

**PENTA CAREER CENTER
BOARD OF EDUCATION
REGULAR MEETING OF OCTOBER 14, 2015**

The regular session of the Penta Career Center Board of Education was called to order by President Green at 3:45 p.m. with the following members present: Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (8). Absent: Mrs. Limes (1).

Staff members present: Mr. Matter, Mrs. Herringshaw, Mr. Ewers.

APPROVAL OF THE MINUTES

Mr. Sutter moved and Mr. Rutherford seconded that the Board approve the minutes from the regular board meeting of September 9, 2015.

Roll Call: Yeas: Mr. Green, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (8). President Green declared the motion carried.

Mrs. Limes arrived at 3:47 p.m.

RECOGNITION OF VISITORS

The visitors at the meeting were Gina Fernbaugh, Wood County ESC; Judy Heinze, Wood County ESC; Rhonda Hogrefe, Supervisor of Adult Education, Penta Career Center; Jane Maiolo, The Journal Newspapers; Marie Thomas, Sentinel-Tribune Newspapers; and Kelsey Yosick, Supervisor of Food Service, Penta Career Center.

Gina Fernbaugh announced that Treasurer Carrie Herringshaw will be honored at the OSBA Capital Conference in November for receiving Outstanding Treasurer/CFO of the Year by the Ohio Association of School Business Officials and the Foundation for School Business Management.

ADDENDUMS TO THE AGENDA

Mr. Righi moved and Mr. Rutherford seconded that the Board approve the Regular Board meeting agenda sent to Board Members with the following addendum:

Addendum

4.4 Recommendation to Approve Attendance at Professional Meetings

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green declared the motion carried.

COMMITTEE REPORTS

Finance Committee – Judy Sander, Finance Committee Chairperson, reported that the Finance Committee met prior to the Board meeting to review the Five-Year Forecast.

Policy / Legislative Committee – Joseph Rutherford, Policy / Legislative Committee Chairperson, reported that the Policy / Legislative Committee met prior to the board meeting to policies.

REPORTS OF THE TREASURER

September Financial and Investment Reports – Upon the recommendation of Treasurer Herringshaw, Mr. Righi moved and Mrs. Sander seconded that the Board approve the September Financial and Investment Reports.

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green declared the motion carried.

Five-Year Forecast – Upon the recommendation of Treasurer Herringshaw, Mrs. Limes moved and Mrs. Sander seconded that the Board approve the Five Year Forecast and notes to the Five Year Forecast as follows: (Five-Year Forecast begins on next page. This section left blank intentionally).

Penta Career Center
 Schedule Of Revenue, Expenditures and Changes In Fund Balances
 Actual and Forecasted Operating Fund

	ACTUAL			FORECASTED				
	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020
Revenue:								
1.010 - General Property Tax (Real Estate)	10,063,173	10,043,848	10,135,347	10,106,210	10,106,210	10,106,210	10,106,210	10,106,210
1.020 - Tangible Personal Property Tax	776,535	268,681	696,188	694,756	694,756	694,756	694,756	694,756
1.030 - Income Tax	-	-	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	13,545,924	10,814,505	10,940,052	10,934,828	10,934,828	10,934,828	10,934,828	10,934,828
1.040 - Restricted Grants-in-Aid	-	3,602,564	3,911,864	3,809,912	3,965,551	3,965,551	3,965,551	3,965,551
1.045 - Restricted Federal Grants-in-Aid - SFSF	-	-	-	-	-	-	-	-
1.050 - Property Tax Allocation	1,267,925	1,311,029	1,321,665	1,513,704	1,506,173	1,498,680	1,491,224	1,483,805
1.060 - All Other Operating Revenues	207,346	155,071	137,681	154,426	104,000	104,000	104,000	104,000
1.070 - Total Revenue	25,860,903	26,195,698	27,142,797	26,885,939	27,311,518	27,304,025	27,296,569	27,289,150
Other Finan								
Other Financing Sources:								
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-	-	-
2.020 - State Emergency Loans and Advancements	-	-	-	-	-	-	-	-
2.040 - Operating Transfers-In	-	-	-	-	-	-	-	-
2.050 - Advances-In	186,931	48,942	66,766	338,974	100,000	100,000	100,000	100,000
2.060 - All Other Financing Sources	-	60,740	57,071	-	-	-	-	-
2.070 - Total Other Financing Sources	186,931	109,682	123,837	338,974	100,000	100,000	100,000	100,000
2.080 - Total Revenues and Other Financing Sources	26,047,834	26,305,380	27,266,634	27,224,913	27,411,518	27,404,025	27,396,569	27,389,150
Expenditur								
Expenditures:								
3.010 - Personnel Services	14,736,572	14,937,544	15,126,150	15,642,801	15,873,026	16,302,289	16,667,228	17,154,783
3.020 - Employees' Retirement/Insurance Benefits	5,408,322	5,185,923	5,774,450	6,016,729	6,179,913	6,672,245	7,214,783	7,816,905
3.030 - Purchased Services	2,536,348	2,631,726	3,035,683	3,485,603	3,270,710	3,122,711	3,046,547	3,046,547
3.040 - Supplies and Materials	1,550,145	1,623,487	1,675,533	1,745,451	1,503,290	1,524,064	1,451,490	1,451,490
3.050 - Capital Outlay	717,723	638,233	552,190	842,942	-	-	-	-
3.060 - Intergovernmental	-	-	-	-	-	-	-	-
Debt Servic								
Debt Service:								
4.010 - Principal-All Years	-	-	-	-	-	-	-	-
4.020 - Principal - Notes	-	-	-	-	-	-	-	-
4.030 - Principal - State Loans	-	-	-	-	-	-	-	-
4.040 - Principal - State Advances	-	-	-	-	-	-	-	-
4.050 - Principal - HB264 Loan	-	-	-	-	-	-	-	-
4.055 - Principal - Other	-	-	-	-	-	-	-	-
4.060 - Interest and Fiscal Charges	-	-	-	-	-	-	-	-
4.300 - Other Objects	542,383	625,508	635,964	877,499	674,035	679,691	685,618	691,838
4.500 - Total Expenditures	25,491,493	25,642,421	26,799,970	28,611,025	27,500,974	28,301,000	29,065,666	30,161,563

	ACTUAL			FORECASTED				
	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
	2013	2014	2015	2016	2017	2018	2019	2020
Other Final								
Other Financing Uses								
5.010 - Operating Transfers-Out	-	-	-	-	-	-	-	-
5.020 - Advances-Out	48,942	66,766	338,974	100,000	100,000	100,000	100,000	100,000
5.030 - All Other Financing Uses	-	-	-	-	-	-	-	-
5.040 - Total Other Financing Uses	48,942	66,766	338,974	100,000	100,000	100,000	100,000	100,000
5.050 - Total Expenditures and Other Financing Uses	25,540,435	25,709,187	27,138,944	28,711,025	27,600,974	28,401,000	29,165,666	30,261,563
Excess of Rev & Other Financing Uses Over (Under)								
6.010 - Expenditures and Other Financing Uses	507,399	596,193	127,690	(1,486,112)	(189,456)	(996,975)	(1,769,097)	(2,872,413)
Cash Balance July 1 - Excluding Proposed Renewal/								
7.010 - Replacement and New Levies	6,097,963	6,605,362	7,201,555	7,329,245	5,843,133	5,653,677	4,656,702	2,887,605
7.020 - Cash Balance June 30	6,605,362	7,201,555	7,329,245	5,843,133	5,653,677	4,656,702	2,887,605	15,191
8.010 - Estimated Encumbrances June 30	509,972	458,237	502,726	-	-	-	-	-
Reservations of Fund Balance:								
9.010 - Textbooks and Instructional Materials	-	-	-	-	-	-	-	-
9.020 - Capital Improvements	-	-	-	-	-	-	-	-
9.030 - Budget Reserve	-	-	-	-	-	-	-	-
9.040 - DPIA	-	-	-	-	-	-	-	-
9.050 - Debt Service	-	-	-	-	-	-	-	-
9.060 - Property Tax Advances	-	-	-	-	-	-	-	-
9.070 - Bus Purchases	-	-	-	-	-	-	-	-
9.080 - Subtotal	-	-	-	-	-	-	-	-
Fund Balance June 30 for Certification								
10.010 - of Appropriations	6,095,390	6,743,318	6,826,519	5,843,133	5,653,677	4,656,702	2,887,605	15,191
Rev from Replacement/Renewal Levies								
11.010 - Income Tax - Renewal	-	-	-	-	-	-	-	-
11.020 - Property Tax - Renewal or Replacement	-	-	-	-	-	-	-	-
11.030 - Cumulative Balance of Replacement/Renewal Levies	-	-	-	-	-	-	-	-
Fund Balance June 30 for Certification								
12.010 - of Contracts, Salary and Other Obligations	6,095,390	6,743,318	6,826,519	5,843,133	5,653,677	4,656,702	2,887,605	15,191
Revenue from New Levies								
13.010 - Income Tax - New	-	-	-	-	-	-	-	-
13.020 - Property Tax - New	-	-	-	-	-	-	-	-
13.030 - Cumulative Balance of New Levies	-	-	-	-	-	-	-	-
14.010 - Revenue from Future State Advancements	-	-	-	-	-	-	-	-
15.010 - Unreserved Fund Balance June 30	6,095,390	6,743,318		5,843,133	5,653,677	4,656,702	2,887,605	15,191

Notes to the FY16 Five Year Forecast

REVENUES

Property Taxes - Real and personal property tax revenues and property tax rollback/homestead exemption are based on the Wood County Auditor's estimate for tax revenue for FY16 and held constant for each year thereafter.

State Foundation - The FY16 state foundation payment is estimated based on the funding formula for career-technical school districts. The per student amount (opportunity grant) of \$5,900 as legislated is used in the base calculation using FY15 (see Note) enrollment information. In addition, career-technical additional funding (formerly weighted funds) is calculated using the set dollar amounts for each of the five funding tiers. Those amounts were increased in the state budget by 4% for FY16 and FY17.

Note: Enrollment figures for the 2014-15 school year as of this five year forecast filing have not yet been finalized which will cause an adjustment in the FY16 foundation payment as well as the FY15 foundation payment. As of today, it is projected that approximately \$297,000 will be refunded to ODE in FY16 for FY15.

EXPENDITURES

Salaries - Salaries for certified and classified personnel are based on the salary schedules in their respective negotiated contracts. Both bargaining units ratified contracts effective July 1, 2013. The contracts contain a 1.5% salary increase as well as a step increase for FY16 plus a \$750 stipend for those not receiving a step. Due to resignations, retirements and several positions not being replaced, there is approximately \$450,000 in savings in salaries for FY16. The certified staff contract expires June 30, 2016. The classified staff contract expires June 30, 2017, but does not contain a provision for salary increases for FY17. A projected increase of 3% is used for FY17-20 to account for step increases for certified and classified staff as well as column moves for certified staff.

Benefits - Health insurance premiums increased by 15% (PPO) and 1.6% (CDHP) effective July 1, 2015, while dental insurance rates did not change. The employee share of insurance is 12.5% for those opting for the PPO and 7.5% for those on the CDHP (consumer driven health plan) through June 30, 2016. Any new employee taking health insurance is required to be on the CDHP. As of September 1, 2015, 90 employees are enrolled in the CDHP. Incentives for those enrolling in the CDHP continue through the 2015-16 school year per the negotiated agreements. The projected increase for insurance for FY17-20 is 12% per year.

Discretionary Expenditures - Discretionary line items such as repair and maintenance, travel and supplies are based on departmental needs. Prior year expenditures and future needs are considered when determining the appropriations for these line items.

Textbooks - Textbooks requests are made through supervisors and in conjunction with course of study updates.

Equipment - Equipment requests are made through supervisors based on a need for replacement equipment or new equipment needed to allow for improved career-technical training when funds allows.

Advances - An amount of \$100,000 has been estimated to be advanced to various grant funds at year-end to cover expenditures made during the grant year but final payment will not be received until final expenditure reports are filed.

Career-Technical Weighting Requirements - At least 75% of weighting money is appropriated for non-salary items as required by law.

Contingency - \$200,000 has been appropriated at this time.

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green 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. Rutherford moved and Mr. Sutter seconded that the Board approve the resignation of the following:

Evelyn Bochaczenko, Cafeteria Worker, resignation effective September 28, 2015.

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green declared the motion carried.

Recommendation to Approve the Employment of Supportive Personnel – Upon the recommendation of Superintendent Matter, Mr. Rutherford moved and Mrs. Limes seconded that the Board approve the employment of the following Supportive Personnel:

David Leonhardt, Substitute Van Driver, \$14.02 as scheduled, for the 2015-2016 school year, effective October 15, 2015, pending the completion of all personnel requirements.

Cynthia Marquis, Cafeteria Worker, \$12.07 per hour, effective October 5, 2015, 180-day probationary contract, pending the completion of all personnel requirements.

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green declared the motion carried.

Recommendation to Approve Employment of Certificated Personnel – Upon the recommendation of Superintendent Matter, Mr. Walker moved and Mr. Righi seconded that the Board approve the employment of the following Certificated Personnel:

Vicki Baldwin, Long Term Substitute Teacher, per the Substitute Teacher Salary schedule, for the 2015-2016 school year, effective October 16, 2015, pending the completion of all personnel requirements.

Holiday Caton, Adult Diploma Program Career Coach Instructor, \$20.00 per hour as scheduled, effective October 15, 2015 through June 30, 2016, pending the completion of all personnel requirements.

Erika LaHote, Adult Education ABLE Instructor and Adult Diploma Program Career Coach Instructor, \$20.00 per hour as scheduled, effective October 15, 2015 through June 30, 2016, pending the completion of all personnel requirements.

Debra Paterakis, Adult Education ABLE Instructor and Adult Diploma Program Career Coach Instructor, \$20.00 per hour as scheduled, effective October 15, 2015 through June 30, 2016, pending the completion of all personnel requirements.

Kelly Robb, Adult Education CPR First Aid Instructor, \$20.00 per hour as scheduled, effective September 21, 2015 through June 30, 2016, pending the completion of all personnel requirements.

Johnathon Scheerer, Adult Education ABLE Instructor and Adult Diploma Program Career Coach Instructor, \$20.00 per hour as scheduled, effective October 15, 2015 through June 30, 2016, pending the completion of all personnel requirements.

OGT Intervention - \$27.00 per hour as scheduled for the 2015-2016 school year:

David Harms

Jesse Thomas

Kelly Strahm

Amanda Wayton

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes, Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green declared the motion carried.

Recommendation to Approve Attendance at Professional Meetings – Upon the recommendation of Superintendent Matter, Mr. Rutherford moved and Mr. Walker 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:

Amy Andrews, Ohio School Speech Pathology Educational Coalition, Columbus, OH, October 11-13, 2015. Estimated cost: \$800.00. No substitute required.

Deborah Ayers, National FFA Convention, Louisville, KY, October 28-31, 2015. Estimated cost: \$475.00. Substitute required.

Janet Bain, Monthly State Board of Cosmetology Meetings, Grove City, OH, October 12, 2015 and February 9, 2016. Estimated cost each trip: \$168.00. Substitute required.

Janet Bain, SkillsUSA Fall Conference, Columbus, OH, October 29-30, 2015. Estimated cost: \$202.50. Substitute required.

Amanda Berger, Ohio Center for Autism & Low Incidence 2015 Conference, Columbus, OH, November 18-20, 2015. Estimated cost: \$1065.00. No Substitute required.

Courtney Bockbrader, National FFA Convention, Louisville, KY, October 28-31, 2015. Estimated cost: \$475.00. Substitute required.

Courtney Bockbrader, Meat Judging Clinic, Columbus, OH, January 30, 2016. Estimated Cost: \$200.00. No substitute required.

Robin Bruderly, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. Substitute required.

Rebecca Byrd, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. Substitute required.

Scott Carpenter, Ohio School Improvement Institute, Columbus, OH, November 18-20, 2015. Estimated cost: \$589.00. No substitute required.

John Chaney, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. No substitute required.

Stephanie Conway, Ohio Association of Agricultural Educators Delegate Council Meeting, Columbus, OH, October 15-16, 2015. Estimated cost: \$325.00. Substitute required.

Stephanie Conway, National FFA Convention, Louisville, KY, October 28-31, 2015. Estimated cost: \$475.00. Substitute required.

Stephanie Conway, National Association of Agricultural Educators Convention, New Orleans, LA, November 17-21, 2015. Estimated cost: \$2075.00. Substitute required.

Karena Cook, Ohio Center for Autism & Low Incidence 2015 Conference, Columbus, OH, November 18-20, 2015. Estimated cost: \$1065.00. Substitute required.

Nicole Costello, Ohio Council Delegate Meeting, Columbus, OH, October 16, 2015. Estimated cost: \$162.00. Substitute required.

Adam Downs, National FFA Convention, Louisville, KY, October 28-31, 2015. Estimated cost: \$475.00. Substitute required.

Penny Edmond, Ohio Center for Autism & Low Incidence 2015 Conference, Columbus, OH, November 18-20, 2015. Estimated cost: \$615.00. Substitute required.

Eric Eisel, SkillsUSA Fall Leadership Conference, Columbus, OH, October 29-30, 2015. Estimated cost: \$162.50. Substitute required.

Melissa Emerine, SkillsUSA Leadership Training, Columbus, OH, October 12-13, 2015. Estimated cost: \$333.00. Substitute required.

Janet French, Teachers of English Speakers of Other Languages (TESOL) Professional Development, Columbus, OH, October 29-31, 2015. Estimated cost: \$614.00. No substitute required.

Jody Germann, National FFA Convention, Louisville, KY, October 28-31, 2015. Estimated cost: \$815.00. Substitute required.

Janel Gerwin, Ohio Association of Teachers of Family and Consumer Sciences (OATFACS) Professional Development Day, Marengo, OH, October 13, 2015. Estimated cost: \$199.00. Substitute required.

Tracy Graf, SkillsUSA Fall Leadership Conference, Columbus, OH, October 29-30, 2015. Estimated cost: \$202.50. Substitute required.

Tracy Graf, Monthly State Board of Cosmetology Meetings, Grove City, OH, December 8, 2015 and April 12, 2016. Estimated cost each trip: \$168.00. Substitute required.

Robert Haas, National Center for Construction Education and Research (NCCER) Instructor Training, Shelby, OH, October 20-21, 2015. Estimated cost: \$190.00. Substitute required.

Christina Kerns, Ohio School Improvement Institute: Dedicated to Growing Successful Learners, Columbus, OH, November 18-20, 2015. Estimated cost: \$779.00. No substitute required.

Branden May, SkillsUSA Leadership Training, Columbus, OH, October 12-13, 2015. Estimated cost: \$333.00. Substitute required.

Cara Maxey, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. Substitute required.

Laura Michaels-Good, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. Substitute required.

Jeff Miller, SkillsUSA Advisor Training, Mt. Sterling, OH, October 12-13, 2015. Estimated cost: \$333.00. Substitute required.

Noah Neiderhouse, National FFA Convention, Louisville, KY, October 28-31, 2015. Estimated cost: \$475.00. Substitute required.

Anne Noel, Monthly State Board of Cosmetology Meetings, Grove City, OH, April 12, 2016 and May 10, 2016. Estimated cost each trip: \$168.00. Substitute required.

Mary Christine Rehard, All Ohio Counselors Conference, Columbus, OH, November 4-6, 2015. Estimated cost: \$649.00. No Substitute required.

Amanda Ricketts, Resident Educator Mentor Academy, Toledo, OH, September 14-15, 2015. Estimated cost: \$170.00. No substitute required.

Jon Rife, Ohio ACTE HVAC/Construction Trades Success Series, Piqua, OH, October 16, 2015. Estimated cost: \$211.00. No substitute required.

Jon Rife, SkillsUSA Fall Leadership Conference, Columbus, OH, October 29-30, 2015. Estimated cost: \$202.50. No substitute required.

Jon Rife, Career Technical Education Professionals (CTEP) Fall Conference, Columbus, OH November 4-6, 2015. Estimated cost: \$710.00. No substitute required.

Richard Rose, SkillsUSA Fall Leadership Conference, Columbus, OH, October 29-30, 2015. Estimated cost: \$202.50. Substitute required.

Luke Ryan, National FFA Convention, Louisville, KY, October 28-31, 2015. Estimated cost: \$475.00. Substitute required.

Kay Lynne Schaller, Ohio Association of Teachers of Family and Consumer Sciences (OATFACS) Professional Development Day, Marengo, OH, October 13, 2015. Estimated cost: \$199.00. Substitute required.

Nadine Scott, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. Substitute required.

Tara Schenkenberger, American Association of School Librarians National Conference, Columbus, OH, November 5-6, 2015. Estimated cost: \$959.00. Substitute required.

Mary Schultz, All Ohio Counselors Conference, Columbus, OH, November 4-6, 2015. Estimated cost: \$674.00. No substitute required.

Alicia Shimek, Ohio Center for Autism & Low Incidence 2015 Conference, Columbus, OH, November 18-20, 2015. Estimated cost: \$615.00. Substitute required.

William Shoop, SkillsUSA Fall Leadership Conference, Columbus, OH, October 29-30, 2015. Estimated cost: \$202.50. Substitute required.

Mark Smith, Ohio Alternative Resident Educator Workforce Development Program Review, Columbus, OH, September 22, 2015, November 3, 2015 and December 2, 2015. Estimated cost each trip: \$152.00. No substitute required.

Heather Smith-Nissen, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. Substitute required.

Phil Stockwell, SkillsUSA Advisor Training, Mt. Sterling, OH, October 12-13, 2015. Estimated cost: \$333.00. No substitute required.

Brenda Strauss, Commission on Ohio Dental Assistant (CODA) Exam, Columbus, OH, October 2-3, 2015. Estimated cost: \$180.00. No substitute required.

Becky Stutz, Ohio DECA Sports Marketing Conference, Cleveland, OH, November 10-11, 2015. Estimated cost: \$210.00. Substitute required.

Robert Weaver, Resident Educator Mentor Academy, Toledo, OH, September 21-22, 2015. Estimated cost: \$170.00. No substitute required.

Daniel Weirich, Ohio Association of Secondary School Administrator's Evaluation Conference, Columbus, OH, October 8, 2015. Estimated cost: \$275.00. No substitute required.

Daniel Weirich, Ohio Alliance of Dual Enrollment Partnership State Conference, Newark, OH, November 12-13, 2015. Estimated cost: \$425.00. No substitute required.

Amanda Williams, Recertification Bus Driver Training Class, Archbold, OH, October 20-22, 2015. Estimated cost: \$233.00. Substitute required.

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes. Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green declared the motion carried.

Course of Study Review - Superintendent Matter presented to the Board for its 30-day review the Courses of Study for:

- Automotive Collision Repair
- Automotive Technology
- Business Office Technologies
- Construction Electricity
- Dental Assistant
- Exercise Science/Sports Health Care
- Floral Design/Greenhouse Production
- Information Technologies Academy
- Interactive Media
- Landscape & Turfgrass Management
- Medical & Legal Office Management
- Medical Technologies Academy
- Public Safety – Criminal Justice
- Public Safety-Fire Science/EMT
- Satellite Accounting
- Satellite Business and Administrative Services
- Satellite Construction
- Satellite Interactive Media
- Small Animal Care
- Sophomore Business Exploratory
- Sophomore Health Exploratory

Resolution to Approve Addendum to Adult Education Courses of Study – Upon the recommendation of Superintendent Matter Mr. Sutter moved and Mrs. Limes seconded that the Board waive the 30-day review and approve the Addendum to Adult Education Courses of Study.

All Penta Adult Education full time and part time class Courses of Study that have been approved by the Penta Board of Education, contains the following:

Population Served

Individuals served by the Builder, Contractor and Remodeler Technologies Program must meet the following criteria:

- Hold a High School Diploma or GED
- Satisfactory completion of a WorkKeys Assessment
- Be 18 years of age or older
- Equal Opportunity: It is the policy of the Penta Career Center that educational activities, employment practices, programs and services are offered without regard to race, color, national origin, gender, religion, disability or age.

Currently there are two programs; one Federal and one State, that have an impact on the population we serve and the need for students enrolling in a full or part time career track to be allowed into a

This will require that the first bullet in the Population Served be revised to read:

- Hold a High school Diploma or GED, *OR* be funded by the State of Ohio Adult Diploma Program or the Federal Student Financial Aid Ability to Benefit program.

Adult Diploma Program

The Adult Diploma Program provides job training and a new pathway for adults, ages 22 or older, to earn a high school diploma AND industry credentials aligned to one of Ohio's in-demand jobs.

What makes this program different from a traditional high school setting is the delivery of instruction to adults. Instead of measuring academic achievement through clock hours, seat time or credits earned, the focus is on a competency-based approach that provides a self-paced option. Once competencies have been learned, adults then demonstrate mastery of skill. Each eligible adult works with the provider to create a customized student success plan.

Eligibility Criteria

- Must be at least 22 years of age or older
- Must not have a high school diploma or GED
 - No minimum number of high school credits required
 - Do not have to pass the OGT/Proficiency Test
 - No limit on the amount of time you spend in a program

Ability to Benefit

Basic Basic Eligibility Criteria

- demonstrate *financial need* (for most programs);
- be a U.S. citizen or an *eligible noncitizen*;
- have a valid Social Security number (with the exception of students from the Republic of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau);
- be registered with [Selective Service](#), if you're a male (you must register between the ages of 18 and 25);
- be enrolled or accepted for enrollment as a *regular student* in an eligible degree or certificate program;
- be enrolled at least half-time to be eligible for *Direct Loan* Program funds;
- maintain *satisfactory academic progress* in college or career school;
- sign the certification statement on the *Free Application for Federal Student Aid (FAFSA®)* stating that
 - you are not in *default* on a *federal student loan* and do not owe money on a federal student *grant* and
 - you will use federal student aid only for educational purposes; and
- show you're qualified to obtain a college or career school education by
 - having a high school diploma or a recognized equivalent such as a *General Educational Development (GED) certificate*;
 - completing a high school education in a *homeschool* setting approved under state law (or—if state law does not require a homeschooled student to obtain a completion credential—completing a high school education in a homeschool setting that qualifies as an exemption from compulsory attendance requirements under state law); or
 - enrolling in an eligible career pathway program

Registering for Selective Service

Most male students must be registered with Selective Service to receive federal student aid. You also must register if you are a male and are not currently on active duty in the U.S. armed forces. If you are a citizen of the Federated States of Micronesia, the Republic of the Marshall Islands or the Republic of Palau, you are exempt from registering. You can call Selective Service toll-free at 1-888-655-1825 for general information about registering, or register online at www.sss.gov or via the [FAFSA](#).

Ability-to-benefit Alternatives

If you were enrolled in college or career school prior to July 1, 2012, or if you are currently enrolled in an eligible career pathway program*, you may show you're qualified to obtain a higher education by

- passing an approved ability-to-benefit test* (if you don't have a diploma or GED, a college can administer a test to determine whether you can benefit from the education offered at that school) or
- completing six credit hours or equivalent course work toward a degree or certificate (you may not receive aid while earning the six credit hours).

*For information about these criteria, talk to the *financial aid office* at your school. Your financial aid counselor can tell you whether your school offers an eligible career pathway program and can advise you about any ability-to-benefit tests the school uses.

Roll Call: Yeas: Mr. Green, Mrs. Limes, Mrs. Paredes. Mr. Righi, Mr. Rutherford, Mrs. Sander, and Mr. Schoenlein, Mr. Sutter and Mr. Walker (9). President Green declared the motion carried.

DISTRICT ACTIVITY REPORTS

Assistant Superintendent Ewers and Director Kurtz were present to discuss various activities taking place within the district.

Food Service SY16 Compliance Report - Food service compliance information is required to be presented to the BOE or governing authority prior by November 15th annually. The information below fulfills this requirement.

- Senate Bill 210 was passed by Ohio's General Assembly on June 2, 2010, and went into effect on September 17, 2010.
- The USDA introduced Smart Snacks Guidelines for the 2014-2015 school year. Smart Snacks is part of the Healthy, Hunger Free Kids Act.
- Ohio schools are now required to follow whichever policy is more stringent. If an item is allowable under Senate Bill 210, but not Smart Snacks, the item is not permissible.
- The Smart Snack guidelines greatly restrict the sale of ala-carte items (both food and beverage) **sold** to students during the entire school day. The hours prohibited are midnight to 30 minutes after school. Ala-carte refers to any item sold that is not part of a complete school meal. This includes fundraising food items and items **sold** by career technical programs.

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- The nutritional guidelines used to determine if an item meets standards are provided by the USDA and The Alliance for a Healthier Generation. All of our current ala-carte menu items meet the USDA Smart Snack guidelines.
- In addition to the new ala-carte regulations, the USDA continues to further restrict calorie, saturated fat, and especially sodium limits. After much work once again revamping meals offered, all of our current breakfast and lunch menu items meet the USDA guidelines.
- It is required that a school staff member should be responsible for ensuring that the school district meets the nutrition standards adopted under this section. The staff member (supervisor of food services) shall prepare an annual report regarding the district's compliance with the current standards. Kelsey Yosick completed that report (via government survey) on September 28, 2015, stating that Penta Career Center has adopted and is enforcing a nutrition standards policy that governs the types of food and beverages sold on school premises. Completion of this report fulfilled the district's requirement to report to ODE on its compliance.

COMMENTS FROM GUESTS

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

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.

WORK SESSION

The board went into a Work Session at 4:35 p.m. Board members received training on BoardDocs, a web-based application that Penta Career Center will be using from this point forward for the electronic creation and distribution of its meeting agendas.

ADJOURNMENT

There being no further business to come before the Board, President Green declared the meeting adjourned at 5:20 p.m.

President

ATTEST:

Treasurer