintendent s Report.pdf](#)

12 APPROVE PERSONNEL RECOMMENDATIONS

Recommendation of Superintendent Glenna R. Cannon that the following personnel recommendations be approved:

- Accept resignation of Certificated personnel.
- Approve employment of Certificated personnel.
- Approve supplemental contracts of certificated personnel for Professional Development/Technology Extended Service
- Approve stipend contracts of certificated personnel
- Approve employment of Adult Education instructor(s)
- Accept resignation of part-time classified personnel.

 [July Personnel Recommendations 2013.pdf](#)

Minutes

Approved

Motioned: Mr. Douglas Theaker, Board Vice President

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

13 APPROVE CONTRACTED SERVICES OF ADJUNCT INSTRUCTORS / PERFORMING ARTS

 [JULY approval Adjunct Instructors.pdf](#)

Minutes

Approved

Motioned: Mrs. Sandra Stone, Board Member

Seconded: Mrs. Mary Jean Theaker, 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			

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

14 APPROVE REVISED MEDICAL INSURANCE RATES

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that revised medical insurance rates under the \$50,000 limit of OME-RESA Internal Pool and \$500,000 limit of insured stop loss through OME-RESA effective July 1, 2013 be approved.

 [REVISED JULY medical ins rates 2013.pdf](#)

Minutes

Approved

Motioned: Mr. Dennis Long, Board Member

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

15 APPROVE COURSE OF STUDY

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the following Course of Study be approved:

- Industrial Electricity Technician

Minutes

Approved

Motioned: Mrs. Mary Dixon, Board Member

Seconded: Mr. Douglas Theaker, Board Vice President

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

16 APPROVE COST OF CAFETERIA LUNCH AND MILK PRICES

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the following cafeteria breakfast and lunch costs for 2013-2014 school year, be approved:

- Type A Breakfast - \$1.25
- Student Type A Lunch - \$2.75
- Student Type B Lunch - \$2.75 (substitute French fries in place of vegetable)
- Adult Lunch - \$3.00 - no beverage
- Student Milk - \$.50
- Adult Milk - \$.50

Minutes

Approved

Motioned: Mr. Tom Clutter, Board Member

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

17 NOMINATE OFFICIAL DELEGATE AND ALTERNATE TO ANNUAL OSBA BUSINESS MEETING.

Mr. Howard Koons, Board President

Mary Jean Theaker nominated Howard Koons as Delegate and Dennis Leader as the Alternate. Bill Hope moved, seconded by Douglas Theaker, that Howard Koons and Dennis Leader be elected as official delegate and alternate, respectively, from the Pioneer Career and Technology Center Board of Education to the 2013 OSBA Annual Business Meeting and Conference to be held in Columbus, OH

November 10-13, 2013 and that expenses be approved according to Section 3315.15 ORC and the Board-adopted policy.

Minutes

Approved

Motioned: Mr. Bill Hope, Board Member

Seconded: Mr. Douglas Theaker, Board Vice President

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

18 ADOPT RESOLUTION ADOPTING A CALAMITY DAY ALTERNATIVE MAKE-UP PLAN

Mr. Howard Koons, Board President

 [Calamity Day Resolution.pdf](#)

Minutes

Approved

Motioned: Mr. Thomas Showman, Board Member

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

19 ADOPT COLLECTION POLICY OF OUTSTANDING STUDENT DEBT

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the attached Collection Policy be adopted.

 [Collection Policy.pdf](#)

Minutes

Approved

Motioned: Mr. Dennis Long, Board Member

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

20 APPROVE CHANGES TO SUBSTITUTE INSTRUCTOR CONTRACTS

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon to approve the changes to the Substitute Instructor Contract effective with the 2013-2014 school year.

 [UPDATED sub instructor contract.pdf](#)

Minutes

Approved

Motioned: Mr. Douglas Theaker, Board Vice President

Seconded: Mrs. Mary Dixon, 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			
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Douglas Theaker, Board Vice President	X		

Mr. Howard Koons, Board President	X
Mr. Dennis Long, Board Member	X

21 APPROVE CHANGES TO HOURLY PAY SCHEDULE

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the changes as outlined on Hourly Pay Schedule for employees not covered by Master Agreement be approved.

 [Hourly PAY SCHEDULE revised July.2013.pdf](#)

Minutes

Approved

Motioned: Mrs. Sandra Stone, Board Member

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

22 ACCEPT GRANT(S)

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the following grant(s) be accepted:

- Central Region Ohio College Tech Prep Expanded Enrollment Grant - \$3,040

Minutes

Approved

Motioned: Mr. Dennis Leader, Board Member

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

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

23 ACCEPT DONATIONS

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the following donations be accepted:

- **Aaron Rothhaar, Shelby Welded Tube**, 5578 Ohio 61, Shelby; generous donation of three 2x2x1/8 square tubing to be used in the construction of SkillsUSA BBQ grill project. This project was jointly worked on by Welding, CAD and Precision Machining.
- **Rod Hicks, MT Business Technologies, Inc.** 1150 National Parkway, Mansfield; generous donation of Ricoh 161 Copier with an estimated value of \$700 to be used in the Schuman Media Center for student and staff use.

Minutes

Approved

Motioned: Mrs. Mary Jean Theaker, Board Member

Seconded: Mr. Douglas Theaker, Board Vice President

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

24 APPROVE TEXTBOOK

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the following textbook be approved:

COL. CRAWFORD FAMILY CONSUMER SCIENCE

Goodheart Wilcox Publisher, 18604 West Creek Drive, Tinley Park, IL 60477-6243

- 36 Exploring Life & Career, 2012 edition @ \$54/ea; \$1,944
- 1 Teacher's Resource CD @ \$248/ea
- 1 EXAMVIEW Assessment @ \$244/ea
- 1 Teacher's Presentations for PowerPoint @ \$126/ea

TOTAL COST - \$2,562

Minutes

Approved

Motioned: Mr. Douglas Theaker, Board Vice President

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

25 APPROVE STUDENT PARTICIPATION IN COMPETITIVE EVENTS

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the following students and chaperones be approved to participate in competitive events:

DECA Camp - held at FFA Camp Muckingum, Carrollton, OH; July 12-15, 2013

STUDENTS: Haley Chester, Alex Howard, Roni Agler and Kyle Bryant. **CHAPERONE:** Ashley Severt.

FCCLA National Leadership Conference, Nashville, TN, July 5-11, 2013

Wynford HS STUDENTS: Taylor Baumberger. **CHAPERONE:** Tami Baumberger

Crestline HS STUDENTS: Jenna Bruce, Kayley Makeever, Blake Miller and Hunter Music.
CHAPERONES: Kris Bruce and Karen Wood.

Minutes

Approved

Motioned: Mr. Bill Hope, Board Member

Seconded: Mr. Dennis Leader, 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			
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		

Mr. Douglas Theaker, Board Vice President	X
Mr. Howard Koons, Board President	X
Mr. Dennis Long, Board Member	X

26 ADJOURN MEETING

Mr. Howard Koons, Board President

Minutes

Approved

Motioned: Mrs. Sandra Stone, Board Member

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