

# September 2021 Regular Board of Education Meeting

## Pioneer Career and Technology Center Board of Education Meeting

Pioneer CTC Community Room

Monday, September 20, 2021

7:00pm

**Present:** Mrs. Robyn Almanson, Board Member; Mrs. Mary Dixon, Board Member; Mr. Mike Grady, Board Member; Mr. Bill Hope, Board Member; Mr. Dennis Long, Board Member; Mr. Richard Prater, Board Vice-President; Mr. Royden Smith, Board Member; Mr. Douglas Theaker, Board President; Mrs. Mary Jean Theaker, Board Member; Gregory Nickoli, Superintendent; Linda Schumacher, Treasurer; Kowalski Kris, Director of Business Affairs; Jolene Young, Asst. Director, High School

**Absent:** Mr. John Kime, Board Member; Mrs. Margie Prater, Board Member; Clay Frye, Director of Operations; Colten Penwell, EAP President

### 1 ROLL CALL

Mr. Douglas Theaker, Board President

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Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		
Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

### 2 PLEDGE TO THE FLAG

Mr. Douglas Theaker, Board President

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### 3 MOMENT OF SILENCE

Mr. Douglas Theaker, Board President

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### 4 CONSENT AGENDA

Mr. Douglas Theaker, Board President

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**Minutes:**

No questions. No discussion. Sent to vote.

**Result:** Approved

**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Robyn Almanson

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		
Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

**4.1 Approve August 16, 2021 Board of Education Meeting Minutes**

Mr. Douglas Theaker, Board President

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**Attachments:**

[August 2021 Board Mtg. Minutes.pdf](#)

**4.2 Adopt Student Activity Fund Purposes and Budgets**

Mr. Douglas Theaker, Board President

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**Attachments:**

[Resolution 12.21 Student Activities.pdf](#)

**4.3 Approve Activity Reimbursement Schedule for Club Advisors for the 2021-2022 School Year**

Mr. Douglas Theaker, Board President

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**Attachments:**

[Club Advisor Stipends 2021.22.pdf](#)

[Club Advisor Mileage 2021.22.pdf](#)

**4.4 Approve Contracted Services for 2021-2022 School Year**

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the contracted services for Dr. Michael

Patton, Social Worker; be approved for the 2021-2022 school year.

#### 4.5 Approve Revisions to Job Descriptions

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following revisions to job descriptions be approved.

- Supervisor, Satellite Programs
- Career Technical Instructor
- Career Dev./HSTW Coordinator
- Job Leads Coordinator
- EMIS Coordinator
- In-School Detention Coordinator
- P/T Cafeteria/Banquet Worker

**Attachments:**

[Career\\_Tech\\_Instructor.pdf](#)  
[Career\\_Dev.HSTW\\_Coordinator.pdf](#)  
[Job\\_Leads\\_Coordinator.pdf](#)  
[EMIS\\_Coordinator.pdf](#)  
[ISD\\_Coordinator.pdf](#)  
[P.T\\_Cafeteria.Banquet\\_Worker.pdf](#)  
[Supervisor.Satellite\\_programs.pdf](#)

#### 4.6 Adopt Resolution for Red Ribbon Week

Mr. Douglas Theaker, Board President

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**Attachments:**

[Resolution\\_13.21\\_Red\\_Ribbon\\_Week.pdf](#)

#### 4.7 Accept Donations

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following donations be accepted:

- **Pamela Blankenhorn, Shelby;** generous monetary donation of \$150. This donation will be deposited in the Art Barr Scholarship fund and used for annual student scholarships.
- **Dawn Wright-Smith, BlackBaud Giving Fund, Charleston, SC;** generous monetary donation of \$90. This donation will be deposited in the Alumni Endowment fund and used for student scholarships awarded annually.
- **America's Farmers Outreach Grow Communities, Greg Schifner;** generous monetary donation of \$2,500 for the Pioneer/Wynford FFA Program. This generous donation will be used for student and club activities for the Pioneer / Wynford FFA Club.

#### 4.8 Approve Student Participation in FCCLA Event

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following students and chaperones be approved in following events:

**FCCLA Retreat, Heartland Retreat Center, Marengo, OH; October 11-12, 2021**

• **CRESTLINE HS FCCLA STUDENTS:** Hunter Gibbons, Ariaeh Zellner, Kayla Cotton, Nevaeh Chucci, Ava Grunkemeyer, Hannah Grunkemeyer, and Rachel Grunkemeyer. **CHAPERONE:** Kris Bruce, FCS Instructor/FCCLA Advisor

• **SHELBY HS FCCLA STUDENTS:** Trinity Civay, Grace Garrett, Kendall Lantz, Haylie Gushard, Maryn Lantz, Annabelle Snipes, Justice Clever and Olivia Hicks. **CHAPERONE:** Kelly Jung, FCS Instructor/FCCLA Advisor

**National FFA Convention; Indianapolis Convention Cener, Indianapolis, IN; October 27-30, 2021**

• **COL. CRAWFORD AG SCIENCE STUDENTS:** Olivia Chase, Cece Chase, Kendal Widman, Katie Long, Andrew Adkins, Allie Tieben, Andrea Walsh, Kevin Feik, Aden Wagner and Bergen Leonhardt. **CHAPERONE:** Joshua Schieber, Ag Instructor/FFA Advisor; Kim Tieben, Kristi Widman and Becca Chase.

## 5 FINANCIAL REPORT

Linda Schumacher, Treasurer

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**Minutes:**

Treasurer Schumacher reported as follows:

We are still in the middle of our GAAP conversion and State Audit. The GAAP conversion is scheduled to be complete by the first week in October and then the State auditors can finish up. The State Auditors had originally told us that they could finish up by November 1, but now are telling us it will be later because they have not received required paperwork to finish the Single Audit. It has been a long time since we have been subject to single audit. We breached the limit this year due to HERRF, CRF funds and GEER grants. We should not have to have single audit next year unless they start sending out more money. One of the State auditors was in the office for a day. It doesn't look like they will be spending a lot of time in our office. We have been able to electronically send much of the information. I expect them in for two or three days toward the end of the audit to wrap things up.

We have received all of the Property taxes from all counties. We are still waiting on Homestead and Rollback deposits for Richland, Seneca, Crawford and Wyandot. That is about all that is happening for the August financials.

**Result:** Approved

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Royden Smith

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		

Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

**Attachments:**

[August 2021 Financial Report.pdf](#)

## 6 APPROVE FINAL FY22 APPROPRIATIONS

Linda Schumacher, Treasurer

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**Minutes:**

Treasurer Schumacher reported as follows:

This is the month we approve the Appropriations for FY22. The first page in the presentation is the appropriations by Fund level. This is as far as we need report in accordance with our policies. I would like to point out that we have \$452,000 remaining in the SWSF (467) fund. We have appropriated \$300,000 for FY22. I don't believe we can spend the entire \$452,000 in one year mainly due to the restrictions on the use of this money. I spoke with Aaron Rausch last week and posed the question to him concerning expending this 467 fund. The problem is that we have \$452,000 left in the SWSF fund and we will be getting restricted SWSF funds in our new base cost formula plus we will be getting Disadvantaged Pupil Impact Aid (formerly economic disadvantaged) as a line item in the formula. These have all got to be put together under a new plan like the one we originally developed with Mid-Ohio ESC. Big problem! My question to Aaron was that if we cannot expend all of these monies in FY22 will ODE be taking some of those monies back. His answer was they will most likely not, but he suggests that we get the SWSF (467) fund spent. Last year we used the monies to cover the School Nurse, Dr. Patten, 75% of the SRO and a couple of smaller items. We spent a total of \$137,736. We also still have \$257,000 left in GEER funds that we need to use by September of 2022. I have appropriated the entire amount to be used in FY22. Last year we used \$195,630. We purchased educational technology, cleaning supplies, hotspots and food service fund reimbursement. There is much talk of another round of GEER money.

I have presented a General Fund budget based on previous year's format. ODE will be issuing new codes for the posting of the new formula sometime this year. The final FY22 appropriations in June will reflect the new account codes as finalized by ODS.

Finally, the Permanent Improvement appropriations are also attached. This is for your information and is not required to be submitted to the County auditor. I just thought I would give you an overview of the discussions concerning purchases. The \$267,572 line item for Educational Technology is just that, which is mostly purchased by Luke Brenneman, Tech Coordinator. CTE Educational Equipment is derived from career-tech five year-plans submitted by the teachers. These are reviewed by Mr. Nickoli and Mr. Frye in February and purchases are made and equipment received (hopefully) by the end of the fiscal year. This year we are also looking into new camera systems. We have budgeted \$50,000 Surveillance/Security and will charge the remainder to the 034 Maintenance fund. The quick estimate for the cost of the equipment looks to be in the \$250,000 range. The final line item in Maintenance Equipment is for a new JD tractor, brush, plow and cab and a new truck snow plow.

**Result:** Approved

**Motioned:** Mr. Royden Smith

**Seconded:** Mr. Mike Grady

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		

Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		
Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

**Attachments:**

- [FY22 Appropriations.pdf](#)
- [412 Certificate.pdf](#)
- [412.Salary Schedules.pdf](#)
- [412.Health Plan.pdf](#)

## 7 RECOGNITION OF GUESTS

Gregory Nickoli, Superintendent

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## 8 EAP REPRESENTATIVE

Colten Penwell, EAP President

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**Minutes:**

Lynette Moritz attended as EAP representative.

## 9 PUBLIC INPUT

Gregory Nickoli, Superintendent

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Board Policy Section 0164

## 10 CORRESPONDENCE

Gregory Nickoli, Superintendent

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## 11 REPORT ON 2021-2022 BOARD GOALS

Clay Frye, Director of Operations

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**Minutes:**

**Mrs. Young reported as follows:**

**Student Excellence and Achievement**

- Pioneer hosted a Job Fair for seniors on Friday, September 24<sup>th</sup>. The focus of the Job Fair was to provide seniors with an opportunity to explore employment options for Early Job Placement. 49 area businesses

were present at Pioneer for the event.

### **Educational Experiences for Success and Competitive Advantage for Students**

- Students meeting with local business and being hired by local businesses at pay rates of \$16 - \$22 per hour through partnerships with our programs and our Early Job Placement program
- Pioneer students have been participating with their programs and serving at the Crestline Harvest Festival (Performing Arts), Haunted Reformatory and Ashland County Fair (Homeland and Criminal Justice), and working on community based projects (Carpentry and Home Remodeling)

### **Communication and Community Advocacy**

- Crawford County Leadership participated in a one day program at Pioneer where leaders from Crawford County learned what Pioneer has to offer their communities and students

### **Engagement and Opportunities in the Community**

- Mr. Nickoli, Mr. Frye and Mr. Howe visited Lahm Airport to explore the possibility of starting an Aircraft Maintenance program at Pioneer

### **Safe, Healthy and Functional Facilities that are Fiscally Responsible**

- Safety Screens have been installed on all classroom door windows
- Dr. Glanton will be here Friday to train and staff on the School-wide Discipline Plan
- AEDs have been checked, inspected and are good for the year

## **12 PRESENTATION**

Shannon Sprang, Supervisor

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## **13 STUDENT ACHIEVEMENT REPORT**

Mrs. Mary Jean Theaker, Board Member

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### **Attachments:**

[Sept 2021 Student Achievement.pdf](#)

## **14 LEGISLATIVE LIAISON REPORT**

Mr. Mike Grady, Board Member

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## 15 SUPERINTENDENT'S REPORT

Gregory Nickoli, Superintendent

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### Minutes:

Superintendent Nickoli reported as follows: I am proud to report that we have had an outstanding opening to the school year. Our students and staff are working hard to continue to practice our safety protocols while returning to near normal operations. I am sure that all schools shared concerns about how this year would go but I can attest to the care and professional way that everyone at Pioneer has responded. I would say that our second Covid reopening has been a resounding success.

Just a reminder that the Central Region Fall Conference is this upcoming Wednesday at 5:30pm at the Villa Milano in Columbus. Mrs. Dixon and Mrs. Almanson have agreed to attend and represent the Board along with Mrs. Schumacher, Mr. Paullin and myself.

I am asking that you approve a Blended Learning Declaration for the 2021-2022 school year. This was submitted to the Ohio Department of Education and approved for this year. It allows us to use Remote Learning for up to 49% of our scheduled hours for the year.

There are some exciting upcoming events scheduled for later this month and in October. We would love to have you attend any of the following (please let me know so I can look for you):

- OSBA Central Region Fall Conference – Sept 22<sup>nd</sup>, 5:30pm at the Villa Milano in Columbus
- Staff Inservice – Sept 24<sup>th</sup> at Pioneer
- Parent-Teacher Conferences – October 7<sup>th</sup> and 12<sup>th</sup> at 4:30pm
- End of First Grading Period – October 15<sup>th</sup>
- OSBA Capital Conference – November 7<sup>th</sup>-9<sup>th</sup> – Agenda to be provided in October

Kris Kowalski, Director of Operations, has reviewed requests to move across on the salary schedule as well as requests for continuing contracts. They are in accordance with the Ohio Revised Code and Board Policy.

Also, I am asking that you approve the employment of a part-time clerical position to assist in our Clinic. Last year, our 4 day-a-week schedule allowed our nurse, Brandi Jensen, a day to keep up with phone calls and data entry. She has been struggling to keep up since we are back to 5 days a week so this is a necessary addition.

All other Items are normal for this time of year.

### Attachments:

[Sept. 2021 Supt. Report.pdf](#)

## 16 PERSONNEL REPORT

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following personnel recommendations be

approved:

- Approve employment of Certificated personnel.
- Approve Salary Adjustments for Certificated personnel.
- Approve Continuing contracts for Certificated personnel.
- Approve Stipend contracts for Certificated personnel.
- Approve employment of Substitute Instructors.
- Approve request for extension of leave without pay for Classified personnel.
- Approve employment of Part-time Classified personnel.
- Approve employment of Substitute Classified personnel.
- Approve employment of Adult Education personnel.

**Result:** Approved

**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Robyn Almanson

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		
Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

**Attachments:**

[Sept 2021 Personnel Recommendations.pdf](#)

## 17 APPROVE SCHOOL DISTRICT BLENDED LEARNING PLAN

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the attached School District Blended Learning plan be approved.

**Minutes:**

No questions. No discussion. Sent to vote.

**Result:** Approved

**Motioned:** Mr. Mike Grady

**Seconded:** Mrs. Mary Jean Theaker

Voter	Yes	No	Abstaining
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Mrs. Robyn Almanson, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		
Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

**Attachments:**

[Blended Learning Declaration 2021.22.pdf](#)

## 18 ADOPT RESOLUTION 14.21 TO AUTHORIZE SUPERINTENDENT TO ADJUST FACE COVERING PROCEDURES

Mr. Douglas Theaker, Board President

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**Minutes:**

No questions. No discussion. Sent to vote.

**Result:** Approved

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Mike Grady

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		
Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

**Attachments:**

[Resolution 14.21 Authorizing Supt. face coverings.pdf](#)

## 19 ENTER INTO EXECUTIVE SESSION TO CONSIDER THE DISCIPLINE OF A PUBLIC EMPLOYEE OR OFFICIAL.

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that we enter into Executive Session to consider the discipline of a public employee or official.

**Minutes:**

Mary Dixon made the motion; seconded by Royden Smith to enter into Executive Session to consider the discipline of a public employee or official. Entered into Executive Session at 8:20 pm. Returned to Regular Session at 8:30 pm.

**Result:** Approved

**Motioned:** Mrs. Mary Dixon

**Seconded:** Mr. Royden Smith

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mrs. Mary Dixon, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mr. Richard Prater, Board Vice-President	X		
Mr. Royden Smith, Board Member	X		
Mr. Douglas Theaker, Board President	X		
Mrs. Mary Jean Theaker, Board Member	X		

## 20 ADJOURN MEETING

Mr. Douglas Theaker, Board President

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