

**PENTA CAREER CENTER  
BOARD OF EDUCATION  
REGULAR MEETING OF DECEMBER 11, 2013**

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The regular session of the Penta Career Center Board of Education was called to order by President Righi at 5:32 p.m. with the following members present: Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). Absent: Mrs. Limes and Mr. Schoenlein (2).

Staff members present: Mr. Matter, Mrs. Herringshaw, Mr. Deskins and Mr. Kurtz.

**APPROVAL OF THE MINUTES**

Mrs. Sander moved and Mr. Walker seconded that the Board approve the minutes from the regular Board meeting of November 13, 2013.

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**RECOGNITION OF VISITORS**

The visitors at the meeting were: Jane Maiolo, The Journal Newspapers; Jonmorgan Smith, Penta Alumnus; and Marie Thomas, The Journal Newspapers.

**ADDENDUMS TO THE AGENDA**

Mr. Sutter moved and Mrs. Sander seconded that the Board approve the agenda sent to Board Members with the following addendums:

**Addendums**

- 4.1 Recommendation to Approve Resignations/Retirements
- 4.4 Recommendation to Approve Attendance at Professional Meetings
- 4.7 Recommendation to Approve 2014-2015 School Year Calendar – List Format

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**Featured Program**

**Culinary students** who prepared the hors d'oeuvres this evening were recognized. Joy Neiderman and Chefs Sarah Deland and Janea Makowski shared information about recent events and upcoming plans for the second semester of the 2013-14 school year.

**Regular Board Meeting for January 2014 and 2014 Organizational Meeting  
Day / Time**

Mrs. Sander moved and Mr. Walker seconded that the Board set the 2014 Organizational Board meeting for Wednesday, January 15, 2014 at 5:15 p.m. in the Board Room at Penta Career Center with the Regular Board meeting for January to follow.

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**REPORTS OF THE TREASURER**

**November Financial and Investment Reports** – Upon the recommendation of Treasurer Herringshaw, Mr. Rutherford moved and Mr. Green seconded that the Board approve the November Financial and Investment Reports.

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**Depository Agreement** – Upon the recommendation of Treasurer Herringshaw, Mrs. Sander moved and Mrs. Paredes seconded that the Board approve the depository agreement for the period December 1, 2013 through June 30, 2016 as follows:

<b>Bank</b>	<b>Active Funds</b>	<b>Interim Funds</b>
U.S. Bank	\$25,000,000.00	\$25,000,000.00

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS TO THE BOARD**

**STAFF – PERSONNEL**

**Recommendation to Approve Resignations/Retirements** – Upon the recommendation of Superintendent Matter, Mr. Green moved and Mrs. Sander seconded that the Board approve the resignations and retirements of the following:

**Claire Achen**, CBI Intervention Specialist, retirement effective August 29, 2014.

**Janet Buck**, Small Animal Care Instructor, retirement effective May 30, 2014.

**Carrie Moenter**, Instructional Aide, resignation effective December 17, 2013.

**Annette Nordlund**, Family and Consumer Sciences Instructor, retirement effective June 30, 2014.

**Susan Short** - requests Board approval to adjust the retirement date of December 20, 2013, approved by the Board on April 10, 2013, to December 31, 2013.

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**Recommendation to Approve Attendance at Professional Meetings** – Upon the recommendation of Superintendent Matter, Mr. Green moved and Mr. Rutherford seconded that the Board approve the following requests to attend professional meetings, participate in staff development activities, or career-technical leadership activities which are out of state or exceed \$150.00 and require Board action:

**Courtney Bockbrader**, Science Education Council of Ohio Institute, Columbus, OH, January 30-31, 2014. Estimated cost: \$190.00. Substitute required.

**Krysteena Brown**, Ohio FFA 212/360 Leadership Conference, Columbus, OH, January 18-19, 2014. Estimated cost: \$180.51. No substitute required.

**Robin Bruderly**, Zulama Training, Pittsburgh, PA, December 2-4, 2013. Estimated cost: \$2225.00. Substitute required.

**Jody Germann**, Ohio Nursery and Landscape Association (ONLA) Conference and Trade Show, Columbus, OH, January 13-15, 2013. Estimated cost: \$612.46. No substitute required.

**Jody Germann**, Ohio Pesticide License Recertification, Sandusky, OH, January 31, 2014. Estimated cost: \$215.00. Substitute required.

**David Harms**, Ohio Educational Technology Conference, Columbus, OH, January 27-29, 2014. Estimated cost: \$937.50. Substitute required.

**Ann Hale**, Ohio DECA Sports Marketing Career Day Conference, Cleveland, OH, December 10-11, 2013. Estimated cost: \$204.00. Substitute required.

**Frank Kohlhofer**, Executive Council Meeting, Dublin, OH, December 4, 2013. Estimated cost: \$160.00. Substitute required.

**Ken Nelson**, Zulama Training, Pittsburgh, PA, December 2-4, 2013. Estimated cost: \$425.00. Substitute required.

**Gretchen Reichow**, Ohio State University Item Reviewing Workshop, WebXam Development, Columbus, OH, December 8-9, 2013. Estimated cost \$313.00. Substitute required.

**Nadine Scott**, Central Region Leadership Conference, Milwaukee, WI, December 6-8, 2013. Estimated cost: \$385.00. Substitute required.

**Nadine Scott**, Ohio DECA Sports Marketing Career Day Conference, Cleveland, OH, December 10-11, 2013. Estimated cost: \$204.00. Substitute required.

**Whitney Short**, Science Education Council of Ohio Institute, Columbus, OH, January 30-31, 2014. Estimated cost: \$190.00. Substitute required.

**Heather Smith-Nissen**, Ohio DECA Sports Marketing Career Day Conference, Cleveland, OH, December 10-11, 2013. Estimated cost: \$204.00. Substitute required.

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**Recommendation to Approve Intern/Methods/Student Teacher Placement** – Upon the recommendation of Superintendent Matter, Mrs. Sander moved and Mr. Rutherford seconded that the Board approve the following Intern, Methods, and Student Teacher placements:

<b>Student Teacher/Intern</b>	<b>University</b>	<b>Penta Cooperating Teacher</b>	<b>Subject/Grade</b>	<b>Date</b>
Lisa Beasley	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Brittany Biegal	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Rebekah Brewster	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Cameron Brown	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Adi Cole	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Lauren Douglas	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Amanda Gilliam	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Beth Hamlet	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Corinne Janssen	UT	Amy Andrews	Speech/Hearing Pathology	Second Semester 2013-2014 School Year
Lisa Kemper	UT	Amanda Berger	Intervention Specialist	Second Semester 2013-14 School Year
Charita Kizer	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Ashley Koenig	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Aisha Lightner	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Justine Malone	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Mary Mallory	UT	Michelle Flick	Intervention Specialist	Second Semester 2013-2014 School Year (Was approved for First Semester in Sept. 2013. Now changed to Second Semester)
Melissa McGowan	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Rasheedah Shabazz	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2013-14 School Year
Mary Terrell	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year
Melissa Vanacker	Athena Career Academy	Adrienne Gurney	School Nurse	Second Semester 2013-2014 School Year

December 11, 2013

***Roll Call: Yeas:*** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**Recommendation to Approve Policies** – Upon the recommendation of Superintendent Matter, and pursuant to the Board’s 30-day review, Mr. Rutherford moved and Mr. Walker seconded that the Board approve the following Board Bylaw:

- Bylaw 0140 (Revision)  
RE: Membership

***Roll Call: Yeas:*** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**Recommendation to Approve 2014-2015 School Year Calendar** –Upon the recommendation of Superintendent Matter, Mrs. Sander moved and Mr. Green seconded that the Board approve the 2014-2015 school year calendar as follows (This section left blank intentionally. Calendar will begin on the next page):

August 2014					August 2014					January 2015					January 2015				
M	TU	W	TH	F	7-8 New Staff Meetings 14 All-Staff Meeting Day 15 Staff Work Day 18 New Students First Day 19 All Students First Day 28 Parent Night/Open House in PM					M	TU	W	TH	F	1 New Year's Day - Offices/Building Closed 2 ½ Day - Staff Records-No Students 5 Students Return 19 - MLK Jr. Day - Offices/Building Closed				
				1									1	2					
4	5	6	7	8						5	6	7	8	9					
11	12	13	14	15						12	13	14	15	16					
18	19	20	21	22						19	20	21	22	23					
25	26	27	28	29	10					26	27	28	29	30	19/19/105				
September 2014					September 2014					February 2015					February 2015				
M	TU	W	TH	F	1 Labor Day - Offices/Building Closed 26 Professional Development					M	TU	W	TH	F	13 Professional Development (tentative) 16 - Presidents Day - Offices/Building Closed				
1	2	3	4	5						2	3	4	5	6					
8	9	10	11	12						9	10	11	12	13					
15	16	17	18	19						16	17	18	19	20					
22	23	24	25	26	20/30					23	24	25	26	27					
29	30														18/37/123				
October 2014					October 2014					March 2015					March 2015				
M	TU	W	TH	F	17 End First Quarter (43) 27-31 OGT Week					M	TU	W	TH	F	13 End of Third Quarter (47) 16-20 OGT Week 27 Last day before Spring Break 30 & 31 Spring Break				
		1	2	3						2	3	4	5	6					
6	7	8	9	10						9	10	11	12	13					
13	14	15	16	17						16	17	18	19	20					
20	21	22	23	24						23	24	25	26	27					
27	28	29	30	31	23/53					30	31				20/57/143				
November 2014					November 2014					April 2015					April 2015				
M	TU	W	TH	F	3-7 OGT Make-up Week 12-14 Explore Penta Days 27-28 Thanksgiving - Offices/Building Closed					M	TU	W	TH	F	1-6 Spring Break 3 Good Friday - Offices/Building Closed 7 School Resumes  (Possible 50 <sup>th</sup> Ann. event on Sun., April 19)				
3	4	5	6	7								1	2	3					
10	11	12	13	14						6	7	8	9	10					
17	18	19	20	21						13	14	15	16	17					
24	25	26	27	28	18/71					20	21	22	23	24	18/75/161				
										27	28	29	30						
December 2014					December 2014					May 2015					May 2015				
M	TU	W	TH	F	8 Career Night 19 End First Semester (43/86) 19 Optional Staff Records Day (3:05-6:40) 22-31 Winter Break - No School 24, 25, 31 Offices/Building Closed					M	TU	W	TH	F	1 <sup>st</sup> week: Possible Dinner w/ Teacher? 14 Retiree Reception (guessing on date) 19-21 Sr. Recognition 25 Memorial Day - Offices/Building Closed 26 All-Staff Meeting with Awards (date?) 28 End of Second Semester (47) 28 Optional Staff Records Day (3:05-6:40) 29 ½ Day Staff Records				
1	2	3	4	5										1					
8	9	10	11	12						4	5	6	7	8					
15	16	17	18	19						11	12	13	14	15					
22	23	24	25	26						18	19	20	21	22					
29	30	31			15/86					25	26	27	28	29	19/94/180				
2014-2015 School Calendar										June 2015					June 2015				
= No School										M	TU	W	TH	F	* Additional days that need to be made-up for school closing(s) will be added to the end of the school year.				
= Professional Development/ Meeting/ Teacher Work Day										1	2	3	4	5	OGT				
= Beginning/Last Day for Students										8	9	10	11	12					
= OGT Week										15	16	17	18	19					
= Senior Recognition Ceremonies										22	23	24	25	26					
= Another Important Date										29	30								

## 2014-2015 CALENDAR – List Format

Thursday, Aug. 14, 2014	Staff Meeting Day (Full Day)
Friday, Aug. 15, 2014	Staff Work Day (No Students)
Monday, August 18, 2014	First Day for NEW Students
Tuesday, August 19, 2014	First Day for ALL students
Thursday, August 28, 2014	Parent Night
Monday, September 1, 2014	Labor Day (No School)
Friday, September 26, 2014	Staff Professional Development Day (No Students)
<b>Friday, October 17, 2014</b>	<b>End of First Quarter (43 days)</b>
Week of October 27, 2014	OGT Week
Thurs.-Fri., Nov. 27-28, 2014	Thanksgiving Break (No School)
<b>Friday, December 19, 2014</b>	<b>End of Second Quarter/First Semester (43/86 days)</b>
Friday, December 19, 2014	Last Day of School before Winter Break
Friday, January 2, 2015	Staff Records Day – half day (No Students)
Monday, January 5, 2015	School Resumes for students – Second Semester begins
Monday, January 19, 2015	Martin Luther King Jr. Day (No School)
Friday, February 13, 2015	(Tentative) Staff Professional Development Day (No Students)
Monday, February 16, 2015	Presidents’ Day (No School)
<b>Friday, March 13, 2015</b>	<b>End Third Quarter (47 days)</b>
Week of March 16, 2015	OGT Week
Friday, March 27, 2015	Last Day of School before Spring Break
Monday, April 6, 2015	Easter Monday (No School)
Tuesday, April 7, 2015	School Resumes
Tuesday-Thursday, May 19-21, 2015	Senior Recognition Ceremonies
Monday, May 25, 2015	Memorial Day (No School)
<b>Thursday, May 28, 2015</b>	<b>End of Fourth Quarter/Second Semester (47/94 days)</b>
Thursday, May 28, 2015	Last Day for Students
Thursday, May 28, 2015	Optional Staff Records (half-day) 3:00 – 6:30
Friday, May 29, 2015	Staff Records Day (half- day)

**\*Any additional days that need to be made up for school closing will be added to the end of the school year.**

**Roll Call: Yeas:** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

**Emergency Repair** – Upon the recommendation of Superintendent Matter, Mr. Rutherford moved and Mr. Sutter seconded that the board designate as an emergency, the repair and/or replacement and associated costs of the electrical transformer outage which occurred on or around December 10, 2013.

***Roll Call: Yeas:*** Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, Mr. Sutter, and Mr. Walker (7). President Righi declared the motion carried.

### **DISTRICT ACTIVITY REPORTS**

Directors Deskins and Kurtz were present to discuss various activities taking place within the district.

### **COMMENTS FROM BOARD MEMBERS**

At this time, each Board member was given the opportunity to make comments or statements of interest to other Board members.

### **COMMENTS FROM GUESTS**

At this time, guests were given the opportunity to make comments or statements of interest to the Board.

### **ADJOURNMENT**

There being no further business to come before the Board, President Righi declared the meeting adjourned at 6:43 p.m.

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President

ATTEST:

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Treasurer