

# December 2021 Regular Board of Education Meeting

## Pioneer Career and Technology Center Board of Education Meeting

Pioneer CTC Community Room

Monday, December 20, 2021

7:00pm

**Present:** Mrs. Robyn Almanson, Board Member; Mr. Mike Grady, Board Member; Mr. Bill Hope, Board Member; Mr. Dennis Long, Board Member; Mrs. Margie Prater, 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; Clay Frye, Director of Operations

**Absent:** Jolene Young, Asst. Director, High School; Colton Penwell, EAP President

### 1 ROLL CALL

Mr. Douglas Theaker, Board President

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**Result:** Approved

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. John Kime, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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 or discussion. Sent to vote.

**Result:** Approved

**Motioned:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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 November, 2021 Board of Education Meeting Minutes

Mr. Douglas Theaker, Board President

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**Attachments:**

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

### 4.2 Approve Revisions to Hourly Pay Schedule

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that revisions to the Hourly Pay Schedule per attached document be approved for employees not covered by the Master Agreement.

**Attachments:**

[Hourly Pay Schedule. 22.23 updates.pdf](#)

### 4.3 Adopt Resolution 18-21 Appreciation of Donation

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that Resolution 18-21 be adopted in appreciation of donation from Gorman Family Foundation.

**Attachments:**

[Resolution 18.21 Gorman Donation.pdf](#)

## 4.4 Accept Donations

Mr. Douglas Theaker, Board President

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

- **Mary Lee Barr, Shelby;** generous monetary donation of \$1,000 to the Art Barr Scholarship fund. This fund is used for annual student scholarships.
- **Dawn Wright-Smith; Wells Fargo Community Match;** generous monetary donation of \$155. This donation will be deposited into the Alumni Endowment fund and used for annual student scholarships.
- **Donations to Pioneer Penguin Fund** - This fund is used to help students in need during the Holiday Season.
  - Anonymous - \$160
  - Elizabeth Heinlen - \$100
  - Ellen Shifley - \$100
  - Justin Tuttle - \$50
  - Christi & Mike Smith - \$40
  - Kenny Owen - \$25
  - Sherry Young - \$50
  - Katie Eichorn - \$50
  - Mary Lee Barr, Shelby - \$100
  - Main St. United Methodist Church, Mansfield - \$70
  - Mary Ritz - \$50
  - Catherine Spayde - \$25
  - Donita Perry - \$50
  - Donald Paullin - \$50
  - Kelly Purvis - \$25
  - Allison Schuster - \$30
  - Marianne Ritchie - \$50
  - Rene & Dan Burtscher - \$100

## 5 FINANCIAL REPORT

Linda Schumacher, Treasurer

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### Minutes:

Treasurer Schumacher reported as follows:

November and December have been very hectic months. The State is still working on our Audit and we have come to find out that they have not been well-trained on the new state software and we have been doing a lot of work for them. We had four of them in our office on December 1. The State says they will have our audit complete sometime in January. On top of that, the financial audit for NCOCC has begun. This is a new auditor for NCOCC also, so we are having to familiarize them with the operations and financials for NCOCC. I have no idea of a timeline for the NCOCC audit.

November financials are pretty straight forward. In the Huntington Bank (Bond Fund), you will see the December 1 COPS payments sitting to be made. Those were made and as you can see, we have also used up most of the Huntington Bank Debt Service account. This is the account that held the 2008 COPS escrow monies and we have been able to use those to payoff the 2008 issue. I will now have to get permission from the State to move the remaining amount in that fund to the General Fund.

You can see that the Food Service fund is in better shape this year. Still, running a deficit, but not as much. Reimbursements have been larger this year due to an increase of reimbursement from \$3.51 to \$4.32 per student for lunches and an approximately \$.20 increase in breakfast and to larger participation numbers. Last year in November we were \$80,525.00 in the red. This year on November 30 we are \$8,912 in the red.

In the General Fund, we have finally received the Homestead and rollbacks from Richland County which amounts to a little over \$109,000.00. The implementation of the new funding formula was supposed to be December, but has been postponed again. I am not even going to give it a date this time. Salaries and benefits are running a little higher than normal, but we had a lot of stipends paid in the last few months, so that amount should even out. Come the end of the year, we will take another look at the appropriation as retirements have

been creeping in and we might have more that expected.

The only journal entries we have this month is some mapping of benefits to the SWSF funds and some makeup hours due to COVID in Adult Ed.

**Result:** Approved

**Motioned:** Mr. Royden Smith

**Seconded:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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:**

[November 2021 Financial Report.pdf](#)

## 6 RECOGNITION OF GUESTS

Gregory Nickoli, Superintendent

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## 7 EAP REPRESENTATIVE

Colton Penwell, EAP President

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## 8 PUBLIC INPUT

Gregory Nickoli, Superintendent

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Board Policy Section 0164

## 9 CORRESPONDENCE

Gregory Nickoli, Superintendent

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## 10 REPORT ON 2021-2022 BOARD GOALS

Clay Frye, Director of Operations

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**Minutes:**

Director Frye reported as follows:

PCTC Board Report- December Board of Education Meeting

December 20, 2021

Students in Pioneer's Masonry program competed in a Northern Ohio Holiday Skills Contest. Senior Graham Geissman earned 1st Place in the Senior Division. Max Aichholz also competed and placed 3rd in the Junior Division.

During Pioneer's Holiday Spirit Week, students donated to the United Fund of Shelby to participate in a "dress down day". Through the amazing generosity of Pioneer's students and staff, over \$1,100.00 was collected and donated. During the 3 day spirit week, students also participated in an ugly sweater contest, a door decorating contest and other events in the building.

Pioneer Cosmetology students visited Auburn Elementary in Shelby and spent 2 days giving haircuts to students. Students were able to provide 90 students with haircuts.

Pioneer hosted a Purple Star Breakfast for students who have members of their family in the military. Culinary Arts students prepared breakfast for 14 students, staff and other guests.

Pioneer held our Alternate Career Exploration day for middle school students interested in careers that are considered non-traditional. 15 students from our partner schools were able to visit labs and participate in hands-on activities.

Pioneer manufacturing programs received a generous donation from Tractor Supply Company in Willard. Welding helmets, gloves and other useful items were received in the donation.

Pioneer students who completed the ASVAB military assessment received their results on Monday, December 13th.

The remaining home school visits to speak with sophomores and prepare for Sophomore Visits in January have been completed. Over the past 6 weeks, Pioneer counselors spoke to over 1400 sophomores at our home schools in preparation for our January 26th and 27th Sophomore Visitation recruitment days.

## 11 PRESENTATION

Jason Fortman, Food Service Manager

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## 12 STUDENT ACHIEVEMENT REPORT

Mrs. Mary Jean Theaker, Board Member

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**Attachments:**

[Dec. 2021 Student Achievement Report.pdf](#)

## 13 LEGISLATIVE LIAISON REPORT

Mr. Mike Grady, Board Member

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**Minutes:**

Mr. Grady led discussions on various happenings at the Ohio Legislature.

## 14 SUPERINTENDENT'S REPORT

**Minutes:**

Superintendent Nickoli reported as follows:

At this very special time of the year, we always take a moment and thank you for your support and dedication to Pioneer! The Holidays are always such a special time of year!! We hope you have time to relax and enjoy your family and friends!!

We have started a support effort for our students known as the Sharing Closet. It is a discreet room within Pioneer where students in need can go to get donated clothing and/or personnel grooming (shampoo, soaps, etc.) supplies. It was started with a generous donation from the Avenue Church in Ontario and our staff has started bringing in gently-used clothing in various sizes. We'd like to offer the opportunity for any Board Members who are able to donate as well.

It has been customary, in past years, to have the past Board of Education President serve as the President Pro-Temp at the Organizational Meeting in January. That being said, I would like to recommend that you elect Mr. Theaker to serve in that capacity. Our previous discussion indicated that we planned to conduct the Organizational Meeting on Wednesday, January 11, 2022, prior to our Regular Board Meeting.

I am asking the Board to approve a resolution approving the employment of substitute teachers who meet requirements that are different than our traditional substitutes. For the remainder of this school year I would ask that you allow us to employ those individuals who:

- Have a Bachelors' Degree
- Have an Associate's Degree or have completed 48 Semester/72 Quarter Hours of Coursework at an accredited institution of higher education
- Have a High School Diploma and has five years of successful work experience

This third condition is similar to those that would qualify an individual to serve as a Career-Technical substitute.

When students are hospitalized at OhioHealth Mansfield for an extended period of time it becomes necessary for them to receive tutoring. Ohio Health contracts with the Mansfield City Schools to provide that service. The Mansfield City Schools then bills back to the District of attendance for those services. I am asking you to approve a contract for those services for the 2021-2022 school year.

In conjunction with the transition of the 179<sup>th</sup> air guard to its new Cyber-Defense mission and after consulting with local post-secondary institutions we would like to offer a Cyber-Security Program beginning with the 2022-2023 school year. It fits well with current IT Support Pathway and we believe will lead to many job opportunities for graduates as well as significant interest from potential students.

We are soliciting bids for our building sealant project. We have a pre-bid meeting scheduled for December 29th and will open bids on January 5th.

- 01/03 - Students and staff return from Winter Break
- 01/03 - Start of Second Semester
- 01/26 & 01/27 - Sophomore Visits

We have one important personnel item this month. I am asking you to accept the retirement resignation of Karen Davis. Ms. Davis has been an Intervention Specialist for Pioneer for 16 years and was instrumental in starting our Project SEARCH program. I would like to extend my appreciation to Ms. Davis for her work on behalf of our students and wish her the best in retirement.

All other personnel items are common for this time of year.

**Attachments:**

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

## 15 PERSONNEL REPORT

Mr. Douglas Theaker, Board President

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

- Accept retirement resignation of Certificated personnel.
- Approve Supplemental contracts of Certificated personnel.
- Approve Stipend contracts of Certificated personnel.
- Approve employment of Substitute Instructor
- Accept resignation of Part-time Classified personnel.
- Approve employment of Substitute Classified personnel.
- Approve employment of Adult Education personnel.

**Minutes:**

No questions or discussion. Sent to vote.

**Result:** Approved

**Motioned:** Mrs. Robyn Almanson

**Seconded:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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:**

[Dec. 2021 Personnel Recommendations.pdf](#)

## 16 APPROVE DATE OF ORGANIZATIONAL AND REGULAR JANUARY BOARD OF EDUCATION MEETING

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the Organizational and Regular January Board meetings be held Wednesday, January 12, 2022.

**Minutes:**

No questions or discussion. Sent to vote.

**Result:** Approved

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Dennis Long

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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		

## 17 ELECTION OF BOARD PRESIDENT PRO-TEM FOR THE JANUARY, 2022 ORGANIZATIONAL MEETING

Mr. Douglas Theaker, Board President

Chair received nominations for President Pro-Tem for the January, 2022 Organizational Board of Education Meeting.

\_\_\_\_\_ moved the nomination of \_\_\_\_\_ for the office of President Pro-Tem. \_\_\_\_\_ moved that nominations be closed.

\_\_\_\_\_ was elected President Pro-Tem of the Pioneer Career and Technology Center Board President Pro-Tem for the January 2022 Organizational Meeting.

### Minutes:

Mike Grady moved the nomination of Douglas Theaker for the office of President Pro-Tem. Royden Smith moved that nominations be closed. Douglas Theaker was elected President Pro-Tem of the Pioneer Career and Technology Center Board of Education for the January 2022 Organizational Meeting.

**Result:** Approved

**Motioned:** Mr. Mike Grady

**Seconded:** Mr. Royden Smith

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		

Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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		

## 18 ADOPT RESOLUTION 19-21 TO AMEND SUBSTITUTE INSTRUCTOR REQUIREMENTS FOR THE 2021-22 SCHOOL YEAR

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that Resolution 19-21 be adopted to amend Substitute Instructor requirements for the 2021-2022 school year.

**Minutes:**

No questions or discussion. Sent to vote.

**Result:** Approved

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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 19.21 Amend Sub Instructor requirements.pdf](#)

## 19 APPROVE CONTRACT FOR OHIOHEALTH MANSFIELD HOSPITAL HOME INSTRUCTION TUTOR

Recommendation of Superintendent Gregory D. Nickoli that the agreement with Mansfield City Schools to provide home instruction tutoring for students in OhioHealth Mansfield Hospital.

**Minutes:**

No questions or discussion. Sent to vote.

**Result:** Approved

**Motioned:** Mr. Royden Smith

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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:**

[Mfd. City Contract for Home Instruction Oh.Health Mfd..pdf](#)

## 20 APPROVE CYBERSECURITY CAREER TECHNICAL PROGRAM BEGINNING WITH THE 2022-2023 SCHOOL YEAR

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the CyberSecurity Career Technical Program be approved to begin in the 2022-2023 school year.

**Minutes:**

No questions or discussion. Sent to vote.

**Result:** Approved

**Seconded:** Mrs. Mary Jean Theaker

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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		
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## 21 ADOPT RESOLUTIONS OF APPRECIATION FOR BOARD MEMBERS SERVICE

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the resolutions be adopted recognizing the service of the following Board Members:

- Resolution 20-21 - Mary Dixon - Twelve (12) Years of Service
- Resolution 21-21 - John Kime - Two (2) Years of Service

**Minutes:**

No questions or discussion. Sent to vote.

All members expressed their gratitude and appreciation to Mr. Kime and Mrs. Dixon. They will be missed.

**Result:** Approved

**Motioned:** Mr. Mike Grady

**Seconded:** Mr. Royden Smith

Voter	Yes	No	Abstaining
Mrs. Robyn Almanson, Board Member	X		
Mr. Mike Grady, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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 20.21 M.Dixon appreciation of service.pdf](#)

[Reslution 21.21 J.Kime appreciation of service.pdf](#)

## 22 ADJOURN MEETING

Mr. Douglas Theaker, Board President

**Result:** Approved

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Mike Grady

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. John Kime, Board Member	X		
Mr. Dennis Long, Board Member	X		
Mrs. Margie Prater, 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		