

**PENTA CAREER CENTER  
BOARD OF EDUCATION  
REGULAR MEETING OF SEPTEMBER 10, 2014**

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The regular session of the Penta Career Center Board of Education was called to order by President Green at 5:22 p.m. with the following members present: Mr. Green, Mrs. Paredes, Mr. Rutherford, Mrs. Sander, Mr. Schoenlein, Mr. Sutter and Mr. Walker (7). Absent: Mrs. Limes, and Mr. Righi (2).

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

Mrs. Limes arrived to the meeting at 6:15 p.m.

**APPROVAL OF THE MINUTES**

Mr. Rutherford moved and Mr. Sutter seconded that the Board approve the minutes from the special Board meeting of August 13, 2014.

**Roll Call: Yeas:** Mrs. Limes, Mr. Green, Mrs. Paredes, Mr. Rutherford, Mrs. Sander, Mr. Sutter and Mr. Walker (7). **Abstension:** Mr. Schoenlein (1). President Green declared the motion carried.

**RECOGNITION OF VISITORS**

The visitors at the meeting were Amy Carey, Penta Pre-School Technician; John Chaney, Penta Supervisor; Alex Drozdowicz, Penta Adult Ed. Diversified Welding Instructor/Training Coordinator; Starla Eisenmann, Penta Secretary; Janel Gerwin, Penta Instructor; Jill Heintz, Penta Instructor; Christina Jackson, Penta Instructor; Jill Kao, Penta Instructor; Jane Maiolo, The Journal Newspapers; Branden May, Penta Science Instructor; Rex Maze II, Penta Adult Ed. Coordinator; Ken Ray, Penta Culinary Arts Instructional Aide; Gretchen Reichow, Penta Instructor; Kay-Lynne Schaller, Penta Instructor; Jody Schwalbe, Penta Job Coach; Marie Thomas, Sentinel-Tribune Newspapers; Samantha Troxell, Penta Student; Jennifer White, Penta Adult Education Secretary; Elizabeth Wray, Penta Supervisor and Dova Zak, Penta Instructor.

**FEATURED PROGRAM**

**Introduction of New Staff** - Superintendent Matter introduced new staff members at this time.

**National Contest Placers** – Students and Instructors who placed in the national contests for FCCLA, HOSA and SkillsUSA were recognized at this time.

**ADDENDUMS TO THE AGENDA**

Mrs. Limes moved and Mr. Walker seconded that the Board approve the agenda sent to Board Members with the following addendum and replacement page:

**Addendum**

4.4 Recommendation to Approve Attendance at Professional Meetings

**Replacement Pages**

4.3 Recommendation to Approve Employment of Certificated Personnel

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

**REPORTS OF THE TREASURER**

**Finance Committee** – Judy Sander, Finance Committee Chairperson, reported that the Finance Committee met prior to the Board meeting to review FY15 Appropriations, authorization to participate in MINUS, auditors schedule.

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

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

**FY2015 Appropriations** – Upon the recommendation of Treasurer Herringshaw and after review by the Finance Committee, Mrs. Sander moved and Mrs. Limes seconded that the Board approve the FY2015 Appropriations as follows:

Fund	Description	Beginning Balance	Revenues	Expenditures	Ending Balance
001	General	7,201,554	26,478,499	27,704,840	5,975,213
002	Debt Service	0	4,012,039.50	4,012,039.50	0
003	Permanent Improvement	6,480,200	5,580,030	5,265,040	6,795,190
006	Food Service	26,477	676,500	676,480	26,497
007	Trust	45,440	20,000	60,000	5,440
011	Customer Service	172,486	240,000	300,000	112,486
012	Adult Education	219,577	552,000	697,143	74,433
200	Student Activities	32,857	15,000	40,000	7,857

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

**FY2015 Grant Appropriations** – Upon the recommendation of Treasurer Herringshaw, Mr. Sutter moved and Mr. Rutherford seconded that the Board approve the FY2015 Grant Appropriations as follows:

	<b>Fund</b>	<b>Receipts</b>	<b>Expenditures</b>
PELL Grant	022	150,000.00	150,000.00
School Donations	019-9700	200,000.00	200,000.00
High Schools That Work	461-9500	4,000.00	4,000.00
Adult Basic Literacy Education	501-9500	759,162.00	759,162.00
EL/Civics	501-9501	21,838.00	21,838.00
Carl Perkins-Secondary	524-9500	396,719.97	396,719.97
Improving Teacher Quality	590-9500	4,063.00	4,063.00

Return FY14 Advances

	<b>Fund</b>	<b>Amount</b>
Adult Basic Literacy Education	501-9400	38,232.65
Carl Perkins-Secondary	524-9400	26,533.48

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

**Change Funds and Petty Cash** – Upon the recommendation of Treasurer Herringshaw, Mr. Rutherford moved and Mr. Walker seconded that the Board approve the following Change Funds and Petty Cash for the 2014-15 school-year:

**Change Funds**

Adult Education	\$50
Auto Parts	\$50
Bookstore	\$150
Cosmetology	\$85
Culinary Connection	\$50
Floral	\$100
Food Service	\$266
Main Office	\$50
Small Animal	\$50

**Petty Cash Funds**

Job Training	\$200
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***Roll Call: Yeas:*** Mrs. Limes, Mr. Green, Mrs. Paredes, Mr. Rutherford, Mrs. Sander, Mr. Schoenlein, Mr. Sutter and Mr. Walker (8). President Green declared the motion carried.

**MUNIS Pilot Project Resolution** – Upon the recommendation of Treasurer Herringshaw, Mr. Rutherford moved and Mrs. Sander seconded that the Board approve the MUNIS Pilot Project Resolution and commitment to apply as a *Pilot* district and participate in the MUNIS platform to change from existing accounting, finance and human resource programs. Penta Career Center will dedicate staff resources to understand, design and implement district process changes necessary to migrate to and adopt the MUNIS platform. Penta Career Center commits to the “change management practices” necessary to ensure successful outcomes in the people, processes and technology necessary for the successful adoption of MUNIS.

***Roll Call: Yeas:*** Mrs. Limes, Mr. Green, Mrs. Paredes, Mr. Rutherford, Mrs. Sander, Mr. Schoenlein, Mr. Sutter and Mr. Walker (8). 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. Walker seconded that the Board approve the resignations of the following:

**Guy Pinson**, Job Coach, resignation effective August 15, 2014.

**Sharon Skrzyniecki**, Secretary, retirement effective January 1, 2015.

**Mary (Cathy) Slovak**, Head Cafeteria Cook, retirement effective March 1, 2015.

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

**Recommendation to Approve Employment of Supportive Personnel** – Upon the recommendation of Superintendent Matter, Mr. Walker moved and Mr. Sutter seconded that the Board approve the employment of the following supportive personnel:

**Jodi Schwalbe**, Job Coach, \$11.89 per hour as scheduled, effective August 25, 2014, one year limited contract, pending completion of all personnel requirements.

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

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

**Stephen Brown**, Satellite Marketing Instructor, BA + 45, Step 3, \$51,427.00, one-year limited contract, pending the completion of all personnel requirements.

**George Krenk**, Adult Education Machine Trades Instructor, \$18.00 per hour as scheduled, effective September 10, 2014 through June 30, 2015, pending the completion of all personnel requirements.

**Stephen O'Regan**, Adult Education Machine Trades and HVAC Instructor, \$18.00 per hour as scheduled, effective September 10, 2014 through June 30, 2015, pending the completion of all personnel requirements.

**Brian Schwab**, Adult Education Welding Instructor, \$18.00 per hour as scheduled, effective September 11, 2014 through June 30, 2015, pending the completion of all personnel requirements.

**Gregory Sharp**, Adult Education Marine Skills Instructor, \$18.00 per hour as scheduled, effective September 10, 2014 through June 30, 2015, pending the completion of all personnel requirements.

**Penny Taylor**, Adult Education STNA Instructor, \$18.00 per hour as scheduled, effective September 10, 2014 through June 30, 2015, pending the completion of all personnel requirements.

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

**Recommendation to Approve Attendance at Professional Meetings** – Upon the recommendation of Superintendent Matter, Mrs. Sander moved and Mr. Schoenlein 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:

**Randall Abramczyk**, Ohio Public Facilities Maintenance Association Annual Conference, Columbus, OH, October 20-21, 2014. Estimated cost: \$653.00. No substitute required.

**Sean Baney**, Ohio Fire and EMS Expo, Columbus, OH, September 25-26, 2014. Estimated cost: \$652.00. Substitute required.

**Courtney Bockbrader**, Teacher Induction Program, Columbus, OH, September 11-12, 2014. Estimated cost: \$280.00. Substitute required.

**Joe Boggs**, Ohio Council for Social Studies (OCSS) Annual Conference, Dublin, OH, September 28-30, 2014. Estimated cost: \$395.00. Substitute required.

**Krysteena Brown**, National Association Agriculture Education (NAAE) Convention, Nashville, TN, November 18-22, 2014. Estimated cost: \$1575.00. Substitute required.

**Rebecca Byrd**, Marketing Business Administration (MBA) Conclave Curriculum Conference, Cincinnati, OH, October 10-13, 2014. Estimated cost: \$828.00. Substitute required.

**Amy Carey**, National Association of the Education of Young Children Conference, Dallas, TX, November 5-8, 2014. Estimated cost: \$799.00. Substitute required.

**Brooke Click**, New EMIS Coordinator Training, Pickerington, OH, August 22, 2014. Estimated cost: \$170.00. No substitute required.

**Brooke Click**, Joint Vocational School (JVS) Training and Ohio Educational Data Systems Association (OEDSA), Columbus, OH, September 17-19, 2014. Estimated cost: \$693.00. No substitute required.

**Stephanie Conway**, Ohio Association of Career & Technical Education Leadership Empowerment Meeting, Zanesville, OH, September 26, 2014. Estimated cost: \$350.00. Substitute required.

**Stephanie Conway**, National FFA Convention, Louisville, KY, October 29-November 1, 2014. Estimated cost: \$700.00. Substitute required.

**Stephanie Conway**, National Association of Agricultural Educator's Convention, Nashville, TN, November 18-22, 2014. Estimated cost: \$2125.00. Substitute required.

**Cindy Covington**, Veterans Administration Workshop, Columbus, OH, September 18, 2014. Estimated cost: \$152.50. No substitute required.

**Ann Hale**, Marketing Business Administration (MBA) Conclave Curriculum Conference, Cincinnati, OH, October 10-13, 2014. Estimated cost: \$1028.00. Substitute required

**David Harms**, Ohio Council of Social Studies State Conference, Columbus, OH, September 29-30, 2014. Estimated cost: \$639.72. Substitute required.

**Sonia Herman**, Michigan Summit – Google for Education, Brighton, MI, November 3, 2014. Estimated cost: \$135.00. Substitute required.

**Chuck Jaco**, Ohio Instructional Leadership Academy, Dublin, OH, September 17-18, 2014. Estimated cost: \$175.00. No substitute required.

**Grace Phillips**, Career and Technical School Testing and Overview Meeting, Columbus, OH, September 15, 2014. Estimated cost: \$171.00. Substitute required.

**Amanda Ricketts**, South Bronx Engagement Experience, New York, NY, October 8-12, 2014. Estimated cost: \$50.00. Substitute required.

**Nadine Scott**, Marketing Business Administration (MBA) Conclave Curriculum Conference, Cincinnati, OH, October 10-13, 2014. Estimated cost: \$828.00. Substitute required

**Phillip Stockwell**, Ohio Association of Secondary School Administrators Student Discipline Conference, Dublin, OH, September 24, 2014. Estimated cost: \$305.00. No substitute required.

**Rick Waggoner**, National FFA Convention, Louisville, KY, October 29-November 1, 2014. Estimated cost: \$840.00. Substitute required.

**Patricia Weindel**, NWO Inquiry Series: Best Mathematics Teaching Practices, Bowling Green, OH, October 29, 2014, November 12, 2014, November 19, 2014 and December 3, 2014. Estimated cost: \$228.00. No substitute required.

**Dova Zak**, FCCLA Consultant Team Meeting, Columbus, OH September 19-20, 2014. Estimated cost: \$265.00. Substitute required.

**Dova Zak**, American Career Technical Educator's National Conference, Nashville, TN, November 18-22, 2014. Estimated cost: \$1061.00. Substitute required.

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

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

<b>Student Teacher/Intern</b>	<b>University</b>	<b>Penta Cooperating Teacher</b>	<b>Subject/Grade</b>	<b>Date</b>
Yolanda Adams	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Sabrina Barbee	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Russell Benedict	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Candice Burton	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Christy Buscetta	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Sarah Ellison	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Kilian Fulie	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Janiece Gales	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Nailah Gilliam	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Francesca Guttierrez	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Kathy Harmon	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
LaShonda Houston	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Tana Jackson	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Jennifer Jaros	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Christine Jean	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Talena Johnson	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Crystal Liles	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
April McIntosh	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Asontae McNair	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Cymone Nealis	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Danielle Palms	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Jenelyn Pauley	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Natoya Payton	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Rona Ruffin	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Brittany Sharp	UTMC	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Elizabeth Siegel	UTMC	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Herbert Small	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Adam Snider	UTMC	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Angelique St. Charles	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year

September 10, 2014

Jennifer Stacy	UTMC	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Nathan Stifel	UTMC	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Julie Swartzmiller	UTMC	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Amanda Tolle	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Elise Walker	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Chelsea Ward	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
LeAndra Ward	UTMC	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Anya Westfall	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year
Lisa Whitman	Athena Career Academy	Adrienne Gurney	School Nurse	Fall Semester 2014-2015 School Year

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

**Course of Study Approval** – Upon the recommendation of Superintendent Matter, and after the Board's 30-day review, Mr. Sutter moved and Mr. Walker seconded that the Board approve the Courses of Study for:

- Advanced Manufacturing Technologies
- Computer Aided Design
- Construction Carpentry
- Construction Remodeling and Construction Concepts
- Construction Masonry
- Construction Sophomore Exploratory
- Heating and Air Conditioning technology
- Manufacturing Operations Sophomore Exploratory
- Welding

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

Mrs. Sander moved and Mr. Rutherford seconded that the Board go into Executive Session for the purpose of appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.

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

The Board went into Executive Session at 6:40 p.m. and returned to Regular Session at 7:00 p.m. with eight (8) members present.



**DISTRICT ACTIVITY REPORTS**

Director Kurtz was 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 Green declared the meeting adjourned at 7:00 p.m.

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President

ATTEST:

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Treasurer