

# June 2019 Board of Education Meeting

## Pioneer Career and Technology Center Board of Education Meeting

Pioneer CTC Board of Education Conference Room  
Monday, June 17, 2019  
7:00pm

**Present:** Mr. Tom Clutter, Board Member; Mrs. Mary Jean Theaker, Board Member; Kowalski Kris, Director of Operations, High School; Gregory Nickoli, Superintendent; Linda Schumacher, Treasurer; Jim Calhoon, Assistant Director, High School; Mary Lee Barr, Interim Administrator; Mr. Richard Prater, Board Vice President; Mr. Douglas Theaker, Board Member; Mrs. Margie Prater, Board Member; Mr. Bill Hope, Board Member; Colton Penwell, EAP President; Mr. Dennis Long, Board Member

**Absent:** Mrs. Mary Dixon, Board Member; Mr. Mike Grady, Board Member; Dr. Paul Johnson, Board Member; Mr. Royden Smith, Board Member

### 1 ROLL CALL

Douglas Theaker, Board President

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

### 2 PLEDGE TO THE FLAG

Douglas Theaker, Board President

### 3 MOMENT OF SILENCE

Douglas Theaker, Board President

### 4 CONSENT AGENDA

Douglas Theaker, Board President

**Minutes:**

Treasurer Schumacher pointed out the Temporary Appropriation and Liability Insurance items and stated they are usual items for this month's agenda. The liability insurance increased by 3.1% from last year. No questions or discussions. Sent to vote.

**Motioned:** Mr. Bill Hope  
**Seconded:** Mr. Richard Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**4.1 Approve May 2019 Board of Education Meeting Minutes**  
 Douglas Theaker, Board President

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**Attachments:**

[May 2019 Board Mtg. Minutes.pdf](#)

**4.2 Approve Temporary Appropriations for the 2019-2020**  
 Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the temporary Appropriations as presented by Treasurer Linda Schumacher, be approved.

**Attachments:**

[FY20 Temporary Appropriations.pdf](#)

**4.3 Approve Liability, Fleet and Property Insurance Coverage**  
 Mr. Douglas Theaker, Board President

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**Attachments:**

[SORSA renewal proposal.fy20.pdf](#)

**4.4 Adopt New Policy**  
 Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following new policy be adopted:

- PO 7544- Use of Social Media

**Attachments:**

[po.7544.NEW.pdf](#)

**4.5 Approve Revisions to Policy**  
 Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following revisions to policy be approved:

- PO.0100 - Definitions
- PO 5113.02 - School Choice Options
- PO 5200 - Attendance
- PO 5610- Removal, Suspension, Expulsion and Permanent Exclusion of Students
- PO 5610.03 - Emergency Removal of Students
- PO 6320 - Purchasing and Bidding
- PO 6325 - Federal Grants/Funds
- PO 6605 - Crowdfunding
- PO 7540 - Technology
- PO 7540.02 - Web Accessibility, Content, Apps and Services
- PO 7540.04 - Staff Technology Acceptable Use and Safety
- PO 8400 - School Safety
- PO 8500 - Food Services

**Attachments:**

[Bylaw\\_0100.revision.pdf](#)  
[PO\\_5113.02.revised.pdf](#)  
[PO5610.03.revision.pdf](#)  
[po\\_5200.UPDATE.pdf](#)  
[po5610.revision.pdf](#)  
[PO\\_6320.revision.pdf](#)  
[po6605.revision.pdf](#)  
[po7540.revision.pdf](#)  
[po6325.revision.pdf](#)  
[po7540.04.revision.pdf](#)  
[po7540.02.revision.pdf](#)  
[po8400.revision.pdf](#)  
[po8500.revision.pdf](#)

#### 4.6 Approve List of Evaluators for Ohio Teacher's Evaluation System

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following administrators be approved as Evaluators for Ohio Teacher's Evaluation System (OTES) for the 2019-2020 school year, upon successful completion of the required OTES refresher course.

- Kris Kowalski
- Jim Calhoon
- Martin Dzugan
- Matt Parr
- Donald Paullin
- Jolene Young
- Shannon Sprang
- Clay Frye

#### 4.7 Approve Evaluator for Ohio School Counselors Evaluation System

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that Shannon Sprang, Supervisor Academics and Student Services be approved as an evaluator for the Ohio School Counselors Evaluation System

(OSCES) for the 2019-2020 school year.

#### 4.8 Approve Evaluator for the Ohio Principal's Evaluation System (OPES)

Mr. Douglas Theaker, Board President

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Approve Gregory D. Nickoli, Superintendent as evaluator for the 2019-2020 school year for the Ohio Principal's Evaluation System (OPES).

#### 4.9 Approve Contracted Services

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following contracted services be approved:

- Luke Brenneman as Technology Coordinator through NCOCC; 2019-2020 school year.
- Frederick Fagan as Field Technician through NCOCC; 2019-2020 school year.

#### 4.10 Approve Local Professional Development Committee

Mr. Douglas Theaker, Board President

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**Attachments:**

[APPROVE LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE 2019.pdf](#)

#### 4.11 Adopt Resolution for Calamity Day Alternative Make-up Plan

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following resolution be adopted for use of blizzard bags as a Calamity Day Alternative Make Up Plan for the 2019-2020 school year.

**Attachments:**

[Resolution 25.19 Calamity Day Alternative Make up 19.20.pdf](#)

#### 4.12 Approve Course of Study for Street Law I and II

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the course of study for Street Law I & II be approved.

**Attachments:**

[Street Law Course Description.pdf](#)

#### 4.13 Approve Agreement with TNA & Association for Strategic Plan Implementation

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the agreement with TNA & Associates be approved for the ongoing Implementation of the 2016 Strategic Plan and Action Plans for FY21.

**Attachments:**

[Strategic Plan.Action Plans for FY21.pdf](#)

#### 4.14 Approve RCT Transportation Agreement for 2019-2020

Mr. Douglas Theaker, Board President

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**Attachments:**

[RCT Transportation Agreement 2019.2020.pdf](#)

#### 4.15 ACCEPT GRANT

Mr. Douglas Theaker, Board President

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

- Gorman Fund, Richland County Foundation - \$50,000

#### 4.16 Accept Donations

Douglas Theaker, Board President

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

- **Mr. Greg Dodge, Shelby, OH;** generous donation of supplies with a value of \$50. These supplies will be used in our Home Remodeling Career Technical program.
- **Mr. Ken Earhart, Ontario Mechanical LLC, Ontario, OH;** generous donation of new Dremel 200 cutting tool with a \$50 value. This tool will be used in our Collision Repair Career Technical lab.
- **Officer Brian D. Evans Memorial Scholarship;** generous monetary donation of \$1,000 for the Officer Brian D. Evans Memorial Scholarship awarded annually to a Pioneer senior.
- **Robert Keith Lang, Ohio Health, Mansfield;** generous donation of Phlebotomy supplies with a value of \$250. These supplies will be used in our Adult Education Phlebotomy program.

#### 4.17 Approve Student Participation in Competitive Events

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the following student participation in competitive events be approved:

**FCCLA National Leadership Conference, Anaheim, CA, June 27 - July 5, 2019**

- **CRESTLINE HS FCS STUDENTS:** Destinee Hunt, Cameron Brlan, Leah Bruce and Jake Bruce.  
**CHAPERONE:** Kris Bruce, FCS Instructor/FCCLA Advisor
- **SHELBY HS FCS STUDENT:** Amber Craig. **CHAPERONE:** Kelly Jung, FCS Instructor/FCCLA Advisor.

## 5 FINANCIAL REPORT

Linda Schumacher, Treasurer

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**Minutes:**

Treasurer Schumacher reported the following:

Temporary Appropriations – all but the amounts in red are 25% of the previous year's actual expenditures. The ones in red are full appropriations in case they are needed.

The \$6,500 in the 019 fund is school safety grant and STEM camp grant that we did not have in FY18 so the

original appropriations did not include them. At this point the STEM camp grant is overspent and the remainder will be moved to the general fund at year-end. The remaining red amounts are attached to the bond issues and building project for comparisons.

SORSA – 3.1% increase. As much as I think SORSA has a great product and services, I believe we should go out for new quotes next year.

Monthly Financials – Things have quieted down a little since school is out for the summer. It is quieter, but just as busy. We are winding down for the fiscal year-end and checking and double-checking that all loose ends are tied up. The GAAP conversion accountants will soon be sending us their list of items they need for the GAAP financial statements and then on to the audit.

We are still watching interest rates. A CDAR comes due this week and we are rolling it over into a 6 month CDAR.

Nothing to point out on the fund cash balances. The inventory went up a little bit due to some early ordering for next school year. It should really increase in July as once we have closed the books for July, the orders for supplies will go out for the new school year.

All of the taxes are in. We finally received Richland county Homestead and Roll Backs in June. It is \$108,000.00. The PUPP tax of 165% collection is due to Rover paying their entire tax bill in the first installment instead of splitting it up between March and July. Everything else is in line. Line 4.06 that is only at 50.88% is the June payment of Bond Interest and will be paid 100% on the June Financials.

County Official Estimate of Resources – Also attached to the Financial Statements are the updated June appropriations for the County Official Estimate of Resources. We will file this tomorrow after approval and then after year-end we will file the new certificate for FY20.

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Bill Hope

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[Appropriations fy19.pdf](#)

[May 2019 Financial Report.pdf](#)

## 6 RECOGNITION OF GUESTS

Gregory Nickoli, Superintendent

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**Minutes:**

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## 7 EAP REPRESENTATIVE

Colton Penwell, EAP President

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**Minutes:**

Mary Cosker, Language Arts Instructor and Anne Kurtzman, Performing Arts Instructor were in attendance to represent the EAP.

## 8 PUBLIC INPUT

Gregory Nickoli, Superintendent

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Board Policy Section 0164

**Minutes:**

none.

## 9 CORRESPONDENCE

Gregory Nickoli, Superintendent

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**Minutes:**

none

## 10 REPORT ON 2018-2019 BOARD GOALS

Kris Kowalski, Director of Operations, High School

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**Minutes:**

1. Ensure a safe and secure environment for all District students, staff, and visitors and to ensure the school district is prepared to effectively respond to all emergencies that might affect safety or security of students and staff.

Martin Dzugan, Jolene Young and Matt Parr attended ALICE training at Bellville Elementary School. Shannon Sprang and all counselors attended Suicide Gatekeeper training. Crisis Prevention Training (CPI) – Jolene, Matt and Jim Calhoun.

2. Cultivate Life-Long learners by modeling a culture of professionalism and employability and providing access to career fields of interest in an environment that encourages innovation.

Handshakes, looking people in the eye

Bring Your A Game

Taking risks on activities like Sr. projects that are innovative

Seventy-six students were placed in Early Job Placement and sixteen had Internships this school year.

3. PCTC employees will identify and incorporate current trends in business and industry across curriculum to ensure program relevance in each career pathway.

4. PCTC staff and students will work to foster a responsive, caring, and inclusive environment where everyone feels valued, supported and empowered.

CTSO's competing in National Contests this summer. Senior NTHS students volunteered over 233 service hours (Little Sister/Big Brother, Salvation Army, Soup Kitchen, Housing for Individuals with Special Needs and Humane Society).

5. Foster community relationships and communications to advance student opportunities and achievement while boosting Pioneer's image and outreach.

Administrators attended all Associate School Awards and Graduations. Successful Summer STEM Camp with 50 students in grades 4-6. Participated in the Miss-Ohio parade.

6. Impact educational attainment of our communities in order to meet personal, local, and global workforce demands.

Credentials – 1062 Credentials 400 students up from 910 the previous year. Total Senior credentials 428 students up from 357 the previous year. Two students earned over 33 points.

7. Sustain fiscal stability by optimizing current resources, exploring alternative resources, maintaining facilities to meet staff, student, and community needs. .

Rotary account receipts were more than expenses this year.

## 11 PRESENTATION

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**Minutes:**

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## 12 STUDENT ACHIEVEMENT REPORT

Mrs. Mary Jean Theaker, Board Member

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**Attachments:**

[June 2019 Student Achievement report.pdf](#)

## 13 LEGISLATIVE LIAISON REPORT

Mr. Mike Grady, Board Member

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**Minutes:**

None.

## 14 SUPERINTENDENT'S REPORT

Gregory Nickoli, Superintendent

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**Minutes:**

Superintendent Nickoli reported as follows:

It is hard to believe that the 2018 – 2019 school year has already ended. Each year the school year seems to go by faster and faster. The administrative staff attended 28 Awards Night and Commencement Ceremonies over the course of 4 weekends.

As usual, the staff breakfast went very well, thanks to Jason Fortman, our Food Service Manager and his Food Service Staff for catering the breakfast and to Vickie Hunt and Joanne Humphrey for preparing the agenda and ordering the awards and gifts. Many staff awards were given out to recognize and thank the staff for a very exciting year. In addition, a special thank you to Mr. Theaker and Mr. Prater for speaking on behalf of the Board and Mrs. Theaker for selecting the winner of our Kindle this year.

The administrative staff is now beginning to prepare for next year. The next two months will be filled with work to get new staff on board, finalizing teaching assignments, and our normal summer work and professional



development. I appreciate the administrative staff's hard work in preparation for the new 2019 – 2020 school year.

The Pioneer Administrators and support staff went to summer hours the week of June 3rd. We work extended hours four days per week and take Fridays off. This schedule will be in place for the next 6 weeks and we will resume normal hours after that. We have used this schedule for a number of years and it has worked satisfactorily for everyone.

Under the leadership and coordination of Mr. Frye Pioneer hosted a very successful STEM Camp. We had 50 students entering the 4th, 5th, and 6th grades on campus to build and launch rockets, build and fly drones, and build and race solar cars. We provided a Science or Math lesson followed by the hands on activities each morning. It was a huge success and we are already talking about ways to expand it next year!

Given the changes that have occurred over the last two years we have decided to contract for the services of a Truant Officer to assist our Attendance Office operations. Mr. Steve Helbert, who already works with several of our partner Districts, will meet with our Jim Calhoun and our Attendance Office Secretary to coordinate activities. Part of his responsibilities will be to make home visits to habitually and/or chronically absent students as well as represent Pioneer in court when that becomes necessary.

are purchasing a school forms software that will allow our parents and students to complete all school required forms electronically and in a much more efficient manner. Additionally, it will allow us to better track parent/student signatures as well as communicate with parents and distribute forms to teachers and bus drivers. currently ask parents to complete these documents on paper and then have several secretaries document completion, copy and distribute them by hand. In addition, this is the same software that is currently being used or being implemented this year in many of our Partner Schools.

I am asking you to approve an MOU with our teachers' union that will allow us to permit our Career Coaches to work up to 29 hours without earning benefits. Our Negotiated Agreement grants insurance to employees who regularly work more than 21 hours so it was our intent to limit Career Coaches to 20 hours per week. Because several individuals work in more than one District and our Partner Districts have requested that they be permitted to work more than the 20 hours I approached the EAP leadership to seek their agreement with this arrangement. Coaches will still be limited to the agreed upon total number of hours (180/day/year).

We were notified last week that our fee for using Cisco Phones through NCOCC will increase from \$4.50 per phone to \$9.00 per phone. This charge is coming as a pass through from MCOECN and not from NCOCC.

**Attachments:**

[June 2019 Superintendent 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 resignation of Certificated Personnel
- Approve employment of Certificated Personnel.
- Approve Supplemental contracts for Certificated Personnel.
- Approve Extended time Supplemental contracts for Certificated Personnel.
- Approve Prep Day pay for Certificated Personnel.
- Approve Professional/New Development Extended Service for Certificated Personnel.
- Approve Stipend contracts for Certificated Personnel.
- Approve In-Service Education Workshop contracts for Certificated Personnel.
- Approve employment of Classified Personnel.
- Approve Stipend contract for Classified Personnel.
- Approve employment of Adult Education Personnel.

**Minutes:**

No discussion or questions. Sent to vote.

**Motioned:** Mr. Richard Prater

**Seconded:** Mr. Bill Hope

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[June Personnel Recommendations 2019.pdf](#)

## 16 APPROVE AGREEMENT FOR ATTENDANCE SERVICES

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the Agreement for Attendance Services be approved.

**Minutes:**

No discussion or questions. Sent to vote.

**Motioned:** Mrs. Mary Jean Theaker

**Seconded:** Mr. Tom Clutter

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[Agreement for Attendance Services 2019.2020.pdf](#)

## 17 APPROVE AGREEMENT WITH MOESC FOR CAREER COACHES

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the agreement with Mid-Ohio Educational Service Center (MOESC) for Career Coaches be approved.

**Minutes:**

No questions or discussions. Sent to vote.

**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[PCTC Job Coach 5.22.19.pdf](#)

## 18 APPROVE MOU WITH EAP REGARDING CAREER COACHES

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the Memorandum of Understanding (MOU) with Education Association of Pioneer be approved concerning Career Coaches.

**Minutes:**

No questions or discussions. Sent to vote.

**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		

Mr. Dennis Long, Board Member	X		
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**Attachments:**

[MOU Regarding EAP and Career Coaches.pdf](#)

## 19 APPROVE AGREEMENT WITH NCOCC

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the agreement for Cisco FLEX Collaboration License and NCOCC Hosted VoIP Service be approved.

**Minutes:**

No questions or discussions. Sent to vote.

**Motioned:** Mrs. Mary Jean Theaker

**Seconded:** Mr. Richard Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[NCOCC Cisco FLEX Collaboration License.Hosted VoIP Service Agreement.pdf](#)

## 20 APPROVE AGREEMENT FOR FINALFORMS

Mr. Douglas Theaker, Board President

Recommendation of Superintendent Gregory D. Nickoli that the agreement with FinalForms be approved.

**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		

Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		

**Attachments:**

[FinalForms Agreement.pdf](#)

## 21 APPROVE AGREEMENT WITH WMFD FOR MARKETING

Mr. Douglas Theaker, Board President

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Recommendation of Superintendent Gregory D. Nickoli that the WMFD Television Agreement be approved for FY20.

**Minutes:**

No questions or discussions. Sent to vote.

**Attachments:**

[WMFD Agreement.pdf](#)

## 22 ADJOURN MEETING

Mr. Douglas Theaker, Board President

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**Motioned:** Mr. Richard Prater

**Seconded:** Mrs. Margie Prater

Voter	Yes	No	Abstaining
Mr. Tom Clutter, Board Member	X		
Mrs. Mary Jean Theaker, Board Member	X		
Mr. Richard Prater, Board Vice President	X		
Mr. Douglas Theaker, Board Member	X		
Mrs. Margie Prater, Board Member	X		
Mr. Bill Hope, Board Member	X		
Mr. Dennis Long, Board Member	X		