

Pioneer Career and Technology Center Board Meeting

PIONEER ROOM
Monday, December 16, 2013
7:00pm

Pioneer Career and Technology Center
Board of Education Meeting
Monday, December 16, 2013
7:00 pm

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; Mr. Douglas Theaker, Board Vice President; Mr. Howard Koons, Board President; Jim Grubbs, Director of Business Affairs; Kris Kowalski, Assistant Director, High School; Greg Nickoli, Director of Operations; Mr. Dennis Long, Board Member; Linda Schumacher, Treasurer

Absent: Mrs. Mary Jean Theaker, Board Member; Mary Lee Barr, Supervisor; Jim Calhoon, Supervisor; Martin Dzugan, Supervisor; Jason Fortman, Food Service Manager; Dena Kirby, Supervisor; Mike Martin, Supervisor; Cindy Markley, Adult Education Site Coordinator; Darin Beal, EAP President

1 Roll Call

Mr. Howard Koons, Board President

Minutes

Approved

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	X		
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, Board President

3 Moment of Silence

Mr. Howard Koons, Board President

4 Approval of Minutes

Mr. Howard Koons, Board President



[November Board Minutes.pdf](#)

Minutes

Approved

Motioned: Mr. Douglas Theaker, Board Vice President

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	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
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		

5 Financial Report

Linda Schumacher, Treasurer



[November Financial Report 2013.pdf](#)

Minutes

Approved

Motioned: Mrs. Sandra Stone, 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	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
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 Recognition of Guests

Mr. Howard Koons, Board President

Minutes

Brittany Shock --Daily Globe

7 EAP Representative

Darin Beal, EAP President

8 Public Input

Mr. Howard Koons, Board President

Board Policy Manual Section 0164

9 Correspondence

Mr. Howard Koons, Board President

10 Reports on 2013.2014 Board Goals

Greg Nickoli, Director of Operations

11 Student Achievement Report

Mrs. Mary Jean Theaker, Board Member



[December Student Achievement Liaison Report.pdf](#)

12 Legislative Liason Report

Mrs. Sandra Stone, Board Member

13 Superintendent's Report

Glenna Cannon, Superintendent



[Superintendent s Report Dec. 2013.pdf](#)

14 APPROVE PERSONNEL RECOMMENDATIONS

Mr. Howard Koons, Board President

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

- Approve supplemental contracts for certificated personnel.
- Approve stipend contracts for certificated personnel.
- Approve retirement resignation of classified personnel.
- Approve employment of classified personnel.
- Approve re-assignment of classified employee.
- Approve resignation of part-time supplemental contract for classified staff.
- Approve retirement resignation of substitute instructor.
- Approve employment of substitute instructors.
- Approve employment of substitute classified staff.
- Approve employment of Adult Education instructors



[December Personnel Report 2013.pdf](#)

Minutes

Approved

Motioned: Mr. Douglas Theaker, Board Vice President

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	X		
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		

15 APPROVE REVISIONS TO POLICY AND ADOPTION OF NEW POLICY

Recommendation of Superintendent Glenna R. Cannon that the following changes and deletions be approved to Pioneer Board policy:

- Revisions to Policy 1220 / Administration - Employment of the Superintendent
- Revisions to Policy 1230 / Administration - Responsibilities of the Superintendent
- Revisions to Policy 1240 / Administration - Evaluation of the Superintendent
- Revisions to Policy 1310 / Administration - Employment of the Treasurer
- Revisions to Policy 1320 / Administration - Duties of the Treasurer
- Revisions to Policy 1330 / Administration - Evaluation of the Treasurer
- Revisions to Policy 1411 / Administration - Whistleblower Protection
- Adoption of NEW Policy 1422 / Administration - Nondiscrimination and Equal Employment Opportunity
- Revisions to Policy 1520 / Administration - Employment of Administrators
- Revisions to Policy 1530 / Administration - Evaluation of Administrations
- Revisions to Policy 1540 / Administration - Suspension of Administrative Contracts
- Adoption of NEW Policy 1630.01 / Administration - FMLA Leave
- Adoption of NEW Policy 1661 / Administration - Anti-Harassment

Minutes

Approved

Motioned: Mr. Tom Clutter, 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			
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 ESTABLISHMENT OF PURCHASE ORDER PROCEDURE

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the establishment of the purchase order procedure where expenditures exceed the original approved purchase order by more than ten percent (10%); that purchase order must be re-certified by the Treasurer as evidenced by initials, date and new amount written on the original purchase order.

Minutes

Approved

Motioned: Mrs. Mary Dixon, 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	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
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		

17 APPROVE REVISION TO HOURLY PAY SCHEDULE

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R. Cannon that the Hourly Pay Schedule for employees not covered in the Master Agreement be approved.



[Hourly Pay Schedule Updated Jan.2014.pdf](#) (private)

Minutes

Approved

Motioned: Mrs. JoAnn Nelson, 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	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
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		

18 ACCEPT DONATIONS

Mr. Howard Koons, Board President

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

- ASM Materials Education Foundation, Jeane Detherage, 9369 Kinsman Rd, Materials Park, OH; generous donation of a Kiln with an estimated value of \$2,500 to be used for experiments in our Materials Science classes.
- Herkules Equipment Co, Russ Terry, 2760 Ridgeway Ct., Walled Lake, MI; generous donation of G45 Fast Track Water-borne paint gun cleaner unit with an approximate value

of \$499. This item will be used for instruction of students and maintenance of our paint spray guns in our Collision Repair Career Tech program.

- Katie Eichorn, 7943 Twp. Rd. 50, Lexington; generous donation of professional books to the Pioneer Schumann Library Media Center for staff use.
- Marion Correctional Institute, Dallas Roberts, 940 Marion Williamsport Rd., Marion; generous donation of 1,490 lbs. of welding electrodes and 30 tubes of aluminum TIG welding rods to be used for welding practice for our High School and Adult Education Welding classes.
- Donald L. Plotts, 7326 St. Rt. 19, Unit 2614, Mt. Gilead; generous monetary donation of \$1,100 to the Donald L. Plotts Attitude Scholarship to be used to award an annual scholarship to a Pioneer senior.
- Shelby Printing, Wayne Gurney, 325 Martin Drive, Shelby; generous donation of 8 1/2" x 11" 2014 Wall Calendars for staff use.
- School Specialty, Tim Dove, 100 Paragon Parkway, Mansfield; generous donation of \$3,000 worth of science materials to be used for educational purposes in our Science classes.

Minutes

Approved

Motioned: Mrs. JoAnn Nelson, 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	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
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		

19 APPROVE DATE OF ORGANIZATIONAL & REGULAR JANUARY BOARD OF EDUCATION MEETING

Mr. Howard Koons, Board President

Minutes

Recommendation of Superintendent Glenna R. Cannon to meet on Wednesday, January 15, 2014 at 7:00 pm for the Organizational Meeting with the Regular Meeting following.

Approved

Motioned: Mrs. JoAnn Nelson, 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	X
Mr. Thomas Showman, Board Member	X
Mrs. Sandra Stone, Board Member	X
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

20 ELECT BOARD PRESIDENT PRO-TEM FOR THE JANUARY 2014 ORGANIZATIONAL MEETING

Mr. Howard Koons, Board President

Recommendation of Superintendent Glenna R.d Cannon that __Douglas Theaker_ be elected Board President Pro-tem until the Board elects a President at the Organizational Meeting of the Pioneer Career and Technology Center Board of Education to be held _Wednesday, January 15, 2014 at 7:00 pm in the Pioneer Board of Education Conference Room.

Minutes

Approved

Motioned: Mr. Bill Hope, 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	X		
Mr. Thomas Showman, Board Member	X		
Mrs. Sandra Stone, Board Member	X		
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		

21 ADJOURN MEETING

Mr. Howard Koons, Board President

Minutes

Approved

Motioned: Mrs. JoAnn Nelson, 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	X
Mr. Thomas Showman, Board Member	X
Mrs. Sandra Stone, Board Member	X
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